



Nansen Environmental and Remote Sensing Center (NERSC)  
Thormøhlensgate 47, 5006 Bergen, Norway  
<http://www.nersc.no>

## NERSC Data Policy

### Purpose

The purpose of this document is to define how scientific datasets collected and generated by NERSC personnel can be made available to clients, collaborating organizations, and the wider scientific community, as well as for future use at NERSC.

The Data Policy will ensure that NERSC fulfills the conditions required to participate in national and international cooperation, and that our processing of data is consistent with the "Research Council's Research Disclosure Policy."

### Definitions

A **scientific dataset** is any collection of observed, derived or modelled parameters that have been compiled for scientific studies, monitoring purposes, or environmental impact analysis, and that are described by metadata. A scientific dataset is captured in digital or (occasionally) in paper format. Physical samples, such as sediment and/or ice cores, may be part of a dataset.

**Metadata** are "data about data", i.e., description of key characteristics of a scientific dataset such as the method of data acquisition (e.g. in situ, remote sensing, modelling), geographical coverage, temporal coverage, spatial resolution, temporal resolution, parameters contained, units used, as well as uncertainty information, limits, and biases. Some metadata are used when searching for datasets, e.g., location and time, while other metadata help other scientists decide whether a dataset is suitable for a particular task. These two types of metadata are termed **discovery metadata** and **usage metadata**, respectively.

### Ownership

NERSC owns datasets and samples collected or generated by its staff in service. This applies also for external projects, unless the respective funding agency has defined other ownership agreements as prerequisites for the project support.

### Main principles

In principle, scientific datasets owned by NERSC shall be publicly available free of charge. Actual costs for customising datasets shall be covered by the requester. All datasets shall be given a unique, persistent digital identifier (ref. "Documentation"). Users of data shall cite the datasets applied in accordance with the current guidelines for data citation of NERSC and its use shall be in line with any regulations given in the dataset license.

### Exceptions

The access to a dataset from a research project can be limited up to three (3) years after project termination. Data used in publications will be made available not later than at the time of publication. For the same period 3<sup>rd</sup> parties may obtain access to datasets owned by NERSC provided a written agreement with the NERSC Director is obtained.

The access to a dataset can be limited by the client funding the project generating the data. In such cases, the data access can be limited, as stated in the contract with the client.

The access to data containing sensitive information, such as legal, ethical, and security issues, can be restricted.

Actual delivery costs shall be covered by the users for datasets that are not available online.



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## Licenses

Scientific datasets owned by NERSC should be made available with established international licenses that retain the ownership rights, defines citation rules, and includes usage and redistribution restrictions. Suitable licenses include variants of Creative Commons by Name (CC BY<sup>1</sup>).

## Documentation

All scientific datasets shall be accompanied by metadata that follows international standards and registered in the NERSC metadata catalogue, facilitating reuse. The metadata catalogue will allow dataset discovery and provide access to full metadata records. Each published dataset shall have a unique identifier<sup>2</sup>. Metadata will be updated for new revisions of a dataset.

## Accessibility

Scientific datasets and their metadata will be made accessible and searchable through web services using standard protocols<sup>3</sup>.

## Storage

The scientific datasets will be stored in original form at NERSC data servers, or at external data centres, with security copies on separate physical locations. Standard data formats will be used according to best practices in the research community.

## Policy enforcement

The NERSC Director has the overall responsibility for implementing this policy through the Scientific Data Management Group at NERSC.

## Disputes

In case of disagreements about data ownership or access, the NERSC Director will settle the dispute.

## General Data Protection Regulation

Datasets should not contain personal information beyond title, name and workplace, as well as address and telephone number. If other data occur, the General Data Protection Act and The Norwegian Data protection Authority's instructions must be followed. "

18. December 2018

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<sup>1</sup> <https://creativecommons.org/licenses/>

<sup>2</sup> Such as a Digital Object Identifier (DOI), <http://www.doi.org/>

<sup>3</sup> Such as OPeNDAP, OGC WFS, OGC WMS, OGC CSW.