Please provide the following information, and submit to the NOAA DM Plan Repository.

Reference to Master DM Plan (if applicable)

As stated in Section IV, Requirement 1.3, DM Plans may be hierarchical. If this DM Plan inherits provisions from a higher-level DM Plan already submitted to the Repository, then this more-specific Plan only needs to provide information that differs from what was provided in the Master DM Plan.

URL of higher-level DM Plan (if any) as submitted to DM Plan Repository:

1. General Description of Data to be Managed

1.1. Name of the Data, data collection Project, or data-producing Program:
Gulf Shrimp System

1.2. Summary description of the data:
Gulf of Mexico Shrimp Landings - This data set contains catch (landed catch) and effort for fishing trips made by the larger vessels that fish near and offshore for the various species of shrimp in the Gulf of Mexico. The data collection procedures for the catch/effort data for the large vessels consist of two parts. The landings statistics (i.e., quantity, value, etc.) are collected from the seafood dealers after the trips are unloaded whereas, the data on fishing effort (gear, fishing duration) and area are collected by interviews with the captain or crew while the trip is being unloaded.

1.3. Is this a one-time data collection, or an ongoing series of measurements?
Ongoing series of measurements

1.4. Actual or planned temporal coverage of the data:
1958 to Present

1.5. Actual or planned geographic coverage of the data:
W: -98, E: -79, N: 30, S: 22
Gulf Of Mexico

1.6. Type(s) of data:
(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)
Table (digital)

1.7. Data collection method(s):
(e.g., satellite, airplane, unmanned aerial system, radar, weather station, moored buoy, research vessel, autonomous underwater vehicle, animal tagging, manual surveys, enforcement activities, numerical model, etc.)

1.8. If data are from a NOAA Observing System of Record, indicate name of system:

1.8.1. If data are from another observing system, please specify:

2. Point of Contact for this Data Management Plan (author or maintainer)

2.1. Name:

2.2. Title:
Metadata Contact

2.3. Affiliation or facility:

2.4. E-mail address:

2.5. Phone number:

3. Responsible Party for Data Management
Program Managers, or their designee, shall be responsible for assuring the proper management of the data produced by their Program. Please indicate the responsible party below.

3.1. Name:

3.2. Title:
Data Steward

4. Resources
Programs must identify resources within their own budget for managing the data they produce.

4.1. Have resources for management of these data been identified?
Yes

4.2. Approximate percentage of the budget for these data devoted to data management (specify percentage or "unknown"):
10

5. Data Lineage and Quality
NOAA has issued Information Quality Guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information which it disseminates.

5.1. Processing workflow of the data from collection or acquisition to making it publicly accessible
(describe or provide URL of description):
Process Steps:
        - Interview data are entered into SEFSC databases. Trip ticket data are collected by

Gulf States and transmitted to SEFSC databases. Interview and trip ticket data are validated, error checked, merged and duplicates removed. Errors are returned to port agents who attempt to correct them when possible. This merged data becomes the final yearly landings data.

5.1.1. If data at different stages of the workflow, or products derived from these data, are subject to a separate data management plan, provide reference to other plan:

5.2. Quality control procedures employed (describe or provide URL of description):
Data are validated, checked for errors and quality scored for completeness. Errors discovered are returned to port agents who attempt to correct them.

6. Data Documentation
The EDMC Data Documentation Procedural Directive requires that NOAA data be well documented, specifies the use of ISO 19115 and related standards for documentation of new data, and provides links to resources and tools for metadata creation and validation.

6.1. Does metadata comply with EDMC Data Documentation directive?
No

6.1.1. If metadata are non-existent or non-compliant, please explain:
Missing/invalid information:
- 1.7. Data collection method(s)
- 2.1. Point of Contact Name
- 2.4. Point of Contact Email
- 3.1. Responsible Party for Data Management

6.2. Name of organization or facility providing metadata hosting:
NMFS Office of Science and Technology

6.2.1. If service is needed for metadata hosting, please indicate:

6.3. URL of metadata folder or data catalog, if known:
https://www.fisheries.noaa.gov/inport/item/22119

6.4. Process for producing and maintaining metadata
(describe or provide URL of description):
Metadata produced and maintained in accordance with the NOAA Data Documentation Procedural Directive: https://nosc.noaa.gov/EDMC/DAARWG/docs/EDMC_PD-Data_Documentation_v1.pdf

7. Data Access
NAO 212-15 states that access to environmental data may only be restricted when distribution is explicitly limited by law, regulation, policy (such as those applicable to personally identifiable

information or protected critical infrastructure information or proprietary trade information) or by security requirements. The EDMC Data Access Procedural Directive contains specific guidance, recommends the use of open-standard, interoperable, non-proprietary web services, provides information about resources and tools to enable data access, and includes a Waiver to be submitted to justify any approach other than full, unrestricted public access.

7.1. Do these data comply with the Data Access directive?
Yes

7.1.1. If the data are not to be made available to the public at all, or with limitations, has a Waiver (Appendix A of Data Access directive) been filed?

7.1.2. If there are limitations to public data access, describe how data are protected from unauthorized access or disclosure:

7.2. Name of organization of facility providing data access:
Southeast Fisheries Science Center (SEFSC)

7.2.1. If data hosting service is needed, please indicate:
No

7.2.2. URL of data access service, if known:

7.3. Data access methods or services offered:
These standards and procedures apply to all employees of the SEFSC that need access to confidential fisheries statistics. This includes full time or term employees, contractors, volunteers, and/or other employees associated with the SEFSC, but not directl

7.4. Approximate delay between data collection and dissemination:
365

7.4.1. If delay is longer than latency of automated processing, indicate under what authority data access is delayed:
This data is currently wavered under the current NOAA guidelines for relational databases.

8. Data Preservation and Protection
The NOAA Procedure for Scientific Records Appraisal and Archive Approval describes how to identify, appraise and decide what scientific records are to be preserved in a NOAA archive.

8.1. Actual or planned long-term data archive location:
(Specify NCEI-MD, NCEI-CO, NCEI-NC, NCEI-MS, World Data Center (WDC) facility, Other, To Be Determined, Unable to Archive, or No Archiving Intended)
TO_BE_DETERMINED

8.1.1. If World Data Center or Other, specify:

8.1.2. If To Be Determined, Unable to Archive or No Archiving Intended, explain:

8.2. Data storage facility prior to being sent to an archive facility (if any):
Southeast Fisheries Science Center - Miami, FL

Location Of The Main Office Of The South East Fisheries Science Center

8.3. Approximate delay between data collection and submission to an archive facility:
365

8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?
Discuss data back-up, disaster recovery/contingency planning, and off-site data storage relevant to the data collection
The data resides on a secure database server only accessible through the NMFS network requiring separate multi-factor authentication for both network and database access.

9. Additional Line Office or Staff Office Questions
Line and Staff Offices may extend this template by inserting additional questions in this section.