**Minutes V1.0**

**329th CEOS SECRETARIAT MEETING**

Thursday, 14 November 2024

Chaired by UKSA

**Participants**

**Executive Officer Team:** Steven Ramage, Lefteris Mamais, Irena Drakopoulou

**CSA:** Frédéric Fournier

**ESA:** Marie-Claire Greening

**EUMETSAT:**  Paul Counet

**GA:** Jonathon Ross

**JAXA SIT Chair Team:** Osamu Ochiai, Yuko Nakamura, Satoshi Uenuma

**NASA:** Julie Robinson, Christine Bognar

**NOAA:** Katy Matthews, Adria Schwarber

**SEO:** Dave Borges

**UKSA CEOS Chair Team:** Harshbir Sangha, Beth Greenaway, Niall Bradshaw, John Remedios, Svetlana Zolotikova, Matt Steventon, Libby Rose, Harvey Jones

**WGCapD:** Dan Matsapola

**WGCV:**  –

**WGClimate:** Vincent-Henri Peuch

**WGDisasters:**  –

**WGISS:**  Tom Sohre

1. **UKSA CEOS Chair Welcome and Action Review**

Harshbir Sangha (UKSA, CEOS Chair Team) welcomed participants to SEC-329, the first regular SEC meeting of UKSA’s CEOS Chair term. Harshbir is the Missions and Capabilities Director - Earth Observation and Low-Earth Orbit Assets at UKSA and will serve as Acting CEOS Chair for the majority of the CEOS Secretariat meetings for the next year, standing in for Paul Bate (UKSA, CEOS Chair). UKSA looks forward to the CEOS Chair term and thanks Eric Laliberté and the CSA team for their leadership over the past year. Harshbir also welcomed colleagues from Australia who will be chairing CEOS in 2026.

The UKSA CEOS Chair Team took the opportunity to reiterate that CEOS Secretariat meetings are a central point for executive leadership discussions. While some reporting is welcome, participants are encouraged to take advantage of the opportunity to raise discussions of a strategic nature, where the guidance of CEOS leadership would be beneficial.

**Action Review**

The following open CEOS SEC actions were reviewed:

SEC-326-03: *CEOS Secretariat to review the draft external language around CEOS commercial engagement, which is proposed to be posted on the CEOS website.*

SEC-326-04: *CEOS Secretariat to review the draft internal language around CEOS commercial engagement, which will be distributed internally to advise CEOS entities on the rules for their engagement with the commercial sector.*

* Dave Borges (NASA, SEO) recalled that both internal and external draft texts were distributed to the CEOS Secretariat listserv for review ahead of SEC-326. These documents were developed by the SEO and the 2024 CSA CEOS Chair Team in response to a perceived need following the decision to not publicly publish the New Space Task Team White Paper (2023) and commonly received questions regarding the ability for external stakeholders to join CEOS fora (particularly at the CEOS exhibition booths hosted by the SEO).
* The external language is proposed to be published on a dedicated CEOS website page, whereas the internal language would be distributed to CEOS entities to clarify how they can engage with external entities.

*Discussion*

* Beth Greenaway (UKSA, CEOS Chair Team) requested additional time to review the language and provide feedback, noting the busy period around CEOS Plenary.
* Katy Matthews (NOAA) expressed appreciation for the effort on these documents and suggested that the latest versions (reflecting any feedback resulting from SEC-329) be circulated one final time to ensure concurrence.
* Christine Bognar (NASA) suggested that the draft wording be re-sent to the Secretariat today, as it may have been missed amongst the 2024 CEOS Plenary preparations.

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| **329-01** | Dave Borges (SEO, NASA) to re-share the draft external language around CEOS commercial engagement for any comments by the CEOS Secretariat by Monday, November 18. On Tuesday, November 19, Dave will circulate an updated version and provide one more week for any final show stopping comments, after which the external language will be posted on the CEOS website. | **November 19** |

SEC-327-01: *CEOS Chair Team to update the leadership position table to include the Virtual Constellations, the nominal region for each of the CEOS Chair years, as well as reflecting the CEOS Executive Officer rotation agreed at the 2022 CEOS Plenary.*

* The CEOS leadership succession table was updated to reflect feedback from SEC-327 and included as Annex II of the agenda for SEC-329. For visibility and ongoing awareness, the table will be maintained and included in future SEC agendas.
* Marie-Claire Greening (ESA) suggested via chat that the leadership table does not need to include names, just affiliations. It has since been updated.
* CEOS Chair UKSA will soon write to agencies in the Americas region to invite nominations for the 2027 CEOS Chair role.

