

Southern Coastal Research Vessel Fleet

Data and Samples Management Policy

The Southern Coastal Research Vessel Fleet (SCRVF) is a partnership between the South Australian Research and Development Institute (SARDI) and the Department of Primary Industries and Regional Development (DPIRD), with funding from the National Collaborative Research Infrastructure Strategy (NCRIS) and support from the CSIRO Marine National Facility (MNF), to provide the marine research community with better access to coastal research vessels in Southern Australia.

For any enquires please contact:

Jane Ham (SARDI)
Email: PIRSA.SCRVF@sa.gov.au

Purpose

The SCRVF Data and Samples Management Policy articulates:

- definitions, requirements, principles and guidance for users of the SCRVF regarding the collection, curation, distribution and ownership of Data and Metadata resulting from SCRVF support, and
- principles and guidance for users of the SCRVF regarding the collection and appropriate curation of Samples from SCRVF support.

Definitions and Requirements

Term	Definition	Requirement
Data	Data sets used to inform research in the form of facts, observations, images, computer program results, recordings, measurements	Data obtained through access to any SCRVF Capability are subject to the conditions within this policy.

Term	Definition	Requirement
	<p>or experiences. Data may be numerical, descriptive, visual or tactile. Data may be raw, cleaned, processed or quality-controlled, generated, acquired, or collated for the work and may be held in any format or media.</p>	
Data Embargo	<p>A Data Embargo is a period of time during which a specific data set is not released to the public.</p>	<p>Except under exceptional circumstances, a Data Embargo must be applied for prior to a project and will typically only be issued under national security, contractual agreement, commercial-in-confidence or specific condition.</p>
Metadata	<p>Metadata are a set of data that describes and gives information about other data.</p> <p>Metadata enables the management, context, discovery and potential reuse of Data and should also be managed through the Project life so that the value can be realised.</p>	<p>Metadata for all Data acquired on SCR VF should be created and provided to the SCR VF in the Post-Voyage Report. This includes Metadata regarding samples collected through access to any of SCR VF capabilities.</p>
Participant	<p>Any person responsible for contributing to an approved SCR VF Project.</p> <p>Note that Project Participants can be onboard or onshore.</p>	<p>All Participants are required to adhere to applicable SCR VF policies.</p>
Principal Investigator	<p>The person responsible for overseeing the implementation of a Project.</p>	<p>Principal Investigators are required to ensure a Post-Voyage Report is delivered to the SCR VF.</p>
Project	<p>A Project is any activity using SCR VF Capability.</p>	<p>Data are required to be aligned with a Project.</p> <p>All Data generated by any Project are subject to these conditions within this policy.</p>

Term	Definition	Requirement
Publications	Outcomes from a Project that are reported, including, but not limited to, research papers, reports and articles, published data sets, conference papers and posters.	Samples are required to be aligned with a Project. All Samples generated by any Project are subject to the conditions within this policy.
SCRVF Capability	Comprises: The coastal research vessels the MRV <i>Ngerin</i> and RV <i>Naturaliste</i> or other vessels operating as part of the SCRVF. Expertise provided by the SCRVF to manage SCRVF research and patrol vessels and support vessel users.	Any user of SCRVF must adhere to applicable SCRVF policies.

Inclusions

Raw, cleaned, processed and quality-controlled Data and their associated Metadata which are collected and prepared for research purposes are covered by this policy.

Data and Samples collected via support from SCRVF vessels using both SCRVF owned, and user supplied equipment are covered by this policy.

Exclusions

Data products (value-added products that have been derived from raw, cleaned, processed or quality-controlled Data such as modelling or statistical analysis) developed by SCRVF participants that use SCRVF Data are not covered by this policy. However, we request that a Metadata entry is created for data products developed as part of this Project to assist with tracking the value generated from a publicly funded facility.

Typically, photographs and video taken for personal purposes while participating on a Project are not considered to be Data for the purposes of this policy. However, where an image or video is for the purpose of research, for example, a record of a type of species, unique observation or other Data considered enhanced by imagery, SCRVF requires that related metadata is captured in the post-voyage report, noting that copies of images or video may be archived alongside other data types. Copies of images or video may be requested for communication purposes. All other images and video will remain the property of the photographer.

Principles

Data collected through fully funded access to the SCRVF are managed in accordance with Open Access and Findable, Accessible, Interoperable and Reusable (FAIR) data management principles.

No single sample collection and curation procedure is preferred by the SCRVF. SCRVF recognises the inherent value of all Samples collected with our support and favours a flexible approach that supports practical sample retention wherever possible and encourages researchers to lodge specimens with an appropriate biological, geological or oceanographic institution.

SCRVF Samples should be collected lawfully, ethically and safely and curated to ensure that they are findable and accessible wherever possible.

Data

Research that impacts on or is of particular significance to Aboriginal and Torres Strait Islander peoples supported by the SCRVF will conform with the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS) Code of Ethics for Aboriginal and Torres Strait Islander Research.

It is the Principal Investigator's responsibility to ensure that any research that is of particular significance to Aboriginal and Torres Strait Islander peoples will be considered by an appropriately licenced Human Research Ethics committee before Project commencement.

