

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:**

NOAA Voices Oral History Archives

1.2. Summary description of the data:

The NOAA Voices Oral History Archives (VOHA) seeks to document the human experience as it relates to the changing environment, climate, oceans and coasts and other key areas of NOAA's work through firsthand oral history accounts from across the US and its territories. Oral histories contribute to NOAA's Mission of "Science, Service, and Stewardship" by creating, compiling, archiving and sharing the experiences of stakeholders, scientists and others.

Any individual or organization can participate in the VOHA program by contributing individual oral history interviews or collections of interviews that are related to the project scope and mission, or by using the interviews archived here in their research, scholarship, exhibits, or general use.

We accept oral histories produced by NOAA staff (including social scientists, historians, and others) as well as from external organizations, universities, researchers and oral history practitioners. This content is made available to the public in this digital repository for educational and research purposes. The Voices Oral History Archives database is a powerful resource available to the public to inform, educate, and provide primary information for researchers interested in our local, human experience associated with the varied facets of NOAA's mission (including but not limited to Climate, Fisheries, Weather, Heritage, etc...)

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:

1895 to Present

1.5. Actual or planned geographic coverage of the data:

throughout the US and its territories.

1.6. Type(s) of data:

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

Patricia Pinto Da Silva

2.2. Title:

Metadata Contact

2.3. Affiliation or facility:**2.4. E-mail address:**

patricia.pinto.da.silva@noaa.gov

2.5. Phone number:

202-390-8202

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:

Evan C Litwack

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"):

100%

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:

The Voices Project accepts interviews and associated materials in the following file types: interview transcription and other text files in .PDF format; picture files in .BMP, .JPG, and .JPEG formats; audio files in .MP3 format; and digital video files in .AVI, .MP4, .MPG, and .WMV formats. These file types minimize download time for those accessing interviews. No other file formats are accepted. Written materials must be saved as PDF files. At this time we cannot accept letters, diaries, and maps. Additionally, we cannot accept artifacts like fishing gear, other fishing technology, and so forth. We also accept listings of work derived or based on fisheries oral histories. Some examples include films, books, and websites.

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):

Interviews and collections are reviewed by program staff for quality and relevance to the NOAA mission.

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)
- 7.2. Name of organization of facility providing data access

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/27525>

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?

Yes

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:

No. Not currently.

7.2.2. URL of data access service, if known:

<https://voices.nmfs.noaa.gov/>

7.3. Data access methods or services offered:

This data is available to the public and is open access. Files can be requested for use from voices@noaa.gov or patricia.pinto.da.silva@noaa.gov

7.4. Approximate delay between data collection and dissemination:

3-6 months

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)

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:

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

NMFS Office of Science and Technology - Silver Spring, MD

The database sits on a server at the NOAA Fisheries Office of Science and Technology - ST6. All data is accessible to the public via - www.voices.nmfs.noaa.gov.

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

Archival of source data preserving unaltered collected data, Scheduled backups, Remote storage backups, Password protection

9. Additional Line Office or Staff Office Questions

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