1. **Review of Select CEOS Plenary Actions**

Matt Steventon (CEOS Chair Team) reviewed select actions from the CEOS Plenary:

CEOS-38-02: *CEOS Agencies have been asked to nominate individuals to the newly formed Biodiversity Study Team, via the former Ecosystem Extent Task Team co-leads.*

* In response to feedback received the proposed due date has been extended from 8 November 2024 to 30 November 2024. However, this should not be considered a hard cut-off since its composition will depend on how the work is approached and divided among members. The Biodiversity Study Team understands that membership is a work in progress.

CEOS-38-04: *WGDisasters Chair to provide an overview of the current tasks and composition of the EW4All subgroup so that CEOS Principals can assess additional nominations and resourcing for the subgroup.*

* This is also mentioned in the WGDisasters written report. An Early Warnings for All (EW4All) subgroup call is being organised, likely for early December. The WGDisasters Chair will provide an overview of the composition of the subgroup and tasks at SEC-330, following the subgroup’s first meeting.
* Noting that capacity development is a large component of EW4All, input from WGCapD was encouraged.

CEOS-38-06: *WGClimate Chair to circulate the merged gap analysis and coordinated action plan for the prior two Essential Climate Variable (ECV) Inventory analyses for CEOS review.*

CEOS-38-06: *CEOS Agencies to review the merged gap analysis and coordinated action plan for the prior two Essential Climate Variable (ECV) Inventory analyses and provide feedback to the WGClimate Chair ahead of a planned virtual endorsement process.*

* The WGClimate Chair has distributed these two documents to the CEOS community for feedback. Comments were requested by 22 November 2024, after which WGClimate will adjudicate comments and make final edits, then seek virtual endorsement by CEOS member agencies by early 2025.

CEOS-38-08: *CEOS Agencies to identify points of contact to contribute to an 18-month Essential Agriculture Variables (EAV) stocktake and LSI-VC Subgroup on GEOGLAM scoping effort. Nominations should be sent to: akwhitcraft@geoglam.org*

* The LSI-VC GEOGLAM Subgroup is looking for nominations. Ideal candidates are people who have been mission scientists or directed research around missions or people who have worked on agricultural uses of satellite data. A virtual or in-person workshop may be planned for 2025 to progress this topic. Nominations should be sent to: akwhitcraft@geoglam.org

CEOS-38-09: *CEOS Chair, via the monthly CEOS Secretariat meetings, to facilitate a discussion with Working Group Chairs regarding connections (existing and potential) between Working Group activities and the UN Sustainable Development Goals, as contributions to the overall support by CEOS for SDGs. Following these discussions, the SDG Coordination Group will issue a notification to CEOS member agencies and make a call for additional resources or nominations to Working Groups to carry out these identified deliverables.*

* The CEOS Chair will ask Working Group Chairs to report on linkages between their work and the SDGs during future SEC meetings. The CEOS Chair would like to request that this point is considered in the written reports for SEC-330.

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| **329-02** | Working Group Chairs to report connections (existing and potential) between their Working Group’s activities and the UN Sustainable Development Goals in their written reports for SEC-330. | **SEC-330** |

The CEOS Chair suggested that the Secretariat help ensure that CEOS member agencies that didn’t attend CEOS Plenary are well informed of the proceedings and the 2025 CEOS Chair themes. UKSA suggests that once the CEOS Plenary executive summary is received, CEOS Secretariat agencies, particularly the permanent regional Secretariat agencies, should seek to engage with agencies in their region regarding the outcomes.

*Discussion*

* Marie-Claire Greening (ESA) asked about the mechanism to distribute CEOS Plenary materials to agencies that were not present, and whether they would be contacted individually.
* Matt Steventon (CEOS Chair Team) noted that while the 2024 CEOS Plenary minutes, decisions, and actions will be distributed to all of the CEOS mailing lists, it might not be enough to gain the attention of some CEOS Principals and Contacts. CEOS Secretariat agencies could consider reaching out to agencies that were not present, following distribution of the minutes, decisions, and actions.
* Marie-Claire Greening (ESA) recognised that around Plenary every year the Executive Officer usually contacts all CEOS Members and Associates to ensure the Principal and point of contact for each are current and correct for the coming year. Marie-Claire recommended that, if this process has not already been done this year, this opportunity could be used to inform those members who were not at Plenary and to seek to re-engage them in the CEOS process.

