

ACTRIS Data Policy

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1 Introduction to ACTRIS and ACTRIS data management

ACTRIS (Aerosols, Clouds, and Trace gases Research InfraStructure - <http://actris.eu>) is the European Research Infrastructure for the observation of Aerosol, Clouds, and Trace gases. ACTRIS is composed of observing stations, exploratory platforms, instrument calibration centres, and a data centre. By this, ACTRIS is improving atmospheric observations, developing new methods and protocols, and harmonizing existing observations. ACTRIS is offering high quality data for atmospheric aerosols, clouds, and trace gases. The aim of the *ACTRIS data policy* is to state the condition of use for all data resulting from the ACTRIS infrastructure.

ACTRIS-2 is a European Project supported by the European Commission Horizon 2020 Research and Innovation Framework Programme (H2020-INFRAIA-2014-2015) running from 1 May 2015 to 30 April 2019. An ACTRIS Data Management Plan (DMP) is established as a part of ACTRIS-2, following the European Commission "*Guideline on Data Management in Horizon 2020*". The ACTRIS DMP describes the comprehensive data management of all observational data, as well as research products produced within ACTRIS and is available from the ACTRIS Data Centre.

2 ACTRIS data policy

All ACTRIS data are available at no cost from the ACTRIS Data Portal: <http://actris.nilu.no/> and from each of the topical ACTRIS data repositories for non-commercial use. Use of these data implies an agreement to reciprocate.

There are two types of data provided through the ACTRIS Data Portal:

ACTRIS data sets: Data organised, produced or funded within the context of the ACTRIS project.

Every dataset created within ACTRIS is owned by the ACTRIS partner(s) who created this dataset. The data policy and use of these data is regulated in section 2.1 (aerosol profiles), section 2.2 (aerosol and trace gas near-surface data), and section 2.3 (cloud profile data).

Other relevant data: Data archived and owned by other frameworks or data providers

These data are managed and owned by other organisations or data providers, and hosted in other data bases (e.g. NDACC), but are identified as relevant and made available through the ACTRIS Data Portal. These data are provided with the permission of each organisation or data provider contributing to the data archive. Each dataset may have its own data policy that will supersede the ACTRIS data policy. The conditions of use of these data are described in section 2.4.

2.1 ACTRIS aerosol profile data

ACTRIS aerosol profile data are reported to the EARLINET Data base: <https://data.earlinet.org>, and are accessible from this repository and from the ACTRIS Data Portal (<http://actris.nilu.no>). The data policy of these data is harmonised with the EARLINET data policy.

Conditions of use

ACTRIS aerosol profile data are freely available to use for non-commercial research purposes to individual users upon acceptance of this data usage policy. Usage of aerosol profile data should follow these principles:

- Use of aerosol profile data are freely available through the ACTRIS Data Portal and at <https://data.earlinet.org>
- Username and password are required to access the data
- Registration through the EARLINET website is necessary in order to get username and password.

Notice to users:

The aerosol profile data are contributions from the ACTRIS and EARLINET consortium. Each aerosol profile site has Principal Investigator(s) (PI), responsible for deployment, maintenance and data collection. The users are encouraged to consult with the PI(s) of the data to be used or the EARLINET speaker if data from the network as a whole are used.

The users should carefully read the EARLINET database description documentation available on the web site as, it represents the minimum information needed by scientists and researchers for appropriate and successful use of these data products.

Users of the aerosol profile data must not redistribute these data to third parties, but encourage access and dissemination of ACTRIS data directly through ACTRIS Data Portal or from the topical data base: <https://data.earlinet.org> to accept the data policy, and ensure use of the latest version of the data.

Recommended guidelines for data use and publication

- If published collection(s) of the EARLINET data are used the corresponding publication(s) should be correctly referenced to in the user works/presentations.
- If EARLINET data not associated to DOI are used, co-authorship to station PI(s) or through the Speaker should be offered especially if EARLINET data are a principal component of the paper. If a project partner(s) provides assistance in data analysis or detailed advice essential to the interpretation of the data, co-authorship should be proposed to that partner(s).
- If co-authorship is refused, the following acknowledgement must be included: "The authors acknowledge EARLINET for providing aerosol lidar profiles available from the EARLINET database." In case of one/few station(s) contribution this should be also added: "We thank (PI(s)) for the effort in establishing and maintaining the (site name(s)) site(s)."
- EARLINET should be correctly reported in the title, abstract and so on. Thus if EARLINET data are the principal component of the paper the title must reflect this aspect.
- When data from the EARLINET Database are used in a publication, the following acknowledgment has to be included:

Acknowledge ACTRIS and EARLINET using the following citation:

" The financial support for EARLINET in the ACTRIS Research Infrastructure Project by the European Union's Horizon 2020 research and innovation programme under grant agreement n. 654169 and previously under grant agreement n. 262254 in the 7th Framework Programme (FP7/2007-2013) is gratefully acknowledged. "Any dissemination of results (in any form, including electronic) must also display the EU emblem.

In any case, the clear indication of the data access must be included as follows: "The EARLINET data were downloaded through the ACTRIS data portal (<http://actris.nilu.no/>) and/or the EARLINET database (<https://data.earlinet.org>).

The users must include the following citation in their works (papers, publications, presentations):
Pappalardo et al., EARLINET: towards an advanced sustainable European aerosol lidar network, *Atmos. Meas. Tech.*, 7, 2389-2409, doi:10.5194/amt-7-2389-2014, 2014.

We request a reprint of any published papers or reports or a brief description of other uses (e.g., posters, oral presentations, etc.) of data downloaded from the EARLINET database. This will help us determine the use of ACTRIS aerosol profile data, which is helpful in optimising product development. It also helps us to keep our product-related references current.

