

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:

Public Consultation Tracking System (PCTS)

1.2. Summary description of the data:

The Public Consultation Tracking System (PCTS) is an information management system covering National Marine Fisheries Service (NOAA Fisheries) consultations under the Endangered Species Act (ESA) and under the Magnuson-Stevens Fishery Conservation and Management Act sections 305(b)(2) & 305(b)(4) Essential Fish Habitat (EFH).

Section 7 Consultations are designed to assist Federal agencies in fulfilling their duty to ensure Federal actions do not jeopardize the continued existence of a species or destroy or adversely modify critical habitat. Federal agencies must consult with NMFS, Under section 7(a)(2) of the ESA, on activities that may affect a listed species.

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:

1972 to Present

1.5. Actual or planned geographic coverage of the data:

W: -84, E: -63, N: 48, S: 24

East Coast (Maine to Florida)

W: -99, E: -81, N: 30, S: 24

Gulf of Mexico

W: -180, E: -141, N: 73, S: 52

Alaska

W: -162, E: -152, N: 23, S: 17

Hawaii

W: -130, E: -114, N: 49, S: 32

West Coast (Washington to California)

1.6. Type(s) of data:

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

Paula Jones-Yates

2.2. Title:

Metadata Contact

2.3. Affiliation or facility:

NMFS Office Of Protected Resources

2.4. E-mail address:

paula.jonesyates@noaa.gov

2.5. Phone number:

301-427-8403

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:

Stanley E Rogers

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:

NOAA's National Marine Fisheries Service is the federal agency, a division of the Department of Commerce, responsible for the stewardship of the nation's living marine resources and their habitat. NOAA's National Marine Fisheries Service is responsible for the management, conservation and protection of living marine resources within the United States' Exclusive Economic Zone (water three to 200 mile offshore). Using the tools provided by the Magnuson Stevens Act, NOAA's National Marine Fisheries Service assesses and predicts the status of fish stocks, ensures compliance with fisheries regulations and works to reduce wasteful fishing practices. Under the Marine Mammal Protection Act and the Endangered Species Act, NOAA's National Marine Fisheries Service recovers protected marine species (i.e. whales, turtles) without unnecessarily impeding economic and recreational opportunities. With the help of the six regional offices and eight councils, NOAA's National Marine Fisheries Service is able to work with communities on fishery management issues. NOAA's National Marine Fisheries Service works to promote sustainable fisheries and to prevent lost economic potential associated with overfishing, declining species and degraded habitats. NOAA's National Marine Fisheries Service strives to balance competing public needs.

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):

A QA/QC Reviewer provides a review of highly controversial, precedent-setting, or novel biological opinions and any other consultations the Regional Administrator or Assistant Regional Administrator for Protected Resources deems appropriate to ensure ESA standards and procedures are applied consistently.

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/26666>

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:

PCTS is intended for use by the public, federal action agencies, as well as the NMFS user. PCTS can be broken down into four main queries: Consultation Query, Corps Permit Query, Federal Agency Status Query, and the NMFS General User Query. In addition, a NMFS user can be categorized as a general user, data entry user, or an admin. A NMFS Data Entry user and a

NMFS Admin user have additional privileges that allow them to modify consultations.

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:

Not Applicable

7.2.2. URL of data access service, if known:

<https://pcts.nmfs.noaa.gov/pcts-web/homepage.pcts>

7.3. Data access methods or services offered:

Data access procedures can be obtain at <https://pcts.nmfs.noaa.gov/pcts-web/homepage.pcts>

7.4. Approximate delay between data collection and dissemination:

135 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)

Other

8.1.1. If World Data Center or Other, specify:

NMFS OCIO Internal Server

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):**

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

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

Unknown

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.