



# Rules for distributing and using P2OA data (data policy)

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## 1. General principles and definitions

### *Preamble*

The present rules deal with data from long-term measurements conducted on the observation sites of the Pyrenean Platform of Observation of the Atmosphere (P2OA). Such data are thereafter referred to as P2OA data. More specifically, this ensemble includes:

- data published on the P2OA web data portal (thereafter referred to as P2OA portal),
- more generally, any long-term observation data collected by scientific teams using one or more P2OA sites as sedentary bases – even data not published on the P2OA portal.

*(NB. Observation data collected by scientific teams temporarily hosted on P2OA sites in the context of experimental campaigns are not concerned by the present rules, but by the P2OA hosting policy.)*

### *PI's definition*

The Principal Investigator (thereafter PI) is the scientist in charge of a given observation instrument, or any person designated by him-her as delegate. His-her responsibility covers the instrument implementation and operation on the observation site, as well as data collection, treatment and transfer to the P2OA portal. He-she is also free to decide whether, to whom and how his-her data are disseminated – the P2OA portal being, or not, among the distribution channels.

### *User's definition*

Is considered as data user :

- any person using the P2OA portal to download data,
- more widely, any person using observation data from sedentary instruments based on P2OA sites, regardless how he-she gets the data. This definition includes any members of external scientific groups having implemented their own sedentary observation facilities on a P2OA site, and subsequently using their data.

*NB. The PI's and user's definitions are not mutually exclusive: a single person may be considered as both PI and user.*

### *General principles*

P2OA are accessible free of cost, for scientific or educational non-profit purposes. The following uses are in principle forbidden :

- data dissemination to third parties,
- use for commercial purpose.

However, exceptions may be considered for well-identified data sets. Such exceptions should be negotiated directly with the data owner – the latter being by default the corporation or individual who

conducted the data collection. The contact person in such case is the principal investigator (PI) in charge of the data set, whose name is mentioned in the accompanying metadata.

The P2OA data users are allowed to elaborate scientific products based on P2OA data for their own use. However, the distribution of such elaborated products to third parties should be explicitly authorized by the data owner represented by the PIs in charge of the concerned data sets.

### *Disclaimers*

- **Warranty:** P2OA data are experimental in nature. They are collected by the PIs for well-defined scientific purposes, following specific procedures. The PIs cannot give warranty that the data are suitable and reliable for external users' own usage, especially concerning security of goods and people.
- **Responsibility:** The P2OA portal, the owners of P2OA data, as well as the PIs, cannot be held responsible for direct or indirect consequences resulting from using P2OA data. The user has the full responsibility for the data usage and possible consequences.

## **2. Obligations and rights of the principal investigators (PI)**

### *Metadata, data, elaboration levels*

The P2OA portal is administrated by the IT service (thereafter « SEDOO ») of the Observatoire Midi-Pyrénées (OMP), University Paul Sabatier Toulouse 3, France. Data should be deposited on the P2OA portal following IT protocols defined by mutual agreement between the PIs and the SEDOO.

Each data set available on the P2OA portal should have its corresponding metadata form, which has to be filled by the PI. (Metadata should be understood as information on the data set itself.)

**PIs are requested** to provide to the P2OA portal any collected raw data (« level 0 » data, i.e., data files directly produced by the instrument acquisition system). Raw data should be deposited on the P2OA portal as early as possible after collection, in order to guarantee data centralisation, short-term saving, and long-term archiving at the OMP. A raw data set may be completed with new data over time, but once deposited, raw data should in principle not be modified. By default (i.e., unless specific PI's decision), access to level 0 data is restricted to the PI and any person authorized by him-her.

**PIs are encouraged** to provide higher level data to the P2OA portal, i.e. data derived from level 0 data, having a higher degree of treatment and/or control, and/or being under a relevant format for scientific use (thereafter referred to as « level 1+ » data). Such data sets may be completed over time, but also be subject to later revisions. Revisions leading to several versions of a data set must be described by the PI in the metadata with sufficient detail.

PIs who are willing to provide data to the P2OA portal have the responsibility :

- to specify data levels (0, 1, 2, etc.) relevant for the deposited data sets, and to describe the applied treatment and control procedures in the metadata ;
- to specify relevant timelines for deposit of level 1+ data (if any) after raw data collection.

