

Task Team progress report for January 2012 – Site Representatives

SUMMARY

The **task team of site representatives** continues to serve as the conduit through which information and requests from the Lead Center and Working Group are disseminated to the GRUAN measurements sites. During the last 6 months most of the information and requests centered around the GRUAN manual, data policy, and site assessment and certification document. The composition of the task team has changed:

Martin deGraaf departed, leaving **Arnoud Apituley** as lone site representative (Cabauw)

Hakaru Mizuno departed and was replaced by **Hironobu Yokota** (Tateno)

Karin Kreher joined **Paul Johnston** as co-representative (Lauder).

PROGRESS ON TASKS IN THE PREVIOUS REPORT

Task: Request and compile comments on the GRUAN data policy

Main Contact: *Greg Bodeker* **Due Date:** *Sep 2011* **Status:** *Completed*

Milestone: *Obtain feedback from site representatives on the GRUAN data policy*

Progress: *No comments were received*

Issues:

Task: Request sign-offs of the GRUAN site assessment and certification document

Main Contact: *Greg Bodeker* **Due Date:** *1 Jan 2012* **Status:** *Completed*

Milestone: *12 of 15 sites approved the document by the due date*

Progress: *Completed*

Issues:

Task: Request reviews and comments on the most current version of the GRUAN manual

Main Contact: *Greg Bodeker* **Due Date:** *15 Jan 2012* **Status:** *Completed*

Milestone: *Obtain feedback from site representatives on the GRUAN manual*

Progress: *Completed*

Issues:

NEW TASKS AND PROGRESS TO DATE

Task: Find a site representative willing to serve as a member of TT3 (scheduling)

Main Contact: *TT3 co-chairs Dave Whiteman and Tom Gardiner* **Due Date:** *ASAP*

Status: *Ongoing*

Milestone:

Progress: *None to date*

Issues:

Task: Assist in the formulation of instrument capability list

Main Contact: *Lead Center* **Due Date:** *Open* **Status:** *Ongoing*

Milestone:

Progress: *First draft list completed and being refined*

Issues: