

Da.D.O.
(Database of Observed Damage)

WebGIS Platform for consulting and statistical processing of data related to observed damage on ordinary buildings that have been damaged by seismic events of national importance

INSTITUTIONS MANUAL

Guide to the accreditation and the Management of individual Users

**Manual written by EUCENTRE within the framework of the Convention DPC-EUCENTRE - Operational Project WP4 ("Web-GIS platform for database management to improve damage scenarios and seismic risk assessment").*

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1. Introduction

The Platform Da.D.O. (from now on only “Platform”) is a tool of the Civil Protection Department developed by Eucentre (European Centre for Research and Training in Seismic Engineering, www.eucentre.it) to support scientific activities of forecasting and prevention. The Platform (https://egeos.eucentre.it/danno_osservato/web/danno_osservato) has been designed to collect, catalogue and compare data on the construction and structural characteristics, as well as on seismic damage, of ordinary buildings and churches inspected during or following seismic events of national importance.

The platform is divided into two sections: the section dedicated to ordinary buildings and the section dedicated to churches. The first, to date, includes 12 databases relating to events: Friuli 1976, Irpinia 1980, Abruzzo 1984, Umbria-Marche 1997, Pollino 1998, Molise-Puglia 2002, Emilia 2003, L'Aquila 2009, Emilia 2012, Garfagnana-Lunigiana 2013, Central Italy 2016 - 2017 and Mugello 2019. The second one, currently, includes 8 databases relating to Umbria 1997, Molise-Puglia 2002, Piedmont 2003, Salò 2004, L'Aquila 2009, Emilia 2012, Central Italy 2016 – 2017 and Ischia 2017 events.

Although each adopted survey form has its own peculiarities, each database contains information on the general and structural characteristics of detecting buildings, and the related damage.

The Platform can be accessed by the Civil Protection Department (DPC) and Institutions related to the National system of Civil Protection, including Regions and Department’s Expertise Centers, subject to the procedure of licensing and accreditation.

Due to the contents and the scientific purposes of the Platform, its access is reserved to qualified users and its use is allowed only for scientific activities.

The Platform has two levels of users, each of whom has his own platform access area as well as his registration process:

- **Macro-users dedicated to Institutions**, with the function also to manage sub-users of individual access. The Institution must register and wait for the Platform to enable it. Once enabled, the Institution will receive the credentials that will allow the access only to the management panel of sub-users and not the Platform.
- **Individual sub-users**, after following the authorisation from the Institution to which they belong. In order to be accredited, the individual user belonging to an already accredited Institution must register as a new user and wait for being enabled by his own Institution. A user cannot register and access the Platform if his belonging Institution has not previously enabled him.

This manual provides organisations with guidelines for accreditation, the creation of dedicated macro-users and the management of sub-users of individual access.

To have information on the Users access whose Institutions have already been accredited, please refer to the User Manual available in the dedicated section.

To have operative instructions on the use of the data visualisation Tools as well as on the criteria adopted in the development of the Platform Tables and Maps, the users can download the User Navigation Manual.

With regard to the purposes of the Platform and the limits and conditions of the databases use, users are required to read the *Regulations*, the acceptance of which is mandatory when registering to the Platform.

To have a correct visualisation of the Platform and its data, it is recommended to use Firefox or Chrome as browser.

2. PROCEDURE for the ACCREDITATION of the INSTITUTION

As specified in more detail in the Regulations, the Platform accreditation is free of charge and only allowed to the Institutions for research and purely scientific purposes. Accredited Institutions include the Department's Expertise Centers, Regions, Universities, University Institutes and other Institutions whose purposes are consistent with the ones of the Platform.

