**SIT 30 Action Review**

**SIT Technical Workshop 2014**

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| No. | Action | Due date |
| SITWS-2014-01 | CEOS Chair to circulate an updated version of the CEOS-28 Plenary agenda for comment | SEC-193  **COMPLETE** |
| SITWS-2014-02 | WGCapD to approach the VCs and WGs to identify capacity building Points of Contact, and to support the promotion of their activities. These points of contact are to be added to a new CEOS mailing list to be used for promotion and coordination. | CEOS-28  **IN PROGRESS** |
| SITWS-2014-03 | All entities within CEOS (CEOS Chair, SIT Chair, CEO, SEO, WGs, VCs, *ad hoc* teams) to provide a 2 minute video describing their activities and role. This content will be used in the first instance foßr internal awareness and as first inputs to a webinar infrastructure | SIT-30  *“Faces of CEOS” videos to be recorded in the margins SIT-30 are part of this effort* |
| SITWS-2014-04 | WGDisasters, in coordination with WGISS, and the GEO Data Sharing Working Group to explore the possibility of developing a “common” data licence – with a test case for data sharing issues faced by WGDisasters. | CEOS-28 |
| SITWS-2014-05 | Jonathon Ross and Tom Cecere to coordinate an evaluation team to perform the analysis of options for the future of LSI-VC proposed in the “Position Paper on Options for Future of Land Imaging Coordination within CEOS”, and present the results at CEOS Plenary | CEOS-28  **COMPLETE** |
| SITWS-2014-06 | John Bates to follow-up with Espen Volden on potential inputs on GFCS-relevant projects and programs to the upcoming GFCS implementation coordination meeting. | **COMPLETE** |
| SITWS-2014-07 | VC and WG Leads to organise a VC/WG Working Day, in conjunction with the 2015 SIT Workshop | **IN PROGRESS**  *Initial details to be presented at SIT-30 under agenda item #8 and #19* |
| SITWS-2014-08 | SIT Chair Team to work with the VC and WG leads in preparing for the 2015 VC/WG Working Day, taking into account the outcomes from the 2014 Working Day. | **IN PROGRESS**  *Initial details to be presented at SIT-30 under agenda item #8 and #19* |
| SITWS-2014-09 | Jean-Louis Fellous to work with Craig Donlon to review options to improve reporting, focused on progress and not process for the 2015 VC/WG workshop | **IN PROGRESS**  *Initial details to be presented at SIT-30 under agenda item #8 and #19* |
| SITWS-2014-10 | WGCapD to take into account the outputs of Topic #2 of the VC/WG Day in the development of their 2015-2017 CEOS Work Plan objectives/deliverables | **COMPLETE** |
| SITWS-2014-11 | CEOS agencies to send nominations for members of a Water Strategy implementation study team to Kerry Sawyer. Study team to report back at SIT-30 | 26 September  **COMPLETE**  *WSIST will report during SIT 30 agenda item #13* |
| SITWS-2014-12 | SIT Chair team to include a report from the Water Strategy implementation study team on the SIT-30 agenda | SIT-30  **COMPLETE**  *WSIST will report during SIT 30 agenda item #13* |
| SITWS-2014-13 | SIT Workshop participants to send comments on the Carbon Strategy Implementation Study Team action item analysis table to Kerry Sawyer and Stephen Briggs | 26 September  **COMPLETE**  *CEOS Carbon Strategy will be discussed under SIT 30 agenda item #12* |
| SITWS-2014-14 | John Bates to report on WGClimate’s willingness to coordinate the implementation of the CEOS Carbon Strategy actions | **COMPLETE**  Being coordinated with the Carbon Strategy Implementation Team |
| SITWS-2014-15 | Brian Killough to work with the CEOS ad hoc Working Group on GEOGLAM on some options for the renaming of the group | 7 October  **CLOSED**  *Name will be retained* |
| SITWS-2014-16 | Craig Donlon to share information on FRMs (Fiducial Reference Measurements) with Brian Killough, with reference to Brian’s role as Task Coordinator of the GEO Infrastructure-01 Earth Observing Systems (IN-01) task. | **COMPLETE** |
| SITWS-2014-17 | Kerry to circulate the updated draft written summary of CEOS-CGMS climate activities provided by John Bates to CEOS SEC for comment | **COMPLETE**  Sent Sep 20 2014 |
| SITWS-2014-18 | Interested agencies to provide a requests for agency reports and side meetings to the CEOS Chair Team | **COMPLETE** |
| SITWS-2014-19 | Kim Holloway to coordinate the CEOS update website group in developing a social media strategy for CEOS | SIT-30 |
| SITWS-2014-20 | CEO and CEOS SIT Chair to work with Jane Olwoch on the possible scoping for CEOS support for emerging space agencies | CEOS-28 Proposed new date: SIT-WS 2015 |

