**IOC SPICE - 6**

**Zaragoza (SPAIN): May 18th -22nd , 2015.**

**Meeting Agenda**

**Meeting Chair: Rodica Nitu**

**Meeting Recorder: Isabelle Ruedi**

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| Schedule | Agenda Item | Topic Lead |
| Monday, May 18th | | |
| 9:00 – 10:45 | Opening, welcome from AEMET  Logistics, adoption of agenda  Chair Report (part 1)   * Assessment of completion of field experiments. * Data availability * Decisions regarding the instruments from IP. | Samuel Buisan  Rodica Nitu |
| 10:45 – 11:15 | Coffee Break |  |
| 11:00 – 13:00 | Chair Report (part 2)   * WIGOS Data Requirements: relevancy to SPICE results * Review of WMO expectations (Jan 2015);   Reference Report Summary;   * Use of Pluvio 2 data as reference; summary of findings and decisions (summary of findings: Rodica N). | Rodica Nitu |
| 13:00 – 14:00 | Lunch |  |
| 14:00 - 15:45 | **Snow on Ground (part 1):**   * Derivation of reference data set (manual, automatic: different temporal resolutions): Craig S * Results to date and methodology: Analysis of CARE, Sodankylä data, Uncertainty quantification on SoG: GyuWon Lee | Craig Smith,  Samuel Morin |
| 15:45 - 16:15 | break |  |
| 16:15 – 18:00 | **Snow on Ground (part 2):**   * Instrument Data Sheets (Configuration; Data format, sampling, integration; Use of sensor diagnostics; Reporting units, resolution): Samuel M/Craig /Rodica * Discussions * Risks to data quality e.g. target/ground shift, reporting of first snow, seasonal accumulation, etc. Craig * Data analysis plan, outstanding topics: Interpretation of measurements as data (representativeness: point vs area, one or multiple sensors); | Craig Smith,  Samuel Morin |

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| Tuesday, May 19th | | |
| 9:00 am – 10:45 | **Assessment of non-catchment type instruments (part 1):**   * Instrument Data Sheets: current status results to date, methodology: Audrey R/Floor H * Discussions | Yves-Alain Roulet |
| 10:45 – 11:15 | coffee |  |
| 11:15 – 13:00 | **Assessment of non-catchment type instruments (part 2):**   * Evaluation on non-catchment type sensors (MRR, VertiX, POSS, LPM, Parsivel, etc): GyuWon Lee * Explore development of transfer functions by adding POSS fall velocity and precip types: GyuWon Lee * Would non-catchment type sensors be a solution for trace events? * Data Analysis plan, outstanding topics inventory: Yves-Alain |  |
| 13:00 – 14:00 | Lunch |  |
| 14:00 – 15:45 | **Precipitation Amount (WG and TBRG): part 1**   * Instrument Data Sheets: current status results to date, methodology: * WG: Audrey R/Floor H * TB: Mike E(Rodica N) * Discussions | Rodica Nitu |
| 15:45-16:15 | break |  |
| 16:15– 18:00 | **Precipitation Amount (WG and TBRG): part 1**   * Derivation of Reference Data Sets (R2, R3): Roy * Analysis of Uncertainty: John K, GyuWon Lee * Transfer Functions: expected vs achievable; issues: Mareile/John * Data analysis plan, outstanding topics inventory: Mareile | Mareile Wolff  John Kochendorfer |

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| Wednesday, May 20th | | |
| 8:30 – 12:30  (break 10:45 – 11:15) | **Breakout sessions (as needed):** focus on outstanding topics, as identified on Day 1 and Day 2.   * Datasheets for sharing with manufacturers in August (all instruments); * Data Sheets for all instruments: integrate results from instruments from IP and similar instruments from hosts: how to report and derive new knowledge (sample case) * Reference Data Sheets: Reference transferability: R0, R1, R2, R3. * Site Data Sheets: needed?, which information to be included?, determine boundaries. * Development of transfer functions (all instruments). * Data Analysis: innovative approaches, new science. | Rodica Nitu |
| 12:30 -15:00 | Travel to Formigal SPICE site (bus)  (includes lunch catered or purchased on the way)  Continue breakout session discussions | Samuel Buisan Rodica Nitu |
| 15:00 – 16:30 | Visit Formigal SPICE site | Samuel Buisan |
| 16:30- 19:00 | Return to Zaragoza (by bus)  Continue breakout session discussions | Samuel Buisan Rodica Nitu |

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| Thursday, May 21st | | |
| 8:30 – 10:30 | Conclusions of breakout sessions | Rodica Nitu  Mareile Wolff |
| 10:30 – 11:00 | break |  |
| 11:15 – 13:00 | Summary of meeting decisions | Rodica Nitu  Mareile Wolff |
| 13:00 – 14:00 | Lunch |  |
| 14:00 – 15:45 | * Instrument Data Sheets plan for completion by end August: (who writes which portion, data analysis, review, consolidation, recommendations for the IP) * Transfer Functions Plan; | Mareile Wolff  Rodica Nitu |
| 15:45-16:15 | break |  |
| 16:15 – 18:00 | * Integrated interpretation of results: new knowledge: plan (topics, assignment); * Target completion of Final report for sharing with IP prior to TECO 2016 | Mareile Wolff  Rodica Nitu |
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| Friday, May 22nd | | |
| 8:30 – 10:30 | Document (who, what, when):   * Data Sheets Analysis and Development Plan * Transfer Functions Work Plan * Data Analysis: results and recommendations (e.g. development of recommendations for CIMO Guide)   Prepare Meeting report (*each contributor is asked to provide input to the meeting report, at the end of the presentation of own item*) | Mareile Wolff  Rodica Nitu  Isabelle Ruedi |
| 10:30-11:00 | break |  |
| 11:00 - 13:00 | Integrate individual contributions into the meeting report and 2015/16 work plan | Mareile Wolff  Rodica Nitu  Isabelle Ruedi |
| 13:00 – 14:00 | Lunch |  |
| 14:00 – 17:00 | Document Work plan  Prepare Meeting report | Rodica Nitu  Isabelle Ruedi |
| 17:00 | **Meeting closure** |  |