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:

Natural Resource Damage Assessment Plankton Processing

1.2. Summary description of the data:

Plankton sampling in response to the DWH oil spill has generated more samples than can be processed at marine laboratories in the Gulf region and/or at the Plankton Sorting and Identification Center in Poland where NOAA/NMFS/SEFSC normally sends SEAMAP plankton samples for analysis. The laboratory of Dr. John Lamkin at the NOAA/ NMFS Southeast Fisheries Science Center, Miami is prepared to assist in the analysis of DWH plankton samples which are critical not only to ongoing DWH oil spill impact assessments but also to advance understanding of plankton dynamics in the Gulf. Physical laboratory space is available in the Lab to accommodate up to five ichthyoplankton sorter/identifiers. Dr. Lamkins lab is routinely engaged in the SEAMAP Spring Plankton Surveys and has decades of experience in the collection and identification of the larvae of Gulf of Mexico fishes. Dr. Lamkins laboratory will bring on and train five new contract biologists to sort and assist with identification of fish larvae taken in Gulf samples within the specified DWH area of interest. Analysis of samples collected in 2010 within the DWHOS NRDA area of interest (i.e. approximately east of the Texas/LA border and 26 degrees and north) will be conducted at the Southeast Fisheries Science Center.

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:

2010 to Present

1.5. Actual or planned geographic coverage of the data:

W: -87.4958, E: -86.4977, N: 29.9994, S: 26.9951
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:
Trika Gerard

2.2. Title:
Metadata Contact

2.3. Affiliation or facility:

2.4. E-mail address:
trika.gerard@noaa.gov

2.5. Phone number:
305-361-4493

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:
Trika Gerard

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?
No

4.2. Approximate percentage of the budget for these data devoted to data management (specify percentage or "unknown"):
0

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:

- All sorting and identification data were initially recorded on paper bench sheets. These bench sheets were then manually entered into an online shared database, which underwent quality control through verification of accuracy by a second individual.

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):

Larvae are identified using dichotomous keys and published literature, and colleagues in the field are consulted for confirmation and accuracy. After initial training period, QC procedures for zooplankton sorting involve re-examination of 10 of every 5th sample by a trained sorter. If more than 5 of larvae or eggs are found not to be sorted out of the zooplankton, the entire sample is resorted by original sorter until QC passes. After training period, QC procedures for ichthyoplankton identification require a random selection of 5 of the total number of ichthyoplankton per sub-tier. Samples were exchanged with trained taxonomists, making corrections as needed. For ZooScan imaging, every 5th sample was checked after initial training by a trained expert for approval. Finally, 100 of all data transcribed was cross-checked by a second individual and any corrections made.

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)

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/30711

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?
No

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?
Yes

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

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:
http://www.sefsc.noaa.gov/parr/bulk_downloads/26119.zip

7.3. Data access methods or services offered:
The data will be available from a public web server once an access methodology has been developed.

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:

N/A

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 government network requiring multi-factor authentication for network access.

9. Additional Line Office or Staff Office Questions

Line and Staff Offices may extend this template by inserting additional questions in this section.