**2021 CEOS Plenary Objectives & Agenda**

**Version 0.9.4**

**1-4 November 2021**

**ONLINE MEETING – Connection Details on Last Page**

**\*\* ATTENDANCE AS PART OF OFFICIAL CEOS AGENCY DELEGATION ONLY \*\***

Each year, the CEOS Plenary focuses on decisions to be made by Principals in consultation with the CEOS community to advance the mission, vision, and objectives of CEOS across the wide range of activities undertaken by its 5 Working Groups, 7 Virtual Constellations, and various subsidiary groups including *ad hoc* teams. The Plenary agenda is based on the priority business underway, and it is informed by the outcomes and discussions of the SIT-36 meeting (March 2021) and the CEOS SIT Technical Workshop (September 2021). In addition, the Plenary provides a forum for consideration of new activities taking into account existing commitments, priorities, resourcing needs, and CEOS Agency engagement.

This meeting will be held entirely online on the week of November 1. To minimise the potential for scheduling conflicts, CEOS entities are asked to hold preparatory meetings in advance. ‘Side meetings’ that occur when CEOS plenaries are held on location will not be coordinated by the CEOS Chair Team.

**Objectives**

Specific objectives of the 35th CEOS Plenary include:

1. Demonstrate what CEOS has done over the past year to elevate its efforts in support of the 2021 theme, ***“Space-based Earth Observation Data for Open Science and Decision Support”***.
2. Provide an opportunity for CEOS Principals to hear directly from and **engage with the CEOS Working Groups (WGs) and Virtual Constellations (VCs)**. Evaluate and provide direction for their activities.
3. Consider endorsing nominees proposed to serve as **Working Group Chairs / Vice Chairs**.
4. Consider **application for CEOS Associate membership by the European Centre for Medium-Range Weather Forecasts (ECMWF) and Portugal Space**.
5. Consider the **nomination for 2023 CEOS Chair from the Geo-Informatics and Space Technology Development Agency (GISTDA, Thailand)**.
6. Consider endorsement of new and updated CEOS governance documents including: **CEOS Governance and Processes Document Version 1.2**, a new **CEOS Communications Strategy**, and new **CEOS Branding Guidelines**.
7. Review the significant work being undertaken by a number of CEOS entities in support of the **UNFCCC Paris Agreement and the Global Stocktake (GST)**. Confirm the way forward for these various pieces of work and consider endorsement of the **CEOS Strategy to Support the Global Stocktake of the UNFCCC Paris Agreement**.
8. Confirm how CEOS work on the Sustainable Development Goals (SDGs) will continue, potentially via the proposed federated approach and consider endorsement of the **CEOS Sustainable Development Goals (SDG) Strategy Implementation**.
9. Explore the need for a dedicated **CEOS Ocean Strategy**.
10. Confirm the forward approach to **CEOS Analysis Ready Data**: consider endorsement of the **CEOS Analysis Ready Data (ARD) Strategy 2021, the CEOS Analysis Ready Data (ARD) Governance Framework**, and seek nominations for the **CEOS Analysis Ready Data (ARD) Oversight Group** (both leads and participants).
11. **Welcome the European Space Agency (ESA) as SIT Chair for 2022-2023 and the Centre National d'Études Spatiales (CNES) as CEOS Chair for 2022.**

**Week at a Glance**

The meeting will be held over four days, from November 1-4, 2021. Over the course of the four days, each session will last three hours and include a 15-minute break. On two days there will be an early start for the U.S. East Coast, and on two days there will be a start time that favors Asia/Pacific and the Pacific coast of the U.S. Because these dates coincide with the first few days of COP26, the CEOS Chair team has made every effort to deconflict the scheduling of presenters and participants who will need to engage in COP26. The meeting start times for various time zones are as follows:

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|  | **Los Angeles** | **Washington D.C.** | **London** | **Rome** | **Ahmedabad** | **Tokyo** | **Canberra** |
| **Monday, November 1** | 04:00 | 07:00 | 11:00 | 12:00 | 16:30 | 20:00 | 22:00 |
| **Tuesday, November 2** | 14:00 | 17:00 | 21:00 | 22:00 | 02:30  (+1 day) | 06:00  (+1 day) | 08:00  (+1 day) |
| **Wednesday, November 3** | 14:00 | 17:00 | 21:00 | 22:00 | 02:30  (+1 day) | 06:00  (+1 day) | 08:00  (+1 day) |
| **Thursday, November 4** | 04:00 | 07:00 | 11:00 | 12:00 | 16:30 | 20:00 | 22:00 |

Given the extraordinary circumstances impacting this year’s CEOS Plenary and the virtual nature of the meeting, the core functions of the Plenary will be prioritised. The CEOS Chair proposes that general reporting and agency updates be handled entirely outside of the daily teleconferences (i.e., via the meeting website with links to presentations, videos, reports, etc.)

