

# Actions and Guidelines

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		<b>Responsibility</b>	<b>Status</b>
1	Categories for the test site catalogue to be transformed into “equipped and maintained” and “non-equipped and non-maintained” rather than use “absolute cal”, “pseudo-invariant cal” and “cross-cal”.	Chander, IVOS Subgroup	Closed

The workshop seed documentation altered to reflect the new categories. Online catalogue of world wide test sites updated.

		<b>Responsibility</b>	<b>Status</b>
2	Provide the current IVOS cal/val site list & baseline characteristics list as an example to the other subgroups	Chander	Closed

Sites-Template\_v3.doc sent to all subgroup chairs IVOS working on this template for over a year. Template draft been refined over time. This given to the subgroup chairs so that they can use this as a basis.

		<b>Responsibility</b>	<b>Status</b>
3	Review & establish test site template to define (best practices) requirements for test site identification within the subgroup domain.	WGCV Subgroups	Open

This process is ongoing within the subgroups

		<b>Responsibility</b>	<b>Status</b>
4	Define criteria for test site classification for suitability for a particular application.	WGCV Subgroups	Open

IVOS – test site classification is well-underway

SAR - there are potential (passive) Cal/Val sites and would like to work with the Cal/Val portal to populate information on possible sites. Product specification is lacking in some areas and so this will also require some work.

TMSG - there is no single test site, the whole world is a test site!  
TMSG will want thousands of sites not just a few. TMSG do not want sites over flat ground.

		<b>Responsibility</b>	<b>Status</b>
5	Formulate a request to the Constellation leads to evaluate their requirements for cal/val needs.	Bojkov, Stensaas, Campbell, Cao	Open

Campbell had approached the constellation teams and have found out that they are all working on their requirements. The LSI & ACC constellations were reported to have been working on their needs at WGCV-28.

		<b>Responsibility</b>	<b>Status</b>
6	Investigate Jim Butler's CEOS Information Server <a href="http://spsosun.gsfc.nasa.gov/calval/index.html">http://spsosun.gsfc.nasa.gov/calval/index.html</a> and see if it contains any useful for the portal	ESA	Closed

The test site catalogue is useful, but was underused and so has not evolved much since its conception. The relevant information contained within the site is now included within the Cal/Val portal.

		<b>Responsibility</b>	<b>Status</b>
7	Establish & define key cal/val terminology as an input into a WGCV dictionary.	WGCV Subgroups	Open

IVOS – There is certainly a need for a WGCV dictionary and this should be housed within the Cal/Val portal. There already lots of documents out there on terminology and recommend that these could used as a basis.

		<b>Responsibility</b>	<b>Status</b>
8	Draft a recommendation regarding the need to maintain long-term archives of cal/val process data to support EO.	Fleig	Open

Need to make sure that the owners of the data have a process and that there is a follow-on for the future. This is linked to data policy. Fleig has assured to produce this shortly.

		<b>Responsibility</b>	<b>Status</b>
9	Draft guidelines for writing best practise	IVOS	Closed

Document now included as an annex to the Guidelines Framework

		<b>Responsibility</b>	<b>Status</b>
10	Formulate a draft list of key common best practises for cal/val.	WGCV Subgroups	Closed

Any input to this is fed into the guidelines framework

		<b>Responsibility</b>	<b>Status</b>
11	Establish a committee to explore options on how we are able to establish authority for the endorsement of best practices for cal/val.	WGCV Chair	Closed

Standards committee established, reviewed relevant standards and agreed to draft a radiometric reference standard document and collaborate with all the standardising bodies

WGCV taskforce to address governance for Cal/Val processes / guidelines set up, chaired by Stephen Mackin, DMCII

		<b>Responsibility</b>	<b>Status</b>
12	Include a discussion at the joint WGCV / WGISS meeting in February 2008 on the idea of adopting a standard set of best practises and the means to establish an authority to endorse them, possibly with a CEOS, ISO or similar stamp.	WGCV Chair	Closed

Discussions were held at the joint WGCV / WGISS meeting in Sanya in February 2008

		<b>Responsibility</b>	<b>Status</b>
13	Define wish list of requirements for functionality from the cal/val portal and feedback to the cal/val portal maintainers (ESA).	WGCV Subgroups	Open

This is an ongoing activity

		<b>Responsibility</b>	<b>Status</b>
14	Establish some mechanism to feedback portal development information to the subgroups (user community).	ESA	Closed

Cal/Val portal newsletter has been published and circulated.

		<b>Responsibility</b>	<b>Status</b>
15	Make the cal/val portal front end a more CEOS / GEO one and change the website URL.	ESA / NASA	Closed

This has been completed and the new URL is [calvalportal.ceos.org](http://calvalportal.ceos.org)

		<b>Responsibility</b>	<b>Status</b>
16	Draft a WGCV data policy (code of use) for cal/val data that will be consistent with the GEO data sharing & principles guidelines.	Stensaas, Bojkov	Open

Suggested be consistent with GEO – problem is that we are dealing with preliminary data (engineering) and this is not covered in the GEO protocol. Suggestion that we continue with a CEOS WGCV data protocol and make the point that it is due to the preliminary, not fully-quantified nature of the data. Are currently aiming for a data policy and a code of good behaviour (for Cal/Val portal data users).

		<b>Responsibility</b>	<b>Status</b>
17	Present cal/val portal prototype to CEOS and GEO plenaries [but restrict open access until data policy (Action 15) has been agreed upon].	WGCV Chair	Closed

Presented the portal and it was held up as a major achievement of the WGCV and a tangible deliverable from ESA. CEOS SIT agreed the recommendation that we should continue to support this and asked the specific agencies (ESA for the portal) to continue this effort.

		<b>Responsibility</b>	<b>Status</b>
18	Review terms and definitions list used for the workshop.	Workshop Chairs	Open

Terms and definitions list specific to this work will be updated and will sit alongside the guidelines framework document.

		<b>Responsibility</b>	<b>Status</b>
19	Distribute GEOSS data sharing principles & guidelines document	Rast	Open

This document exists but is still not approved so is unable as yet to be widely distributed.

		<b>Responsibility</b>	<b>Status</b>
20	Evaluate the possibility of including MODIS tools and EOS field data to the cal/val portal	Morisette, Brockmann	Open

Some of the data has been included in the Cal/Val portal but this is currently ongoing.

		<b>Responsibility</b>	<b>Status</b>
21	Evaluate the potential of incorporating EO1 tools & data into the cal/val portal	Stensaas, Brockmann	Open

This evaluation is currently ongoing.