**Minutes V1.0**

**303rd CEOS SECRETARIAT MEETING**

Thursday 19 January 2023

Chaired by GISTDA

**Participants**

**CEO:** Marie-Claire Greening

**CSA:** Marie Josée Bourassa

**EUMETSAT:** Robert Husband

**ESA SIT Chair Team:** Stephen Briggs

**GEO SEC:** Laurent Durieux

**GISTDA:** Pakorn Apaphant, Nuttavipa Thanthawewut, Tanita Suepa,

Atipat Wattanuntachai,Warinthorn Kiadtikornthaweeyot, Raweewan Nutpramoon, Sitthisak Moukomla, Matt Steventon, Libby Rose,Riza Singh

**JAXA:** Osamu Ochiai, Yuko Nakamura, Yukio Haruyama, Satoshi Uenuma

**NASA:** Christine Bognar

**NOAA:** Charles Wooldridge

**OST-VC:** Annick Sylvestre-Baron

**WGCV:**  Philippe Goryl

**WGCapD:** Jorge Del Rio Vera

**WGClimate:** Jeff Privette

**WGDisasters:** Laura Frulla

**WGISS:** Makoto Natsuisaka

1. **Welcome and Introductions, Review of Agenda**

Pakorn Apaphant (GISTDA, CEOS Chair) welcomed everyone to SEC-303. There were no further additions to the agenda.

There is only one open SEC action, which will be reviewed under the WGClimate report below.

## Report on Outcomes of Relevance to CEOS from the Montreal Biodiversity Conference

Gary Geller (NASA, EETT Co-Lead) provided a summary which can be found in the written reports.

Marie-Josée Bourassa (CSA, EETT Co-Lead) commented (via chat) that regarding the Kunming-Montreal biodiversity agreement, the way forward, in her opinion, is for CEOS to work closely with GEO to support their flagship project: The Global Ecosystem Atlas.

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| **303-01** | Marie-Josée to share the two-page introduction to the Global Ecosystem Atlas activity with CEOS SEC. | **ASAP** |

## CEOS Chair Report

Pakorn Apaphant (GISTDA, CEOS Chair) reported:

* The CEOS Chair has sent emails to some CEOS Agencies who have not been active and engaged in CEOS lately.
* The GISTDA-SilvaCarbon workshop will be held from February 23 to March 2. A letter of invitation and agenda has been shared with the CEOS community.
* The workshop will be preceded by a special seminar on February 22, aimed at Thai organisations involved in carbon accounting. The goal is to introduce them to CEOS work and promote the use of satellite data for carbon accounting.
* The [Global Space and Technology Convention (GSTC)](https://www.space.org.sg/gstc/) is being held in Singapore in February. This is a good opportunity for the CEOS Chair to connect with the ‘New Space’ community. Pakorn will provide a summary of the outcomes at SIT-38.

*Discussion*

Osamu Ochiai (JAXA) appreciated the efforts to connect with inactive CEOS members and asked which agencies have responded. Nuttavipa Thanthawewut (GISTDA, CEOS Chair Team) noted that AEM and a Chinese agency have responded. Both plan to join the CEOS Plenary this year. GISTDA is also meeting in person with KARI and VNSC in a couple of weeks.

Christine Bognar (NASA) seconded what JAXA said about involving more agencies and noted that when an agency is Chair for their region, it presents an opportunity to engage with regional participants more directly.

Pakorn noted GSTC is a seminar on New Space, aimed at space technology, and includes an exhibition from start-up companies promoting their products and services. Around 200-300 companies will be participating. The seminars will include speakers from space agencies within the South-East Asia region, who have been asked to exchange their experience and vision with the audience. Pakorn anticipates around 300-400 participants in these seminars. The website is <https://www.space.org.sg/gstc/>. The event will be held February 15-16.

Stephen Briggs (ESA, SIT Chair Team) congratulated GISTDA for engaging with the carbon accounting community in Thailand. This is an important area for CEOS engagement, and the workshop could provide useful relationships.

Laurent Durieux (GEO SEC) confirmed he forwarded the information on the GISTDA-SilvaCarbon workshop to Sara Venturini, the Climate Coordinator at the GEO Secretariat.

