

12th ADMT meeting action list

Update 12th December 2011

PRIORITY: H: High R/ Routine L: Low

	Action	Target Date	Responsibility	Priority	Status
	Monitoring Actions				
1	Each DAC to document their process for updating the GDAC and trace their delays	January 2012	Mathieu to coordinate with DAC help	R	
2	AIC to report to ADMT mailing list on the GDAC delay issues	AST13	Mathieu	R	
3	AIC Facilitate the reminder on pending issues	ADMT13	Mathieu	R	
4	Put a DOI on all approved Argo User Manual and Argo QC Manual	AST13	Lesley	R	
5	Set up "DAC Instruction/cookbook" to gather procedures to be applied by DACS	AST13	Thierry, Megan, Ann , Claudia	R	
	Pressure Corrections				
6	CSIO and KORDI to update their tech file with the agreed standard names	AST13	CSIO KORDI	H	
7	<p>DACS/DM Operators to provide feedback to CSIRO after checking the anomalies identified from audit (please refer to 25 Nov 2011 audit at: http://www.cmar.csiro.au/mr/argo/dmqc/audits_2011_11_25/index.html)</p> <ul style="list-style-type: none"> • No null values, • No missing PRES_ADJUSTED or PRES_ADJUSTED_QC when PRES and PRES_QC exists and PRES_ADJUSTED_QC is not flagged as bad (This applies to all floats requiring surface pressure correction, DATA MODE "A" or "D").Surface pressure offset parameter names should not change during the lifetime of the float • Fix cases when surface pressure correction varies throughout the profile (JMA/MEDS) • For floats with legitimate multiple surface pressure offset parameter names: DAC to advise which parameter and method to use 	ASAP and before AST13	All DACs	H	

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8	Each DAC to nominate one or more contact persons who will deal directly with Jeff.Dunn@csiro.au in order to improve pressure correction in files and meta and tech information for pressure correction. RT and/or DM operators	ASAP and before AST13	All DACs	R	
9	DACS to remove obsolete Surface Pressure parameter names from files and ensure that only agreed parameter names are used.	AST13	Concerned DACs	H	
	GDAC Actions				
10	ZIP files should be updated weekly and contained all index files. No need to zip Latest directory	ADMT13	Thierry and Mark	R	
11	Implement detailed index at US GDAC	AST13	Mark	H	
12	Create NMDIS DAC at US GDAC	December 1 st 2011	Mark	H	
13	GDAC to consider accepting compressed files from DACs	ADMT13	Thierry and Mark	L	
14	Provide DM-Checker Documentation and provide to DACs access to Checker results	First week December	Mark	H	
15	DACs to scan the anomalies detected on their files and provide feedback to Mark if false alarm	December January	All DACs	H	
16	Installation of file checker at Coriolis and turn to operation	February	Mark and Thierry	H	
17	Update File-Checker to allows 2.3 files including multi-axis data to be submitted	February	Mark	H	
	Real-time Actions				
18	Check Bulletin time (wrong time zone, or != bulletin time, or constant offset)	AST13	JMA, INCOIS, KMA	H	
19	Bad or changing instrument codes over a float life. DACs who have their floats listed in Mathieu talk to check	AST13	Coriolis	R	
20	Start BUFR distribution	AST13	CSIRO	R	
21	Investigate why Coriolis BUFR are not seen	AST13	Mathieu and Mark	H	
22	Missing pressure levels in BUFR	AST13	CLS	H	
23	Update the QC manual for density test	December 2011	Annie	R	

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24	DAC to update their density test	ADMT13	All DACs	R	
25	Study on how to provide easier access to error ellipse data to DACs for new profile and history since 2008.	AST13	Yann and Mathieu, Thierry	R	
26	Run GDAC/GTS comparison on quarterly basis.	January	Mark & Mathieu	R	
27	Provide monthly summary of OA anomalies to DACS and AIC.	ADMT13	Christine	R	
28	DACs to implement the high resolution profile reduction for sending them to GTS as TESAC bulletins (description in CookBook).	ADMT13	Concerned DACs	R	
29	Investigate the consistency of CNDC units and range and values .	ADMT13	Thierry and Brian	R	
30	Finalize recommendation for bad data flagging for Provor floats that present the 2047db anomaly.	ADMT13	Cathy	R	
	Delayed-Mode QC Actions				
31	US-Argo to investigate how to solve the Argo equivalent float DMQC issue on Navocean floats.	ADMT13	Steve P	R	
	Reference Dataset Actions				
32	Put a mechanism in place to improve link between CCHDO, NODC and Coriolis to faster data provision to ref DB . Document to be provided to ADMT chairs.	AST13	Steve, Tim and Christine, thierry	H	
33	Work with Argo Delayed Mode Operators to identify priorities.	AST13	Steve, Megan and Justin	R	
34	CCHDO and the AIC to work on the compilation of meta data from CTD casts at float deployment locations for SEAHUNT.		Steve and Mathieu	R	
	Format Actions				
35	Tech file DACs to update their tech file after Ann audit.	AST13	All DACs	H	
36	All DACs to check the Configuration parameters names table available at the ADMT website and check that all parameters required for their float types exist with an appropriate definition, please provide feedback to Esmee.vanWijk@csiro.au .		Esmee and Mathieu to coordinate	R	

