

Protocol for Sharing Confidential Stock Assessment Data Including Non-Disclosure Agreement

Kirara Nishikawa, Hiromu Fukuda and Shuya Nakatsuka

Fisheries Resources Institute,
Japan Fisheries Research and Education Agency

Introduction

The ISC Plenary has been discussing about the formal process for sharing confidential stock assessment data used by the ISC to the requester during three consecutive plenary meetings since 2021. This includes a protocol for the request of data sharing and the response from the ISC, and non-disclosure agreement (NDA) between the ISC and requester.

In 2020, the STATWG firstly developed the draft non-disclosure agreement (NDA) for confidential ISC stock assessment data and modeling files in their intersessional WG meeting (ISC STATWG 2020). The STATWG discussed about the correspondent person or role in the ISC for modifying the NDA and they noted that this issue needs to be resolved to implement a standard protocol for sharing confidential data through an NDA (ISC STATWG 2020). Based on the STATWG report, the twentieth meeting of ISC Plenary discussed about the development of a standard protocol for sharing confidential stock assessment files with external parties. The plenary requested members to conduct their internal reviews of NDA template to identify any issues and directed the STATWG to further develop a data sharing protocol including the terms for NDA (ISC 2020).

In 2021, the plenary directed the STATWG chair to investigate procedures used in the other tuna RFMOs along with further developing a draft NDA (ISC 2021).

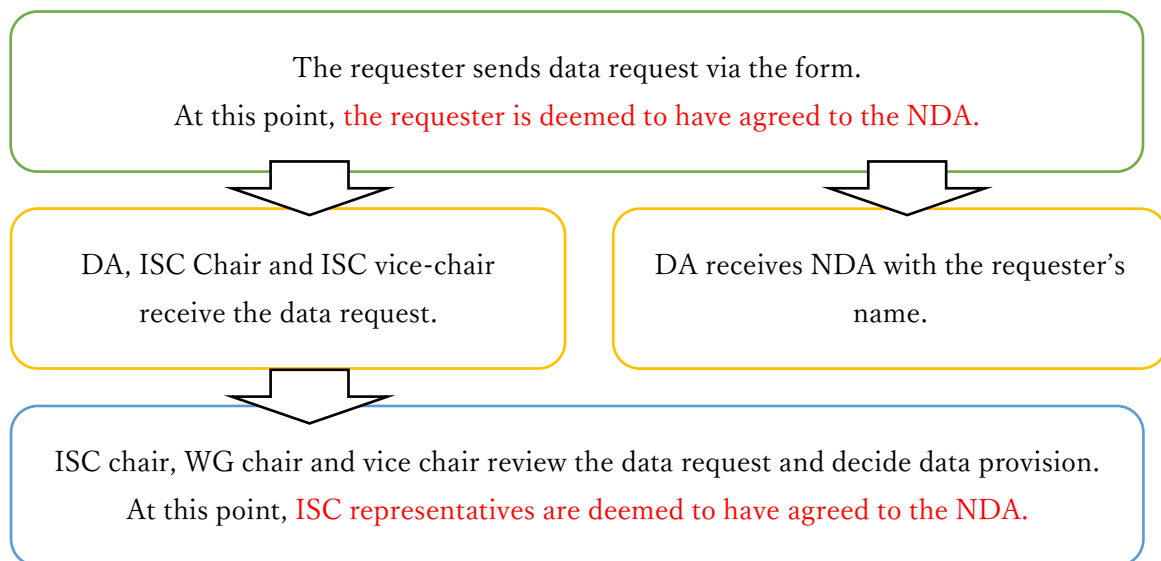
In 2022, the plenary discussed about the entry for the data request process and the need for specific terms of NDA. The plenary tasked the STATWG to develop a protocol for fielding data requests and continue to work on drafting the NDA. To respond to this task, the STATWG needs to develop both mechanisms to gather information from requesters and the metadata that would help requesters to identify what data are available (ISC 2022).

In this document, we demonstrate a protocol from the entrance of data requests, applying that information into a NDA format, and circulated to the relevant person/role of the ISC.