**SIT 29**

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| No. | Action | Due date |
| SIT 29-1 | CEOS and SIT Chairs to write to GEO Co-Chairs to: a) provide the CEOS view on the future of GEO b) offer our service to GEO and to interact with the IPWG on the development of the IP, and c) to request Observer status at EXCOM | End May 2014  COMPLETE |
| SIT 29-2 | VCs to consider developing training activities in their field, following the example of the OSVW-VC, involving the corresponding science groups, in collaboration with WGCapD and possibly with external partners (e.g., COSPAR, GxOS, WCRP) | Initial ideas – SIT Chair tag up telecons (June 2014)  COMPLETE |
| SIT 29-3 | OCR-VC to provide a detailed account of the implementation and coordination issues submitted to SIT-29 (with appropriate references) with a view to resolving them prior to SIT Technical Workshop | SIT Chair tag up telecons (June 2014)  COMPLETE |
| SIT 29-4 | SIT Chair Team to work with volunteer CEOS Agencies to present a position paper at the SIT Technical Workshop on how to address CEOS contributions to Land Surface Imaging Agencies | SIT Technical Workshop (September 2014)  COMPLETE |
| SIT 29-5 | SIT Chair to prepare a SIT Technical Workshop agenda item regarding the relationship between VCs & WGs and the respective science groups, to be coordinated during the next series of SIT Chair tag-up telecons – and including gaps and bottlenecks which could be acted upon | SIT Chair tag up telecons (June 2014)  SIT Technical Workshop (September 2014)  COMPLETE |
| SIT 29-6 | VCs & WGs to ensure that their respective websites are updated with current information | SIT Technical Workshop (September 2014)  COMPLETE |
| SIT 29-7 | VCs & WGs to review their membership and leadership with a view to encourage broader participation by CEOS Agencies | SIT Technical Workshop (September 2014)  COMPLETE |
| SIT 29-8 | SIT and CEOS Chair to approach CEOS Agencies and potential new Members with a view to broaden participation in and leadership of CEOS activities | CEOS-29  **IN PROGRESS** |
| SIT 29-9 | CEOS Agencies invited to nominate volunteers for the new CEOS website study group (end April); and SEO to implement the new CEOS website, including document management system | CEOS-28  COMPLETE |
| SIT 29-10 | Core data stream providers (USGS, ESA, INPE/CRESDA, CSA, CONAE) to work with SDCG to implement the global baseline data acquisition strategy for GFOI in 2014 | End 2014  COMPLETE |
| SIT 29-11 | SDCG to work with the SEO, contributing Agencies, and FAO to develop prototypes of the Space Data Services for GFOI and report on the outcomes of pilot projects with several countries | CEOS-28  **COMPLETE** |
| SIT 29-12 | SDCG to define and develop the third Element of the CEOS Data Strategy for GFOI (acquisitions for R&D) for presentation and endorsement at SIT-30 | SIT-30  **IN PROGRESS**  *Being presented for endorsement during SIT 30 agenda item #12* |
| SIT 29-13 | WGISS and WGCapD to liaise with SEO and SilvaCarbon respectively to review the GFOI Space Data Services plans and to provide guidance, review and support of its progress | CEOS-28  COMPLETE  *WGCapD – Reported activity during SEC-192 telecon* |
| SIT 29-14 | CEOS Chair to prepare Draft ToRs for the *ad hoc* Carbon Strategy Implementation Study Team for approval at CEOS SEC-189 | CEOS SEC-189  COMPLETE |
| SIT 29-15 | CEOS Principals to provide nominations for participation in the *ad hoc* Carbon Strategy Implementation Study Team | COB 18th April  COMPLETE |
| SIT 29-16 | CEOS *ad hoc* Working Group on GEOGLAM to work with the GEOGLAM community to develop an update to the CEOS Acquisition Strategy for GEOGLAM for endorsement | CEOS-28  **COMPLETE** |
| SIT 29-17 | WGDisasters to proceed with the three new supersites and relevant CEOS Agencies encouraged to support data supply | Ongoing  CLOSED |
| SIT 29-18 | WGDisasters to implement the strategic data acquisition plan in support of the flood, seismic hazard, and volcano DRM pilot and Recovery Observatory requirements | Ongoing  **CLOSED** |
| SIT 29-19 | WCDRR Task Team to implement the CEOS plan for engagement in WCDRR. CEOS Agencies to comment on the two supporting documents (Strategic Messages and Voluntary Commitments) | March 2015  **COMPLETE** |
| SIT 29-20 | CEOS Agencies to interact with their relevant government participants in WCDRR to ensure representation of the CEOS key messages at the regional platforms and Preparatory Committee meetings | Through to March 2015  **COMPLETE** |
| SIT 29-21 | CEOS Chair and Incoming Chair, supported by WGClimate and other stakeholders, to prepare the CEOS representation and report for SBSTA-41 in late 2014. The report will be confirmed at CEOS Plenary | CEOS-28  **COMPLETE** |
| SIT 29-22 | SIT and CEOS Chairs to work with stakeholders to develop a strategy to prepare for COP-21 in late 2015 in Paris | Report to  CEOS-28  **IN PROGRESS**  *To be discussed under SIT 30 agenda item #4* |

