Terms of Reference (ToR)
For
Planetary Data System (PDS)
PDS4 Operational Readiness Review

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Purpose/Intent

The purpose of this Operational Readiness Review (ORR) is to conduct an assessment of the readiness of a limited PDS4 release for data providers from the LADEE and MAVEN projects.

Scope

The following define the scope of this ORR:

 a. PDS4 data standards for this Limited Release
 b. PDS4 tools for this Limited Release
 c. Test plan and results for this Limited Release
 d. Deployment plan for this Limited Release

Entrance Criteria

The following establish entrance criteria for this ORR:
 a. The following products have been made available to the review participants prior to the review at the review website TBD:
      a. PDS4 standard documents (Standards Reference, Data Providers Handbook, Concepts Document)
      b. PDS4 examples
      c. PDS4 tools/schemas with documents
      d. Test plan and results
      e. Schedule of deliveries and deployment

Review Success Criteria

The following establish the success criteria for this ORR:
 a. All major issues and/or liens/actions identified during the review have been satisfactorily resolved and/or plans established to resolve them.
 b. PDS4 standards documents (Standards Reference, Data Providers Handbook, Concepts Document) are complete and usable.
 c. PDS4 examples are validated and registered.

d. PDS4 deliveries tested by the lead nodes for LADEE and MAVEN.
e. Core tools, both off the shelf and custom developed, are in place to support design and validation.

Given that PDS4 data standards is a collection of models, the peer review is not intended to ensure that discipline-specific and mission-specific models/extensions are in place and/or are stable. These models will evolve and improve over-time as necessitated by the discipline and their mission, data supplier and user needs.

Expected Outcome

The expected outcomes of this ORR are the following:
a. The review panel accepts the PDS4 Limited Release as ready to be deployed;
b. The review panel defines actions for PDS4 project team to perform to make the PDS4 Public Release acceptable;
c. The review panel finds a major anomaly that produces a stand down; the limited release of PDS4 is not adequate.

Review Approach

The PDS4 team will develop a summary presentation package (MS PowerPoint) that will be briefed to the Chair of the review panel and other review panel members of his choosing. The PDS4 project team will address questions and issues from the review panel as they arise. Should significant issues remain after discussion, these will be captured and documented in RFA (Request For Action) forms as actions for the project. At the conclusion of the presentation and discussion, the project will review the captured issues with the review panel to ensure mutual understanding. Subsequent to the Review, accepted actions will be addressed by the project and closed to the mutual satisfaction of the project and the review panel.

Review Date & Location

Three days, September 17-19, 2013 at GSFC, B16W, Room N76/80.

Request for Action Form

Available for download at the review website (TBD)