1. **SIT Chair Report**

Matt Steventon (SIT Chair Team) reported on behalf of Ivan Petiteville (ESA, SIT Chair Team):

* The SIT-38 draft objectives have been written to address the unique focus of the SIT meetings, that is: *“hearing, discussing, and agreeing requests for, and coordination of, implementation resources”*.
* An early draft of the meeting objectives was shared in mid-December. The SIT Chair Team will prepare a first draft of the agenda over the next few weeks.
* Information regarding registrations, side meetings, logistics, etc. will be sent shortly.

Carbon & Biomass

* The SIT Chair Team is continuing discussions with IMEO colleagues regarding their data requests.
* Work is ongoing with the CEO for a harmonised CEOS Work Plan update of Carbon and Biomass related actions.

CEOS-ARD

* The first meeting of the OGC ARD Standards Working Group will take place at ESA ESRIN, during the occasion of the 125th OGC Members Meeting. This group seeks to develop formal standards for geospatial ARD, and the work will use CEOS-ARD as a basis. CEOS is expected to be represented by ARD experts from LSI-VC, WGCV, WGISS and the CEOS-ARD Oversight Group, and work is ongoing to coordinate the CEOS presence.
* LSI-VC has organised a session at IGARSS 2023, *CCS.134: Analysis Ready Data: New Opportunities,* and CEOS representatives have provided several abstracts. CEOS will also contribute to the session organised by OGC, *CCS.137: Towards standards for data products: Analysis Ready Data, Decision Ready Information, and Geodata Cubes.*

Upcoming Meetings

* The first meeting of the CEOS New Space Task Team will take place on Monday the 23rd of January 2023. The goal will be to consider the inputs received from CEOS on possible focus topics and to define objectives and tasks for 2023.
* The SIT Chair team is planning a round of ‘VC Chats’ which will take place in February 2023, ahead of the SIT-38 meeting. The team is working with VC Co-Leads to schedule calls.
* SIT-38 will be held at ESA ESRIN (Frascati, Italy) in the week of 27 March 2023. 28 March will be assigned to side meetings and March 29-30 will be the main days for SIT-38.
* The SIT Technical Workshop will be held 17-19 October 2023 at ESA ESRIN (Frascati, Italy).

*Discussion*

Pakorn Apaphant (GISTDA, CEOS Chair) asked if the SIT Chair Team could send a written invitation letter for SIT-38, to assist in agency planning.

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| **303-02** | SIT Chair Team to send a written invitation to the CEOS community for SIT-38. | **ASAP** |

Stephen Briggs (ESA, SIT Chair Team) noted that block bookings of hotels for SIT-38 have been made, to ensure capacity for participants. Stephen also highlighted the point about the unique rationale for the three major CEOS meetings (SIT, SIT TW, Plenary), as in recent years the content of the meetings has become blurred. SIT-38 will have a specific focus on considering resources, as per CEOS governance documents.

**OST-VC Report**

Annick Sylvestre-Baron (CNES, OST-VC Co-Lead) had technical difficulties during the call and was unable to report.

1. **CEOS Executive Officer Report**

Marie-Claire Greening (CEOS Executive Officer) reported:

CEOS-GEO Coordination Meeting

* The meeting will take place in hybrid form on 6 February 2023. In-person attendance will be at the GEO Secretariat offices in Geneva, with CEOS representation by the SIT Chair (Ivan Petiteville), the SEO (David Borges) and the CEO (Marie-Claire Greening).
* The CEOS Chair (Pakorn Apaphant) and team will attend remotely for the first half of the meeting, as will other experts who will be invited to dial in for specific topical sessions, with times chosen for these sessions mindful of differing time zones. A draft agenda has been agreed by CEOS leadership and has been shared for comment with CEOS SEC and the GEO Secretariat.
* Topics proposed in the draft agenda include:
  + Overarching topics: 2023 CEOS Chair theme; GEO Week 2022 outcomes; plans for the 2023 GEO Ministerial; role of CEOS in the post-2025 GEO Strategy; capacity development and data democracy.
  + Support to global challenges: Climate and carbon, Sustainable Development Goals, disaster risk reduction and response; and biodiversity with a focus on ecosystem extent.
* SEC was asked to share any further feedback on the agenda as soon as possible.

*Discussion*

Laurent Durieux (GEO Secretariat) thanked Marie-Claire for organising the CEOS-GEO Coordination Meeting and noted the agenda has been circulated internally at the GEO Secretariat.

