

RA VI Hydrology Forum Task: Global Runoff Data Centre (GRDC)

Data sharing procedures between NHSs and data centres

Data centres such as the Global Runoff Data Centre (**GRDC**), the Global Precipitation Climatology Centre (**GPCC**), the International Data Centre on the Hydrology of Lakes and Reservoirs (**HYDROLARE**), **GEMS/Water** for global freshwater quality information and the International Groundwater Resources Assessment Centre (**IGRAC**) are almost solely dependent on voluntary contribution of data by NHSs, NMSs and related organisations.

Improving formalised data sharing procedures with regards to data centres and simplifying data exchange for day to day operational requirements of NHSs can ease the operations and work of both parties. The following steps are a first attempt to structure data sharing procedures and these procedures need to be negotiated and expanded in consultation with NHSs. Negotiations between the NHSs and the data centres will be tailored to the existing relations and to specific requirements.

	Task	Action	Means
1	Identify suitable contact person(s) within NHS and establish contact	Data centre to start, NHS to respond	Communication by various means
2	State data needs, selection criteria for stations and purpose	Data centre to inform contact person(s) at NHS	Communication by various means
3	Considering Point 2, identify suitable stations from all stations under the jurisdiction of the NHS	NHS to prepare station list with basic metadata and provide to data centre for evaluation	Communication by various means
4	Prepare consolidated station list for data request (include data requirements from all supported projects and programmes)	Data centre to compile list of all required stations and provide to NHS.	Communication by various means
5	Compile ideal data delivery conditions	Data centre to agree with NHS on agreed action such as: <ul style="list-style-type: none"> - provide required latest station metadata - provide complete time-series - provide only quality controlled data 	Communication by various means
6	Provide station metadata and time series	NHS to provide data centre with data or inform how data is obtainable	<ul style="list-style-type: none"> - Email attachment - FTP server download - Access to database - data available from website for all required stations - CD or USB stick - analogue records
7	Agree on data hosting conditions	NHS and data centre to address special conditions possibly applicable to some of the data	Communication by various means
8	Include stations and time series data in database and prepare station catalogue	Data centre action	
9	Schedule regular data provision	NHS and data centre to agree on scheduling procedure and schedule regular data provision to data centre	Communication by various means and use of scheduler or calendar function in Outlook or equivalent

10	If necessary, include changes to data requirements, both in terms of stations and/or metadata	Data centre to inform NHS so that iteration process of station selection, consolidated station list, delivery conditions and data provision can be re-negotiated	Communication by various means
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To follow the comprehensive list of steps for the formalisation of data sharing procedures between NHSs and data centres are not always necessary. Steps can be skipped or repeated as contacts and working relations between data centres and NHSs differ substantially.

Tasks:

1. The GRDC will be contacting all RA VI NHSs during 2013 to establish and/or continue the proposed data sharing procedures. NHSs are welcome to comment and improve on the suggested procedures.
2. The GRDC will report back at the Hydrology Forum in 2014 on the data sharing activities, experiences, obstacles and successes. Further improvements to the data sharing procedures can be discussed at the Hydrology Forum in 2014.