2.2 ACTRIS aerosol and trace gas near-surface data

and are accessible from this repository and from the ACTRIS Data Portal (<http://actris.nilu.no>).

The data policy of these data is harmonised with GAW-WDCA. Generally, access to ACTRIS near-surface data is free, open, and regulated under the ACTRIS data policy as described below. Although direct contact with data providers is not compulsory (except in the case of substantial use of data), it is highly recommended and appreciated to inform of use and discuss interpretation of data with data originators. The EBAS data management team can always advice and establish contact, upon request to ebas@nilu.no. Please remember that it is important to ACTRIS and data providers to keep track of publications and that offering co-authorship is appreciated.

Conditions of use of validated data:

The data associated with "ACTRIS" in EBAS, i.e. ACTRIS data reported to EBAS on annual basis, are available at no cost for non-commercial and scientific use. Validated near-surface data are public and available in EBAS without login. By using these data, the data user accept that an offer of co-authorship will be made through personal contact with the data providers or owners whenever substantial use is made of their data. In all cases, an acknowledgement must be made to the data providers or owners and to the project ACTRIS. Any dissemination of results (in any form, including electronic) must:

(a) display the EU emblem and

(b) include the following text: *'This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 654109.'*

Users of ACTRIS near-surface data must not redistribute these data to third parties, but encourage access and dissemination of ACTRIS data directly through the ACTRIS Data Portal or EBAS to ensure that the data policy is accepted, and that the user will get access to the last version of data.

Conditions of use of Near-Real-Time Data:

ACTRIS near-real-time (NRT) data reported to EBAS associated with "ACTRIS_NRT" are automatically processed data that have not passed through any manual inspection or review by scientists. NRT data are intended for applications where gaps and glitches in the data are expected and accepted, for example, assimilation by air quality forecast models. NRT data should not be used in lieu of final, evaluated, regularly reported data, and the data providers expressly deny permission for users to publish near-real-time data. Access to ACTRIS NRT data requires a registration and the user's consent not to distribute or publish data without agreement of data provider. Data providers are very interested in learning about how the data are being used and contact between data users and providers is strongly encouraged. To obtain access to ACTRIS NRT data, please send a request to ebas@nilu.no.

Conditions of use of campaign data, data resulting from transnational access, and data from ACTRIS joint research activities:

These data sets are considered as preliminary data. Preliminary data shall be made available to other project participants as soon as possible. These data will be associated with "ACTRIS_preliminary" in EBAS and have protected access for project partners where login is necessary. After validation by the responsible data provider, these data will be associated with "ACTRIS" and follow these conditions of use.

Conditions of use in operational services

All ACTRIS near-surface data are openly available for operational use (for example in Copernicus service production and satellite validation), but it is necessary to publicly document how the data are used (for example on a project web site). Direct contact between ACTRIS coordinators/ACTRIS Data Centre and the operational service provider is necessary to negotiate procedures for use and details on how the acknowledgement to ACTRIS should be expressed.

2.3 ACTRIS cloud data

ACTRIS Cloud profile data are reported to the Cloudnet data base: <http://www.cloud-net.org/data/> and are accessible from this repository and from the ACTRIS Data Portal (<http://actris.nilu.no>).

Conditions of use

ACTRIS cloud data are free to use for non-commercial research purposes. Registration is required, and username and password are obtained by contacting the Cloudnet data manager Ewan O'Connor (e.j.oconnor@reading.ac.uk).

If you use ACTRIS cloud data in a publication you must include an acknowledgement to the ACTRIS and Cloudnet project, the site at which the measurements were taken and the institute that provided the dataset you used. Guidelines for the form of such an acknowledgement are given below.

If you receive assistance in data analysis or detailed advice essential to the interpretation of the data from a project partner, then co-authorship should be proposed to that partner in any forthcoming publications.

In publications using ACTRIS and Cloudnet products you should reference the paper in which the algorithm is described, if available.

Additionally we request that you:

- Do not redistribute data to other institutes, but rather ask them to contact the ACTRIS Data Centre, and Cloudnet topical data repository and access the data directly.
- Inform the project of your proposed analysis, so that we can keep you updated on changes and improvements to the datasets, and, if you wish, put you in touch with other researchers engaged in similar activities.
- Send a reprint of any publication in which ACTRIS cloud data were used.

How to acknowledge ACTRIS and Cloudnet in publications:

Acknowledgements in publications should mention the ACTRIS and Cloudnet projects, the site/institute at which the raw data were taken, and the institute that produced the product that you used. The format for the acknowledgement is:

"The research leading to these results has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 654109 and the Cloudnet project (European Union contract EVK2-2000-00611) for providing the [DATASET], which was produced by [INSTITUTE] using measurements from [SITE]. Any dissemination of results (in any form, including electronic) must also display the EU emblem.

The release datasets are listed on the Release Products page; you may phrase [DATASET] how you like. The [INSTITUTE] responsible for producing each dataset is listed for each product. If you have a query about a dataset you should generally contact the product maintainer rather than the algorithm designer in the first instance.

2.4 Conditions of use for non ACTRIS data available through the ACTRIS Data Portal

Data archived and owned by other frameworks or data providers, available through the ACTRIS Data Portal (<http://actris.nilu.no>).

Users should:

- Contact the organisation or data provider(s) responsible for the particular measurement to verify proper interpretation of the data in the context of the intended use.
- Grant data provider(s) the opportunity to review the use of the data and conclusions drawn from it.
- Invite the data provider(s) at an early stage to be co-author on any papers written if their data is essential to the work or an important result or conclusion has been obtained using their data.

Users of other groups' data must not redistribute these data to third parties, but encourage dissemination through the ACTRIS data portal to follow and accept the data policy, and ensure use of last version of data.