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| **329-03** | Upon receipt of the final minutes, decisions, and actions of the 2024 CEOS Plenary, the CEOS Executive Officer Team will reach out to agencies that were not present at the meeting to ensure they have received and digested the executive summary and are aware of the 2025 CEOS Chair themes. This will also present an opportunity to update the information on the CEOS website (under “Our Agencies”) that lists CEOS Agency Principals and Contacts, as well as the corresponding listservs. | **December 2024** |

* In response to action CEOS-38-02 (nominations to the Biodiversity Study Team) Frédéric Fournier (CSA) will send a formal email to the former Ecosystem Extent Task Team co-leads to nominate three individuals from CSA to the Biodiversity Study Team: Frédéric Fournier, Lucie Viciano, and Laurent Giugni (expert on marine/ocean aspects).
* Katy Matthews (NOAA) via chat: *NOAA is also working on finalising names for the Biodiversity Study Team and will have names by the end of the month. Apologies for the late submission.*
* Osamu Ochiai (JAXA) via chat: *I am in COP-29 and Azercosmos would like to join CEOS. They will contact JAXA as the Asia-Pacific SEC agency and supported by the Executive Officer.*

1. **CEOS Chair Report**

Niall Bradshaw and Beth Greenaway (UKSA, CEOS Chair Team) reported:

* A brief conversation was held at the last SEC meeting on the CEOS Chair’s ‘Unlocking EO for Society’ theme. A detailed follow up was planned for SEC-329, however this will be postponed to SEC-330.
* The CEOS Chair Team has been working closely with the Global Methane Pledge Secretariat, who are receptive to the work on best practices.
* At UNFCCC COP29, there have been various country bilateral meetings taking place. The UK Department for Science, Innovation and Technology (DSIT) are working with UKSA to socialise the Methane Best Practices at COP-29 and have also met with the Climate and Clean Air Coalition (CCAC) and JAXA on the subject.
* Having in-person representation of CEOS at COP-29 is beneficial, with attendance from Osamu Ochiai (JAXA, SIT Chair Team) and Wenying Su (NASA, WGClimate Chair) helping to spread the work of CEOS. UKSA have also found it important to discuss with the Research and Systematic Observation (RSO) side of COP, and plan to share lessons learned from these interactions.
* The *Statement by the Committee on Earth Observation Satellites (CEOS) and the Coordination Group for Meteorological Satellites (CGMS) on Progress in Supporting UNFCCC Needs for Global Observations* was read at SBSTA-61 quite late due to long deliberations elsewhere in the agenda. It was almost skipped over, however UKSA worked with the UK delegation to ensure it was read out and therefore noted in the official proceedings of the meeting.
* Some videos were created for social media to amplify the CEOS-CGMS message. UKSA thanks Vincent-Henri Peuch (ECMWF, WGClimate Vice Chair) for contributing on behalf of WGClimate.
* The CEOS Chair had a positive meeting at the 2024 CEOS Plenary with JAXA regarding the UNFCCC Global Stocktake (GST) activities and the SIT Chair’s Climate Policy Impact theme. The CEOS Chair hopes to encourage closer engagement between CEOS, UNFCCC, and IPCC.
* Regarding the *‘CEOS in Schools’* theme, the first EO expert session has been completed at one UK school, which was well received. The session was run by Beth and the chair of the UK’s Remote Sensing And Photogrammetry Society, Martin Smye-Rumsby. The school ran the session as a two-hour weekly after-school activity, with lesson plans prepared for the teachers. The CEOS Chair is looking forward to engaging with other schools. The students had lots of ideas for contacting other schools beyond the two formal webinars. The CEOS Chair Team will be in touch with all agencies who expressed interest in joining the programme over the next couple of weeks.

*Discussion*

* Christine Bognar (NASA) thanked the CEOS Chair and other CEOS representatives at UNFCCC COP-29 for raising awareness of CEOS and its activities.

