

Instrumental checks

The instruments checks are planned for each morning and afternoon (working days).

An **Instrumental logbook** is available and should be used to sign the results of daily checks. In this document it is possible to include notes on the status of the instruments. The document is available at the following link:

https://drive.google.com/open?id=1o7mpFBVM0piWj0v-j48bKSue0tHB50z9I6Sm_OPN_OU

Table1 lists BAQUNIN's instruments, theBAQUNIN staff responsibility and the type of planned checks.

The **daily checks** can be summarised in the following activities:

- Data availability on the network web site (*)
- Operative software up and running
- Pushing software (**)

Table 1 Instruments and checks

Instrument	Directly under BAQUNIN staff responsibility	Daily check performed			Weekly check
		Network	Operative software	Pushing software	
Pan115	Yes	Yes	Yes	Yes	Yes
Pan117	Yes	Yes	Yes	Yes	Yes
Pan138	Yes	Yes	Yes	Yes	Yes
Cimel	Yes	Yes	Yes	Yes	Yes
Prede POM	Yes		Yes		Yes
Brewer	No	If required by PI	If required by PI	If required by PI	If required by PI
MFRSR	Yes	Yes	Yes	Yes	Yes
Pranometer	Yes		Yes		Yes
All Sky Camera	Yes	Yes	Yes	Yes	Yes
Lidar	Yes	Visual check (***)			Yes
Sodar	Yes	Yes	Yes	Yes	Yes
WRF	Yes			Yes	
Microbarometer	Yes		Yes	Yes	Yes
Air Quality #1376	Yes	Yes			Yes
Air Quality #1379	Yes	Yes			Yes
web Cam	Yes	Yes			Yes
Meteo Station (SCO)	Yes	Yes			Yes

(*) If the instrument is part of a network (PGN, Skyrad, Eubrewnet, Aeronet)

(**) If exist an automatic pushing routine

(***) For the LIDAR system, daily check regards the status of the instrument

In addition, checks will be performed on weekly basis or more frequently in case of malfunctioning of the instrument/software requiring a special attention.

The **weekly checks** are listed below:

- Visual check
- Cleaning

For the operative staff, a detailed guide for each instrument is available, describing all the checks to be performed, and, if necessary, how to restart the instrument. These guides take into account the guidelines suggested by instrument manufacturers, and those related to the associated computers.

The BAQUNIN staff involved in the maintenance activity is listed in **Table2**, ordered according to availability.

Table 2BAQUNIN instrument operators

Priority	People engaged to daily checks
1	Gabriele Mevi
2	Anna Maria Iannarelli
3	Annalisa Di Bernardino
4	Monica Campanelli
5	Marco Cacciani
6	Stefano Casadio

In the case of malfunctioning of an instrument, the operator engaged to daily checks will communicate the issue to the PI responsible of the instrument.