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37	CSIRO to update the user manual.		Esmee with Thierry	R	
38	All DACS to implement new configuration scheme and populate the configuration parameters in the meta file. All floats must have at least one mission and the CONFIGURATION_MISSION_NUMBER parameter in the trajectory file must be populated for all cycles.		DACS	R	
39	AIC to work with ANDRO team to set up a system linking a decoder format id to its documentation on line.	ADMT13	AIC, Esmee and Jean-Philippe	R	
40	Document multi-axis format in user manual.	December 2011	Thierry	R	
41	Document CF Compliance in user manual.	December 2011	Thierry	R	
42	DACS to implement multi-axis format to distribute their exotic floats.	ADMT13 after February 2012	Concerned DACs: Coriois, BODC, AOML,	R	
43	Study how to add DOI in the Argo files attributes.	ADMT13	Thierry to make a recommendation	R	
44	Resubmit oxygen data in format agreed at ADMT11.	AST13	CSIO, Coriolis to finish some APEX; AOML to finish some Argos floats; ISDM, INCOIS to add raw parameters	R	
45	Validate with BIO-Argo scientists unit and Parameter name for Chlorophyll A.	DMT13	Antoine & Thierry	R	
	Trajectory				
46	Update user manual to include all the changes decided at traj workshop .	January 2012	Megan	H	
47	Document real time position QC test developed by JAMSTEC on traj files.in DC manual .	December 2011	Annie & Kanato	R	
48	DACS to begin implementing real time position QC test developed by JAMSTEC on traj files. Record changes to qc flags in the history section.	AST13	DACS	R	
49	DACS to calculate position for profiles for which no transmitted position is available following the information in the DAC cookbook.	AST13	DACS	R	

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50	DACs to implement traj2.3 format.	ADMT13	DACs	H	
51	DACs to add parking PTS measurements even without times.	ADMT13	DACs	H	
52	DACs to include all cycle numbers in the N_CYCLE array. If a cycle is missing, put in a fill value for all N_CYCLE variables.	ADMT13	DACs	R	
53	DACs to disseminate all collected Argos locations. May require reprocessing after late messages have arrived. Takes up to 3hrs for one message to get through. Can take up to two days when errors occur at CLS with a small number of positions.	ADMT13	DACs	H	
54	DACs to put in first and last message time. Remember to carefully check that first and last messages are reprocessed after more times/positions come in. If first(last) message also includes a position, include the first(last) time and then the same first(last) time with its position.	ADMT13	DACs	H	
55	DACs to investigate anomalies/issues notified by ANDRO team and correct their decoders as necessary.	ASAP	DACs, ANDRO Team	H	
56	Work with ATC, CLS to find a way to capture and store the axes error ellipse for all positions as soon as possible.	ASAP	ATC, Y. Bernard, DACs	R	
57	DACs and float experts carefully review N_CYCLE timing table listing which floats transmit timings and which need to be estimated to ensure accuracy.	AST13	DACs, float expert, ANDRO team, M. Scanderbeg	R	
58	Ask float expert for each type to write up procedure of how to estimate the N_CYCLE timing variables and circulate this to all the DACs via M Scanderbeg and put these specification in the cookbook.	AST13	Float expert, M. Scanderbeg	R	
59	Ask AST to contact APEX APF11 and SEABIRD METOCEAN NKE manufacturers to ask that these float cycle times be reported by the float.	AST13	AST co-chairs, M. Scanderbeg, BSH Ifremer	R	
60	Continue developing traj2 file format.	ADMT13	B. King, M. Scanderbeg, others interested in traj2 format	R	

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	Recommendations to AST				
61	To AST: how to document the different issues that happened to the Argo data into a document for user information, e.g., pressure correction, micro-leak...	AST13	AST Chairs	R	