|  |  |  |
| --- | --- | --- |
| WORLD METEOROLOGICAL ORGANIZATION**COMMISSION FOR BASIC SYSTEMSOPAG on DPFS****expert team on emergency response activitIes (et-era)****VIENNA, AUSTRIA 1 – 5 OCTOBER 2018** |  | CBS-DPFS/ET-ERA/Doc. 4.4(2)(12.IX.2018)\_\_\_\_\_\_\_Agenda item : 4.4ENGLISH ONLY |

**Modifications to the Checklist for the**

**Verification of RSMC Common/Mirror Web pages**

*(Submitted by the co-Chair)*

##### Summary and purpose of document

After each IAEA-RSMC quarterly test, one of the lead RSMCs checks all the common/mirror web pages, fills the checklist and reports back to the ET-ERA. The problems identified are then fixed regularly by the RSMCs but a few persistent/recurring problems still need to be addressed. A modification to the checklist is proposed 1) to include the need to fix these problems as soon as possible but by no later than six weeks after they are identified, and 2) to report back on the fixes to the ET-ERA.

##### Action Proposed

The meeting is invited to accept the modifications proposed to the checklist.

1. A systematic check of the RSMC common/mirror web pages for each quarterly test with the IAEA began in 2016. One of the lead RSMCs checks all pages, fills the checklist and reports back to the ET-ERA. This has proven to be invaluable in identifying problems.

1. Many problems are fixed fairly quickly but there are a few persistent/recurring ones such as missing or old products and lead RSMC boxes not highlighted in yellow. As an example, the checklist from the August 21, 2018 quarterly test is in Annex 1 but it must be noted that some of the problems it lists have already been fixed.

1. One specific recurring problem is that the products of some RSMCs are left on the web pages well beyond the 84-hour period that the group agreed to in Buenos Aires. The members of the ET-ERA are therefore invited to include in their RSMC standard operating procedure the need to delete their products on all web pages 84 hours after posting.

1. A modification to the checklist to include a more rigorous approach to identify the root cause and to fix the problems in a timely matter as well as reporting back to the ET-ERA is proposed in Annex 2. A few other minor changes are included as well.

**Action:** The meeting is invited to accept the changes proposed to the checklist.

#

**ANNEX 1: RSMC WEB PAGES CHECKLIST FOR THE AUGUST 21, 2018 QUARTERLY TEST WITH IAEA**

**CHECKLIST Version 2 ( 24 February 2016)**

**Prepared by René Servranckx, reviewed by Anton Muscat**

**RSMC Web pages checklist**

**What?** A check of all RSMC Web pages is to be done every time a quarterly test takes place (mandatory). For monthly tests, it is optional but recommended.

**Who?** One of the lead RSMCs

**When?** For quarterly tests, the initial check should be undertaken 36 to 48 hours after the reception of the IAEA request. A second (follow up) check should also be undertaken approx. 84 hours after the products are posted on any RSMC mirrored webpage to confirm that they have been successfully deleted.

**How?**

**A)** The RSMC Web pages are

 Beijing <http://rsmc.nmc.cn/rsmc-bin/jntrsmc.pl>

Exeter <http://rsmc.metoffice.gov.uk/cgi-bin/jntrsmc.pl>

Melbourne <http://reg.bom.gov.au/cgi-bin/reg/EER/jntrsmc.pl>

Montreal <http://eer.cmc.ec.gc.ca/eer-bin/jntrsmc.pl>

Obninsk <http://www.feerc.ru/rsmc-bin/jntrsmc.pl>

Tokyo <http://eer.kishou.go.jp/cgi-bin/jntrsmc.pl>

Toulouse <http://www.meteo.fr/cmrs/rsmc2-bin/jntrsmc.pl>

Washington <http://ready.arl.noaa.gov/rsmc2-bin/jntrsmc.pl>

**B)** For each of the Web pages perform the checks indicated below. A table, located at the bottom of this document, can be used to record the results for each column. Those cells that are not correct can be coloured in yellow to highlight the problem to the affected RSMC. A “Comments” section is also available so that the problem can be elaborated upon if required.



**Column 1:**

1. Are only the lead RSMCs showing in yellow, with all other RSMCs showing as white? If not, annotate the cell as “No” and colour the cell yellow.
2. Are the Date and time of products listed, and not older than 3 days – or – showing as “*Unavailable”* ? If not, annotate the cell as “No” and colour the cell yellow.

