IPDS #(s) _____

Model Archive Verification and Approval Form
(include this form in IPDS prior to Bureau-level report approval)

Project Title: _____

Project Chief: _____

Model Description: _____

The model and report do **not** require an electronic archive:

Reason(s)

    Model results can be reproduced solely based on the contents of the USGS report or information product.

    The model archive requirement is covered by other WMA or USGS Archiving Policies.

    This is an outside publication and none of the USGS coauthors were involved in the model development or application.

    Other reasons for exception from policy with short description.

    _____

If the electronic archive is required, archive reviewer must complete the rest of this form; otherwise proceed to the verification and approval and signature step at the end of this form. All signatures must be obtained whether or not an archive is required.

Electronic model archive review and verification checklist:

1) Files in archive

    Archive location (path) _____

- ☐ Contents directory or top-level readme file that describes the contents of the archive
- ☐ Lower level directory readme file or files (e.g. identifies modeling software and version)
- ☐ modelgeoref.txt file
- ☐ Source code and executables specific to the model application including source code and executables
- ☐ Inputs
- ☐ Outputs
- ☐ Calibration targets
- ☐ Geospatial (optional)
- ☐ Other
- ☐ Deviations from suggested structure, with short description. (This should include location of additional model files in another archive location if applicable).

    _____

    _____

2) Model execution

- ☐ Successfully runs to completion
- ☐ Output matches report (Identify specific output checked)

    _____

3.) Other comments

    _____

    _____

Archive prepared by: _____ *Signature*

Archive reviewed by: _____ *Signature*

Center approval by: _____ *Signature*

WSFT verification by: _____ *Signature*