**MOIMS DAI WG Agenda**

**Fall 2019 CCSDS Meeting**

**Darmstadt, Germany**

**21-24 October 2019**

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| **Monday October 21** | |
| **Time** | **Topic** |
| 08:45-09:45 | **CCSDS Opening Plenary** |
|  | Logistics, Future CCSDS Dates, Each Area’s plans for the week |
| 09:45-10:450 | **MOIMS Opening Plenary** |
|  | MOIMS Status Overview, Issues and Vision, Each WGs plans for the week |
| 10:45-12:30 | **DAI WG** |
|  | Based on previous experience, this session will probably start late due to time overruns in the two earlier meetings.  **Administrative**  Review of Agenda for remainder of week  **OAIS and ISO 16363 and ISO 16919**  Status of Reference Model for an Open Archival Information System (OAIS) update  Status of Audit and Certification of Trustworthy Digital Repositories (ISO 16363) update  Identify any new issues  Review plans for addressing all outstanding OAIS issues) this week |
| 12:30-13:30 | **Lunch** |
| 13:30-15:30 | **DAI WG** |
|  | **Administrative**  Agency Reports, if any  CMC/CESG issues, if any  Outreach Reports/Plans  DAI Projects Status/Schedule Review  DAI Executive Summary – OAIS, ISO16363, PAIMAS, DAADD, Architecture Follow-ons, Legacy Standards,Etc.  **Digital Archive Architecture Design Document (DAADD) - Steve**  Review/discussion of draft document  Executive Summary, Introduction and Scope sections/issues  Technical Sections |

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| **Tuesday October 07** | |
| **Time** | **Topic** |
| 90:00-12:30 | **DAI WG** |
|  | **Information Preparation Enabling Long-Term Preservation (IPELTU) – Roberta, David**  Status of updates previously agreed  Review/discussion of any available draft document material (from Mike, Roberta, David, others?)  Plans to finish document |
| 12:30-13:30 | **Lunch** |
| 13:30-15:30 | **DAI WG** |
|  | **OAIS and ISO 16363**  SC discussions as needed  Plans/Actions to finish documents  **ISO 16919**  5 year review discussion, Reaffirm, withdraw or updated  If reaffirm or withdraw, prepare resolution for Area Director to pass to CESG/CMC  If update, Plans/Actions for document project |

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| **Wednesday October 08** | |
| **Time** | **Topic** |
| 09:00-12:30 | **DAI WG** |
|  | **Information Preparation Enabling Long-Term Preservation**  Follow-up/Close-out of issues from yesterday  **Digital Archive Architecture Design Document (DAADD) - Steve**  Review/discussion of any available draft document material (continued)  Plans/Schedule to complete draft document  Update DAADD Project Plan as needed  Follow-up/Close-out of issues from earlier in week |
| 12:30-13:30 | **Lunch** |
| 13:30-15:30 | **DAI WG** |
|  | **OAIS and ISO16363 and ISO 16969**  SC discussions  Plans/Actions to finish documents  Update ISO 16363 and ISO 16919 Project Plans as needed  **DAI WG Administrative**  Begin DAI WG Report for MOIMS Closing Plenary |

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| **Thursday October 09** | |
| **Time** | **Topic** |
| 09:00-12:30 | **DAI WG** |
|  | No current plans for session. (Will inform CCSDS Secretariat to release room) |
| 12:30-13:30 | **Lunch** |
| 13:30-15:30 | **DAI WG** |
|  | **DAI WG Administrative**  Complete DAI WG Report for MOIMS Closing Plenary  Review DAI WG Meeting Minutes, Actions from meeting  as needed, meet with CCSDS to turn over OAIS document and discuss review schedule  Plans/Actions to complete current document projects |
| 16:00-17:30 | **MOIMS Closing Plenary** |
|  | SM&C WG Report – Dan Smith |
|  | NAV WG Report – David Berry |
|  | MP&S WG Report – Mehran Sarkarati |
|  | DAI WG Report – |
|  | Discussion, conclusions and AOB - All |
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