



A QUALITY ASSURANCE  
FRAMEWORK FOR  
EARTH OBSERVATION

## **QA4EO Teleconference 2: Minutes**

**26<sup>th</sup> February 2013**

*Teleconference synopsis:*

The purpose of this teleconference was to discuss how QA4EO should be taken forward; this was in regards to the agenda set out in the invitation letter sent to attendees and revised after the last teleconference. The next teleconference has been scheduled for the **27<sup>th</sup> March 2013** at 15:00-17:00 UTC.

*Discussion points:*

### **Review minutes and actions of previous teleconference**

- John Bates talked about the WGC (Working Group on Climate) meeting at WMO in Geneva last week.
  - The first point of interest was the discussions concerning the state of agency archives dealing with ECVs in which each ECV was referred to in turn.
  - The second point concerned maturity matrices (MMs) and breaking them out into two different metrics: 1) Process metric to do with software/archiving/etc. and 2) Scientific evaluation – to be done by working groups.
- John Bates offered to share background documents concerning MMs as applied to climate data records; these are to be circulated by Niall Origo and published online at [www.qa4eo.org](http://www.qa4eo.org).
- A call was made to members who knew of activities or case studies relating to QA4EO to provide details to Niall Origo.

### **Review and prioritisation of implementation plan**

- The basis of the implementation plan was explained to be, at the moment, to provide a medium term guide to how QA4EO should be implemented within the international community. This required a team of people to review and update it from when it was last updated following the outputs of the Harwell meeting.
- Nigel Fox explained that he had brought on board Peter Lancaster to aid in the communication of principles and guidelines.
- It was suggested that the identification of specific items (e.g. working on the concept of MMs) might be a better idea. This might manifest as picking one item that each virtual constellation (VC) are doing or picking the most important subtasks (in the implementation plan) and using these to get individual contributions.
- It was mentioned that talks with the sea surface temperature (SST) - VC were underway and that they considered themselves more mature than other VCs in this regard – this could potentially be a good starting point/case study.

- Chris Merchant (University of Edinburgh) was noted as a person that should be included in these talks.
- Further to this, other groups are requesting help in this area; forest carbon and ozone communities are good examples.
- Satish Srivastava asked what the best method would be to encapsulate these in the guidelines – any suggestions on this to be raised at the next WGCV meeting.
- Nigel Fox asked for the possibility of gaining some case studies/collaborations with GSICS – Fangfang Yu said they would be glad to assist. These will be organised in smaller groups and outputs (e.g. one page summaries) published on the QA4EO website.
- Fangfang Yu suggested that GEO-LEO might be a good place to start and that linkages between the two websites could be made. Tim Hewison would be the contact for this process.
- Nigel Fox suggested that we demonstrate QA4EO progress at the CEOS SIT meeting; for this he will send Satish Srivastava slides encapsulating this progress.
- Suggestions for how we should get the QA4EO message across were requested:
  - Who should we be targeting? Engineer and/or management level?
  - CEOS and GEO have identified QA4EO as a priority.
- A new US government policy (recently sent out) was highlighted; it discusses plans to make government funded research and peer-reviewed articles freely available (including related data and metadata)
  - Based on this point it was suggested that focus needs to be at both levels – the policy makers know that this is an important issue.

#### **Outreach:**

- A further call for suggestions for how the QA4EO website should be exploited was made; this is carried over into an action to provide suggestions to Niall Origo.
- It was noted that the WGCapD were having a plenary at ESA soon and that QA4EO should engage with them; out of this an action was made to suggest ideas on how they could provide support for QA4EO.
- The GEO ministerial in January 2014 was highlighted as a significant date.
  - It was suggested that this would be a good occasion (and any others like it) to have promotional material present.
  - This material could take the form of a poster/brochure/etc. but aimed at the high level audience.
  - This ministerial was also calling, through CEOS, for material; this would be a good opportunity to promote QA4EO.

#### **Case studies:**

- An action was proposed to initiate 2-3 examples to work towards creating these as case studies.

#### *Actions:*

- Niall Origo to organise and send out invitation for next teleconference.
- Niall Origo to circulate minutes of meeting to members and include minutes on QA4EO.org.
- John Bates to send Niall Origo background documentation (including journal article and excel file) on WGC use of maturity matrix.

- Niall Origo to publish documentation from above bullet point on the QA4EO website and circulate to members.
- All participants to pick the top 2-3 subtasks under each task listed on the QA4EO implementation plan; for next teleconference.
- Nigel Fox to establish connection with GSICS through Tim Hewison.
- Nigel Fox to send Satish Srivastava slides concerning QA4EO activities/case studies (e.g. SST/Ozone/etc.) for CEOS SIT meeting.
- Outreach:
  - All participants with ideas for how the QA4EO website should be used to promote QA4EO beyond what it is currently doing should contact Niall Origo with details of these ideas.
  - All participants with suggestions for support that can be provided by WGCapD to QA4EO outreach to be sent to Niall Origo.
- All participants who have knowledge of people who are tied in to QA4EO type activities that should be included at the next teleconference to send contact details of those person/s to Niall Origo.
- All participants who have knowledge of case studies that may be used (either good or bad) to illustrate QA4EO/QA4EO philosophy should send details to Niall Origo before the next teleconference.
- Action for next teleconference: Create team to update implementation plan.
- Action for next teleconference: Create team to create promotional material (e.g. posters/brochures/etc.) for high level conferences/meetings.
- Action for next teleconference: Initiate 2-3 examples to work towards creating these as case studies for QA4EO.

*Attendees:*

<b>Name</b>	<b>Organisation</b>
Eric Arsenault	CSA (WGCV Secretariat)
John Bates	NOAA
Gyanesh Chander	USGS
Nigel Fox	NPL
Peter Lancaster	NPL
Steve Olding	NASA
Niall Origo	NPL (QA4EO Sec)
Satish Srivastava	CSA (WGCV Chair)
Jeff Walter	NASA
FangFang Yu	NOAA