Protocol: Proc_databases	
Objective(s): Description of access permissions and responsibilities	
Start of sampling: Not applicable	
Sampling ongoing: Not applicable	

General description:

At Wageningen Marine Research, a number of databases is hosted. Four of those databases relate to the statutory task programme on fisheries (WOT; highly influenced by the EU Data collection framework), one of those is a reference database. Different user access rights and restrictions apply for the databases.

The physical security is arranged via a contract with the main IT department of Wageningen University and Research (WUR), of which WMR is part.

The protocol contains a risk assessment including measures and monitoring procedures.

Database overview:

Database name	Content	Client(s)
ECOREF	Reference tables for countries, platforms, species, sampling gears, that can be used by multiple databases (i.a. those below)	Multiple
FRISBE	Database with sampling data from WMR activities, such as research surveys at sea, in the estuaries and/or fresh water, auction sampling, observer and selfsampling trips on commercial vessels, and project data related to fisheries research.	Multiple
RECVIS	Recreational fisheries database containing catch and effort data of recreational fishers. Data is collected by Kantar.	Ministry LNV (WOT)
VISSTAT	Database with fisheries statistics. Three components can be distinguished: • Logbook and effort data from seafishers, collected by the Dutch controlling agency; • Catch and effort registrations of freshwater fishermen, collected by the Ministry; • Catch and effort registrations of Dutch eel fishers, collected by the Ministry.	Ministry LNV (WOT)

Database access

Access to FRISBE, RECVIS or VISSTAT can only be allowed by the Centre for Fisheries Research, as a result of the agreement on WOT between WUR and the Ministry.

Database name	User access (read only)	Data manager access	Database manager access
ECOREF	Open for WMR personnel	Permanent access after signing application form. One access level defined: import, modify and read data.	Permanent access after signing application form. One access level defined: delete data; user

FRISBE	Open for WMR personnel, after signing the terms of use (without end date)	Permanent access after signing application form. Two access levels defined: (i) read, import and modify data; (ii) as (i), and also delete data.	management, modifications database.
RECVIS	Restricted access on project basis. Default end date is 31 December, for the next year a new application form has to be signed.	Annual access, after signing application form. One access level defined: import, delete, modify and read data.	
VISSTAT	Restricted access on project basis. Default end date is 31 December, for the next year a new application form has to be signed. Two levels of access defined: to aggregated and unaggregated respectively.	Annual access, after signing application form. Two access levels defined: (i) read aggregated and unaggregated data, modify data; (ii) as (i), and also import and delete data.	

Database quality checks

Database name	Data validation checks in place	Type of validation checks
ECOREF	Yes	As this is the reference database that does not contain collected data, only technical checks apply. The species list monthly automatically updated with the latest changes in the WoRMS database.
FRISBE	Yes	Validation checks are twofold: - File formatting is checked before the import starts; - Data integrity checks: Data submitted is checked against database consistency checks defined by the data model; - Data value checks. Data submitted is checked against pre-defined ranges (numerical) or code lists (text) for variables.
RECVIS		- File formatting is checked before the import starts; - Data integrity checks: Data submitted is checked against database consistency checks defined by the data model.
VISSTAT		- File formatting is checked before the import starts; - Data integrity checks: Data submitted is checked against database consistency checks defined by the data model; - Data value checks. Checks are part of producing data products for end users.

Reference to full documentation: Boois, I.J. de, Bekius, D., Benden, D.P.L.D. 2020. Protocol voor beheer, toegang en gebruik databases Wageningen Marine Research en Centrum voor Visserijonderzoek. CVO handboek nummer: 007 Versie: 3, CVO rapport: 20.025	
Review frequency full documentation: per contract period with the Ministry (normally five years)	
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