**Column 2:**

 Click on “*Cover”* link. Is the information current (not older than 3 days) or showing as

 “*Unavailable”?* If not, annotate the cell as “No” and colour the cell yellow.

**Column 3:**

Click on “*Joint Statement”* link. Is the information current (not older than 3 days) or showing as “*Unavailable”?* If not, annotate the cell as “No” and colour the cell yellow.

**Columns 4 to 8:**

1- Click on “*Check All”* for all RSMCs and “*Request all checked products”* at the bottom of the page. This will select all products in columns 5 to 8.

2- Check that thumbnails for each RSMC are coherent with column 1 information (e.g. images of products are there for RSMCs that have posted them, whilst notification indicating ““*Unavailable*' is showing for those that didn't)

3- Click on **a few** of the thumbnails of products, other than “*Unavailable*”, for each RSMC to see

- If larger size images show up correctly

- If the labelling of information and formatting on them is correct (in accordance with [Appendix II-7 of the Manual on the GDPFS](https://www.wmo.int/pages/prog/www/DPFSERA/documents/Section4.pdf))

If any of the products do not conform, annotate the appropriate cell as “No” and colour the cell yellow.

**Column 9:**

 Approximately 84 hours after the products were posted on the RSMC web pages,

 check that they have been successfully deleted and that “Unavailable” notices are now

 showing instead. If not, annotate the cell as “No” and colour the cell yellow.

**C)** Using the results table that you have generated, prepare a list of problems identified for each Web page. For example:

'On AA Web page:

 - Column 1: Lead RSMCs not identified; Lead RSMCs incorrectly identified as BB and CC; Date / time older than 3 days for RSMC DD

- Column 2: Cover missing for RSMC EE'

'On FF Web page:

- Column 3: Old joint statement for RSMC GG; joint statement missing for lead RSMC HH

- Column 4: incorrect start time for trajectories map (column 5) or RSMC II; only thumbnail available for 48-hr total deposition map (column 7) for RSMC JJ'

**D)** Email findings (including the results table so that RSMCs are easily able to identify the individual problems) to ET-ERA members from RSMC Exeter, Beijing, Melbourne, Montreal, Obninsk, Tokyo, Toulouse and Washington; the WMO Secretariat and IAEA representatives as well as the Chairperson. RSMCs concerned will then work to fix the identified problem(s) and inform the group when this has been undertaken.

| **RSMC website** | **See** **Column 1a notes** | **See** **Column 1b notes** | **See** **Column 2** **notes**  | **See** **Column 3** **notes** | **See** **Column 4-8 notes**  | **See** **Column 9 notes** | **Comments (if applicable)** |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |
| **Beijing** | No |  |  | No | No |  | Col 1: Hyperlinks to RSMCs Exeter and Obninsk : “page not found”Col 1: Hyperlinks to Washington, Montreal,Toulouse and Tokyo are not to RSMC webpagesCol 3: Exeter, Toulouse: “error”Col 4-8: Montreal products not availableCol 5-8: Issue time missing (App.II-7, 5a) |
|  |  |  |  |  |  |  |  |
| **Exeter** | No |  |  |  |  |  | Col 1: Hyperlinks to RSMCs Beijing and Obninsk “not found” |
|  |  |  |  |  |  |  |  |
| **Melbourne** |  |  |  |  |  | No |  |
|  |  |  |  |  |  |  |  |
| **Montreal** | No |  |  |  | No | No | Col 1: Beijing old dateCol 1: Obninsk no products Col 4-8: Beijing no products |
|  |  |  |  |  |  |  |  |
| **Obninsk** | No |  | No | No | No |  | Col 1: Leads not yellowCol 2: Montreal “not available”Col3: Joint statement of leads not availableCol 4-8: Montreal products not availableCol 2,6-8: (Obninsk) Vertical distribution “uniform 500-500m”?Col 5-8: Issue time missing (App.II-7, 5a) |
|  |  |  |  |  |  |  |  |
| **Tokyo** | No |  |  |  | No |  | Col 1: Beijing not availableCol 2: Beijing not availableCol 4-8: Beijing not available |
|  |  |  |  |  |  |  |  |
| **Toulouse** | No | No |  |  |  | No | Col 1: Hyperlink to Beijing is incorrectCol 2: Beijing not availableCol 4-8: Beijing not available |
|  |  |  |  |  |  |  |  |
| **Washington** | No | No |  |  |  | No | Col 1: Beijing “Unavailable”Col 2: Beijing not availableCol 4-8: Beijing not available |

**ANNEX 2: MODIFICATIONS PROPOSED TO THE CHECKLIST**

**Version 3 13 September 2018**

**Prepared by René Servranckx and Anton Muscat**

**1. RSMC Web pages checklist**

**What?** A check of all RSMC Web pages is to be done every time a quarterly test takes place (mandatory). For monthly tests, it is optional but recommended.