**DRAFT PLENARY AGENDA**

**Monday, November 1**

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| **Start: 11:00 UTC (meeting will open 30 minutes prior to start time)** | |  |
| **Session 1: Welcome and CEOS Core Business** | | |
| 1 | Welcome and Agency Introductions *(Sandra Cauffman, NASA CEOS Chair Team)* | 15 min |
| 2 | Opening Remarks *(Sandra Cauffman, NASA CEOS Chair Team) (For Information)* | 5 min |
| 3 | CEOS Chair Team Review of Matters for Decision or Endorsement *(Christine Bognar, CEOS Chair Team) (For Information)* | 5 min |
| 4 | Applications for CEOS Associate *(For Endorsement)*   * Presentation: European Centre for Medium-Range Weather Forecasts (ECMWF) *(Florence Rabier;* [*Application Letter*](https://ceos.org/document_management/Meetings/Plenary/35/Documents/ECMWF_CEOSAssociateMembership_Nomination.pdf)*; 5 min)* * Presentation: Portugal Space *(Ricardo Conde;* [*Application Letter*](https://ceos.org/document_management/Meetings/Plenary/35/Documents/PortugalSpace_CEOSAssociateMembership_Nomination.pdf)*; 5 min)* * Discussion and decision *(5 min)* | 15 min |
| 5 | Agency Nomination for 2023 CEOS Chair *(For Endorsement)*   * Presentation: Geo-Informatics and Space Technology Development Agency (GISTDA, Thailand) *(5 min; Pakorn Apaphant;* [*Nomination Letter*](https://ceos.org/document_management/Meetings/Plenary/35/Documents/GISTDA_CEOSChair_Nomination.PDF)*)* * Discussion and decision *(5 min)* | 10 min |
| 6 | CEOS Systems Engineering Office (SEO) Annual Report *(Brian Killough, SEO/NASA) (For Information)* | 10 min |
| 7 | CEOS Executive Officer (CEO) Report *(Marie-Claire Greening)*   * CEOS Executive Officer (CEO) Annual Report *(For Information)* * 2021-2023 CEOS Work Plan Progress *(For Information)* * CEOS Governance and Processes Document Version 1.2 *(For Endorsement)* * CEOS Statement to GEO Week (*For Endorsement*) | 15 min |
| 8 | CEOS Missions, Instruments and Measurements (MIM) Database Annual Report  *(Ivan Petiteville, ESA) (For Information)* | 5 min |
| 9 | CEOS Communications *(Kim Holloway, SEO)*   * New CEOS Communications Strategy *(For Endorsement)* * New CEOS Branding Guidelines *(For Endorsement)* | 10 min |
| **Break (12:30 UTC)** | | **15 min** |
| **Session 1: CEOS Core Business – Working Group Reports** | | |
| 10 | Working Group on Calibration & Validation (WGCV) *(10 min presentation; Akihiko Kuze, JAXA)* *(For Information)*   * Questions and discussion *(5 min)* | 15 min |
| 11 | Working Group on Information Systems & Services (WGISS) *(10 min presentation; Robert Woodcock, CSIRO)*   * Nomination from USGS for WGISS Vice Chair *(Tom Sohre;* [*Letter*](https://ceos.org/document_management/Meetings/Plenary/35/Documents/USGS_WGISS_Nomination.pdf)*) (For Endorsement)* * Questions and discussion *(5 min)* | 15 min |
| 12 | Working Group on Capacity Building and Data Democracy (WGCapD) *(10 min presentation; Nancy Searby, NASA)*   * Nomination from UNOOSA for WGCapD Chair *(Jorge Del Rio Vera;* [*Letter*](https://ceos.org/document_management/Meetings/Plenary/35/Documents/UNOOSA_WGCapD_Nomination.pdf)*)*   *(For Endorsement)*   * Nomination from SANSA for WGCapD Vice Chair *(Dan Matsapola;* [*Letter*](https://ceos.org/document_management/Meetings/Plenary/35/Documents/Ltr_SANSA_CEOS_WGCapD_vice_chair_nomination.pdf)*)*   *(For Endorsement)*   * EOTEC DevNet Phase 1 Report *(For Endorsement)* * Questions and discussion *(5 min)* | 15 min |
| 13 | Working Group on Disasters (WGDisasters) *(10 min presentation; David Green, NASA)*   * Nomination from CONAE for WGDisasters Vice Chair *(Laura Frulla;* [*Letter*](https://ceos.org/document_management/Meetings/Plenary/35/Documents/CONAE_WGDisasters_Nomination.pdf)*) (For Endorsement)* * Questions and discussion *(5 min)* | 15 min |
| 14 | CEOS/CGMS Working Group on Climate (WGClimate) *(10 min presentation; Jeff Privette, NOAA)*   * Joint CEOS-CGMS Statement for SBSTA (*For Endorsement*) * Questions and discussion *(5 min)* | 15 min |
| **Adjournment of Day 1 (14:00 UTC)** | |  |