As can be seen from the "Homepage" (Figure 2.1), the Platform consists of two reserved areas and the relative registration process:

Home | Map | IT | EN

PROTEZIONE CIVILE
Presidenza del Consiglio dei Ministri
Dipartimento della Protezione Civile

Search

Department Risk activities Media and communication Transparent Administration

Home

Da.D.O. (Database of Observed Damage)

Web-gis platform for consulting and statistical processing of data related to observed damage on ordinary buildings and churches that have been damaged by seismic events of national importance

Da D.O. platform is a tool of the Department of Civil Protection to support scientific activities of forecasting and prevention. It was designed to collect, classify and compare data on the construction and structural characteristics, as well as on seismic damage, of ordinary buildings and churches inspected during or following seismic crises of national importance. It was also achieved thanks to the fundamental contribution of numerous Institutions belonging to the National civil Protection Service, which have decided to share databases and scientific products with the rest of the scientific community in the field.

The platform is divided into two sections: the section dedicated to ordinary buildings and the section dedicated to churches. The first, to date, includes 12 databases relating to events: Friuli 1976, Iripnia 1980, Abruzzo 1984, Marche 1997, Pollino 1998, Molise and Puglia 2002, Emilia 2003, L'Aquila 2009, Emilia 2012, Garfagnana-Lungiana 2013, Central Italy 2016 - 2017 and Mugello 2019. The second one, currently, includes 6 databases relating to Umbria 1997, Molise-Puglia 2002, Piedmont 2003, Salò 2004, L'Aquila 2009, Emilia 2012, Central Italy 2016 - 2017 and Ischia 2017 events.

Although each adopted survey form has its own peculiarities, each database contains information on the general and structural characteristics of detected buildings, and the related damage.

Compared with the original version, these databases have been further processed, including the georeferencing which enables overlap with other types of data, such as the macroseismic intensity. For both sections, the Platform allows the user not only to consult but also to download the databases both in the original format and in a revised and decoded format, the specifications of which are contained in the download package.

In order to correlate the building damage data contained in Da.D.O. with the shaking parameters of individual earthquakes, there are also shakemaps produced by INGV (National Institute of Geophysics and Volcanology), downloadable by the user, related to the events Iripnia 1980, Abruzzo 1984, Umbria-Marche 1997, Pollino 1998, Molise-Puglia 2002, Emilia 2003, L'Aquila 2009, Emilia 2012, Garfagnana-Lungiana 2013, Central Italy 2016 - 2017, Ischia 2017 and Mugello 2019. For some of these events INGV has also provided shakemap envelopes of the sequence earthquakes. An additional database (ShakeDaDO) produced by INGV, which combines earthquake damage information from Da D.O. with seismic shaking, is also available and downloadable.

Given the contents and scientific purposes of the platform, its access is aimed at qualified users and its use is permitted only for scientific activities.

The platform provides two types of users:

- **Macro-users dedicated to institutions**, with the function also of managing sub-users of individual access. To be accredited, the institution must register and wait for the Platform to be enabled as well as credentials to access.
- **Individual sub-users**, after following the authorization from the relevant institution of belonging. In order to be accredited, the individual user, belonging to an already accredited institution, must register as a new user ("New user") and wait for being enabled by his own institution. An user cannot register and access the platform if the institution to which he belongs has not previously enabled him.

For both users, at the time of registration, acceptance of the Regulation is required which provides, among other things, that the accredited institution and the individual user undertake not to disseminate the databases of the platform, except in aggregated form and citing the bibliographic references contained in the "Credits" section. The Department of Civil Protection is also relieved of any liability deriving from improper use of the data contained in the Platform or different from those indicated in the "Purpose of the Platform" and in the "Limits of use and dissemination of databases" referred to in the Regulations.

INSTITUTIONAL LOGIN
Access to the User Management Panel

Username:

Password:

Login

Forgotten password

New institution accreditation

Institution Manual

USER LOGIN
Access to the platform

Username:

Password:

Login

Forgotten password

New user registration

User Manual

Attachments

User Manual

Institution Manual

Figure 2.1: Da.D.O. "Homepage"

- **INSTITUTIONAL LOGIN**, where the Institution can accredit itself and manage the individual access users.
- **USER LOGIN**, where the users, if their Institution is already accredited, can register and then access the Platform, after the authorisation of the Institution to which they belong.