**Who?** One of the lead RSMCs

**When?** For quarterly tests, the initial check should be undertaken 36 to 48 hours after the reception of the IAEA request. A second (follow up) check should also be undertaken approx. 84 hours after the products are posted on any RSMC mirrored webpage to confirm that they have been successfully deleted.

**How?**

**A)** The RSMC Web pages are listed here: <http://www.wmo.int/pages/prog/www/DPFSERA/websites.htm>

**B)** For each of the Web pages perform the checks indicated below. A table, located at the bottom of this document, can be used to record the results for each column. Those cells that are not correct can be coloured in yellow to highlight the problem to the affected RSMC. A “Comments” section is also available so that the problem can be elaborated upon if required.



**Column 1:**

1. Are only the lead RSMCs showing in yellow, with all other RSMCs showing as white? If not, annotate the cell as “No” and colour the cell yellow.
2. Are the Date and time of products listed, and not older than 3 days – or – showing as “*Unavailable”* ? If not, annotate the cell as “No” and colour the cell yellow.

**Column 2:**

 Click on “*Cover”* link. Is the information current (not older than 3 days) or showing as

 “*Unavailable”?* If not, annotate the cell as “No” and colour the cell yellow.

**Column 3:**

Click on “*Joint Statement”* link. Is the information current (not older than 3 days) or showing as “*Unavailable”?* If not, annotate the cell as “No” and colour the cell yellow.

**Columns 4 to 8:**

1- Click on “*Check All”* for all RSMCs and “*Request all checked products”* at the bottom of the page. This will select all products in columns 5 to 8.

2- Check that thumbnails for each RSMC are coherent with column 1 information (e.g. images of products are there for RSMCs that have posted them, whilst notification indicating ““*Unavailable*' is showing for those that didn't)

3- Click on **a few** of the thumbnails of products, other than “*Unavailable*”, for each RSMC to see

- If larger size images show up correctly

- If the labelling of information and formatting on them is correct (in accordance with [Appendix II-7 of the Manual on the GDPFS](https://www.wmo.int/pages/prog/www/DPFSERA/documents/Section4.pdf). Note: In the 2017 edition of the [Manual on the GDPFS](https://library.wmo.int/index.php?lvl=notice_display&id=12793), that information is now in Appendix 2.2.23)

If any of the products do not conform, annotate the appropriate cell as “No” and colour the cell yellow.

**Column 9:**

 Approximately 84 hours after the products were posted on the RSMC web pages,

 check that they have been successfully deleted and that “Unavailable” notices are now

 showing instead. If not, annotate the cell as “No” and colour the cell yellow.

**C)** Using the results table that you have generated, prepare a list of problems identified for each Web page. For example:

'On AA Web page:

 - Column 1: Lead RSMCs not identified; Lead RSMCs incorrectly identified as BB and CC; Date / time older than 3 days for RSMC DD

- Column 2: Cover missing for RSMC EE'

'On FF Web page:

- Column 3: Old joint statement for RSMC GG; joint statement missing for lead RSMC HH

- Column 4: incorrect start time for trajectories map (column 5) or RSMC II; only thumbnail available for 48-hr total deposition map (column 7) for RSMC JJ'

**D)** Email findings (including the results table so that RSMCs are easily able to identify the individual problems) to ET-ERA members from RSMC Exeter, Beijing, Melbourne, Montreal, Obninsk, Tokyo, Toulouse and Washington; the WMO Secretariat, IAEA representatives as well as the Chair and co-Chair.

**E)** The root cause of each problem on a given web page will be identified by the host RSMC. Some problems may be corrected directly by that RSMC but most of the time, this will require coordination between two or more RSMCs. A fix will be applied before the next quarterly test in three months and each RSMC / group of RSMCs will report back to the contact list given in (D).

| **RSMC website** | **See** **Column 1a notes** | **See** **Column 1b notes** | **See** **Column 2** **notes**  | **See** **Column 3** **notes** | **See** **Column 4-8 notes**  | **See** **Column 9 notes** | **Comments (if applicable)** |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |
| **Beijing** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Exeter** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Melbourne** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Montreal** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Obninsk** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Tokyo** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Toulouse** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Washington** |  |  |  |  |  |  |  |