**Tuesday, November 2**

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| **Start: 21:00 UTC (meeting will open 30 minutes prior to start time)** | |  |
| **Session 2: CEOS Support to Key Stakeholders and Global Agendas** | | |
| 15 | Group on Earth Observations (GEO) *(Yana Gevorgyan, GEO Secretariat Director) (For Information)* | 10 min |
| 16 | CEOS Strategy to Support the Global Stocktake - Intro as Context for this Session  (*ESA SIT Vice Chair Team) (For Information)* | 5 min |
| 17 | Greenhouse Gas (GHG) Prototype Inventory Products for the Global Stocktake (GST) *(David Crisp, NASA JPL) (For Information)* | 15 min |
| 18 | CEOS Agriculture, Forestry and Other Land Use (AFOLU) Roadmap *(For Information)*   * 2021 progress *(Osamu Ochiai, JAXA & Frank Martin Seifert, ESA; LSI-VC Forest & Biomass Team)* * National user engagement *(Sylvia Wilson, USGS)* * GHG-AFOLU cooperation *(Mark Dowell, European Commission)* * 2022 plans and agency support *(Ben Poulter, NASA)* | 20 min |
| 19 | [CEOS Global Stocktake (GST) Portal](https://ceos.org/gst/) *(Stephen Ward, SIT Chair Team & CEOS Chair Team) (For Information)* | 10 min |
| 20 | Global Stocktake Systematic Observation Synthesis Report and the CEOS Contribution *(Frank Martin Seifert, ESA & David Crisp, NASA JPL) (For Information)* | 15 min |
| **Break (22:15 UTC)** | | **15 min** |

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| 21 | [CEOS Strategy to Support the Global Stocktake of the UNFCCC Paris Agreement](https://ceos.org/document_management/Meetings/Plenary/35/Documents/GST_Strategy_Paper_V3.1.pdf)  *(ESA SIT Vice Chair Team) (For Endorsement)* | 15 min |
| 22 | Carbon, Biomass, and the UNFCCC Global Stocktake – Discussion and Conclusion  *(All; CEOS Chair Team moderated) (For Information)* | 15 min |
| 23 | CEOS *Ad Hoc* Team on the Sustainable Development Goals (SDG-AHT)   * Progress report *(For Information)* * Proposed federated approach to Sustainable Development Goals (SDGs) *(For Information)* * CEOS Sustainable Development Goals (SDG) Strategy Implementation  *(For Endorsement)* * *Discussion and decision* | 20 min |
| 24 | CEOS Ocean Variables Enabling Research and Applications for GEO (COVERAGE)  *(Vardis Tsontos, NASA) (For Information)* | 10 min |
| 25 | CEOS Coastal Observations Applications Services and Tools (COAST) *Ad Hoc* Team *(Paul DiGiacomo, NOAA) (For Information)* | 10 min |
| 26 | CEOS Ocean Strategy *(SIT Chair Team with SIT Vice Chair Team)*  Potential action to explore the need for a CEOS Ocean Strategy  *(For Discussion and Decision)* | 10 min |
| 27 | CEOS Biodiversity Activity – Opportunities for More Robust CEOS Engagement  *(Gary Geller, NASA) (For Information and Discussion)* | 10 min |
| **Adjournment of Day 2 (0:00 UTC)** | |  |