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| **303-03** | Laurent to share feedback on the CEOS-GEO Coordination Meeting draft agenda with Marie-Claire later this week. | **ASAP** |

Christine Bognar (NASA) thanked all who contributed to the draft agenda, and noted agenda item titles should be specific, to remove any ambiguity of expected outcomes. Christine will submit some comments regarding this. The agenda should be clear whether the topic is a report, or if a discussion and outcome is expected. Need to have some clarity whether there will be opportunities for CEOS and GEO to talk about collaboration and complementarity.

Marie-Josée Bourassa (CSA, Ecosystem Extent Task Team Co-Lead) noted (via chat) that she will be present in Geneva, representing Canada at the GEO Programme Board, and CEOS for the Post-2025 GEO Working Group. Hence, she will also be able to attend the CEOS-GEO Coordination Meeting in person.

GEO Programme Board

* The 25th GEO Programme Board (PB) will be held at the GEO Secretariat offices in Geneva from 7 to 8 February.
* These two days follow on from the CEOS-GEO Coordination Meeting on the 6th. Ivan Petiteville and Marie-Claire will stay on and attend the GEO PB in person.
* Topics of interest to CEOS on the draft agenda include an update on the 2023-2025 GEO Work Programme and the post-2025 Work Programme incubators, updates from each of the topical GEO working groups, and an update on the post-2025 strategy for GEO. Planning for the 2023 GEO Symposium will also be discussed, which is being planned for June 13-14.

WMO Polar Space Task Group Follow-on

* CEOS has nominated Maria Berdahl (European Commission) to the WMO as the point of contact to develop Terms of reference for the WMO Polar Space Task Group Follow-On. Ms Berdahl works as a Programme Officer in the EO unit of the European Commission’s (EC) Directorate-General for Defence Industry and Space (DG DEFIS). Her work covers the polar dimension of Copernicus and the Copernicus Atmosphere Monitoring Service and is seconded to the EC from the Norwegian Space Agency.
* Ms Berdahl will also act as a liaison between CEOS and this initiative, bringing any matters requiring consideration by CEOS leadership to our attention.
* It has been stressed that Ms Berdahl is appointed by CEOS to provide expert guidance and advice only, and any major decisions requiring endorsement by CEOS would need to be brought back to CEOS leadership by Ms Berdahl and to pass through our approval process.

Statement to UN COPUOS STSC

* The 60th session of the Committee on the Peaceful Uses of Outer Space (COPUOS) Scientific and Technical Subcommittee (STSC) will take place in Vienna, Austria, February 6-17, 2023. Marie-Claire will attend key sessions of relevance to CEOS remotely.
* CEOS is providing a statement to be delivered by the CEOS Chair as a pre-recorded reading as well as a written version for the meeting participants and for upload to the meeting website. The statement will have an SDG focus and will be delivered during session 5 (*Space Technology for Sustainable Socio-Economic Development*) on February 7. The statement was provided to the SEC for comment and feedback on January 10. Based on these comments, a final version was created and circulated to the SEC for information on 16 January 2023.

CEOS Work Plan 2023 – 2025

* The CEOS Work Plan covers a forward-looking three-year period, and an annual review and update of the plan takes place at the beginning of each year. The aim for this year’s annual update, which will become the 2023-2025 CEOS Work Plan, is that it be endorsed virtually just before SIT-38 at the end of March. The following is the schedule for review, update, and endorsement:
  + 5 January: Review and update requests sent to all entities who are responsible for each section of the Work Plan and to those specifically responsible for the deliverables it informs.
  + 10 February: Deadline for receipt of all reviews and updates to the Work Plan text and deliverables, including detailed definition of any new deliverables to be identified for the next Work Plan period.
  + 17 February: Full new draft of Work Plan to be sent out for final review by CEOS membership and CEOS entities.
  + 3 March: Deadline for receipt of all final comments to the full Work Plan draft.
  + 6 March: Final version of Work Plan to be sent out to CEOS Principals seeking their virtual endorsement ahead of SIT-38.
  + 20 March: Virtual endorsement of 2023-2025 CEOS Work Plan.
  + 27 March: SIT-38.

*Discussion*

Osamu Ochiai (JAXA) asked about COPUOS’s strategy for the SDGs, and how it relates to that of CEOS.

Jorge Del Rio Vera (UNOOSA, WGCapD Chair) noted that COPUOS is a committee of the UN, with member states. The agenda items are focused on things of relevance to the member states. The CEOS statement is for the information of the member states and has been written with the member states in mind.

