IEP Data Management Plan

Basic Information

Year: 2020; PEN: 328; Date Updated: 2019-05-15; Start Date: 2017-07-01

Study Title

Integrating measurement of fish body condition within the Delta Juvenile Fish Monitoring Program (DJFMP)

Principal Investigator

Individual(s) responsible for the project. Include name, agency, e-mail, & phone.

Cory Graham, Fish Biologist, DJFMP, Lodi Fish and Wildlife Office, US Fish and Wildlife Service; cory_graham@fws.gov, Phone: (209) 334-2968

Point of Contact

Individuals who data users should contact for access to the data or questions about the data. Include name, agency, e-mail, & phone number or write "same as above."

Cory Graham, Fish Biologist, DJFMP, Lodi Fish and Wildlife Office, US Fish and Wildlife Service; cory_graham@fws.gov, Phone: (209) 334-2968

Data Description

A very brief description of the information to be gathered; the nature and scale of the data that will be generated or collected. Include approximate size (in MB) of the resulting data set.

The goal of this pilot study is to test the utility of using Fulton's Condition Index (K) as a measure for DJFMP to assess underlying factors driving fish health and survival. To accomplish this, juvenile stages of target fish species (Mississippi Silverside, fall-run Chinook Salmon, and Sacramento Splittail) will be collected year-round from DJFMP seines and trawls for lab-based measures of length and weight. A subset of the collected target fish species at seines and trawls will be used. The data set will be approximately 5 MB.

Related Data

Optional. Existing datasets that you incorporate into analysis and reporting for this program element, existing data that are relevant to your study, or data that are collected simultaneously.

Fish for this study will be collected during routine DJFMP seines and trawls. Environmental (i.e. turbidity, temperature, conductivity, DO, secchi) data from the routine sampling will be paired with the condition factor information.

Metadata

A description of the metadata to be provided along with the generated data, including the metadata standards used. Provide the file name and information on how users can access the metadata (e.g., a link).

A metadata file provides a detailed description of methods, sampling frequency, and other pertinent information. The metadata file (ConditionFactor_Metadata_2018.docx) is available upon request to the Lodi FWO office.

Storage and Backup

A description of the short-term storage methods and backup procedures for the data, including the physical and electronic resources to be used for the short-term storage of the data.

The condition factor data are located on the shared server housed in the Lodi Fish and Wildlife Office. Physical datasheets are stored in binders in the Lodi Fish and Wildlife Office. Datasheets are scanned after entry and saved onto an external hard drive and into a folder on the shared server in the Lodi Fish and Wildlife Office.

Archiving and Preservation

The procedures for long-term archiving and preservation of the data, including succession plans for the data should the expected archiving entity go out of existence.

An archive is maintained at the Lodi Fish and Wildlife Office containing originals and copies of datasheets. Archived copies of the Condition Factor database are saved monthly on the shared server in the Lodi Fish and Wildlife Office.

Access and Sharing

A description of how data will be shared. Include (1) access procedures, (2) embargo periods, (3) technical mechanisms for dissemination (e.g., website addresses, listserv information), (3) whether access will be open or granted only to specific user groups, and (4) a timeframe for data sharing and publishing.

Inquiries about the project and data set can be addressed to the Data Point of Contact (see contact information above). Reports and publications associated with the study will be available on the Lodi Fish and Wildlife Office website as they are released; report preparation is planned for 2020, after data collection and analysis are completed.

Format

Formats in which the data will be generated, maintained, and made available. Include BOTH general data type (e.g., spreadsheet, relational database) and file format (extension).

Data are recorded on datasheets and are entered, accessed, and retrieved through a Microsoft Access application (.accdb). Data will be made available using Microsoft Excel (.xlsx) or CSV files.

Quality Assurance

Brief description of procedures for ensuring data quality. Provide links to Quality Assurance Project Plan and/or QA/QC Standard Operating Procedures.

Data are collected following the Condition Factor study Standard Operating Procedure (SOP). Fish identification and measurement methods follow DJFMPs routine monitoring SOP, which every employee is trained on prior to commencing work. A QA/QC program exists to ensure accurate identification of fish species in the field. The scale used for the lab-based weight measurements is regularly calibrated. A line-by-line review and periodic spot checks are performed to ensure accurate data entry.

Rights and Requirements

A link to or instructions to locate the agency's rights and requirements for data use.

Data management procedures are informed by the US Fish and Wildlife Service Division of Information Resources & Technology Management.