*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:**
National Marine Mammal Tissue Bank System

**1.2. Summary description of the data:**
The NMMTB provides a resource of samples that have been collected in a systematic and well-documented manner for comparing results over time to identify whether environmental trends exist, provides for future retrospective analyses for new analytes of interest, and allows for future analyses of samples collected today using improved analytical techniques of tomorrow.

**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:**
1989 to Present

**1.5. Actual or planned geographic coverage of the data:**
W: -180, E: 180, N: 90, S: -90
Except territorial waters

**1.6. Type(s) of data:**
*(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)*
Document (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.)*
Instrument: Not Applicable
Platform: Not Applicable
Physical Collection / Fishing Gear: Not Applicable

**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:**
Rebecca Pugh

**2.2. Title:**
Metadata Contact

**2.3. Affiliation or facility:**

**2.4. E-mail address:**
Rebecca.Pugh@noaa.gov

**2.5. Phone number:**
843-762-8952

**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:**
Teri Rowles

**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?**
Yes

**4.2. Approximate percentage of the budget for these data devoted to data management ( specify percentage or "unknown"):**
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):*
Lineage Statement:
In 1989, the National Oceanic and Atmospheric Administration (NOAA) and the

National Marine Fisheries Service (NMFS) initiated the development of the National Marine Mammal Tissue Bank (NMMTB) as a result of a massive die-off of bottlenose dolphins (Tursiops truncatus) in 1987-88. A large number of animals stranded along the Atlantic coast of the United States and although it was concluded that a naturally occurring toxin, brevitoxin, was likely the cause of death (Geraci, 1989), environmental pollution was suspected due to high levels of contaminants. It was also determined then that baseline data of anthropogenic contaminants was relatively unknown but needed for future reference. The NMMTB was developed to provide this reference data as well as other valuable information by collecting and banking marine mammal tissues for long-term storage for retrospective analyses. The guidelines for the NMMTB were based on the already established goals and protocols of the Alaska Marine Mammal Tissue Archival Project (AMMTAP). This project was established in 1987 through an agreement between NOAA's National Ocean Service (NOS), the National Institute of Standards and Technology (NIST) and the Minerals Management Service (MMS) to help determine contaminant levels of marine mammals that were taken primarily during native subsistence hunts in Alaska (Becker, et al., 1988; 1991). Tissues were also collected and banked for long-term archival using standardized protocols. Currently the AMMTAP is conducted by the United States Geological Survey (USGS) Biological Resource Division in cooperation with NOAA's NMFS and NIST. In 1992, the NMMTB program was formally established by the Marine Mammal Health and Stranding Response Act (Public Law 102-587) and was expanded and combined with the Marine Mammal Stranding Network to become a larger program that resulted in several components; Stranding Networks, the NMMTB, and Monitoring and Quality Assurance. This expansion is now known as the Marine Mammal Health and Stranding Response Program (MMHSRP) and is coordinated by the NMFS in cooperation with the USFWS. The MMHSRP is focused on animal health assessment, real-time contaminant monitoring, specimen banking, response to strandings and mass mortalities, quality assurance/quality control of analytical results, and the management of a nationwide database on the health of marine mammal populations. The NMMTB and the quality assurance program are administered by NIST. In 1995 the quality assurance program was formalized and became the National Marine Analytical Quality Assurance Program ( NMAQAP). More information about the NMAQAP can be found at http://www.nmfs.noaa.gov/pr/health/aqa.htm.

**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):**

The NMMTB and the quality assurance program are administered by the National Institute of Standards and Technology (NIST). In 1995, the quality assurance program was formalized and became the National Marine Analytical Quality Assurance Program ( NMAQAP). More information about the NMAQAP can be found at http://www.nmfs.noaa.gov/pr/health/aqa.htm.

**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?**

Yes

**6.1.1. If metadata are non-existent or non-compliant, please explain:**

**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://inport.nmfs.noaa.gov/inport/item/19089

**6.4. Process for producing and maintaining metadata**

*(describe or provide URL of description):*

Metadata produced and maintained in accordance with the NMFS Data Documentation Procedural Directive: https://inport.nmfs.noaa.gov/inport/downloads/data-documentation-procedural-directive.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?**

No

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

The internal NMMTB provides user accounts to the National Institute of Standards and Technology(NIST) biologists at the Hollings Marine Laboratory (HML) in Charleston, South Carolina in collaboration with National Marine Fisheries Service,

Office of Protected Resources, Marine Mammal Health and Stranding Response Program. Specimens from Alaska are provided to the bank through the Alaska Marine Mammal Tissue Archival Project under the USGS Biological Resources Division, Dept. of Interior. The general public and partners have (read-only) access from public side of the website: https://mmhsrp.nmfs.noaa.gov/tissbk/jsp/mmtb_tissue_public_query.jsp

The NMMTB system information protected by the Marine Mammal Protection Act, Title IV, Section 407. National Marine Mammal Tissue Bank and Tissue Analysis policies, guidance and regulations

**7.2. Name of organization of facility providing data access:**

NMFS Office Of Protected Resources

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

Unknown

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

https://mmhsrp.nmfs.noaa.gov/tissbk/jsp/mmtb_tissue_public_query.jsp
https://mmhsrp.nmfs.noaa.gov/tissbk/
http://www.nmfs.noaa.gov/pr/pdfs/health/tissuebank_form.pdf

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

The system provides restricted and public access to users to search for specimens within the National Biomonitoring Specimen Bank. To obtain public access to the system the users can visit https://mmhsrp.nmfs.noaa.gov/tissbk/jsp/mmtb_tissue_public_query.jsp

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

90 days

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

Not Applicable

## 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:**

To be determine.

**8.2. Data storage facility prior to being sent to an archive facility (if any):**

NMFS Office Of The Chief Information Office - Silver Spring,MD, MD

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

To Be Determined

**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*

We house copies of the data on an internal server maintained by NOAA NMFS CIO. The NMFS OCIO is responsible for the IT security and contingency plan for data stored on their networks. The NOAA NMFS OCIO establishes procedures and policies required for the recovery and restoration of data destroyed or loss.

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

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