Osamu noted he was expecting a stronger space strategy for the SDGs. Jorge clarified that the Space 2030 Agenda builds upon all of the UN Agendas (Sustainable Development, Sendai Framework, Paris Climate Agreement, etc.) and defines the overarching priorities for space activities, which member states are prioritising and responding to.

1. **Working Group Reports**

**WGDisasters**

Laura Frulla (CONAE, WGDisasters Vice Chair) reported:

* WGDisasters participated in the UNOOSA/UN-Spider RSO workshop that was held November 15-17, 2022, in Vienna, and presented on the RO Demonstrator and the joint WG Disasters and WGCapD initiative about RO for DRM decision makers.
* A first RO for DRM Decision Makers event was held in El Salvador during the regional forum on DRM organised by CEPREDENAC on December 7, 2022. The event included most of the heads of civil protection agencies from nine SICA (Central American Integration System) countries. Further events will be planned in Africa and Asia later in 2023.
* The RO Demonstrator Team held a meeting in December to review progress on the fourth RO activation in Pakistan, review the Sustainability Report, and discuss cost-benefit studies to be conducted in 2023, with a final report to be presented to CEOS Plenary in November 2023.
* The Landslide Demonstrator is preparing a use case for the GEO/UNDRR EO Risk Tool Kit.
* The Volcano Demonstrator is preparing a final report due in Q3 2023, which includes developing the concept of an International Virtual Volcano Observatory (IVVO), to be provided for sustained monitoring of Holocene era volcanoes.
* A telecon for WGDisasters is scheduled for February 2, 2023.
* WGDisasters-19 and WGGIS-55 will be a joint meeting in Argentina (Córdoba Province) at CONAE´s Main Receiving Station from 18-21 April 2023. It will include a morning meeting between both Working Groups including an EO and machine learning discussion and a DRM-related site visit on the last day.
* WGDisasters-20 will be held at Yellowstone Volcano Observatory, Yellowstone, USA, at the invitation of USGS in September 2023.

**WGISS**

Makoto Natsuisaka (JAXA, WGISS Chair) reported:

* A WGISS Executive Meeting was held on 10 January 2023. The discussions from CEOS Plenary were shared. Potential collaboration opportunities for WGISS contributions have been suggested to the Interest Group leaders.
* The maturity matrix guidelines present a potential opportunity for the New Space Task Team. This has been shared with the Data Preservation and Stewardship Interest Group.
* The application of Service Discovery Best Practice to CEOS tools and services may also contribute to the New Space Task Team. The System Level Team will provide inputs.
* The CEOS Interoperability Framework was formed as a new WGISS Interest Group. Coordination with the CEOS-ARD Oversight Group, LSI-VC and WGCV will begin soon.
* A way forward on the interoperability of data and use of the cloud, including EAIL, will be discussed with the SEO and CSIRO. A call has been proposed for next month.
* A survey of AI/ML use cases in CEOS entities will be undertaken for an AI/ML white paper. The survey results could also be an input to an activity of WGCapD. Parties interested in providing use cases should contact Makoto.
* Interest Group leaders have been asked to provide updates on the CEOS Work Plan 2023-2025.
* Planning for WGISS-55 is underway. A joint session with WGDisasters is being planned.

**WGClimate**

Jeff Privette (NOAA, WGClimate Chair) reported:

* Jeff will participate in the initial meeting of the New Space Task Team on January 23. The topic will also be discussed at WGClimate-18, with the aim of finding a permanent representative. Jeff will be the acting representative until then.
* WGClimate permanent representation for the CEOS-ARD Oversight Group will also be discussed at WGClimate-18.
* The Sea Ice Extent use case has been published.
* WGClimate prepared a poster on CDR definitions for the American Meteorological Society (AMS) Annual Meeting, which was held January 8-12.
* The first bimonthly meeting with GCOS was held on January 13, and a GCOS representative will participate in WGClimate-18.
* A meeting of the GHG Task Team will be held in Geneva on February 2, following the WMO Greenhouse Gas Symposium.
* WGClimate-18 will be hosted by JAXA in Tokyo from February 28 to March 2. About 30 participants are expected, with the meeting in hybrid format. A draft agenda will be ready by the end of this week. Topics to be discussed include GHG, Water, New Space, ARD, GCOS and the Space Climate Observatory (SCO).
* WGClimate representatives will participate virtually in the CEOS-GEO Coordination Meeting on February 6, with the role of the GHG TT to be discussed in the Climate-Carbon session.

