

10th ADMT meeting action list
Update 9th November 2009

	Action	Target Date	Responsibility	Status
	Monitoring Actions			
1	Calculate time delay for getting R-files and D-Files onto the GDAC. Investigate files slowly arriving.	End 2009	AIC	
2	Make a page on ADMT www site on surface pressure processing and add a link to CSIRO TNPd page	AST11	Sylvie and Annie	
3	Investigate DOI index to register usage of Argo Data as it's done for publications	AST11	L. Rickards	
	Trajectory Actions			
4	Coriolis to continue work with DACs to clean TRAJ files	AST11	M. Ollitrait and DACs	
5	DACs to correct their metadata and decoders to avoid similar anomalies in the future	ADMT11	All DACs	
6	Inform on how to store dated measurements made during descent and ascent either in TRAJ or TECH (already possible in TRAJ format)	ADMT11	Thierry	
7	DACs to implement the TRAJ file format changes agreed at ADMT10 and documented in User Manual V2.3	ADMT11	All DACs	
8	DAC to plan dead float reprocessing	ASAP	All DACs	
	GDAC Actions			
9	Finalize automation file removal according to the agreed procedure and document it	End Oct09	GDACs	
10	Modify the "latest data" directory to handle a sliding of 3 months and separate R and D data.	AST11	Coriolis_GDA Cs	
11	GDACs have to see if they keep index file and index-detailed file and document it	End 2009	Mark and Thierry	

	Action	Target Date	Responsibility	Status
12	Finalize md5 set up at GDAC and document	End Oct09	GDACs	
13	Document feedback on RT feedback from statistical test at Coriolis in QC manual	End 2009	Thierry Carval	
14	Implement tech file synchronization	ADMT11	GDACs	
15	Document File Checker in appendix in Qc Manual	End October	Mark & Annie	
16	Turn to operation File checker with an interim period of 2 months and capability to relax it if too many files are rejected	End 2009	GDACs and DACs	
17	Update File checker to handle consistency checks and TECH file checking	ADMT11	Mark	
	Real-time Actions			
18	KMA to investigate why there is less messages from KMA on GTS in past 2 month	End 2009	KMA	
19	INCOIS, KMA and JMA to investigate why there is still some small time differences sometimes between profiles on GTS and at GDAC and correct it on RT incoming files	ASAP	INCOIS, KMA, JMA and Mark	
20	MEDS and JMA to investigate why some of the JMA BUFR messages are not seen by MEDS and FMNOC	ASAP	Anh Tran , Mark and JMA	
21	DACs to finalize the setting up of BUFR transmission and warn Anh and Mark	ADMT11	CLS, Coriolis, CSIRO, AOML, BODC, KMA, NAVO	
22	DAC to assess their flags according to Coriolis statistical test recommendations and resubmit them	ASAP	All DACs	
23	DAC to assess their flags according to Altimetry and resubmit files or provide feedback in data are good after each quarterly check	4 times a year	DACs	
24	Update QC manual and User manual to explain -when a float is introduced in the grey list -to users how to use it	End 2009	T. Carval, A. Wong	

	Action	Target Date	Responsibility	Status
25	-study how to keep the information of sensor failure	ADMT11	Thierry & Mathieu	
26	BODC to test the new Jump Test proposal made by B King at ADMT9	AST11	BODC	
27	Implement the common method for determining the positions and observation times at DAC and document it in the User Manual	ADMT11	DACs. Ann and Thierry	
28	Clean the tech file for surface-pressure	End November 2009	AOML, Coriolis, KMA, NMDIS	
29	Implement RT pressure correction on APEX	End 2009	AOML, Coriolis, CLS, KMA	
30	Process old active float that are registered at AIC and not at GDAC	ADMT11	AOML Coriolis	
31	Include pressure in global range test in QC manual and DAC to implement it	End 2009	Thierry and DACs	
	Delayed-Mode QC Actions			
32	Modify QC manual on editing raw files and revise definition of PARAM and PARAM QC	End 2009	A. Wong	
33	DM operator to report back to DACs when a TNPD APEX float should go on grey list		DM operators	
	Reference Dataset Actions			
34	Coriolis to update Ref DB in integrated new CTD from WOD09 and pre 1990 CDTs	Dec 09	C. Coatanoan	
35	NODC/CCHDO to collect CTD in sparse area for the REF DB and especially Southern Ocean	ASAP	T. Boyer and S. Diggs	
	Format Actions			
36	Finalize Repetition_Phase description	AST11	T. Carval & Claudia, Ann	
37	Revise the user manual according to meeting decisions and emails comments	End OCT 09	T. Carval	
38	Resubmit meta-files	ASAP	All DACs lead GDACs	

