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# Summary of Policies Related to Animal Telemetry and Monitoring Data

## Background

IMOS Animal Telemetry and Monitoring Data are recognised as a high value asset. This valuation acknowledges:

* the high cost involved in collecting the Data, mostly met through public funding;
* its value as an historical record;
* its future value, which may increase substantially with unknown changes in social and political trends, scientific knowledge and environmental management requirements and
* its value in contributing to amalgamated Data (where the whole may present higher value than the sum of the parts).

Ensuring good curation practice and public availability of all IMOS Animal Telemetry and Monitoring Data (excluding Data limited by commercial potential, confidentiality, privacy or species protection) for use by colleagues worldwide:

* adds significant potential for increased research outcomes and understanding of marine systems through expanded use of the Data;
* is frequently a requirement of funding organisation agreements entered into and
* may be required by legislation (eg. The Antarctic Treaty).

IMOS have a binding commitment to Open Data - a key factor in maximising research outcomes and making the case for ongoing funding as a research infrastructure provider.

This document acknowledges the effort and financial contribution resourced by individual researchers and their organisations to collect Data and the subsequent dichotomy that exists between

1. the desire to make all Data collected through public funding open and publically available as soon as possible after its collection and
2. the need for researchers to withhold data until key publishing milestones are met and subsequent ‘reward’ realised (“Researchers Right to First Publication”).

In order to maximise the current and future value of Data collected, it is necessary to ensure all Data is:

* securely stored, discoverable and accessible for the long term;
* documented to a standard that ensures the research community can re-use and have confidence in the Data and
* published in a public and readily accessible format for all stakeholders and the wider research community with adequate protection of commercial interests, confidentiality, privacy and a Researcher’s Right to First Publication as required.

## Objective

The objective of policies related to IMOS Animal Telemetry and Monitoring Data management practice is to ensure Data are:

* made freely available for the benefit of the whole community in a timely manner;
* utilise systems and standards necessary to make the Data easily discoverable and accessible and
* supported by policies, procedures and systems that protect aspects of the data required to maintain adequate protection of commercial interests, confidentiality, privacy, species protection and a Researcher’s Right to First Publication.

## Scope

## Storage of Data

All Data are stored in a Secure Storage facility.

## Period of Retention of Data

Unless required through overriding legislation or policy, or by contractual agreement, Data should be kept indefinitely. Destruction of Data must be approved by the Director, eMII. Only a System Administrator can delete data from AATAMS.

## Metadata

Metadata for Data will, at a minimum, meet the mandatory requirements for the Marine Community Profile of ISO 19115.

## Data Ownership

Submitting data to the Australian Animal Telemetry and Monitoring System (AATAMS) does not result in a change of Data ownership. All Data are owned by their originator. Intellectual Property details are stored in the Metadata.

## Data Use License

All data submitted to AATAMS, not constrained by commercial interests, confidentiality, privacy, species protection or a researchers right to first publication, are licensed for use under a Creative Commons Attribution license (CC-BY). Details of the license are stored in the Metadata.

## Acknowledgement

Users who download and use data from AATAMS must acknowledge IMOS as described in the IMOS Data Use Acknowledgment Policy.

## Embargoed Data

When data is embargoed, access to tag data is restricted.

A researcher can place an embargo on tag data they provide for up to twelve months from the date of submitting the data.

Researchers may request subsequent embargoes on tag data which must be approved by the Scientific Committee or their delegate (currently the delegate is the Data Management Committee).

Subsequent embargoes are granted on merit related to a Researchers Right to First Publication.

## Protected Data

When data is protected, access to tag data and any associated detection data is restricted.

Since Protected Data may result in IMOS owned detection data having restricted access (which is against the IMOS charter to provide open access to data it owns), classifying Protected Data requires a much higher level of justification than Embargoed Data.

To classify Protected Data, a Researcher must be able to demonstrate:

1. That there is a clearly demonstrable imminent and ongoing threat to the tagged animals, the user’s project or another user’s project. This may require that information provided in the protection request be substantiated through investigation.
2. That other solutions to this issue have been explored and are unworkable.
3. That IMOS will gain benefit from the provision of data and other products by the user despite the Protected Detection status, including (but not limited to):
   1. open access to full data once the period of protection is finished;
   2. where applicable, provide receiver download files to AATAMS to enable access to data from non-protected tag IDs on receivers managed by the Researcher or their institution;
   3. suitable acknowledgement of IMOS provided in project outputs;
   4. the project ensures the availability of other products (including reports, publications, etc) to demonstrate that Protected Data are being used and
   5. benefit to nationally important projects.

