

Official GSICS Documents

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Background

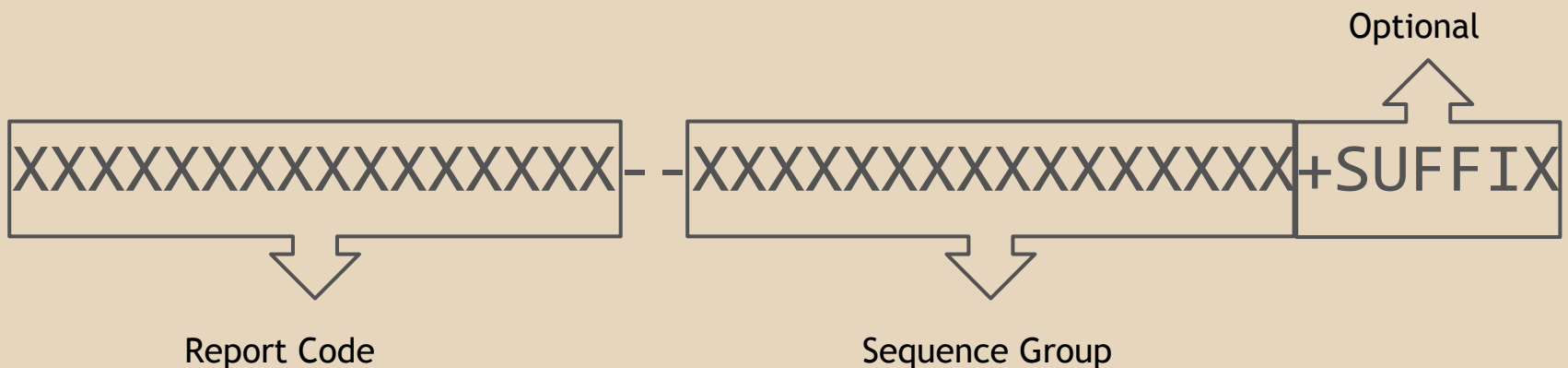
- The decision was made at the Beijing meeting to migrate official GSICS documentation from web-based to file-based format.
- Portable Document Format (PDF) was chosen as the official file format.
- Need to agree on: identifier schema, template(s), and file hosting.

Document Identifier Schema

- Not a DOI (Document Object Identifier)!
- An international standard does not seem to exist.
- Found: [ANSI/NISO Z39.23-1997](#), "Standard Technical Report Number Format and Creation". (Seems related to ISO 10444:1994 which is listed as withdrawn.)

Document Identifier Schema (cont)

- Identifier Format:
 - Report code field (2-16 characters long)
 - Group separator: "--"
 - Sequence group field (1-16 characters long)
 - Subdivider in each field either "/" or "-"
 - Optional suffix field



Document Identifier Schema (cont)

- Report code format proposal:
GSICS/{Document Type}
- Possible document types:
 - "TR" = Technical Report
 - "TN" = Technical Note
 - "WP" = White Paper
 - "ATBD" = ATBD
 - "CNV" = Convention
 - "PPA" = Procedure for Product Acceptance
 - etc.

Document Identifier Schema (cont)

- Sequence group format proposal:
 {Year}/{Sequential number}[-{Suppl.}]
- {Year} = four-digit year of the document publication
- {Sequential number} = three-digit integer; document's number for the year of publication
- {Suppl.} = Any alphanumerical string; volume, revision, draft, etc.

Document Identifier Examples

- A GSICS convention published first in 2013
GSICS/CNV--2013/001
- The convention's subsequent first revision
GSICS/CNV--2013/001-REV1
- A second draft version of a technical note
published 15th in 2013
GSICS/TN--2013/015-DRAFT2

Document Templates

- Have only one.
- As a Microsoft Word template.
- Containing a front page and a revision history page.
- The front page should have the GSICS and WMO logos at the top, and smaller logos of the member organizations at the bottom.

Document Management

GCC in charge of:

- Issuing document identifiers
- Hosting officially published documents