

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:

Benthic Habitats and Surficial Geology of Apalachicola Bay, Florida 2006 Substrate

1.2. Summary description of the data:

These data were collected under a cooperative mapping program between the U.S. Geological Survey (USGS), the National Oceanic and Atmospheric Administration Office for Coastal Management (NOAA\OCM), and the Apalachicola National Estuarine Research Reserve (NERR). The primary objectives of this program were to collect marine geophysical data to develop a suite of seafloor maps to better define the extent of oyster habitats, the overall seafloor geology of the bay and provide updated information for management of this resource. In addition to their value for management of the bay's oyster resources, the maps also provide a geologic framework for scientific research and the public.

High-resolution bathymetry, backscatter intensity, and seismic profile data were collected over 230 square kilometers of the floor of the bay. The study focused on the Apalachicola Bay and Western St. George Sound portions of the estuary in mostly in depths > 2.0 meters.

Original contact information:

Contact Org: NOAA Office for Coastal Management

Phone: 843-740-1202

Email: coastal.info@noaa.gov

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:

2005 to 2006

1.5. Actual or planned geographic coverage of the data:

W: -85.096005, E: -84.755168, N: 29.783119, S: 29.601303

1.6. Type(s) of data:

(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)

Map (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:

NOAA Office for Coastal Management (NOAA/OCM)

2.2. Title:

Metadata Contact

2.3. Affiliation or facility:

NOAA Office for Coastal Management (NOAA/OCM)

2.4. E-mail address:

coastal.info@noaa.gov

2.5. Phone number:

(843) 740-1202

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?

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:

- 2006-12-21 00:00:00 - This data layer was digitized from visual interpretations using ArcView 3.3. Shapefile was digitized at a zoom scale of 1:5000 or greater. Each polygon was digitized and given one of 11 attributes to describe the general composition of that unit.
- 2007-01-02 00:00:00 - Completed shapefile was imported to a polygon feature class. Topological rules were built to identify and fix any gaps or overlaps between adjacent polygons.
- 2007-01-25 00:00:00 - Resulting feature class was visually reviewed to identify and edit any polygons that did not extend to the border of the sidescan sonar.
- 2007-07-01 00:00:00 - Exported feature class from personal geodatabase to a shapefile and projected to geographic.
- 2012-02-01 00:00:00 - Original USGS Surficial Geology classes were cross-walked into the Florida System for Classifying Habitats in Estuarine and Marine Environments (SCHEME). All surficial geology classes translated smoothly into SCHEME. Descriptive information was captured in the Modifiers field. No information or data records were lost during this process. Geform attributes not captured in the SCHEME hierarchy have been added as modifiers (ex. tidal inlet).
- 2015-01-01 00:00:00 - The data were converted from a single ESRI polygon shapefile classified according to the System for Classifying Habitats in Estuarine and Marine Environments (SCHEME) to the Coastal and Marine Ecological Classification Standard (CMECS) 2012 format (which can be found at <https://coast.noaa.gov/digitalcoast/tools/cmecs-crosswalk>) which produces separate geform, substrate, and substrate feature layers from the original input benthic habitat dataset. This substrate feature layer contains CMECS substrate component attributes where an "Equal" or "Nearly Equal" SCHEME value was present in the original data. Polygons for which no substrate information was present have been removed. No other changes to the original polygon boundaries or any other alterations of the original SCHEME data were made during this process.

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)
- 3.1. Responsible Party for Data Management
- 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
- 7.3. Data access methods or services offered
- 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/47875>

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?

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:

NOAA Office for Coastal Management (NOAA/OCM)

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

7.2.2. URL of data access service, if known:

ftp://ftp.coast.noaa.gov/pub/benthic/Benthic_Cover_Data/FL_ApalachicolaBay.zip

7.3. Data access methods or services offered:

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):

Office for Coastal Management - Charleston, SC

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.