



Update of revised Work Plan genesis

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WGCV secretariat

Agenda Item #

WGCV Plenary # 41

Tokyo, Japan

September 5 - 7, 2016

Working Group on Calibration and Validation





Needs for the CEOS WGCV workplan

- Living document -

1. Easy to expand / update by the WGCV secretariat:
deliverable, action item, WGCV member and document listing
2. Easy to copy and use for other purposes





From TOR: Structure of the work plan shall guide the activities of CEOS WGCV

- 1. Introduction including scope, structure and document configuration management**
- 2. Overall information about the work plan including**
 - a. structure of the work plan
 - b. work embedded within and outside CEOS and the links between them
 - c. sub-bodies that exist and their purpose
 - d. ad hoc items that are currently part of WGCV's agenda
- 3. Mission, objectives, and tasks of each existing sub-body**



From TOR: Structure of the work plan shall guide the activities of CEOS WGCV

4. **Deliverable listing which includes the current status of**
 - a. CEOS deliverables assigned to CEOS WGCV
 - b. CEOS WGCV internal deliverables
 - c. CEOS WCGV sub-bodies deliverables

4.3 CEOS WCGV sub-bodies deliverables

Text

Number	Deliverable	Responsible person or sub-body	Deadline
D1	Test1	Test2	
D2			
D3	Test 3	Test4	
D4			

5 Action item listing which includes the current status of

5.1 CEOS action items assigned to CEOS WGCV

Text

#	Action Item	Lead	Deadline	Status
EAL_1	Test1	Test2		open
EAL_2				pending
EAL_3	Test 3	Test4		closed
EAL_4				
EAL_5				

For every table
one Excel sheet,
which can be imported
into Word



From TOR: Structure of the work plan shall guide the activities of CEOS WGCV

5. **Action item listing which includes the current status of**
 - a. CEOS action items assigned to CEOS WGCV
 - b. CEOS WGCV internal action items
 - c. CEOS WGCV sub-bodies action items

5.1 CEOS action items assigned to CEOS WGCV

Text

#	Action Item	Lead	Deadline	Status
EAI_1	Test1	Test2		open
EAI_2				pending
EAI_3	Test 3	Test4		closed
EAI_4				
EAI_5				



From TOR: Structure of the work plan shall guide the activities of CEOS WGCV

6. Membership Listing of

- a. CEOS WGCV membership including agency members and experts
- b. Chairs/Vice-Chairs of CEOS WGCV and sub-bodies including contact information

6.1 CEOS WGCV membership including agency members and experts

Muss noch weiter ausgefüllt werden, dient erstmal als Diskussionsgrundlage

Organization	Headquarters Location	Join Date	WGCV member (P, POC)	CEOS member (M) CEOS ASSOCIATE (A) WGCV expert (E)
Agenzia Spaziale Italiana (ASI)	Italy	1986	P - Rosa Loizzo (rosa.loizzo@asi.it)	M
Canadian Space Agency (CSA)	Canada	1984	P - Marie-Josée Bourassa (Marie-Josée.Bourassa@asc-csa.gc.ca)	M
Center for the Development of Industrial	Spain	2007	POC - Mónica López POC - Roberto Trigo	M

6.2 Chairs/Vice-Chairs of CEOS WGCV and sub-bodies including contact information

Text

Sub-group (SG) Task Team (TT) Ad-Team (AT) Other (O)	Position	Email	Name	First name	Organization
(SG) - ACSG	Chair	bojan.bojkov@esa.int	Bojkov	Bojan	ESA / ESRIN
(SG) - ACSG	Vice	j-c.lambert@aeronomy.be			
(SG) - IVOS	Chair	nigel.fox@npl.co.uk			
(SG) - IVOS	Vice				



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7. Document repository

Completed Action Items (internal – IAI; external – EAI; Subgroup - SAI) with a report are uploaded to web platform like calvalportal.com and linked here in the document repository

7 Document repository

Number	AI	Title	Location
D001_IAI1	IAI1	Test title	http://calvalportal.com
D002_EAI1	EAI1	Test title	http://calvalportal.com
D003_CAI1	CAI1	Test title	http://calvalportal.com