

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:

Assessment of Existing Information for Atlantic Coastal Fish Habitat Partnership (ACFHP)

### 1.2. Summary description of the data:

The ACFHP database consist of three primary data tables, joined within SQL Server, a relational DBMS: 1. The Bibliographic table provides information on over 500 selected documents and data sources on Atlantic coastal fish species and habitats. 2. The Assessment table provides information on habitat condition indicators, threats, and conservation actions. 3. The Geospatial table provides location references for information recorded in the Bibliography and Assessment tables. In addition, a separate table enables the many-to-many relationship between bibliographic entries and locations.

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

One-time data collection

### 1.4. Actual or planned temporal coverage of the data:

2009

### 1.5. Actual or planned geographic coverage of the data:

W: -83, E: -67, N: 46, S: 24

### 1.6. Type(s) of data:

(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)  
online database with tabular or spreadsheet output

### 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:**

NCCOS Scientific Data Coordinator

**2.2. Title:**

Metadata Contact

**2.3. Affiliation or facility:**

**2.4. E-mail address:**

NCCOS.data@noaa.gov

**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:**

NCCOS Scientific Data Coordinator

**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?**

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

**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:

- 2009-01-01 00:00:00 - The GIS base layer was developed in ArcGIS, and is subdivided into four zones - watersheds, estuaries, nearshore marine, and offshore

marine. It is based on NOAA's Coastal Assessment Framework (CAF), including estuarine waterbodies and their associated watersheds. The Coastal Assessment Framework is a set of digital GIS layers, with lineage back to an earlier data atlas known as the National Estuarine Inventory (NOAA 1985). The NEI and CAF further subdivide estuarine waters into salinity zones (tidal fresh, mixing, and seawater), but these subdivisions were not used for the ACFHP spatial framework. Additional polygons were added for both State and Federal marine waters, based on legally-vetted boundary layers in the Multipurpose Marine Cadastre (MMC). State waters extend to the 3 nautical mile limit, and Federal waters extend to the 200 nmi Exclusive Economic Zone (EEZ). Regional breaks were selected at Cape Cod, Cape Hatteras, and Cape Canaveral, creating four regions: North Atlantic, Mid-Atlantic, South Atlantic, and South Florida, consistent with generally accepted biogeographic classifications. The estuarine, watershed, and marine polygons were merged into a single polygon layer - 195 polygons total, preserving their attributes for region, state, zone (watershed, estuarine, marine), and waterbody name. (Citation : NOAA's Coastal Assessment Framework)

**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):**

## 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)
- 4.1. Have resources for management of these data been identified?
- 4.2. Approximate percentage of the budget for these data devoted to data management
- 5.2. Quality control procedures employed
- 7.1. Do these data comply with the Data Access directive?
- 7.1.1. If data are not available or has limitations, has a Waiver been filed?
- 7.1.2. If there are limitations to data access, describe how data are protected
- 7.2. Name of organization of facility providing data access
- 7.2.1. If data hosting service is needed, please indicate
- 7.4. Approximate delay between data collection and dissemination

- 8.1. Actual or planned long-term data archive location
- 8.3. Approximate delay between data collection and submission to an archive facility
- 8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?

**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/38725>

**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](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?**

**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:**

**7.2.1. If data hosting service is needed, please indicate:**

**7.2.2. URL of data access service, if known:**

<https://coastalscience.noaa.gov/projects/detail?key=46>

**7.3. Data access methods or services offered:**

Hardcopy tech memo or other documentation, or custom spreadsheet versions of data are available upon request from: David Moe Nelson NOAA N/SCI-1 1305 East-West Hwy, 9th Floor Silver Spring MD 20910 phone 301-713-3028 x154 email david.moe.nelson@noaa.gov; Tech. Memo. pdf, and bibliographic and assessment information may be downladed directly from the homepage at the URL provided. Electronic spreadsheet versions may be requested from: David Moe Nelson NOAA N/SCI1 1305 East-West Hwy, 9th Floor Silver Spring MD 20910 phone 301-713-3028 x154 email david.moe.nelson@noaa.gov; go to <http://www8.nos.noaa.gov/bhv/spatbibindex.html> . The links to the left launch these three query modules: Bibliographic Query - using a set of sequential parameters in pull-down menus, this query generates a list of documents and data sources pertaining to a particular water body. Output includes standard bibliographic information such as Title, Year, Authors, Organization, and Publication Info - as well as Habitat Type, Information Type, and Web Location (if an item is available, a "Click Here" link is provided). Assessment Query generates a list of indicators (measures of habitat condition), threats (or stressors), and/or actions (conservation recommendations), for a specified waterbody or watershed, with sources cited. Geospatial Query provides a GoogleMaps interface to launch a query of either the bibliographic or assessment information.;

**7.4. Approximate delay between data collection and dissemination:**

**7.4.1. If delay is longer than latency of automated processing, indicate under what authority data access is delayed:**

**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)*

**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):**

National Centers for Coastal Ocean Science - Silver Spring, MD

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

**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*

**9. Additional Line Office or Staff Office Questions**

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