The accreditation procedure for Institutions is possible by clicking on "New Institution accreditation" in the Area Reserved for Institutions (*Figure 2.2*). The link opens a registration form (*Figure 2.3*) which must be filled in by a representative or delegate of the Institution.

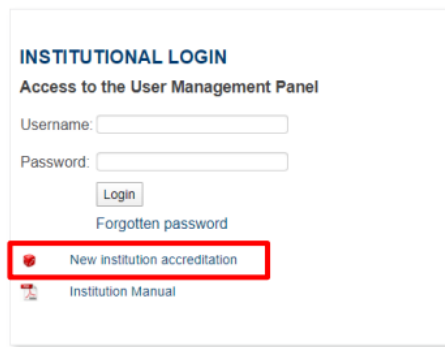


Figure 2.2: Area Reserved for Institutions (Accreditation)

Da.D.O. Platform - New institution accreditation

The following form must be filled in by a representative or delegate of the Institution

First name*:	<input type="text"/>
Last name*:	<input type="text"/>
Date of birth*:	<input type="text"/>
Place of birth*:	<input type="text"/>
Personal identification number*:	<input type="text"/>
Institution*:	<input type="text"/>
Role in the Institution*:	<input type="text"/>
Office/Research unit*:	<input type="text"/>
Areas of activity*:	<input type="text"/>
Purpose of the research*:	<input type="text"/>
Operational Headquarter*:	<input type="text"/>
Municipality of the operational headquarter*:	<input type="text"/>
Phone number:	<input type="text"/>
Mail*:	<input type="text"/>
Choose the acronym of the institution and password for access to the user management panel	
Acronym of the institution*:	<input type="text"/>
Username*:	<input type="text"/>
Password*:	<input type="password"/>

* Required fields

Figure 2.3: Accreditation form for the Institution

In order for the accreditation request to be taken into account by the system administration, it is important that, in addition to filling in the fields marked as required, the representative of the Institution provides a

full explanation of the scope and purpose of the research (*required fields: First name*, Last name*, Place and date of birth*, Personal identification number* (e.g., National Insurance Number (UK), Identifikationsnummer (DE), Numéro Fiscal de Référence (FR)), Institution*, Role in the Institution*, Office/Research unit*, Areas of activity*, Purpose of the research*, Operational Headquarter*, Municipality of the operational headquarters*, Phone number, Mail*). It is recommended to carefully choose the "Acronym for the Institution", since it will be part of the Username of the macro-user management (e.g., DADO@ACRONYM) and will also be distinctive for individual users related to it (such as: USERNAME.DADO@ACRONYM). Please note that the email used by the representative or delegate of the Institution at this step cannot be used to create individual users.

After completing the accreditation form correctly, the Institution will have to wait for the approval of the request by the system administrator. Once the e-mail confirming the accreditation has been received, the Institution must accept the Regulations of the Platform to conclude the accreditation procedure.

Once the whole procedure has been completed, the Institution becomes part of the list of accredited Institutions that can be selected in the registration form for Individual Users (*Figure 2.4*). From now on, the employees belonging to the accredited Institution can start the registration procedure to the Platform in the dedicated Area. Through the macro-user created during the accreditation step, the Institution manages the Users related to it from the dedicated panel, as explained in the following paragraphs, enabling and disabling the Platform access. The maximum number of simultaneously active users for each Institution is 10 users.

The image shows a web-based registration form titled "Da.D.O. (Database of Observed Damage) New user registration". The form is enclosed in a light green border. It contains the following fields:

- Institution*: A dropdown menu.
- First name*: A text input field.
- Last name*: A text input field.
- Place of birth*: A text input field.
- Date of birth*: A date picker field.
- Personal identification number*: A text input field.
- Office*: A text input field.
- Purpose of the research*: A text input field.
- Phone number: A text input field.
- Mail*: A text input field.
- Username*: A text input field.
- Password*: A text input field.