*Discussion*

Laurent Durieux (GEO SEC) will put Jeff in contact with Sara Venturini, the GEO Climate Coordinator, regarding the topics of relevance at the CEOS-GEO Coordination Meeting for WGClimate.

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| **303-04** | Laurent Durieux (GEO SEC) to connect Jeff Privette (WGClimate Chair) with Sara Venturini regarding climate topics at the CEOS-GEO Coordination Meeting. | **ASAP** |

**WGCapD**

Jorge Del Rio Vera (UNOOSA, WGCapD Chair) reported:

* Inviting nominations for WGCapD Vice Chair following SANSA. The transition from UNOOSA to SANSA will take place at CEOS Plenary 2023.
* Preparations and presentations at the Indigenous Mapping Workshop (IMW) 2022 coordinated by CSA in cooperation with NASA. This was facilitated with the support of WGCapD.
* A meeting will be held on January 20 regarding metadata standards for learning objects. This will be the first meeting in a series on finding convergence towards metadata standards for learning objects, and how to share best practices between agencies.
* The WGCapD annual meeting will take place in Vienna, on March 1-3. The meeting will take place in hybrid format, and the registration form is available [here](https://forms.office.com/pages/responsepage.aspx?id=2zWeD09UYE-9zF6kFubccJpXxg6ymilBqMhD5ykC9f1UOEZZVDM5TUE1MThRTDNFNFpGNlNYWkxaUy4u). The meeting will take advantage of the physical presence in Vienna to invite UN organisations for presentations on barriers for uptake of EO data.
* The next WGCapD monthly meeting will be held on February 2, focusing on preparing the CEOS Work Plan. The monthly meeting on January 5 had presentations from three WGCapD members (ASI, DLR, UNOOSA) on their capacity building activities.

**WGCV**

Philippe Goryl (ESA, WGCV Chair) reported:

* A group will be established within WGCV on SI-Traceable Satellites (SITSAT Task Team). It is now envisaged to be a joint task team with the Global Space Based Inter-Calibration System (GSICS). This will be proposed at the upcoming GSICS plenary.
* A fruitful discussion took place between WGCV and AC-VC on 15 December 2022. A list of networks, facilities, and possible collaborations and actions were discussed. The offerings of the Greenhouse Gas Cal/Val Portal were also reviewed. It provides annual Railroad Valley campaign data from 2009 onwards and coincident aircraft flight data from NASA AMES. The data is open and free. It was noted that CEOS WGCV IVOS can also help AC-VC with the characterisation of test sites, including the PICS (Pseudo-Invariant Calibration Site).
* WGCV will be involved in the review of the white paper *Monitoring Surface PM2.5: An International Constellation Approach to Enhancing the Role of Satellite Observations* recently endorsed at CEOS Plenary.
* A dedicated meeting between AC-VC and CEOS WGCV ACSG is being planned for the summer. AC-VC-19 will hopefully be hosted by BIRA in Belgium, around the time of WGCV-52, but this is yet to be confirmed.
* WGCV is participating in the new CEOS New Space Task Team. A first meeting is planned for January and a call for ideas has been sent out. WGCV will respond in the next day. A headline contribution is providing quality reference data for New Space.
* Organisation of a workshop on pre-flight calibration has been reactivated. Hopefully a date and location will be chosen within the next month.
* The GSICS annual meeting will be held in College Park, USA from February 27 to March 3, 2023. WGCV will report on areas of common interest, including the SITSAT task team, the workshop on pre-flight calibration, and an FRM assessment process proposal.
* WGCV is compiling inputs for the CEOS Work Plan 2023-2025.
* The Joint Agency Commercial Imagery Evaluation (JACIE) meeting is taking place in Reston Virginia at USGS headquarters on March 27-30, 2023.
* The first meeting of the OGC ARD SWG will be held at ESA ESRIN in February. WGCV is hoping to have a strong turnout from CEOS colleagues representing CEOS-ARD at the meeting.
* WGCV-52 will be held at ESA ESRIN from 5-9 June 2023. It will be followed by a Land Product Validation and Evolution workshop and CEOS WGCV LPV meeting.