Process

The entrance of the data request to the ISC should be single and easily identifiable. Microsoft Forms application can be used for this request gathering. The authors created the request input-form, which could be linked to the ISC website, for stock assessment data request. Process for data request and an example of input-form are shown in Figs. 1 and 2. The NDA is incorporated as a part of the form in 9. We tentatively used inquiries in the NDA proposed by Brodziak (2020). Once the requester input all the inquiries needed, a notification can be sent to the corresponding persons (e.g. ISC chair, vice-chair, and Database Administrator) by e-mail. The DA may be able to create the NDA based on the form and circulate it to the chairs of the ISC and relevant WG.

Figure 1. Data request process flow-chart. Green box is the action by requester, yellow box is the action by DA, ISC Chair and ISC Vice-Chair and blue box is the action by ISC representatives. Red sentences are the points agreed to the NDA.



Discussion

The format of the NDA, the guideline of data usage (if needed), the process to respond to the requesters, and the meta-data as a catalogue for the requesters needed to be further discussed by the ISC plenary. The inquiries of the request-form would be revised in accordance with the updated NDA. Once the request is approved by the ISC, the ISC data server could be used to provide the requested data to the requesters under a guest account.

References

Brodziak, J. 2020. Non-Disclosure Agreement for Confidential ISC Stock Assessment Information. ISC20/STATWG/WP-2, 4 p.

ISC STATWG. 2020. Report of the Statistics Working Group Workshop. ISC/20/Annex/13

ISC. 2020. Report of the Twentieth Meeting of the International Scientific Committee for Tuna and Tuna like Species in the North Pacific Ocean. 15-20 July 2020. https://isc.fra.go.jp/pdf/ISC20/ISC20_PLENARY_Report_FINAL.pdf

ISC. 2021. Report of the Twenty-first Meeting of the International Scientific Committee for Tuna and Tuna like Species in the North Pacific Ocean. 13-20 July 2021. https://isc.fra.go.jp/pdf/ISC21/ISC21_PLENARY_Report_FINAL2.pdf

ISC. 2022. Report of the Twenty-second Meeting of the International Scientific Committee for Tuna and Tuna like Species in the North Pacific Ocean. 12-18 July 2020. https://isc.fra.go.jp/pdf/ISC22/ISC22_PLENARY_REPORT_FINAL.pdf

Figure 2. Draft data request form.

* Required

1. Requestor's Name *

2. Requestor's Organization *

3. Requestor's Title *

4. Requestor's email address *

5. Which WG's assessment do you need? *

6. Which stock assessment data do you require? *

2014 North Pacific Albacore

2017 North Pacific Albacore

2020 North Pacific Albacore

7. Please fill the purpose of the request to use the confidential stock assessment information. *

8. When will you finish to use the assessment data? *

Figure 2. Continue

9. Do you agree with the Non disclosure agreement as below?

I. Identify the Parties to the Agreement

A. The ISC is represented by the ISC Chair or their designee, hereafter denoted as "ISC", with Name, Address, and Contact Information:

B. The Requestor who is asking to use the confidential stock assessment information, hereafter denoted as 'Requestor', with Name, Address, and Contact Information:

C. The scientific purpose of the request to use the confidential stock assessment information, hereafter denoted as 'confidential information', is

II. Identify the Confidential Information to be Disclosed to the Requester

A. The stock assessment input data files.

B. The stock assessment modeling software.

C. The stock assessment output files or results.

D. The stock assessment metadata identifying items A, B, and C above.

III. Obligations to Maintain Confidentiality

A. The definition of confidential information under the agreement.
All data in II A-D.

B. The terms of confidentiality, including the specific period for using the confidential information.

C. The destruction of the confidential information by the Requestor after a specific number of days from the receipt of the information.

V. Ownership Rights

A. The Requestor acknowledges that the confidential information is the sole property of the ISC.

B. The Requestor has no rights by license of otherwise to the confidential information in this agreement.
an electric form.

IX. Effectiveness

A. The agreement is effective when it is returned from ISC in an electric form.

B. The date of this agreement is the date it is **signed by the last party to sign it.**

X. Necessary Acts

A. The ISC and Requestor shall use all reasonable efforts to carry out the intents and purposes of this agreement.

*

Yes

No

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