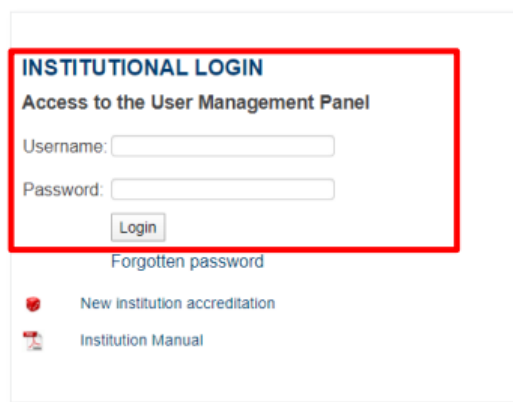
At the bottom right of the form, there is a legend: "* Required fields" and a "Save" button.

Figure 2.4: Registration form for Individual User

3. MANAGEMENT PANEL of INDIVIDUAL USERS

3.1 Access to the Management Panel

Once accredited, the Institution manages its own individual Users using the macro-user created during the accreditation step. By entering the macro-user credentials (such as: DADO@ACRONYM) in the Area Reserved for Institutions (*Figure 3.1*), it is possible to access the individual user management panel (*Figure 3.2*), where all requests of the users asking for the Platform access on behalf of the Institutions will appear.




INSTITUTIONAL LOGIN
Access to the User Management Panel

Username:

Password:

[Forgotten password](#)

 [New institution accreditation](#)


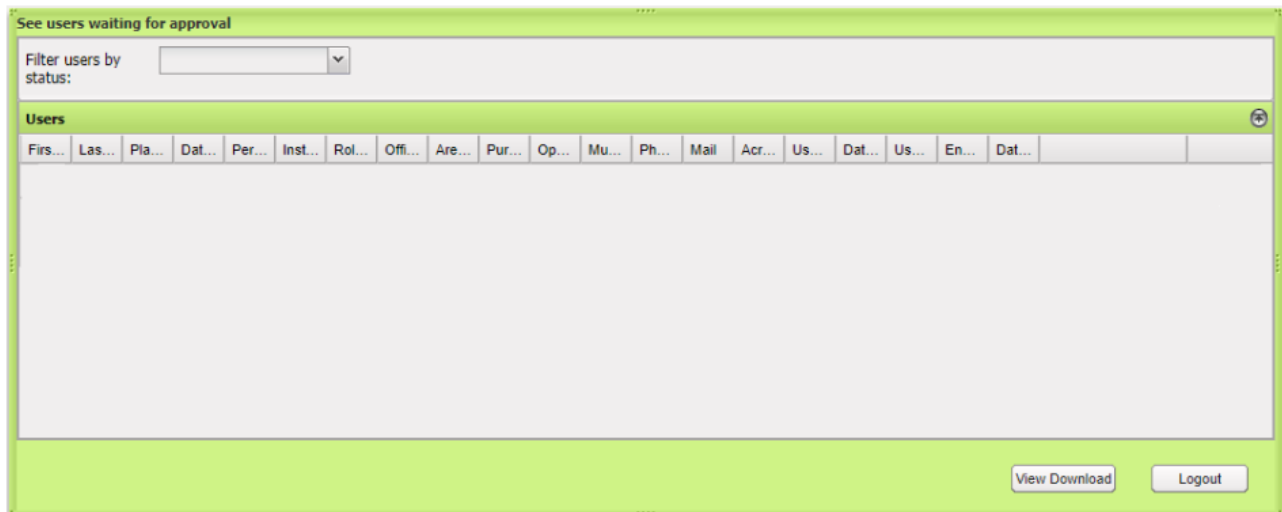
 [Institution Manual](#)

Figure 3.1: Area Reserved for Institutions (Login)



See users waiting for approval

Filter users by status:

Users

Firs...	Las...	Pla...	Dat...	Per...	Inst...	Rol...	Off...	Are...	Pur...	Op...	Mu...	Ph...	Mail	Acr...	Us...	Dat...	Us...	En...	Dat...

Figure 3.2: Individual User management panel

In the management panel, the Institution can enable, disable and delete the individual Users associated with it while keeping active access to the platform up to a maximum of 10 Users.

