

Parallel Office

Status: Pre-Adoption / Non-Binding

Date: [12/2025]

Data & Methods Standard

1. Purpose

This standard defines how data is collected, handled, analyzed, and published by the Phase I Parallel Office. It exists to ensure analytical integrity, auditability, and restraint.

2. Scope

This standard applies to:

- application data (Forms A–C)
- tabletop exercise materials and logs
- analytical briefs produced under the Work Program

It does not govern operational data or classified information.

3. Data Sources

Permitted sources include:

- applicant-submitted materials
- publicly available reports and datasets
- historical case studies and open literature
- observational logs generated during exercises

Prohibited sources include:

- classified or restricted information
- non-consensual personal data
- proprietary datasets without explicit permission

4. Data Minimization

Only data necessary to achieve stated objectives is collected.

- Identity data is collected separately from evaluation data.

- Financial disclosures are high-level and conflict-oriented.
- No unnecessary personal identifiers are retained.

5. Anonymization & Access Control

- Evaluation data is anonymized by structural separation.
- Reviewers do not have access to identity datasets.
- Re-linking of identity occurs only after qualification and only for audit, disclosure, or selection logistics.

6. Methods Discipline

Analytical methods must:

- be explicitly stated
- rely on observable evidence or clearly labeled assumptions
- distinguish between likelihood, plausibility, and speculation
- avoid prescriptive or directive conclusions

Unsupported certainty and hidden assumptions are treated as methodological errors.

7. Documentation & Reproducibility

All analytical outputs must include:

- stated scope and limits
- data sources used
- known uncertainties

what the analysis does not establish

Where feasible, materials are structured so that an independent reviewer could replicate the reasoning process.

8. Publication

Methods descriptions are published alongside outputs.

No result is published without an accompanying methods note.