

Provisional Charter of the Archive Standards Working Group of the IPDA

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1. Mission Statement

The goal of the Archive Standards Working Group of the International Planetary Data Alliance (IPDA) is to improve global access to and exchange of high quality planetary science data products across international boundaries by defining standards for planetary science archives.

2. Scope

Scientific data from planetary missions can originate from diverse scientific disciplines and from various national and international agencies. Planetary data are often characterized as being one of a kind, obtained by unique space instrumentation, and therefore not always easily understood by science users. For the last two decades, the planetary community has addressed this situation by attempting to guarantee the long-term availability and usability of these data through well-defined archive processes and data standards, including data structures, data models, and data dictionaries. The U.S. National Aeronautic and Space Agency (NASA) and the European Space Agency (ESA) have each been pursuing these goals independently.

With more nations entering the planetary science arena, the challenge has become to identify applicable data standards and processes at the international level and maintain their viability within a continuously evolving environment. The NASA Planetary Data System (PDS) and the ESA Planetary Science Archive (PSA) have formed the IPDA in the belief that this challenge can be met by international participation in focused working groups. The Archive Standards Working Group will focus on the processes and data standards needed to enable accessibility and usability of planetary data across international boundaries, both when the data are first released and over the life span of the archive, which may be measured in decades.

The standards initially adopted by the IPDA, including the archive processes, data formats, data models, and data dictionaries are based on the NASA Planetary Data System (PDS) standard. It is the de facto standard for all planetary data at the time of the IPDA's founding.

3. Objectives

Using the PDS standards as a starting point, the Archive Standards Working Group shall identify standards and archive processes that will improve global accessibility and usability of planetary science data products across international boundaries. The following proposed deliverables will form a set of internationally accepted data standards and archive processes.

- * Planetary Science Data Model
- * Planetary Science Data Dictionary
- * Planetary Science Data Formats
- * Planetary Science Archive Processes
- * Administrative Plan for Managing these Standards and Processes

Use cases and requirements for these deliverables will be documented in the Archive Standards Working Group requirements document.

4. Membership

The Archive Standards Working Group is a forum for cooperation and participation comprised of representatives from any member agency of the IPDA that is involved in the production or curation of scientific data relevant to the world-wide planetary science community.

Membership in the working group shall be comprised of representatives from any member agency of the IPDA that indicate a willingness to fully participate in the Archive Standards Working Group activities, who can provide the commensurate level of support, and who have the authority and capability of implementing IPDA standards for those data sets under its control. New representatives from agencies interested in participating in the working group will be asked to approve and accept this Charter, providing a best level of effort to ensure the support and usage of the resulting standards and processes. All new members of the working group will have met the requirements for membership in the IPDA as a whole as determined by the IPDA Standing Committee. Membership requirements and rules of order are provided in Appendix A.

5. Dependencies and Success

The success of the Archive Standards Working Group is dependent on acceptance and adoption of these standards and process by the stakeholders. These stakeholders include planetary scientists and engineers, data producers, data users, data curators, standards authorities and international space agencies. The Archive Standards Working Group shall remain committed to keeping the stakeholders engaged to ensure that its deliverables serve their needs.

The activities and deliverables of the Archive Standards Working Group shall be reviewed in regular intervals of 3-5 years taking into account the charter of the IPDA in general and the Working Group in particular. The review board shall be constituted by independent members representing end users within the planetary scientific community and information technology experts.

6. Intellectual Property

The Archive Standards Working Group promotes an open working environment. Whenever possible, standards, software, protocols or any other results from the Archive Standards Working Group shall be made unencumbered by intellectual property claims.

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Appendix A.

Rules of Order

1. Each member agency shall be allowed one voting member and one proxy member in the working group. Both can participate actively in working group discussions and activities.
2. Each member agency shall be allowed any number of observing members. These observing members may only participate in the working group through the agency's voting or proxy members.
3. Each member agency shall be allowed one vote. All votes are to be decided using a simple majority. The quorum required for a vote is a simple majority.
4. The working group lead shall participate in a working group vote only to break a tie vote.

Membership Requirements

1. The addition of a new agency to the working group shall be allowed if the agency has been sponsored by an active member agency, meets the qualifications as set forth in the membership section of the working group charter, and after a vote of the existing working group members.
2. An agency can lose voting privileges after a tbd period of inactivity and after a vote of the existing working group members.
3. The working group lead shall be from one of the member agencies. The working group lead position shall be held by a working group member for a term of not more than tbd contiguous months. The working group lead position shall not be held by an individual member for two consecutive periods. The working group lead shall not count as either an agency voting or proxy member.

Note: An agency is defined as a national space agency. For example the European Space Agency (ESA) and the National Aeronautics and Space Administration (NASA) are considered to be agencies.