**Policy for Scheduling Migrations of Data from PDS3 to PDS4 Archival Formats**

(Approved by PDS Management Council: 2017-08-30)

NASA/PDS hereby states that the migration of data from PDS3 to PDS4 archival formats should proceed according to plans laid out by the PDS Science Discipline Nodes in 2015. Such migration should be done in collaboration with data providers, and is intended to maximize scientific return on investment from planetary missions by archiving data in a modern, longlived form (i.e., PDS4), which enables more streamlined archiving, access, and analysis than the older PDS3 archival formats. The schedule for migration of archives should be determined by the Science Discipline Nodes and it should be modulated by the following considerations:

* The uniqueness of the archives, i.e., from missions to bodies for which data sets will not be reacquired within a foreseeable period of time,
* Level of user demand for PDS4 versions of the archives,
* Availability of data providers to help in migration, as they are the experts on their data sets, and Node personnel, who are PDS4 experts, to help in migration planning and/or implementation,
* Availability of archiving and analysis tools for use by the community that are specific to PDS3, and the difficulty and timing of developing tools that work with PDS4,
* Evaluation of impact on provider production line,
* Availability of funds for both Node personnel and data providers, as appropriate.

The status of data migrations should be reported on at regular intervals to PDS Management and the Management Council, and should be adjusted as needed when circumstances change.