**28th CEOS Plenary**

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| No. | Action | Due date |
| 28-01 | CEOS SIT Chair to discuss with the GEO Secretariat the need to ensure that the very successful CEOS contributions to GEO Task IN-01 are accurately reflected in the GEOSS evaluation process that GEO communicates to ministers and national policy-makers at its Plenary. | GEO-XI  COMPLETE |
| 28-02 | CEO, in consultation with the CEOS Chair and CEOS Agencies, to develop written and verbal interventions for the GEO-XI Plenary that will:   1. Emphasise the overarching role of CEOS in coordinating international cooperation on space-based Earth observing systems for GEO; 2. Reaffirm the very successful CEOS contributions to GEO to date, based on the sustained investments of CEOS Agencies; 3. Emphasise the need for a formalised level of CEOS participation in the GEO Governance framework that reflects its unique role and the scale of its contributions; and 4. Underscore the CEOS position that any revised SBA structure accurately reflects the full range of global community needs, and provide a vehicle for the structured and coherent collection of GEOSS requirements. | GEO-XI  COMPLETE |
| 28-03 | CEOS Chair to send a letter to CEOS Agencies inviting nominations for participation in the LSI VC, and including a description of the preparatory activities to reconstitute the LSI VC (see Plenary Action 28-04), with a due date for receipt of nominations of 15th November 2015. | 5th November 2015  COMPLETE |
| 28-04 | The LSI-VC, led by Tom Cecere (USGS), to prepare a draft Implementation Plan, based on the "Space Segment Coordination" option and including a proposed update to the LSI-VC ToRs, for review prior to, and discussion at, SIT-30. | SIT-30  IN PROGRESS  *To be discussed under SIT 30 agenda item #9* |
| 28-05 | CEOS Chair to send a letter to CEOS Agencies seeking nominations for the upcoming vacant position of Co-Chair of the SDCG for GFOI | 15th November 2014  COMPLETE |
| 28-06 | SIT Chair in conjunction with the relevant WGs and VCs, to determine by SIT-30 whether appropriate implementation arrangements are in place for all actions associated with the CEOS Strategy for Carbon Observations from Space | SIT-30  IN PROGRESS  *To be discussed under SIT 30 agenda item #12* |
| 28-07 | CEOS Chair to inform the GEO IGWCO Chair that: i) CEOS considers that the GEO Water Strategy is a relevant guidance document for CEOS activities, ii) based on the first expression of interest of CEOS Agencies, CEOS is establishing a Water Strategy Implementation Study Team to define its potential contribution to the implementation of the Strategy | 15th November 2014  COMPLETE |
| 28-08 | CEOS Chair, with the support of the CEO, to develop Terms of Reference for a Water Strategy Implementation Study Team and, once available, write to CEOS Agencies to solicit nominations for participation in this Study Team | 2nd December 2014  COMPLETE |
| 28-09 | CEOS Chair to deliver the draft structure of the planned *CEOS Data Applications Report* to CEOS Agencies | 5th November 2014  COMPLETE |
| 28-10 | CEOS Agencies to deliver abstracts for contributions to the planned *CEOS Data Applications Report* to the CEOS Chair, together with nominations for participation in the editorial team | 30th November 2014  COMPLETE |