## International Laser Ranging Service Data Formats & Procedures Standing Committee

Sunday, October 09, 2016, 11:30-13:00 Potsdam, GFZ, Telegrafenberg, Building H, Lecture Hall

## Agenda

1.	Welcome and Introduction	H. Mueller
2.	Membership	H. Mueller
3.	CPF issues	R. Ricklefs
	<ul> <li>New revision of format description</li> </ul>	
	<ul><li>ELT data</li></ul>	
	o other new items	
4.	Data harmonization between operation centers	C. Schwatke, K. Stevenson
	<ul> <li>quality checks</li> </ul>	
5.	New procedure for Leap Second	R. Ricklefs
6.	Communication within ILRS	H. Mueller
	<ul> <li>new site logs (Web based procedure)</li> </ul>	C. Schwatke
	o between operations centers and analysts	(mailing list)
	<ul> <li>between stations and operation centers</li> </ul>	
7.	Preparation for clinic sessions	All
8.	Action items	All
9.	Other business	All
10. Next meeting		All
11. Re-use of software Study Group		R. Ricklefs, members