













Hi Melissa,

I've summarised below my current/ongoing tasks and projects. I've also provided where possible, relevant doclinks.

Cheers,
Frank

Frank M's projects and responsibilities

4 / 4 / 2007

1. TSA morning tea roster manager role [Talked to Alan P. and he's happy to take over]:  (Subject: morning tea roster for TSA; Created: 12/11/2001; Doc Ref: KBRY-54E597).
2. "R" platform/approval manager for ABS. Maintenance of TSA's R libraries, functions:  (Author: Frank Masci; Created: 17/08/2006; Doc Ref: FMAI-6SR3M4) and training:  (Author: Frank Masci; Created: 18/08/2006; Doc Ref: FMAI-6SRUPM)
3. SEASABS Service Request manager:  (Author: Frank Masci; Created: 31/10/2006; Doc Ref: NACT-6V448G).
Prioritisation of SRs for SITfac's FWP, latest:  (Author: Frank Masci; Created: 09/03/2007; Doc Ref: FMAI-6Z576P)
4. Refinements to future Global Acceptance Testing of SEASABS - upgrade/maintenance of test pack:  (Author: Frank Masci; Created: 03/04/2006; Doc Ref: FMAI-6NH4R7). Follow through Lesson's learnt, standardise testing strategy:  (Author: Frank Masci; Created: 25/01/2007; Doc Ref: FMAI-6XS7NF).
5. PM roles: check TSA-WDB intray, external queries, ensure checklists signed off, ASR schedule, SMA key issues document updated, TSAPF summaries, identify projects, maintenance of production tasks on projects WDB.
Timetable:  (Subject: ASR schedule and implementation strategies..; Author: Frank Masci; Created: 01/02/2007; Doc Ref: FMAI-6XZ5GF)
6. ARIMA implementation schedule [Andre and Mel can moderate]. Frank's initial assignments:  (Author: Frank Masci; Created: 30/03/2007; Doc Ref: NACT-6ZS74F).
7. CSM roles: Labour Force, Labour Market, Labour employer surveys (AWE, JVS, SEE), LPI:  (Subject: Client Service Managers; Database: Time Series Analysis WDB; Author: Craig McLaren; Created: 14/10/2005; Doc Ref: CMLN-6H64QK)
8. Backcasting specifications/development for version 2.0:  (Author: Mark Zhang; Created: 14/11/2006; Doc Ref: MZHG-6VHTMJ). Client and TSA backcasting support.
Updates to client manual:  (Subject: PDF version of Backcasting manual..; Author: Frank Masci; Created: 12/09/2006; Doc Ref: FMAI-6TK7XU)

9. Consistency/coherence Service Request and specifications: 📄 (Subject: 887/242: Author: Frank Masci; Created: 03/11/2006). Maintenance of consistency BPG: 📄 (Author: Lisa Apted; Created: 26/07/2005; Doc Ref: LAPD-6EN5PZ)
10. Maintenance and completion of other BPGs under my name:
 - 📄 (Subject: Easter proximity (draft in progress) (Frank, Gordon et al); Author: Lisa Apted; Created: 09/06/2005; Doc Ref: LAPD-6D7875).
 - 📄 (Subject: Seasonal Breaks (draft in progress) (Frank & Tom); Author: Frank Masci; Created: 04/09/2006; Doc Ref: FMAI-6TB2FZ)
11. Special client/production related projects [more details in "client key issues" document: 📄 (Author: Frank Masci; Created: 07/03/2007; Doc Ref: FMAI-6Z3675)]:
 - LPI** - impacts of safety net removal and workchoices: 📄 (Author: Frank Masci; Created: 24/07/2006; Doc Ref: FMAI-6RYUU8).
 - AWE** - impact of workchoices may need to be assessed (client unsure); continued monitoring of salary sacrifice removal.
 - LFS** - study of residual seasonality in Civilian Population series used to estimate Labour Force rates. ExMet impact analysis.
12. Big research projects: completed for future implementation in SEASABS or in planning under my name:
 - Generalised holiday proximity corrections: 📄 (Author: Frank Masci; Created: 15/01/2007; Doc Ref: FMAI-6XFVT9)
 - Seasonal break regARIMA project: improve existing functionality in SEASABS, see seasonal break BPG for details.
 - Seasonal adjustment of 'short' time series using multilevel modelling (driver: State Tourism SMA).