A request for Protected Data classification:

* is not authorised if it is primarily for commercial purposes, or to protect priority of publication;
* must include a period of time for which the protection is required;
* state how the protection of data will impact the three levels of target users – the research community, resource managers, and the public – and how the impact will be addressed and
* must include a statement from the proponent’s institution that they support protection of the data.

Requests for Protected Data will be evaluated for approval by the Data Committee, the Scientific Committee and the Director, IMOS.

## Access to Data

Open access to data is provided through AATAMS.

Where it is necessary to limit access to Data, Embargoed Data or Protected Data, AATAMS uses login security to determine levels of data access and categorises users as follows:

* Detection Data Owner (login required)
* Tag Data Owner (login required, includes additional users with delegated access via an associated Project)
* Registered AATAMS User (login required, only individuals from organisations, or individuals, registered to do animal research can access the database as a registered user)
* Public Access User (login not required)

With regard to location data (either Installation Station location or location recorded as part of detection data), there are two types of data visibility based on user type:

* Detection Data Owner, Tag Owner and Registered AATAMS User can still see accurate location data
* Public Access User can only see location data expressed in decimal degrees and truncated to two decimal places.

For Embargoed Tag Data:

* The Tag Data Owner can see the tag data and associated detection data.
* Detection Data Owner, Registered AATAMS User and Public Access User cannot see the tag data, but can see anonymous detections for the tag.

For Protected Data:

* The Tag Data Owner can see the tag data and associated detection data.
* Detection Data Owner, Registered AATAMS User and Public Access User cannot see the tag data or detections for the tag.

## Definitions

**AATAMS**

Australian Animal Telemetry and Monitoring System - the on-line system used to manage the Data. (<https://aatams.emii.org.au/>)

**Data**

For the purposes of this document, Data refers to animal tracking data related to projects, people, locations, environment, equipment, equipment deployments and tags.

**Data Custodian**

For the purposes of this document, the Data Custodian is IMOS.

**Data Management**

Data Management includes activities such as:

* creating databases and application software for accessing Data;
* collecting and organising Data;
* making digital copies (such as back-ups) of Data;
* archiving or making Data available to others;
* managing access to Data;
* ensuring systems and processes are used to maintain a high level of integrity in the Data and
* planning and/or designing any of the above activities.

**Embargoed Data**

* Tag Data with restricted access.

**Intellectual Property**

For the purposes of this policy document, Intellectual Property means Intellectual Property as defined in the Copyright Act 1968 (Australia).

**Metadata**

Metadata is information (or data) about Data. It describes the data, including how, where, when and by whom a particular set of Data was collected, and how the Data is formatted.

**Open Data**

Open data is data that can be freely used, re-used and redistributed by anyone - subject only, at most, to the requirement to attribute and sharealike.

**Protected Data**

Tag and associated detection Data with restricted access.

**Researcher**

Refers to Researchers registered with AATAMS.

**Secure Storage**

For the purposes of this document, Secure Storage refers to digital storage media and systems that are:

* housed in a data centre or storage facility utilising redundant or backup power supplies, redundant data communications connections, environmental controls (such as air conditioning and fire suppression) and security devices and employing a Disaster Recovery Plan;
* physically secured against unauthorised access;
* at a minimum, backed up to secondary and offsite digital storage media on a regular basis not exceeding 24 hours and one week respectively.

## Responsible Parties

Director, IMOS

Director, eMII

IMOS Animal Telemetry and Monitoring Facility Leader (“Facility Leader”)

IMOS Animal Telemetry and Monitoring Scientific Committee (“Scientific Committee”)

IMOS Animal Telemetry and Monitoring Data Management Committee (“Data Management Committee”)

Researcher

## Related Policies and Documents

eMII Data Policy

IMOS Data Use Acknowledgment Policy

AATAMS Data Security Policy

AATAMS Protected Data Policy and Procedures

## Related Legislation

Copyright Act 1968 (Australia)

Privacy Act 1988 (Australia)

Personal Information Protection Act 2004 (Tasmania)

Freedom of Information Act 1982 (Australia)

Freedom of Information Act 1991 (Tasmania)

Antarctic Treaty