3.2 Management of individual users: Enabling users

As specified in the previous paragraphs, in the procedure of registration of individual users, only once an Institution has accredited, its staff can select its name in the list at the first field of the form (Institution*: ..., Figure 3.3), and create credentials for access to the Platform.

In order for the credentials of the individual user to be valid for access, however, it is necessary that the Institution, through the management panel of its users, validates the request and confirms the authorisation.

Figure 3.3: Individual User Registration Form ("Selection of Accredited Institutions")

In particular, once a user has completed the registration form associating his username to the Institution, his request for authorisation will appear in the management panel. On the right, by clicking on "view" it is possible to read the data of the user who has applied for authorisation (Figure 3.4).

Filter users by status:																				
Users																				
Fir...	L...	Pla...	Dat...	Per...	inst...	Rol...	Offi...	Are...	Pur...	Op...	Mu...	Ph...	Mail	Ac...	Us...	Dat...	Us...	En...	Dat...	
Luigi	R...	Ro...	20...	BC...	RE...								ing...	RE...	DA...	20...	Pri...	Yes	20...	View
													con...	DP...	dpc...	20...	ad...	Yes	20...	View
bar...	b...	biv...	20...	brz...	EU...	rice...	pavia	sis...	ing...	pavia	pavia	03...	bar...	EUC	DA...	20...	Pri...	Yes	20...	View

Figure 3.4: Management panel ("View")

If the manager (or delegate) of an accredited Institution wants to authorise the user, he/she has to just click on the button "Send enabling mail" (Figure 3.5).

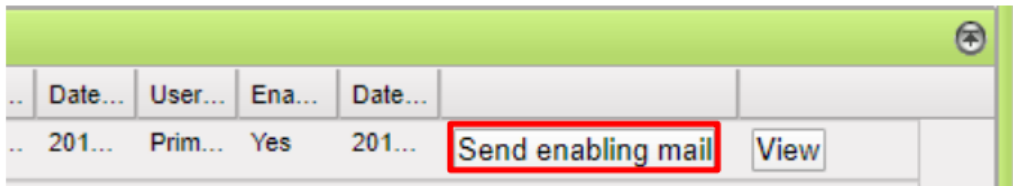


Figure 3.5: Management panel ("Send enable mail")

The user will receive confirmation of his/her authorisation by e-mail, together with instructions to complete the registration procedure. By clicking on the link in the confirmation email, after having read the regulations and having accepted it in all its parts, the new user will be able to access the platform with the credentials included in the registration procedure.

3.3 Management of individual users: Disabling users

If the manager (or delegate) belonging to an accredited Institution must disable a user for any reason, it is sufficient to click on the button "Disable" in the Control Panel of the users (Figure 3.6).

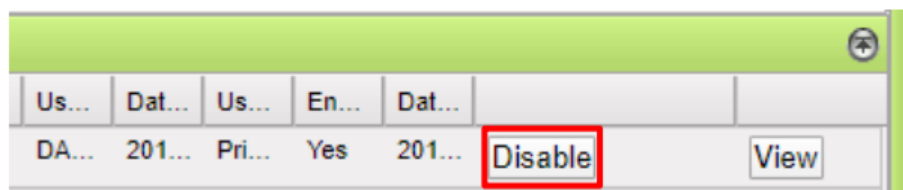


Figure 3.6: Management panel ("Disable")

3.4 Management of individual users: Deleting users

If the manager or delegate belonging to an accredited Institution must delete an already enabled user for any reason, he/she must first disable the user from the User Management Panel and then click on the "Delete" button (Figure 3.7).

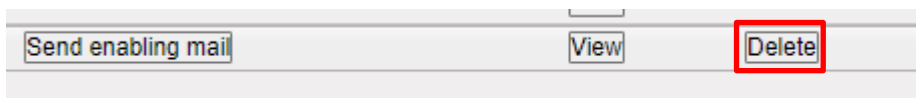


Figure 3.7: Management panel ("Delete user")