

GEO 2009-2011 Work Plan Development Guidelines and Schedule

(as distributed to the GEO Community on 1 April 2008)

1 Guidelines

In making proposals and recommendations for the 2009-2011 Work Plan, GEO Members and Participating Organisations are invited to follow the guidelines and recommendations made by the GEO Committees.

Work Plan Contents

Tasks in the 2009-2011 Work Plan should help:

- Build upon the cross-cutting dimension of GEO across:
 - a) societal benefit areas (Disasters, Health, Energy, Climate, Water, Weather, Ecosystems, Agriculture, Biodiversity);
 - b) transverse areas (Architecture, Data Management, User Engagement, Capacity Building);
 - c) system-type (observing, processing, data-assimilation, modelling, dissemination, information).
- Enhance data sharing and data distribution;
- Take benefit of the transition of IGOS Themes (Cryosphere, Global Carbon Cycle, Geohazards, Ocean, Water Cycle IGWCO, Atmospheric Chemistry IGACO, Coastal observations, Land IGOL) into GEO;
- Realize the potential of the Communities of Practice (Coastal Zone, Air and Health, Energy, Geohazards, Water and Health, Forest);
- Reflect the First 100 Steps to GEOSS (presented in the Annex of Early Achievements to the GEO Report on Progress, 2007) in the progressive implementation of GEOSS and ensure continued development of these activities;
- Foster the development of GEOSS information (products, services) and the delivery of benefits to society.

Work Plan Structure

The 2009-2011 Work Plan should help consolidate 2007-2009 Work Plan Tasks (and activities) into overarching strategic Tasks following the examples proposed by the Capacity Building Committee. This to:

- Improve the coordination and integration of similar functions;
- Foster linkages between related Tasks;
- Ensure the continuity of relevant GEO activities.

In addition to consolidated overarching Tasks, new Tasks may be considered in the framework of the 2009-2011 Work Plan however under the following conditions: (i) strong Task Lead and Point of Contact identified; (ii) solid team of contributors identified; and (iii) funding source clearly identified. For new Tasks that would not have a funding source clearly identified (however would be recognized as a key contribution to GEOSS implementation), an inclusion in the Work Plan could still be considered on the basis of GEO's potential to leverage resources with funding agencies and governments.

2 Process and Schedule

<u>April</u>	The GEO community is invited to make proposals on the next Work Plan following the above guidelines and recommendations. All comments are due to the Secretariat by 9 May .
<u>May-June</u>	Committees review proposals from the GEO community and provide recommendations. The Secretariat prepares a first version of the Work Plan (V1) based on GEO community's suggestions and Committees' recommendations.
<u>1 July</u>	The Secretariat issues Work Plan V1 for technical review.
<u>July</u>	Work Plan V1 is reviewed by the Executive Committee and Committees. The GEO community is invited to provide individual comments and to circulate the document to additional experts as appropriate. All comments are due to the Secretariat by 8 August .
<u>1 Sept</u>	The Secretariat issues Work Plan V2 for official comments by GEO Members and Participating Organizations.
<u>Sept</u>	Work Plan V2 is reviewed by GEO Members and Participating Organizations, Executive Committee and Committees. All comments and recommendations on V2 are due to the Secretariat by 3 October .
<u>Mid Oct</u>	The Secretariat issues Work Plan V3 .
<u>19-20 Nov</u>	GEO-V Plenary reviews and considers the Work Plan for acceptance as a living document.