

**Arctic Ship Traffic Data (ASTD) System**

**ASTD System Access Application and Data Sharing Agreement**

*This document serves both as an application by (INSERT NAME OF APPLICANT AFFILIATION) to access data in the ASTD System and, once signed by the PAME International Secretariat, a Data Sharing Agreement that sets forth the terms and conditions according to which (INSERT NAME OF APPLICANT AFFILIATION) is granted access to ASTD System data. All applicable provisions of the* [*Arctic Council Framework for Cooperative Action on Arctic Ship Traffic Data Sharing*](https://pame.is/images/03_Projects/ASTD/ASTD_Coopertive_Agreement.pdf) *(“ASTD Framework Agreement”) are herein incorporated by reference and apply to this Data Sharing Agreement and its signatories.*

# *Three Levels of ASTD Access*

The ASTD Framework defines three levels of access to the ASTD System. Through PAME, Participating Arctic States have paid for the development and ongoing maintenance of the ASTD System and have full access to the System, subject to the terms of the ASTD Framework.

Applicants must apply to the relevant access level, depending on its affiliation and status:

* *Level I: Level I access to the ASTD System is available only to national government agencies and ministries of the seven Arctic States that have signed the ASTD Framework Agreement (*Canada, Kingdom of Denmark, Finland, Iceland, Norway, Sweden, USA)*. Level I data includes ship identification information such as Maritime Mobile Service Identity (MMSI) numbers and ship names and detailed ship type identification. Level I data access is provided when the applicant specifically needs individual ship identification information for analysis.*
* *Level II: Level II access eligibility requirements are identical to those for Level I. Level II data is identical to that available under Level I except that vessel identity data (Maritime Mobile Service Identity (MMSI), IMO ship identification number, and ship name) are not included and ship type identification is not as detailed.*
* *Level III: Level III access is available to:*
	+ *National government ministries or agencies of ASTD Participating Arctic States that are not current on their annual voluntary pro rata share financial contributions. (There is no fee for access.)*
	+ *Permanent Participants. (There is no fee for access.)*
	+ *Arctic Council subsidiary bodies. (There is no fee for access.)*
	+ *Arctic Council Observers.[[1]](#footnote-1) (There is an access fee. See “ACCESS FEE” section below.)*
	+ *Not-for-Profit Professional, Academic, Research, and Environmental Organizations. (There is an access fee. See “ACCESS FEE” section below.) To qualify for Level III access, eligible Organizations must have a demonstrated public interest related to the protection, conservation, and/or sustainable use of the Arctic. Such interest may be demonstrated by the Organization’s publicly available mission statement, charter, articles of incorporation, by-laws, or other similar document. Full-time students at qualifying Academic Organizations are eligible for Level III access.*
	+ *Bona Fide Media Organizations. (There is no access fee.) A Bona Fide Media Organization is one that has received or is eligible to receive media accreditation from the United Nations.[[2]](#footnote-2)*

*Please indicate what level of access you are requesting and then complete the application:*

[ ]  *Level I*

[ ]  *Level II*

[ ]  *Level III*

# About this ASTD System Access Application and Data Sharing Agreement

Once the applicant submits a completed ASTD System Access Application and Data Sharing Agreement to the PAME Secretariat, the Secretariat sends it to the designated ASTD Project co-lead points of contact for review. Those Project co-lead points of contact review the application to: (1) verify that the applicant is eligible for the level of access requested; (2) confirm that the application responds fully and adequately to the required information; and (3) ensure that the Arctic State that contributed the ASTD System data sought by the applicant does not object to its release.

The PAME Secretariat will notify an applicant if it is not entitled to the level of access requested and inform the applicant of the level of access to which it is entitled to apply. If either of the ASTD Project co-lead points of contact have any questions about the application, they notify the PAME Secretariat, who informs the applicant that it needs to submit additional information and/or clarify information already provided.

Once the ASTD Project co-lead points of contact are satisfied that the applicant is eligible for the access sought and that its application is complete, the PAME Secretariat will grant access within 28 days to the requested ASTD System data – less any data that may be withheld by the Arctic State which contributed it -- subject to the terms and conditions of the ASTD Framework Agreement and this Data Sharing Agreement.

## The Applicant as Data Custodian

Once an ASTD Access Application is approved and signed by the authorized representative of the applicant and the PAME Secretariat (thus transforming it into an ASTD Data Sharing Agreement), and the PAME Secretariat has provided the requested data to the Applicant, the authorized representative who signed the application on behalf of the applicant becomes the “data custodian.”