1. **GEO SEC Report**

Laurent Durieux (GEO Secretariat) reported:

* GEO is beginning preparations for the GEO Ministerial at the end of the year. Currently preparing the objectives and key desired outcomes.
* As previously mentioned by the CEO, the CEOS-GEO Coordination Meeting will be held on February 6. The agenda will discuss both thematic topics and governance issues, as GEO moves towards the post-2025 framework. The ambition is to have much more integrated activities and incubators, such as the ecosystem extent topic (now called the Global Ecosystem Atlas), which would involve close collaboration with CEOS.
* GEO has a new Urban Resident Coordinator, Martin Clark.
* GEO’s four engagement priorities are climate, disaster risk reduction, SDGs and urban.

*Discussion*

Jorge Del Rio Vera (UNOOSA, WGCapD) thanked Laurent for providing the contact details for the GEO Capacity Building lead and noted they have been in contact for the preparation of WGCapD-12. He also thanked Marie-Claire Greening (CEO) and Pakorn Apaphant (GISTDA, CEOS Chair) for being available to attend WGCapD-12.

1. **SEO Report**

Matt Steventon (SEO Team) reported on behalf of Dave Borges (NASA, SEO):

* The SEO is supporting and coordinating the IGARSS 2023 Session *CCS.21: Cloud-based Platform Environments for Earth Observation: Enabling Science and Applications*. 11 papers from multiple CEOS member agencies are expected, and the abstract submission deadline has been extended to January 20.
* SEO is also considering hosting a CEOS booth at IGARSS. CEOS should contact Dave with any interest to be included or support.
* Dave Borges met with OGC leadership on Friday, January 13, to discuss the new OGC ARD Standards Working Group (SWG). SWG Co-chair voting will take place during the kick-off meeting in Frascati on 21 February. A draft press release has been shared with SEO, CEOS ARD OG, and LSI-VC for comment and feedback. OGC has also requested permission to include the CEOS logo in the press release, which was approved by the CEO. The press release is expected to be posted in March.
* The SEO CEOS Communications Team are reviewing the current CEOS Communications Strategy and considering ways to improve effectiveness, including better defining target audiences, leveraging existing member agency communications teams, and improving coordination with the GEO communications team. A CEOS Communications side meeting will be requested prior to SIT-38 to serve as a forum for community feedback and discussion.
* Dave will attend the CEOS-GEO Coordination Meeting on February 6.

1. **AOB**

CEOS Presentation Deck

Pakorn Apaphant (GISTDA, CEOS Chair) noted the need for a CEOS presentation slide deck, which would serve as a community resource for use by any CEOS members to present information about CEOS. Pakorn will need something like this for his presentation at the GSTC conference in Singapore and has been coordinating with Marie-Claire Greening (CEO) on this topic.

Marie-Claire confirmed there is an older version available, however it needs to be updated. She is working on a new slide deck, aiming to make it as comprehensive as possible, from which presenters can pick and choose slides for what suits their purpose. Marie-Claire will distribute a draft version to CEOS SEC within the next week.

Pakorn noted CEOS SEC should be aware of the existence of this slide deck, as it will be available for anyone to use for promoting CEOS and CEOS work.

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| **303-05** | Marie-Claire Greening (CEO) to share a draft version of the new CEOS presentation slide deck with CEOS SEC for review. | **27 Jan 2023** |

Timing of SEC-305

Pakorn Apaphant (GISTDA, CEOS Chair) noted that SEC-305 is currently only two weeks after SEC-304. The Chair Team proposes moving SEC-305 from March 2 to March 9, to distribute the frequency of calls more evenly. No conflicts were raised, and CEOS SEC is invited to raise any conflicts via email within the next week.

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| **303-06** | CEOS SEC to raise any issues with moving SEC-305 from March 2 to March 9. | **31 Jan 2023** |

## Next Meeting and Adjournment

Pakorn Apaphant (GISTDA, CEOS Chair Team) thanked everyone for attending CEOS SEC-303. SEC-304 will be held on February 16, 2023, at 7 AM US East.

The plan for CEOS SEC teleconferences/meetings leading up to the 2023 Plenary is as follows (typically Thursday):

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| SEC-304: February 16, 2023  **SEC-305: March 2/9, 2023 (date up for review)**  SEC-306: March 28, 2023 (SIT-38)  SEC-307: April 20, 2023  SEC-308: May 18, 2023  SEC-309: June 15, 2023 | SEC-310: July 20, 2023  SEC-311: September 7, 2023  SEC-312: September 28, 2023  SEC-313: October 17, 2023 (SIT TW)  SEC-314: November 13, 2023 (CEOS Plenary) |

The start time for all teleconferences will be 7 AM US East. Face-to-face meeting times will be advised closer to the dates.