**Wednesday, November 3**

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| **Start: 21:00 UTC (meeting will open 30 minutes prior to start time)** | |  |
| **Session 3: Partnering with Purpose for Open Science and Decision Support** | | |
| 28 | Presentation on Open Science *(Kevin Murphy, NASA) (For Information)* | 20 min |
| 29 | CEOS Support of the 2021 CEOS Chair Theme,  “Space-based Earth Observation Data for Open Science and Decision Support” *(Presenter is TBA, NASA 2021 CEOS Chair Team) (For Information)*   * A review of the 2021 CEOS Chair Theme objectives, how CEOS has demonstrated it is a world leader in support of open science and informed decision-making, and where we can go in the future. | 15 min |
| 30 | CEOS Analysis Ready Data (ARD) *(Adam Lewis, SIT Co-Chair & Ed Armstrong, SST-VC Co-Lead)*   * CEOS Analysis Ready Data (ARD) Strategy 2021 *(For Endorsement)* * Beyond Land: CEOS Analysis Ready Data (ARD) Governance Framework  *(For Endorsement)* * CEOS Analysis Ready Data (ARD) Oversight Group nominations *(For Information and Discussion)* * CEOS Analysis Ready Data (ARD) Product Family Specification (PFS) Template *(For Information)*   *Discussion and Decisions (5 min)* | 25 min |
| **Break (22:00 UTC)** | | **15 min** |

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| **Session 1 (Continued): CEOS Core Business - Virtual Constellation Reports** |

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| 31 | Land Surface Imaging Virtual Constellation (LSI-VC) *(10 min presentation; Steve Labahn, USGS) (For Information)*  *Questions and discussion (5 min)* | 15 min |
| 32 | Atmospheric Composition Virtual Constellation (AC-VC) *(10 min presentation; Barry Lefer, NASA) (For Information)*  *Questions and discussion (5 min)* | 15 min |
| 33 | Precipitation Virtual Constellation (P-VC) *(10 min presentation; Chris Kidd, NASA) (For Information)*  *Questions and discussion (5 min)* | 15 min |
| 34 | Ocean Surface Topography Virtual Constellation (OST-VC) *(10 min presentation; Estelle Obligis, EUMETSAT and Annick Sylvestre-Baron, CNES) (For Information)*  *Questions and discussion (5 min)* | 15 min |
| 35 | Ocean Surface Vector Wind Virtual Constellation (OSVW-VC) *(10 min presentation; Stefanie Linow, EUMETSAT) (For Information)*  *Questions and discussion (5 min)* | 15 min |
| 36 | Sea Surface Temperature Virtual Constellation (SST-VC) *(10 min presentation; Christo Whittle, CSIR) (For Information)*  *Questions and discussion (5 min)* | 15 min |
| 37 | Ocean Colour Radiometry Virtual Constellation (OCR-VC) *(10 min presentation; Laura Lorenzoni, NASA) (For Information)*  *Questions and discussion (5 min)* | 15 min |
| **Adjournment of Day 3 (0:00 UTC)** | |  |

**Thursday, November 4**

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| **Start: 11:00 UTC (meeting will open 30 minutes prior to start time)** | |  |
| **Session 4: CEOS Leadership Transitions and Closing Business** | | |
| 38 | **RESERVED TIME** – Carryover discussions from prior agenda topics | 30 min |
| 39 | CSIRO-GA SIT Chair 2020-2021 Report *(CSIRO-GA 2020-2021 SIT Chair Team) (For Information)*   * Priority theme progress | 15 min |
| 40 | ESA Incoming SIT Chair 2022-2023 Presentation *(Ivan Petiteville, ESA 2022-2023 SIT Chair Team) (For Information)*   * Priority themes | 20 min |
| 41 | CEOS Strategic Implementation Team Chair (SIT Chair) Transition  *(CSIRO-GA SIT Chair Team to the ESA 2022-2023 CEOS SIT Chair Team)* | 10 min. |
| 42 | CNES 2022 CEOS Chair Presentation *(Selma Cherchali, CNES 2022 CEOS Chair) (For Information)*   * Priority themes | 15 min. |
| 43 | CEOS Chair Transition *(NASA 2021 CEOS Chair Team to the CNES 2022 CEOS Chair Team) (Karen St. Germain, NASA 2021 CEOS Chair; Selma Cherchali, CNES 2022 CEOS Chair)* | 10 min |
| 44 | [CEOS 2021 "Year in Review" Video](https://youtu.be/qYIutrz-bWU) *(For Information)* | 10 min |
| **Break (12:50 UTC)** | | **15 min** |
| 45 | Review of Preliminary Action and Decision Record *(NASA 2021 CEOS Chair Team) (For Information and Discussion)* | 25 min |
| 46 | Closing Remarks *(Karen St. Germain, NASA 2021 CEOS Chair)* | 10 min |
| **Adjournment of Day 4 and the 35th CEOS Plenary (13:40 UTC)** | |  |

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### 2021 CEOS Plenary Teleconference

### GoToMeeting

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### <https://global.gotomeeting.com/join/986213037>

The meeting will be held over three days, from November 1-4. Each session will be three hours in duration, with a short break included.

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