### *Data collected in the framework of observation programmes and networks*

Data available on the P2OA portal may have been collected in the framework of collaborative observation programmes or networks (e.g., ACTRIS, ICOS, etc.), and thus may be concerned by other data policies. In such case, the PIs have the responsibility :

- to make sure that providing data access through the P2OA portal is compliant with all applicable data policies. In particular, PIs must pay attention to possible exclusivity clauses. Conversely, if free access is mandatory in any other data policy, the PI should in principle not restrict the access through the P2OA portal ;
- to make any needed convention be signed by all stakeholders before disseminating data through the P2OA portal.

In the metadata of a data set, the PIs may mention a specific acknowledgement sentence, which should be used in any publication using those data. In this case, this sentence has to be added to the generic acknowledgement formula concerning P2OA (see §3 below).

Conversely, if sedentary observation data collected on any P2OA site are disseminated by other channels than the P2OA portal, the PI has the responsibility to make sure that the rules for using P2OA data are applied (cf. §3 below).

### *Particular case of ACTRIS data*

Data collected in the framework of the ACTRIS European and French research infrastructures are ruled by the ACTRIS data policy ([click here](#)) in addition to the present P2OA data policy.

In principle, data produced at the P2OA and related to ACTRIS (thereafter *P2OA-ACTRIS data*) should all be submitted to the AERIS Data Center (ideally in near real time). **Fully processed and controlled versions of the P2OA-ACTRIS data sets with the ACTRIS label should only be disseminated through the ACTRIS database** (hosted by EBAS) – and further, to other international databases (e.g. GAW).

By virtue of the ACTRIS data policy, **the P2OA data portal is not allowed for data dissemination under the ACTRIS label**. Consequently, as far as P2OA-ACTRIS data are concerned, the P2OA portal is only intended for quicklook display and quick access to pre-controlled or pre-processed data shortly after collection (without ACTRIS label).

**The PIs are strongly encouraged to redirect users to the ACTRIS database to download fully processed and controlled data certified by the ACTRIS label.**

### *Scientific communications and publications*

The PIs are requested to spontaneously and quickly inform the P2OA directorate when any work based on P2OA data is published or presented in conferences, workshops, etc.

### *Misuse of P2OA data*

The PIs are requested to quickly inform the P2OA directorate of any misuse of P2OA data.

## **3. Obligations and rights of data users**

### *Data access rules*

By default, only metadata and quicklooks are in public open access.

**Users wishing to access data through the P2OA portal should first register and get a login / password.** To proceed, an online form must be filled, including a few-line abstract of the scientific or educational project. The P2OA directorate, in consultation with the concerned data PIs, will then make a

decision on the registration demand. The present charter has to be explicitly agreed (button to tick) prior to any download.

**Access demands for scientific or educational non-profit purposes are in principle agreed.**

Data access is unlimited and free of charge for registered users.

**Registered users infringing the rules defined in the present charter would be immediately withdrawn from the authorized users' list.**

### *Usage rules*

The user agrees to follow the usage rules defined in the present charter (especially the general principles defined in §1). The main rules are summarized below :

- use of P2OA data is in principle intended for scientific or educational non-profit purposes,
- use for commercial purpose is forbidden unless specific agreement,
- the user is not allowed to further disseminate P2OA data unless specific agreement,
- dissemination of elaborate products based on P2OA data should be subject to specific authorization by the data owner.

**Any user intending to use P2OA data in his-her work agrees to spontaneously contact the data PI(s) to agree on a relevant degree of collaboration.**

If a publication is planned, co-authorship should in principle be offered to the data PI, and possibly to other persons contributing to data production, upon agreement with the PI. However, if P2OA data were not central in the planned study, the PI might consider acknowledgements as sufficient. **In any cases, the user agrees to :**

- **appropriately acknowledge the P2OA and funding institutions.** This is mandatory not only if P2OA data have been downloaded from the P2OA portal, but also if they have been obtained by any other channel (see PI's obligations, §2).
- **immediately inform the data PI of any manuscript submission, acceptance, and final publication.**

The acknowledgment sentence will be composed of **two parts** :

- a generic part concerning the P2OA infrastructure for atmospheric observation and main funding institutions: « *Observation data were collected at the P2OA (Pyrenean Platform for Observation of the Atmosphere, <http://p2oa.aeris-data.fr>). P2OA facilities and staff are supported by the University Toulouse 3 Paul Sabatier, France, and CNRS (Centre National de la Recherche Scientifique). P2OA is part of the national research infrastructure ACTRIS-France.* »
- a part specific to the used data set(s). **The user has to agree with the data PI to an appropriate sentence** (e.g. as formulated in the metadata, if available).