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# Data protocol

for the

## SCOUT-O3

Integrated Project

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SCOUT-O3 is an EU Integrated Project based on funding from the European Commission. This data protocol regulates data delivery, data exchange and the interaction between measuring and modelling participants, and it address issues such as rights for internal and external use of data, guidelines for standard data formats and the settlement of disputes. Intellectual Property Rights are covered in the SCOUT-O3 Consortium Agreement (see below).

The aims of the SCOUT-O3 protocol are: a) to encourage rapid dissemination of the scientific results from SCOUT-O3; b) to uphold the rights of the individual scientists; and c) to have all involved researchers treated equitably. To meet these aims, all SCOUT-O3 scientists (principal investigators and co-investigators) must sign that they will abide by the following conditions.

The main SCOUT-O3 database is the European NADIR database at NILU. In addition UV data will be stored at the European database for UV radiation at FMI. There will be links to additional data, such as satellite data from Odin and Envisat, from the SCOUT-O3 web site at NILU.

### General

1. A registry of the SCOUT-O3 scientists will be kept on the NILU web site. SCOUT-O3 scientists will formally get access to data from the SCOUT-O3 project when they have signed the SCOUT-O3 data protocol.
2. All scientists involved in SCOUT-O3 are to have equal and complete access to measurements and model results produced within SCOUT-O3.
3. Users of other groups' data generated under SCOUT-O3, must not redistribute these data to third groups.
4. During the active phases of SCOUT-O3 (principally field campaigns, but also any period designated by the executive committee), each PI involved is obliged to submit to the nominated person a short periodic report describing activities carried out during the previous period.
5. Data users who find irregular features in the data or suspect errors must inform the data provider immediately. The data provider has the responsibility of informing the SCOUT-O3 community of any problems.

### Measurements

1. Preliminary data obtained within SCOUT-O3 must be made available to other SCOUT-O3 scientists as soon as possible, and no later than 6 months after the data was taken. There are two advantages to quick release: a) Future planning can be greatly improved, and b) scientific evaluation of the data can occur in a timely manner.
2. Any corrections/amendments to the preliminary data should be made as soon as possible.

3. It is the Principal Investigator's responsibility to ensure that the data used in publications are the best available at that time.
4. This protocol does not restrict the availability of existing, long-term, "network data", such as the measurements made by the network ozonesonde and radiosonde stations. Measurements of this type that are stored at the SCOUT-O3 database at the EU-NILU Data Centre (NADIR) will be subject to the same restrictions as other SCOUT-O3 experimental data. Involvement in SCOUT-O3 does not conflict with other commitments. For example, ozonesonde data can be part of the SCOUT-O3 database and be submitted to the World Ozone Data Centre, the database for the Network for the Detection of Stratospheric Change or the ENVISAT validation database. SCOUT-O3 scientists should respect the rights of scientists who produce that data in the same way that the rights of other scientists are respected, as outlined in the Data Protocol.
5. The SCOUT-O3 participants can have access to the European UV Database (EUVDB). EUVDB has its own user accounting system and data protocol, which are described at the login page of the database (<http://uv.fmi.fi/uvdb/>). Some of the scientific results attained in the SCOUT-O3 project are placed in the EUVDB, and retrieval of these results from the EUVDB can be done under the EUVDB data protocol. However, these results are also directly available from the data owners under the SCOUT-O3 data protocol.

## **Model Studies**

1. Results of model studies using data acquired during SCOUT-O3 must be made available to other SCOUT-O3 scientists as soon as possible and upon request.
2. Corrections/amendments to the preliminary results should be made as soon as possible.
3. It is the Principal Investigator's responsibility to ensure that model results used in publications are the best available at that time.

## **Documentation Of Data Sets**

1. All data sets should be documented according and formatted to a standard to be determined by the Data Committee. Documentation of a given measurement site or region is also part of the central SCOUT-O3 database at NILU. This standard is an integral part of the database and consists of the following main elements: (i) Title, (ii) Authors/owners, (iii) Introduction (incl. objectives), (iv) Theory and type of measurements, (v) Equipment (incl. instrument description, calibration, procedures), (vi) Observations, (vii) Parameter/variable description, (viii) Data manipulations, (ix) Errors, (x) Notes, (xi) References, and (xii) Glossary of acronyms.
2. For practical reasons it may be better to store some large data sets at locations other than NILU. These cases will be agreed by the SCOUT-O3 Data Committee. Sufficient information about those data sets must be available at the NILU web site so that SCOUT-O3 scientists can get easy access to the data.

## **Publication**

1. Publication of results in the scientific literature is encouraged at any time during SCOUT-O3, as long as conditions 2-5 are met.
2. If measurements/model results from other research groups within SCOUT-O3 are used in a publication, joint authorship must be offered. This implies that the lead

author should inform the data provider about planned publications in due time before submission.

3. Each Principal Investigator has the right to refuse to allow his/her work, whether measurement or calculation, to be used in another publication prior to his/her publication of that work.
4. It is the responsibility of the lead author on all publication to have the explicit agreement of all co-authors and other data contributors prior to submission.
5. Data from ECWMF is available to all SCOUT-O3 scientists who sign the separate ECWMF protocol which forbids dissemination to third parties (i.e. those who are not members of the SCOUT-O3 and have not signed the ECMWF protocol). The ECMWF must be duly acknowledged in all appropriate publications.

## **Public Release**

1. Presentations in public meetings and press releases may be made subject to approval by the co-authors.
2. Descriptions of the whole project and the SCOUT-O3 teams will note that this programme is an Integrated Project funded by the European Commission and national funding agencies.
3. Major press releases on findings from the joint measurements will be agreed by the SCOUT-O3 Executive Committee.

## **Associate scientists and collaborations**

1. Individual scientists wishing to collaborate with SCOUT-O3 will provide a short written description of what they wish to do. This will be considered by the appropriate Activity Leaders and Work Package Leaders, and a final decision will be made by the Executive Committee. All partners will be notified of this decision and will have the chance to present written objections to the Executive Committee who will consider the matter further. In the event of unresolved dispute, the matter can be referred to the General Assembly. All individual scientists who collaborate with SCOUT-O3 will sign the SCOUT-O3 Data Protocol and abide by its conditions.
2. Effective and productive collaborations between SCOUT-O3 scientists and other projects are strongly encouraged. These are not covered here, and will be approved on a case-by-case basis by the SCOUT-O3 Executive Committee, e.g. through data sharing agreements. All SCOUT-O3 scientists will abide by the conditions of any data exchange agreement agreed by the Executive Committee and other collaborating projects.

## **Intellectual property rights**

1. The ownership of data is legally defined in the contract and the Consortium Agreement. The provisions regarding intellectual property rights are also described in the Consortium Agreement. Signatories, including Associate Scientists, of this data protocol will abide by the conditions of the SCOUT-O3 Consortium Agreement regarding ownership of data and Intellectual Property Rights.
2. The participating Parties have agreed to deliver some data and knowledge produced from other funding sources. The PI and the administration of each participating Party are responsible that their scientific staff are informed about their obligation of data delivery according to this contract.

## Settlement Of Internal Disputes

Any disputes about the use of other groups' data, particularly with respect to publications, not resolved by the Data Sub-Committee will be resolved by the SCOUT-O3 Executive Committee or failing that by the General Assembly.

The undersigned agrees to the conditions of this data protocol.

Signature:.....

Date: .....

Name: .....

Position (PI, Post-doc, student, etc.): .....

Address:.....

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E-mail: .....

<b>Please sign and return to:</b>	<b>Send copy to:</b>
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