

HyMeX Data and Publication Policy

September 3, 2010

Executive summary

HyMeX (HYdrological cycle in the Mediterranean EXperiment) is an international programme that aims at a better understanding of the hydrological cycle and associated processes in the Mediterranean, with emphasis on extreme events. To achieve its goals, HyMeX will document the characteristics of the Mediterranean atmosphere-land-ocean coupled system over one decade (2010-2020), with nested enhanced and special observation periods.

The data collected during the programme will be gathered on a common database for secured, facilitated and enhanced availability. The HyMeX data and publication policy defines the access rules to the data in order to best accommodate the data provider and user expectations.

HyMeX non public data are delivered to registered users only, for the sole purpose of scientific studies designed to meet HyMeX objectives and educational activities related to the dissemination of HyMeX science. Commercial use and exploitation of HyMeX data are prohibited unless explicitly allowed by the data owner. The data received under the HyMeX policy shall never be redistributed to a third party.

If data user make an effective use of a dataset retrieved, he/she shall establish direct contacts with the principal investigator(s) of the data in order to offer collaboration. Co-authorship of HyMeX dataset users and principal investigator(s) should be the rule for papers making extensive use of HyMeX data. In any case, the origin of HyMeX data used in publications shall be appropriately acknowledged and referenced.

Publications making use of HyMeX data should be sent to the HyMeX Project Office as soon as they are submitted to a journal, conference or other organisation, and registered in the HyMeX bibliographic database once published.

1. Introduction

HyMeX (HYdrological cycle in the Mediterranean EXperiment) is an international programme that aims at a better understanding and quantification of the hydrological cycle and related processes in the Mediterranean. It involves a large research community from various disciplines and methodological backgrounds. In this context the present data and publication policy aims at developing the exchange and use of local, satellite and model data to foster collaborations. To this purpose, the HyMeX data policy details the mutual rights and obligations of data providers and users.

The present data and publication policy is endorsed by the HyMeX IGB. It is valid from September 1, 2010 to August 30, 2020. This policy covers the data collected during the HyMeX LOP, EOPs, and SOPs¹. It may be revised in order to fit the HyMeX programme and database evolutions at best, as deemed necessary by the HyMeX IGB. At the term of this ten-year period, the HyMeX IGB will be responsible for defining how data archive and data access shall be handled.

The restricted access granted to non public data through this policy allows the sole and direct use of the data for scientific and educational activities.

¹ As referred to in the HyMeX International Science Plan.

Since the data are originally collected for specific purposes, no warranty is given as to their suitability for the use intended by the recipient. The database centers and the data providers have no liability for any loss, damage, claim, demand, cost or expense directly or indirectly arising from any use, receipt or supply of data under this agreement.

2. Definitions

In the context of this policy:

- *Data owners* are the agencies or institutes funding the data collection.
- *Principal investigators* are associated with an instrument or site from instrument deployment and data collection, to data processing and transfer to the database. A principal investigator is the scientist responsible for the instrument or site or any person (collaborator, student) that he/she may suggest.
- *Data providers* provide data to the database. They are either data owners or principal investigators.
- *Core users* are HyMeX data providers and scientists from institutions providing funding or in-kind support to HyMeX, according to the criteria set by the HyMeX ISSC. *Core users* can access all the data. They are granted exclusive access to the HyMeX data for a default period of 2 years from data deposit deadline on the database as defined in paragraph 3.
- *Associated scientists* are not directly involved in HyMeX but in scientific studies designed to meet HyMeX objectives and educational activities related to the dissemination of HyMeX science. They can access data open to research activities and HyMeX data once the period of exclusive access is over.

Core users and associated scientists are granted royalty-free access to the data through an on-line registration process on the database. They will be referred to as registered users.

Only metadata and public domain datasets can be accessed by non-registered users.

3. Data provider obligations

- The data provider has to submit the quality-controlled data to the database within *6 months* of the data acquisition. For complicated datasets requiring extensive processing and quality control, exceptions can be permitted after examination by the HyMeX ISSC.
- The data provider shall transfer their data to the HyMeX database free of charge.
- Unless otherwise specified by the data provider, the datasets will be firstly reserved to core users for the default period of *2 years*. After this period, the datasets will automatically be opened to associated scientists.
- A dataset within the HyMeX database can be opened to the associated scientists or public domain before the expiration of the initial period of exclusive use by the core users. This can be done at the discretion of the data provider for a particular dataset.
- A dataset can be updated at any time. The data provider is responsible for providing the best quality version of the dataset to the HyMeX database. The data users having uploaded previous versions of the dataset will be informed of updates through automatic mailing.

- The data provider has the responsibility to make all personal data (e.g. social enquiries) anonymous prior to data transfer to the HyMeX database.
- Principal investigators are invited to refer to the database managers any data misuse.

4. Registered data user obligations

- To access non public data, users have to fill the on-line registration form and describe the work they intend to do with the HyMeX data. Registrations are handled by the HyMeX Executive Committee following the criteria established by the HyMeX ISSC. Registration is valid for 3 years.
- HyMeX data are delivered to registered users for the sole purpose of scientific studies designed to meet HyMeX objectives or educational activities related to the dissemination of HyMeX science.
- Commercial use and exploitation of non public HyMeX data by the data user are prohibited, unless specific permission has been obtained in writing from the data owner. The first contact for such an agreement is the dataset principal investigator whose name is mentioned in the data catalogue.
- No data transfer to third parties is allowed from any registered user having received data under the HyMeX data policy.
- The agencies or institutions funding data collection and the database centres have to be acknowledged in any publication or communication using the data. For each dataset, the acknowledgement sentence to be used is given in the metadata and must be reproduced in any publication using the dataset.
- Any access to a dataset will automatically trigger an e-mail to the dataset principal investigator(s) so that he/she is aware of who intends to use the data. If the data user makes an effective use of the dataset retrieved, he/she shall establish direct contacts with the principal investigator(s) of the data in order to offer collaboration.
- Co-authorship of the data principal investigators and users should be the rule for papers making extensive use of HyMeX datasets. In any case the data user is expected to contact the principal investigator to agree on either co-authorship or acknowledgement.
- If a user notices that any personal data is left as such in a dataset, he/she should not use the information and report immediately to the dataset principal investigator whose name is mentioned in the data catalogue and to the HyMeX database center managers.
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- Users having produced significant processed datasets or products based on the use of a dataset or product of the database should inform the database managers. If so decided by the HyMeX ISSC, the processed products should be provided to the database and disseminated to the registered users under the rules described herein.
- Any publication making use of HyMeX data shall be transmitted in electronic form to the HyMeX Project Office as soon as it is submitted to a journal, conference or any other organisation. The Project Office, on behalf of the HyMeX ISSC and IGB, may require changes in the publication as deemed necessary for the appropriate reference of HyMeX datasets or acknowledgement of HyMeX contribution.
- Published works shall be recorded on the bibliographic management system set up for HyMeX in order to provide the community with a comprehensive and updated list of the publications produced within the programme or making use of the datasets acquired during the programme.

- Registered users accept the obligations described herein attached to the use of the data. If a user breaks the data and publication policy rules, the database center managers will remove him/her from the registered user directory and ask him/her to delete all the copies of the datasets he/she has obtained from the database.