	Action	Target Date	Responsibility	Status
39	Finalize the delivery of bounced profiles	End Nov 09	GDACs and AOML	
40	Resubmit Oxygen float according to new recommendations	ASAP		
41	Update TECH file naming convention to handle all the surface offset behavior and add a column to record whether an information is decoded or estimated	ASAP	Ann with Provor and Solo PIs	
42	Test the multi-axis format change proposal	AST11	Uday , Claudia, Thierry, MArk	
43	Test the CF –compliant proposal made by T Carval	AST11	Jim, Uday, Steve, Thierry, Charles	
44	Investigate the content of the existing metadata files make suggestion for improvements	ADMT11	AIC	
45	Start work with WMO to set up links between Argo GDACs and WIGOS	ADMT11	Thierry & Loic& AIC	
	Action	Target Date	Responsibility	Status
	Monitoring Actions			
1	Calculate time delay for getting R-files and D-Files onto the GDAC. Investigate files slowly arriving.	End 2009	AIC	
2	Made a page on ADMT www site on surface pressure processing and add a link to CSIRO TNPD page		Sylvie and Annie	
3	Investigate DIO index to register usage of Argo Data as it's done for publications	AST11	L Rickards	
	Trajectory Actions			
4	Coriolis to continue work with DACS to clean traj files	AST11	M Ollitrait and DACs	
5	Dacs to correct their metadata and decoders to avoid similar anomalies in the future	ADMT11	All dacs	
6	Inform on how to store dated measurements made during descent and ascent either in traj or Tec (already possible in traj format)		Thierry	

	Action	Target Date	Responsibility	Status
7	Dac to implement the traj file format changes agreed at ADMT10 and documented in User Manual V2.3	ADMT11	All dacs	
8	Dac To plan dead float reprocessing	ASAP	All Dacs	
	GDAC Actions			
9	Finalize automation file removal according to the agreed procedure and document it	End Oct09	GDACs	
10	Modify the "latest data" directory to handle a sliding of 3 months and separate R and D data.	AST11	Coriolis_GDA Cs	
11	GDACs have to see if they keep index file and index-detailed file and document it	End 2009	Mark and Thierry	
12	Finalize md5 set up at GDAC and document	End Oct09	GDACs	
13	Document feedback on RT feedback from statistical test at Coriolis in QC manual		Thierry Carval	
14	Implement tech file synchronization	ADMT11	GDACs	
15	Document File Checker in appendix in Qc Manual	End October	Mark & Annie	
16	Turn to operation File checker with an interim period of 2 months and capability to relax it if too many files are rejected	End 2009	Gdacs and Dacs	
17	Update File checker to handle consistency checks and tec file checking	ADMT11	Mark	
	Real-time Actions			
18	KMA to investigate why there is less messages from KMA on GTS in past 2 month	KMA	End 2009	
19	INCOIS, KMA and JMA to investigate why there is still some small time differences sometimes between profiles on GTS and at GDAC and correct it on RT incoming files	ASAP	INCOIS, KMA, JMA and Mark	
20	MEDS and JMA to investigate why some of the JMA BUFR messages are not seen by MEDS and FMNOC	ASAP	Anh Tran, Mark and JMA	

	Action	Target Date	Responsibility	Status
21	DACs to finalize the setting up of BUFR transmission and warn Anh and Mark	ADMT11	CLS, Coriolis, CSIRO, AOML, BODC, KMA, NAVO	
22	DAC to assess their flags according to Coriolis statistical test recommendations and resubmit them	ASAP	All Dacs	
23	DAC to assess their flags according to Altimetry and resubmit files or provide feedback in data are good after each quarterly check	4 time a year	DACs	
24	Update QC manual and User manual to explain -when a float is introduced in the grey list -to users how to use it	End 2009	T Carval, A Wong	
25	-study how to keep the information of sensor failure		Thierry & Mathieu	
26	BODC to test the new Jump Test proposal made by B King at ADMT9	AST11	BODC	
27	Implement the common method for determining the positions and observation times at DAC and document it User Manual	ADMT11	DACs. Ann and Thierry	
28	Clean the tech file for surface-pressure	End November 2009	AOML, Coriolis, KMA, NMDIS	
29	Implement RT pressure correction on APEX	End 2009	AOML, Coriolis, CLS, KMA	
30	Process old active float that are registered at AIC and not at GDAC		AOML Coriolis	
31	Include pressure in global range test in QC manual and Dac to implement it		Thierry and Dacs	
	Delayed-Mode QC Actions			
32	Modify QC manual on editing raw files and revise definition of PARAM and PARAM_QC		A Wong	
33	DM operator to report back to Dacs when a TNPD APEX float should go on grey list		DM operators	
	Reference Dataset Actions			

	Action	Target Date	Responsibility	Status
34	Coriolis to update Ref DB in integrated new CTD from WOD09 and pre 1990 CDTs	Dec 09	C Coatanoan	
35	NODC/CCHDO to collect CTD in sparse area for the REF DB and especially Southern Ocean	ASAP	T Boyer and S Diggs	
	Format Actions			
36	Finalize Repetition_Phase description		T Carval & Claudia , Ann	
37	Revise the user manual according to meeting decisions and emails comments	End OCT 09	T Carval	
38	Resubmit meta-files	ASAP	All DACs lead GDACs	
39	Finalize the delivery of bounced profiles	End Oct 09	GDACs and AOML	
40	Resubmit Oxygen float according to new recommendations	ASAP		
41	Update tec file naming convention to handle all the surface offset behavior and add a column to record whether an information is decoded or estimated	ASAP	Ann with Provor and Solo PIs	
42	Test the multi-axis format change proposal	AST11	Uday , Claudia, Thierry, Mark	
43	Test the CF –compliant proposal made by T Carval		Jim, Uday, Steve, Thierry, Charles	
44	Investigate the content of the existing metadata files make suggestion for improvements	ADMT11	AIC	
45	Start work with WMO to set up links between Argo GDACs and WIGOS		Thierry & Loic& AIC	