

**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 AND APPLICANT’S AFFILIATION) to access data in the ASTD System and, once signed by the PAME Secretariat, a Data Sharing Agreement that sets forth the terms and conditions according to which (INSERT NAME OF APPLICANT AND APPLICANT’S 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 2017 *Arctic Council Framework Agreement for Cooperative Action on Arctic Ship Traffic Data Sharing* (ASTD Framework Agreement) establishes who may access the ASTD System, how access is sought, what data may be accessed, whether a fee is charged, and how ASTD data may be used. The ASTD Framework Agreement defines three levels of access to the ASTD System. The table below describes these three access levels. 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 Agreement.

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| **ASTD ACCESS LEVELS** | | | | | | |
| **Level I** |  | **Level II**  No Access fee | **Level II** Access fee |  | **Level III**  No Access fee | **Level III**  Access fee |
| Available only to ***national government agencies and ministries*** of the 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, ship names, and detailed ship type identification. Level I data access is provided only when the applicant specifically needs individual ship identification information*.* |  | Level II access eligibility requirements are similar to those for Level I. Level II data is the same as 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. | ***Arctic Council Observers*** *may receive Level II Access upon payment of an access fee. (See “ACCESS FEE” section below.)* A list of Arctic Council Observers is available on the [Arctic Council website.](https://arctic-council.org/about/observers/) |  | - ***National government ministries or agencies*** of Participating Arctic States that are not current on their annual voluntary pro rata share financial contributions.  Permanent Participants.  Arctic Council subsidiary bodies.  - ***Full-time students*** at qualifying Academic Organizations may be eligible for Level III access. Please contact the PAME International Secretariat at pame@pame.is for more information.  - ***Bona Fide Media Organizations.*** A Bona Fide Media Organization is one that has received or is eligible to receive media accreditation from the United Nations. | ***- Not-for-Profit Professional, Academic, Research, and Environmental Organizations.***(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 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 documents. |

# Application access Level

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

*Level I  Level II  Level III*

# Length of Access

*Participating Arctic States whose Level I or Level II applications are approved receive access for 12 months from the date of approval. They can also have access to the ASTD FTP Server if needed.*

*Students and bona fide media outlets whose Level III applications are approved receive access for one (1) month from the date of approval. No access to the ASTD FTP Server is available.*

If an access fee is required, please choose the length of access sought:

One (1) month – 750 USD

Three (3) months – 1000 USD

Six (6) months – 1500 USD

Twelve (12) months – 2500 USD

Thirty-Six (36) months – 5000 USD

Forty -Eight (48) months – 6000 USD

Student access

Payment must be received by the PAME Secretariat before access is granted if applicable.

**Student Applications:**

Students applying for free access must provide a brief signed statement from an administrator or faculty member of their university verifying their student status and confirming their need for the requested ASTD data.

# About this ASTD System Access Application and Data Sharing Agreement

Once the applicant submits a completed ASTD System Access Application and Data Sharing Agreement (ASTD Access Application/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, which 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 calendar 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 and receipt of the access fee where one is required.

## The Applicant as Data Custodian

Once an ASTD Access Application/Agreement is approved and signed by the authorized representative of the applicant and the PAME Secretariat (thus transforming it into an approved 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 the ASTD Access Application/Agreement and the ASTD Framework Agreement. The individual who signs the ASTD Access Application/Agreement represents, warrants, and affirms that, except as authorized in advance in writing by the PAME Secretariat, no ASTD System data received may be disclosed, released, revealed, distributed, disseminated, shared, shown, sold, rented, leased, loaned, or otherwise conveyed to anyone else, and must be permanently deleted 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 their ASTD Access Application/Agreement.

The individual signing the ASTD Access Application/Agreement also represents, warrants, and affirms that he or she has authority to sign it on behalf of the applicant, and has the necessary authority and ability to ensure compliance with allof its terms and conditions by any additional data user(s) identified in the application. Access to ASTD System data provided pursuant to the ASTD Access Application/ 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 the ASTD Access Application/Agreement.

Assessments, analyses and/or reports generated by the applicant based on the ASTD System data received under this ASTD Access Application/Agreement 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 of the ASTD System as its source.

## Required Information

Please fill in the following boxes. The applicant may identify up to 10 users beyond the data custodian.

|  |  |
| --- | --- |
| *Name of Authorized Representative/Data Custodian* |  |
| *Title* |  |
| *Name of Ministry/Institution/*  *Organization/Academia* |  |
| *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 |  |

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| --- | --- |
| 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 | For Level I access, 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. |  |

ASTD System 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 identified purpose(s) specified in the ASTD Access Application/Agreement. Incomplete applications and applications without a clearly defined purpose will be returned to the applicant for revision and clarification.

## Disposition of ASTD System Data

All ASTD System data received by the applicant ***MUST BE PERMANENTLY DELETED*** after fulfilling the purpose of its use as described in the approved ASTD Access Application/Agreement. The data may \***not\*** be used for any other purpose \***nor\*** retained by the applicant.

## Noncompliance

Any noncompliance with the ASTD Access Application/ 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 or access fee paid to the ASTD System.

**All applicable provisions of the ASTD Framework Agreement apply to this ASTD Access Application/Agreement.**

## Signatures

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