

The Dublin Naturalists' Field Club Policy on Data Handling and Dissemination

- 1.** The ownership of, and intellectual rights attaching to, records lies with the original collector / generator of such data, unless such ownership and right are specifically allocated elsewhere under the terms of a funding or other contract between the collector/generator and a third party. The Dublin Naturalists' Field Club will, with the permission of the owners, store and safeguard data on their behalf, and will not pass the data, nor the owners' personal details, to any third party.
- 2.** Such storage of data by the Dublin Naturalists' Field Club is intended to be used mainly in connection with recording schemes or other projects being administered by or on behalf of the Dublin Naturalists' Field Club, but may, with the agreement of the Board of Management, be extended to any body of data deposited with or under the care of the club, and may thus apply beyond the active life of any scheme or project.
- 3.** The Dublin Naturalists' Field Club does not have any policy interest in what individual owners should choose to do with their own data, even where the data have also been made available as part of a recording scheme or project administered by or on behalf of the Club, but it is willing to offer informal advice on these matters to members and associates.
- 4.** Data under The Dublin Naturalists' Field Club's care may be copied only with the sole purpose of safeguarding the data and its integrity.
- 5.** The Dublin Naturalists' Field Club may choose to publish any data in our care at any level, and in any form including electronically either in text or in graphic form on any of our websites, but data of a sensitive nature will only be published with the express agreement of the owners.
- 6.** If publication of data is intended as part of, or as a result of, a recording scheme or other project, The Dublin Naturalists' Field Club will so inform existing and new contributors from the beginning, and will thereafter assume that data contributed may be published without further reference.
- 7.** This policy will guide the Board of Management of the Dublin Naturalists' Field Club in dealing with all requests for release of data held by or on behalf of the Club, its members and associates, and will only be breached in very exceptional circumstances.
- 8.** Following adoption of this policy, the Dublin Naturalists' Field Club will continue to be available to relevant and interested parties to discuss biological recording in Ireland and related matters, and will attempt to research relevant practice and legislation in other jurisdictions to see if anything can be learned from others' experience.

The Board of The Dublin Naturalists' Field Club

27 April 2019