Data availability

Fully funded voyages onboard the SCRVF are funded by the public and it is, therefore, appropriate that Data are made freely available. Importantly, making Data available demonstrates return on public investment.

Metadata for all Data acquired on SCRVF funded voyages using user-supplied equipment must be included in the Post-Voyage Report irrespective of where the Data are lodged. These Metadata will be published by SCRVF and made accessible via the Australian Ocean Data Network (AODN) by SCRVF. In addition, a copy of all raw, and processed where applicable, will be archived securely at the CSIRO data centre and is publicly accessible via a request to access data. Raw data will not be published and will only be released with the Principal Investigator's approval. Our goal is to make data collected from future voyages openly accessible.

It is requested that when you are ready to put your processed data in the public domain that you please publish it with CSIRO. Metadata records can be updated at any time by sending an e-mail to data-requests-hf@csiro.au.

The SCRVF complies with the Australian Government Public Data Policy by ensuring that Data acquired through the SCRVF is accessible to the research community with the goal of making it available directly though publicly available databased in the future.

Data Embargo

A Data Embargo will not be issued unless required under national security, contractual agreement, commercial-in-confidence agreement or specific condition prior to Project commencement.

Only under exceptional circumstances will an embargo not applied for prior to the project commencement be considered.

To make an enquiry regarding a Data Embargo, please contact the SCRVF at PIRSA.SCRVF@sa.gov.au.

Exemption from Open Access

The SCRVF shall not make Data public that are subject to legislative or regulatory requirements that prevent dissemination or that have not been appropriately quality controlled and labelled, which is the responsibility of the Principal Investigator.

Ownership of Data

All Data collected through funded access to the SCRVF, including any intellectual property rights embodied therein, are owned by SARDI. The agreement signed by organisations accepting sea time also grants the organisation a non-exclusive, royalty free, perpetual, irrevocable licence to use Data relating to their Projects for any purpose.

Data will be published under the terms of a Creative Commons Attribution Licence (CC-BY).

Samples

Collection and Storage of Samples

Competitive access to the SCRVF is funded with public monies and it is therefore appropriate, and consistent with other such publicly owned facilities, that Samples are made freely available is one of the mechanisms by which the SCRVF can demonstrate return on investment.

Accordingly, all Samples collected using SCRVF Capability which are appropriate to be retained and curated should be suitably stored onboard and, as soon as possible after the completion of each voyage, be made accessible to other researchers. Where a national repository exists, Samples should be lodged with that repository (ideally through prior agreement with the repository). If there is no suitable repository, or if that repository is unable to take custodianship of the Samples, Samples may be curated by the Participant's host organisation.

All Samples and sample identifiers are required to be reported as Metadata to SCRVF.

Ownership of Samples

All samples collected using SCRVF Capability are owned by the SCRVF while they are on board SCRVF vessels. Upon disembarkation, ownership of Samples collected will be transferred to the collector's organisation or, by prior arrangement by the Principal Investigator or Project Participants, with a national or international sample repository.

Sample Permits

If Samples are to be collected from Australian Government, State or Territory waters, permits and clearances for work in these areas must be obtained from the relevant agencies.

Permits are required to collect and/or import Samples from:

- Australian Marine Parks (Marine Protected Areas)
- Commonwealth areas (Biological Resources)
- Commonwealth fisheries (Scientific Permits)
- Protected Fisheries Regions
- Australian Whale Sanctuary waters

There may be requirements for other areas.

It is the responsibility of the Principal Investigator to obtain all necessary permits and permissions prior to Sample commencement.

Ethics in Sample Collection

Animal research supported by the SCRVF will conform to the Australian code for the care and use of animals for scientific purposes (the Code). The Code provides an ethical framework and governing principles to guide decisions and actions of all those involved in the care and use of animals for scientific purpose.

The SCRVF requires all research involving animals be considered by an appropriately licensed animal ethics committee, and written approval provided from that committee, before Project commencement.

Sample Safety

Samples must be collected, handled, stored and transported safely.

If Sample collected requires the use of any class of dangerous goods a relevant Safety Data Sheet will need to accompany the Samples consignment and appropriate safety protocols followed.

Acknowledgement of SCRVF

The SCRVF must be acknowledged in all outputs from Data and/or Samples collected by, or with support from, the SCRVF. By accessing data or collecting Samples with the support of the SCRVF, individuals acknowledge that:

- they will comply with the SCRVF Data and Samples Management Policy, and
- they will acknowledge the SCRVF in outputs with a statement adhering to the following form:

“We acknowledge the use of the Southern Coastal Research Vessel Fleet, with funding from the National Collaborative Research Infrastructure Strategy (NCRIS), in undertaking this research”.

Acknowledgement and citations should be in all forms of publications including presentations where the acknowledgement should be on the closing slide, journals, books, reports and related research outputs.

Publications

Principal Investigators must supply records of Publications that arise from use of SCRVF Data and/or Samples to the SCRVF in an appropriate format in a timely manner.

To inform the SCRVF of your publication please contact: PIRSA.SCRVF@sa.gov.au

Compliance

History of compliance with the terms of this policy is considered as part of the application for an individual's future use of SCRVF Capability.

Feedback

The SCRVF is committed to continuous improvement and welcomes your feedback regarding this policy and its application at PIRSA.SCRVF@sa.gov.au

