

Title	Verify, process and archive hydrometric data		
Level	5	Credits	30

Purpose	<p>This unit standard is intended for people who process hydrometric data which they or others have collected.</p> <p>People credited with this unit standard are able to verify, process and archive hydrometric data.</p>
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Classification	Water Industry > Field Hydrology
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Available grade	Achieved
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Guidance Information

- 1 To ensure reliability, integrity and security of the data, data verification, processing and archiving must be carried out in accordance with:
 - National Environmental Monitoring Standards (NEMS);
 - organisational procedures.
 The complete list of NEMS can be found on the NEMS website www.nems.org.nz.
- 2 Hydrometric data includes water level and rainfall time series data.
- 3 All aspects of processing data must align to the organisations business continuity plan for information security.
- 4 Parameter characteristics of data include the longer period context and type of flow regime.
- 5 The candidate must verify, process and archive data for at least 3 month's worth of data from no less than each of three sites, of which one must be a different parameter to the other two.
- 6 Definition

Data refers to statistical measurements or observations, and the term *information* is data in context.

Metadata describes data in detail. It has information about how, when, and by whom certain data was collected and the data format.

Organisational procedures refer to the policies and procedures set out in a verbal or written form by the employer or organisation. Procedures must be consistent with current legislative requirements and manufacturer's recommendations or instructions where relevant.

Outcomes and performance criteria

Outcome 1

Verify hydrometric data.

Performance criteria

- 1.1 Graph and summarise the data for quality control inspection.
- 1.2 Examine and compare data with field observations and relevant field notes.
- 1.3 Identify errors, faults and likely causes.
- 1.4 Report data quality issues.

Outcome 2

Process hydrometric data.

Performance criteria

- 2.1 Determine and carry out adjustments or corrections to the data.
- 2.2 Assign quality status to the data, according to defined standards.
- 2.3 Record all actions in the metadata.
- 2.4 Collate and correctly file all evidence.

Outcome 3

Archive hydrometric data.

Performance criteria

- 3.1 Confirm results of processing actions.
- 3.2 Check consistency with parameter characteristics.
- 3.3 Archive the data including application of continuity, quality and approval status.
- 3.4 Check accuracy and completeness of the metadata and archive.

Planned review date	31 December 2024
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	21 May 2015	31 December 2022
Review	2	24 October 2019	N/A

Consent and Moderation Requirements (CMR) reference

0232

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact the Primary Industry Training Organisation standards@primaryito.ac.nz if you wish to suggest changes to the content of this unit standard.