1. **SIT Chair Report**

Osamu Ochiai (JAXA, SIT Chair Team) reported:

* Osamu is attending UNFCCC COP-29 this week, during which there have been many discussions about the Global Stocktake process and improvements for GST2. It will still take some time on the UNFCCC side to understand the next steps. The SIT Chair and CEOS Chair will work together with WGClimate to reflect these discussions in the GST Lesson Learned activity.
* Osamu also met with Gianpaolo Balsamo and other WMO colleagues. Discussions were held on collaboration opportunities around climate and carbon monitoring processes.

Yuko Nakamura (JAXA, SIT Chair Team) reported:

* The SIT Chair Team plans to convene another call of CEOS stakeholders regarding their climate policy impact theme in the coming months. The SIT Chair Team will also work closely with UKSA and WGClimate on UNFCCC COP30 preparations.
* The CEOS AFOLU Roadmap actions remain in progress and the SIT Chair Team will be working with the co-leads in ESA, NASA and JAXA to address this.
* The SIT Chair Team will be arranging a round of update calls with the Virtual Constellations in late 2024 and early 2025. The CEOS Secretariat is welcome to suggest any issues to raise in these calls.
* At various points over the last few years the SIT Chair has invited reports from the Virtual Constellations to the monthly CEOS Secretariat meetings. To facilitate better planning, the SIT Chair Team is working with the Virtual Constellation Co-leads to establish a clearer long-term schedule for reporting at Secretariat meetings over the course of the next year.
* CEOS Agencies have been asked to nominate individuals willing to assist the SIT Chair with Step-C of the CEOS External Request Process for the UNCCD support request (action CEOS-38-11). Step-C will assess the specifics of CEOS agency support, data needs, feasibility, priorities, and existing commitments.

*Discussion*

* Marie-Claire Greening (ESA) suggested that Working Group, Virtual Constellation, and other CEOS entity members should be informed about the UNCCD assessment and invited to provide input, since we are looking for specifics of CEOS agency support, data needs, feasibility, priorities, and existing commitments.
* Matt Steventon noted that SST-VC and COAST-VC were invited to SEC today, as an opportunity to follow up their topics presented at the 2024 SIT Technical Workshop. However, it was too short notice, and they will join and report at SEC-330 instead.

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| **329-04** | Working Group chairs to encourage their membership to consider Step-C of the CEOS External Request Process for the UNCCD support request (action CEOS-38-11) and to nominate to participate in the assessment. The request should be targeted, based on knowledge of members’ activities, and with a clear timeline for a response. The SIT Chair Team is available to assist/advise on communications. | **SEC-330** |
| **329-05** | SIT Chair Team to ensure Virtual Constellation Co-Leads ask their membership to consider Step-C of the CEOS External Request Process for the UNCCD support request (action CEOS-38-11) and to nominate to participate in the assessment. The requests of VC members should be targeted, based on knowledge of members’ activities, and with a clear timeline for a response. | **SEC-330** |

## CEOS Executive Officer Report

Steven Ramage (CEOS Executive Officer) reported:

* A call to provide status updates for CEOS Work Plan Deliverables was made at both the 2024 CEOS Plenary and via email on November 6, 2024.
* The GEO Global Forum will be held on 5-9 May 2025, in Rome, Italy.
* GEO’s Earth Observations for the Sustainable Development Goals (EO4SDG) will submit to become a convener under the GEO Post-2025 Work Programme. This has clear linkage with the CEOS SDG Coordination Group, who are supporting the application to become a convener. The Executive Officer is also tracking the approach of GEO Aquawatch, given the linkages with the CEOS COAST-VC.
* The deadline for contributions to the GEO Work Programme has been extended until November 15, 2024.
* The Executive Officer team will have a call with the SIT Chair Team next week regarding SIT-39-01 (*CEOS Executive Officer team to undertake an assessment of the level of activity of all CEOS constituent groups*) where the goal is to decide on a plan to close the action considering the related discussions at CEOS Plenary.

