

QA/QC Taskforce Meeting
17-20 March 2007
Leicester, UK

Attendees: Kan Aoike, Tim Brewer, David Houpt, Kelly Kryc, Mike Lovell, Clive Neal, and Trevor Williams

1. QA/QC Mandate

Consensus: The QA QC Task Force amends the vision statement as follows:

QA/QC vision statement:

“IODP seeks to ensure that the highest quality data possible are produced on all IODP platforms and associated shorebased facilities.

To achieve this requires traceability of measurements, documentation of procedures, recording of results and all associated metadata, and estimation of uncertainties for all data generated by IODP.”

2. Review Action Items from November 2006 QA/QC taskforce meeting

Itemized Action Items from November meeting with current status

Priority Action Item: The IODP-MI recommends that the QAQC Taskforce review QA/QC procedures implemented by the IOs annually.

The taskforce agreed that the annual review of QA/QC protocols be conducted by STP.

Recommendation/IO Action Item: The QA/QC taskforce requests that the IOs provide their plans and measurement-specific protocols for implementing QA/QC for the IODP Minimum and Standard Measurements by February 2, 2007. Those protocols that are not ready by the deadline can be provided to the taskforce at a later date, which must be specified by the IO. IO Action Item: The QA/QC taskforce requests that each IO suggest a method by which they would implement cross-platform comparisons of data to be submitted on February 2, 2007.

The taskforce received the required deliverables from each IO by the deadline.

ACTION ITEM USIO: The taskforce requests that the USIO add some descriptive comments to further describe the various parameters in the spreadsheet.

The taskforce recommends the following procedure for cross-platform comparisons: Each IO should implement those reference materials it believes are appropriate for individual measurements; IODP-MI should then acquire appropriate samples for blind tests by all IOs (including all shorebased facilities) for testing on (usually) an annual

basis. The Task Force will seek advice from appropriate experts on the nature of the test samples to be recommended. IODP-MI should seek advice from STP (SAS) in reviewing the results of these blind tests and providing feedback to the IOs.

The phased introduction of QA/QC across platforms should first seek to address IODP minimum measurements and other critically important data tied to scientific objectives of specific expeditions in a timely manner.

Action Item: Revised terms of reference, glossary, and list of experts will be circulated to IOs, IODP-MI, and STP for review.

Completed

Action Item: Establish a general policy for flagging questionable data.

The QA/QC Task Force recognizes the need for identifying and flagging questionable data that fall outside the norm on a routine basis. Advice from experts/expert groups is needed on specific limits/variability outside of which data are regarded as questionable on an Expedition basis. Such data should be identified, flagged and interrogated to ensure their integrity. This should include measurements made downhole, on recovered samples, on reference and calibration standards, and between instruments/operators/IOs.

Action Item: The ability to compare and contrast data from different platforms is crucial and requires that QA/QC personnel be granted access to moratorium data across IOs solely for the purpose of QA/QC. Therefore the QA/QC taskforce requests that this issue be considered and resolved by IODP-MI and IO management.

This action item has been superseded by NanTroSEIZE PMT actions.

Action Item: Request from NanTroSEIZE PMT (and Specialty Coordinators) information regarding QA/QC for this multi-platform project.

The QA/QC Task Force recommends the NanTroSEIZE PMT make QA/QC a priority to ensure the highest quality data possible are produced across all platforms.

3. Define number of Expert Groups required to assess IO QA/QC protocol deliverables

- Based on IODP shipboard and shore-based laboratory systems (i.e. petrophysics, geochemistry, microbiology, etc.)

13 groups were identified with some overlap (e.g. Physical Properties on core and downhole physical measurements; organic and inorganic geochemistry), thus experts may be able to comment on more than one group (Appendix 1).

- Based on “minimum, standard, and supplemental measurements,” as defined by STP.

Above groups include all IODP measurements as defined plus some safety measurements (e.g. gas analyses).

Deliverable: List of expert groups and the measurements they are responsible for. Complete (Appendix I).

4. Discuss using a “Minimum, Standard, and Supplemental” model for QA/QC protocols

Deliverable: Consensus statement

Our goal is to have QA/QC procedures and protocols in place for Phase 2 for minimum measurements and for those Expedition specific measurements critical to the scientific objectives.

The wholesale implementation of a minimum, standard and supplemental model for QA/QC protocols is not appropriate given the timeline required for the start of Phase 2.

ACTION ITEM KK

Check with Sapporo Office (IODP-MI) by 30th March on status of WG reports.

5. Establish the format of IO QA/QC protocols that will be reviewed by the Expert Groups.

Deliverable: Consensus statement

Rather than distribute the IO protocols to the expert groups, the taskforce developed a query form (Appendix 2) for the expert groups to complete. The response will be used by the IOs to refine their protocols.

6. Assess the QA/QC protocols that were delivered by the IOs on the February 2, 2007 deadline.

See action taken for Agenda Item 5.

7. Populate Expert Groups from Expert List and IO representatives

See Appendix 1.

8. Develop an Implementation and coordination plan/timeline for executing these action items.

Action Timeline for Expert Groups:

1. KK to circulate query form for comment from absent taskforce members and IODP-MI VPs. ML to circulate to STP. Comments requested by March 27.
2. Following return by 27th March, TF to review revised query form by 30th March.
3. KK to contact expert groups with revised query form on 2nd April requesting comments back by 27th April.
4. KK to request participation and notification by return of inability to participate; KK to follow up with 2nd emailing with same deadline of 27th April.
5. KK to circulate returns to TF as they are received.
6. TF members to lead and coordinate returns for expert groups (see Appendix 1 for individual assignments)
7. TF to coordinate returns to KK by 11th May, for circulating and comment to IOs – comment required by 25th May (before QAQC TF & STP meeting).

9. Future meetings

ACTION ITEM KK: Seek approval for another meeting of the QA/QC Task Force to prepare an initial report for IODP-MI with Task Force recommendations for QA/QC implementation across IODP prior to the start of Phase 2 drilling. To optimize cost-benefits and quickly establish a QA/QC implementation plan this could be held prior to and after the STP meeting in Beijing in China.

