



Open Supply Hub Policy: Verified sources and attributable data

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Context

Publicly available data forms the backbone of the OS Hub database and the OS Hub team strives to keep the database as current and accurate as possible, uploading new public lists on a regular basis.

Users who contribute their own data are encouraged to keep that data current by regularly refreshing their lists. As of today, all brands and retailers actively using OS Hub and managing their own data have chosen to keep only a list of their current affiliations in the database to avoid any confusion over their footprint.

Some users have requested the ability to upload and view attributable data on OS Hub, specifically supplier lists of brands and retailers, in some cases from prior years. In this scenario, an organization would upload a list attributable to another organization and, in some cases, this data would be historical data, current to a previous year.

While undoubtedly most organizations uploading the data of other organizations to OS Hub would have positive intentions, OS Hub and its users nonetheless share some concerns regarding one contributor uploading the data of another organization to the tool.

Specifically, it has been difficult to establish a robust mechanism for determining the veracity and origin of data contributed to the tool by one organization, but attributed to another (e.g. a media outlet or civil society organization uploading brand data to the tool).



To appropriately meet these user requests and concerns, OS Hub has developed the following policy to address the contribution of attributable data.

Policy

CRITERIA

VERIFIED SOURCES: To ensure the accuracy of data contributed to OS Hub, restrictions will be placed on which organizations can contribute data attributable to another organization:

Only organizations vetted by OS Hub's Team and / or Board and approved as verified sources may contribute data attributable to another organization. Organizations must apply to become verified sources by [completing this form](#). After submitting to our verification process, approval of the Contributor is at the discretion of OS Hub's Team and OS Hub's Board (see below for process).

- All data contributed by verified sources must be clearly labeled with:
 - The name of the organization which originally published the data
 - Provenance of data, including a link to the original location of the data and the date accessed,
 - A screenshot must also be submitted to the OS Hub team showing the data at the original link where it was obtained
 - The time frame to which the data is current

- Contributing organizations must commit to refreshing the data on an agreed cadence, e.g. once per year



- Contributing organizations must make their best effort to notify the organization whose data they are contributing so that the organization has the opportunity to:
 - 1) Review it
 - 2) Begin contributing data themselves or, in instances when an organization is already maintaining current lists on OS Hub , to include older datasets in their OS Hub contributions

INTERVENTIONS BY THE OS HUB TEAM

The OS Hub Team reserves the right to deactivate a list and, in doing so, break the connection between the facilities and that Contributor if:

- The data is found to be attributed incorrectly or falsely
- The verified source can not provide evidence to prove the attribution
- The organization or source to which the data has been attributed is able to demonstrate that the data was incorrectly attributed
 - e.g. a brand would have the opportunity to challenge a data set if a brand found that, in retrospect, the brand's own data were inaccurate at the time they were collected by the third party.

APPROVAL OF VERIFIED SOURCES

Organizations can apply to OS Hub to upload data on behalf of others.

PROCESS

[Complete this form](#): OS Hub's team will review your submission and be in touch, either with additional questions, or with a decision on your application.

NON VERIFIED SOURCES OF ATTRIBUTABLE DATA

In instances where an organization's data is uploaded to the tool by another organization without seeking prior permission from the OS Hub Team, or which fails to respond to



outreach from the OS Hub Team, OS Hub's Team reserves the right to deactivate the list and, in doing so, break the connection between the facilities and that Data Contributor.

[N.B. OS Hub does not delete facilities from the tool, as it would not want to lose this data and other potential connections to those facilities.]