## Working Group Reports

**WGClimate**

Vincent-Henri Peuch (ECMWF, WGClimate Vice Chair) reported:

* Wenying Su (NASA, WGClimate Chair) is currently travelling back from UNFCCC COP-29.
* A request was sent on October 27, 2024, to CEOS and CGMS to review the 2024 Gap Analysis Report and the 2024 Coordinated Action Plan. Feedback is requested to Jörg Schulz (Joerg.Schulz@eumetsat.int) by November 22, 2024.
* Global Climate Observing System (GCOS) held a consultation meeting with WGClimate to gather feedback on the Essential Climate Variable (ECV) rationalisation process and the proposed new ECV list.
  + Key outcomes of this work are the removal of anthropogenic ECVs (GHG emissions and water use) and the introduction of four cross-panel ECVs: CH₄ and short-lived GHGs, CO₂ and long-lived GHGs, albedo, and turbulent heat fluxes. This reorganisation has also streamlined the ECV list, reducing it from 55 to 42.
  + The public review of the new ECV list is scheduled for 2025, with the final ECV list to be formalised in the GCOS Implementation Plan in 2028. WGClimate members are currently reviewing the proposed ECVs and associated quantities, with feedback due to GCOS in early December 2024.
* The WGClimate Chair was invited to present WGClimate activities at the UNOOSA Workshop on Space for Environment and Climate Change.

*Discussion*

* Christine Bognar (NASA) thanked Vincent-Henri for representing WGClimate today and reminded all Working Group Chairs that Vice Chairs are also welcomed to participate in SEC and can report on behalf of the Working Group when the Chair cannot attend.

**WGDisasters**

Laura Frulla (CONAE, WGDisasters Chair) was unable to attend, but provided a written report and advance notice with an apology.

Matt Steventon (CEOS Chair Team) highlighted that the WGDisasters Early Warning for All subgroup will likely meet for the first time in early December and that the actions from the WGDisasters-22 meeting have been reviewed and will be integrated into the next CEOS Work Plan.

**WGCapD**

Dan Matsapola (SANSA, WGCapD Chair) reported:

* Dan apologised for being unable to attend CEOS Plenary to report on WGCapD activities.
* WGCapD met for their monthly meeting last week, where current CEOS Work Plan items were reviewed. The team hopes to close two-thirds of open Work Plan items soon.
* WGCapD would like to align their activities with the GEO Post-2025 Work Programme.
* WGCapD exists to build the capacity of organisations in developing countries to use EO for sustainable development, and they are always looking at ways to get involved with these countries and leverage developments. There are many new Latin American and Caribbean space agencies being announced, which WGCapD hopes to support.
* The CEOS 40th Anniversary Video is being showcased on social media platforms to present the work of CEOS.

*Discussion*

* Harshbir Sangha (UKSA, CEOS Chair Team) looks forward to collaborating with WGCapD on the ‘CEOS in Schools’ activity.

**WGCV**

Matt Steventon (WGCV Secretariat) reported on behalf of Cody Anderson (USGS, WGCV Chair):

* The CEOS SAR Calibration and Validation Workshop 2024 is currently taking place at ISRO SAC in Ahmedabad, India from 12-15 November 2024. The workshop addresses the calibration of current and future SAR missions, Cal/Val sites and requirements, novel SAR concepts, and SARCalNet.
* Next week, the Workshop on Pre-flight Calibration and Characterisation of Optical Satellite Instruments for Earth Observation will take place at ESA ESTEC in Noordwijk, The Netherlands from 19-22 November 2024. The workshop has 218 registrants and will feature 23 oral presentations and 24 poster presentations.

**WGISS**

Tom Sohre (USGS, WGISS Chair) reported:

* WGISS is reviewing the actions and minutes from WGISS-58, which was held the week before CEOS Plenary.
* Planned the next two WGISS meetings for 2025: in March, hosted by GISTDA, and in October, hosted by DLR.

## CEOS Systems Engineering Office (SEO) Report

Dave Borges (SEO, NASA) reported:

* UNCCD COP-16, hosted in Riyadh, Saudi Arabia, is approaching. There will be a strong CEOS presence from NASA, CSIRO, ESA, and the European Commission. Dave will attend the second week. The SEO is coordinating with the UNCCD Secretariat, where the formal request for increased collaboration originated, as well as the GEO LDN flagship.
* The SEO is planning to host two CEOS booths in 2025, at the GEO Global Forum in May and ESA’s Living Planet Symposium (LPS) in June. The CEOS Communications Team has prepared a standard template for the booths but welcome any additional/new content.
* IGARSS 2025 will be held in Brisbane, Australia, in the first week of August 2025. The SEO is considering hosting an additional booth at this event, but this is still to be confirmed.
* The ESA LPS is in pre-registration status for sponsors, and the SEO is waiting to submit an application once registration is opened more broadly.
* The Very High-resolution Radar and Optical Data Assessment (VH-RODA) 2024 Workshop will be held in ESA-ESRIN, Frascati (Italy), from 2-6 December 2024. The SEO has coordinated with ESA colleagues to host a small CEOS booth, supported by the many CEOS members already attending VH-RODA.
* The U.S. Joint Agency Commercial Imagery Evaluation (JACIE) will be held on April 7-11, 2025, at USGS Headquarters in Reston, Virginia. The SEO will coordinate to ensure a strong CEOS presence.

