



**Inter-American Convention for the Protection and  
Conservation of Sea Turtles  
9<sup>th</sup> Conference of the Parties**  
*June 12-14, 2019 – Santo Domingo, Dominican Republic*

**CIT-COP9-2019-R4**

**Procedure for the Access to, Use and Request of Data compiled by the IAC**

**CONSIDERING** the importance of proper management of the data submitted to the IAC by the IAC Parties, governments, private and non-governmental organizations;

**CONSIDERING** that some of the information submitted to the IAC is not public, and it merits a certain level of protection;

**RECOGNIZING** the need for greater protection for the data submitted by the Parties through the IAC Annual Report;

**EMPHASIZING** that the IAC is committed to transparency about data use;

**CONSIDERING** that data provided by IAC Parties through the IAC Annual Report are published on the Convention's web site, and are available to anyone.

**THE NINTH CONFERENCE OF THE PARTIES OF THE INTER-AMERICAN  
CONVENTION FOR THE PROTECTION AND CONSERVATION OF SEA  
TURTLES**

**AGREES** to adopt the following:

**PROCEDURE TO REQUEST AND USE DATA COMPILED BY THE IAC**

This document addresses the procedure for third parties to request and use data compiled by the IAC. The procedure is as follows:

1. The applicant should submit a physical letter addressed to the IAC Secretary *Pro Tempore* and a digital copy to the e-mail address [secretario@iacseaturtle.org](mailto:secretario@iacseaturtle.org).
2. The content of the letter of data request or data use must include:
  - a. What data or datasets are requested and explicit details about how the data will be used, and any subsequent products (i.e. peer-review paper, IUCN Red List status review, etc.).
  - b. The rationale for the request.
  - c. Name of the research project that will use the data.
  - d. Expected output.

The data may only be used for one research project at a time; a new request should be submitted if the information is required for a different project. The data should not be used for commercial purposes, and all authorship should be recognized for each individual, private or non-governmental organization that has provided information.

3. The IAC Secretary *Pro Tempore* shall submit the request to the focal point for each country whose data is included in the request. The focal point will address the request in accordance with its country procedures.
4. The IAC Secretary *Pro Tempore* will inform the President of the Consultative Committee of Experts and the Scientific Committee about the request.
5. The focal point should share any follow-up products with the IAC Secretary *Pro Tempore* for subsequent forwarding to the President of the Consultative Committee of Experts and the Scientific Committee.