As “data custodian,” that individual is responsible for compliance with all terms and conditions of this Data Sharing Agreement and the ASTD Framework Agreement. The individual who signs this Data Sharing Agreement represents, warrants, and affirms that, except as authorized in advance in writing by the PAME Secretariat, such ASTD System Data may not be disclosed, released, revealed, distributed, disseminated, shared, shown, sold, rented, leased, loaned, or otherwise conveyed to anyone else, and must be destroyed at the conclusion of the project for which it was sought. Successful applicants may not retain any ASTD System data after project completion nor use it for any purpose other than the one(s) identified in the application as approved by the ASTD System project co-leads.

The individual signing the application also represents, warrants, and affirms that he or she has authority to sign this ASTD System Access Application and Data Sharing Agreement on behalf of the applicant, and has the necessary authority and ability to ensure compliance with its terms and conditions by any additional data user(s) identified in this application. Access to the Data provided pursuant to this Data Sharing Agreement must be limited to the minimum number of individuals directly employed by or under contract to the Applicant and necessary to achieve the specific purpose(s) stated in this Application/Agreement.

Assessments, analyses and/or reports generated by the applicant based on the ASTD System data obtained may be shared publicly. Any such public assessment, analysis, or report must be submitted or made accessible to the PAME Secretariat within 30 days of its publication. Any assessment, analysis, or report generated using ASTD System Data must include an acknowledgment the ASTD System as its source.

## Required Information

|  |  |
| --- | --- |
| *Name of Authorized Representative/Data Custodian* |  |
| *Title*  |  |
| *Name of Ministry/Institution/Organization* |  |
| *Phone Number* |  |
| *E-mail Address* |  |

|  |  |
| --- | --- |
| *Name of Additional Data User (if applicable)* |  |
| *Title*  |  |
| *Name of Ministry/Institution/Organization* |  |
| *Phone Number* |  |
| *E-mail Address* |  |

|  |  |
| --- | --- |
| Name of Additional Data User (if applicable) |  |
| Title  |  |
| Name of Ministry/Institution/Organization |  |
| Phone Number |  |
| E-mail Address |  |

|  |  |
| --- | --- |
| Name of Additional Data User (if applicable) |  |
| Title  |  |
| Name of Ministry/Institution/Organization |  |
| Phone Number |  |
| E-mail Address |  |

## How Will the Data be Used?

Explain in detail how the requested data will be used.

|  |  |  |
| --- | --- | --- |
| 1 | What is the project title? |  |
| 2 | What is the project’s objective? |  |
| 3 | What research, analyses, assessments, or studies will be performed using the ASTD System data obtained? |  |
| 4 | What are the anticipated project outcomes? |  |
| 5 | Will the ASTD System Data be combined or fused with any other data? If so, elaborate.  |  |
| 6 | Explain why individual ship identification information is needed.  |  |
| 7 | Indicate if any document prepared using ASTD System data is to be made public. If so, the applicant must provide a copy of any such document to the PAME Secretariat within 30 days of its being made publicly available. |  |

Note that ASTD data may only be used for non-commercial research and/or analytical purposes as stipulated in paragraph 3.4 of the ASTD Framework Agreement and only for the specific purpose(s) set forth in this ASTD Access Application. Incomplete applications and applications without a clearly defined purpose will be returned to the applicant for revision and clarification.

## Disposition of ASTD Data

All ASTD data received by the applicant ***MUST BE DELETED*** after fulfilling the purpose of its use as described in this application/agreement. The data may \***not\*** be used for any other purpose \***nor\*** retained by the applicant.

## Noncompliance

Any noncompliance with this Data Sharing Agreement may result in its immediate termination, suspension of access to ASTD System data, and/or the denial of any future requests to access ASTD System data. If access to the ASTD System data is suspended or terminated, no refund or reimbursement will be made of any previous voluntary financial contributions to the ASTD System.

**All applicable provisions of the ASTD Framework apply to this Data Sharing Agreement.**

## Signatures

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_*\_\_\_\_\_* *(Data Custodian)*  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_*\_\_\_\_\_* *Soffía Guðmundsdóttir**(PAME Executive Secretary)* |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*(Date)*  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*(Date)*  |
|  |  |

1. A current list of all Arctic Council Observers is available on the Arctic Council’s website at <https://arctic-council.org/>. [↑](#footnote-ref-1)
2. UN Media Accreditation standards and criteria are set forth at https://www.un.org/en/media/accreditation/accreditation.shtml. [↑](#footnote-ref-2)