*Discussion*

* Beth Greenaway (UKSA, CEOS Chair Team) noted that Paul Bate (UKSA, CEOS Chair) will attend ESA LPS and CEOS should consider how best to use his presence.
* Marie-Claire Greening (ESA) noted that the ESA LPS abstract deadline is the end of November 2024 and suggested that CEOS SEC consider submitting an abstract along the lines of the statement used for SBSTA-61.
* Jonathan Ross (Geoscience Australia) offered support in drafting and reviewing an abstract for LPS. He added that Australia is hosting IGARSS in 2025, and Geoscience Australia is happy to support the SEO through their activities at the conference.
* Osamu Ochiai (JAXA, SIT Chair Team) asked whether it would be possible to plan a more in-depth session, with presentations on CEOS and SIT Chair priorities. Marie-Claire noted there is the international cooperation session, where any CEOS-related abstracts could fit. The planning committee, of which Marie-Claire is a member, plans to organise the sessions based on the messaging outlined in the abstracts. Multiple abstracts from CEOS would be welcome.

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| **329-06** | CEOS Executive Officer to draft an abstract for the CEOS Chair to present at the ESA Living Planet Symposium, using the SBSTA-61 statement as a basis and incorporating aspects of the CEOS Chair and SIT Chair themes where relevant. This should be shared with CEOS SEC for review as soon as possible, as the deadline for submissions is 1 December 2024. | **ASAP** |
| **329-07** | CEOS Executive Officer to remind all CEOS entities about the submission deadline for ESA Living Planet Symposium abstracts, noting the high-level CEOS abstract planned, as well as those on the CEOS Chair and SIT Chair themes. | **ASAP** |

## AOB

**Satellite Earth Observation Spectrum Issue**

Beth Greenaway (UKSA, CEOS Chair Team) noted that the topic of radio frequency spectrum allocation issues has been raised a few times at UNFCCC COP29. She asked if this is a topic on which CEOS has engaged in the past. Multiple EO spectrums have been identified as ‘under threat’ from communication use and many have suggested this is an area where more coordinated action is needed from the EO community.

*Discussion*

* Matt Steventon (CEOS Chair Team) noted it has been discussed in the past on more than one occasion and generally it has been agreed that CEOS Agencies should take action both individually and through national representatives to the International Telecommunication Union (ITU) and World Radiocommunication Conferences (WRC).
* Marie-Claire Greening (ESA) confirmed that in the past it has been left to agencies to address individually and with their governments. She added that WMO has a close connection with ITU, and this provides another avenue for the EO community.
* Vincent-Henri Peuch (ECMWF, WGClimate Vice Chair) via chat: *There is a special issue raised by Chile to get a COP29 statement on the need to provide a spectrum allocation for microwave observations in C-band for SST.*
* Harshbir Sangha (UKSA, CEOS Chair Team) recognised that a collective voice on this issue could be helpful.

## Adjournment

Harshbir Sangha (UKSA, CEOS Chair Team) thanked the participants of SEC-329. The next CEOS Secretariat meeting will be SEC-330 on 19 December 2024. The plan for SEC teleconferences/meetings leading up to the 2025 CEOS Plenary is as follows (typically Thursday):

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| SEC-330: 19 December 2024  SEC-331: 23 January 2025  SEC-332: 20 February 2025  SEC-333: 13 March 2025  SEC-334: 8 April 2025 *(at SIT-40)*  SEC-335: 15 May 2025 | SEC-336: 17 June 2025  SEC-337: 17 July 2025  SEC-338: 21 August 2025  SEC-339: 9 September 2025 *(at 2025 SIT TW)*  SEC-340: 9 October 2025  SEC-341: 4 November 2025 *(at CEOS Plenary 2025)* |

The start time for all teleconferences will be 7 AM U.S. Eastern. If there are face-to-face meetings, the times will be advised closer to the dates.