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From: **GEO Secretariat** <secretariat@geosec.org>
Date: Wed, Mar 28, 2018 at 2:21 PM
Subject: Call for GEO Work Programme contributions
To: Christine Daae Olseng <cdo@forskningsradet.no>
Cc: uaf.chancellor@alaska.edu, Jan Rene Larsen <jan.rene.larsen@amap.no>, info@iasc.info, Douglas Cripe <DCripe@geosec.org>, Craig Larlee <clarlee@geosec.org>

Dear GEO Principal,

As a Participating Organization of GEO, with this message, the GEO Secretariat would like to:

1) Confirm the contributions your organization is currently making to activities of the GEO 2017-2019 Work Programme (GWP) as listed in the attached table; and

2) Solicit any new proposals your organization might wish to submit for GEO Programme Board consideration.

New contributions and proposals in support of the GEO priority engagement areas (2030 Agenda for Sustainable Development; Climate Change – Greenhouse Gas Monitoring; and Disaster Risk Reduction) would be especially welcome.

The attached table lists the **current contributions** from your organization to the GWP, reflecting our current database. To ensure that we are able to give proper recognition of your contributions, please inform the Secretariat of any errors or omissions in this table by ***31 May 2018***.

Should you wish to propose a **new GWP Flagship, Initiative or Community Activity**, we kindly ask you to refer to the following guidelines that describe the criteria for each category as defined in the Strategic Plan Reference Document, pages 16-21 and 24 (summary table), which may be accessed here:

<https://www.earthobservations.org/documents/GEO_Strategic_Plan_2016_2025_Implementing_GEOSS_>
Reference\_Document.pdf ).

New proposals for Initiatives and Flagships:

a) By **15 July 2018**, new proposals for GEO Initiatives or Flagships should provide:

* An **Executive Summary** containing an overview of the proposed activity (please see attached ‘GEO\_Initiatives\_Flagships\_Summary’ template); and
* An **Implementation Plan**, covering at least the 2018-2019 time-frame, including a detailed summary of activities, milestones and resources for the period (please see attached template ‘GEO\_Initiatives\_Flagships\_IP’ for guidance on drafting the implementation plan).

 b) During July-August 2018, a GEO Programme Board review panel will consider the proposal and will contact you as needed to discuss potential modifications to the Implementation Plans.

New proposals for Community Activities:
By **1 September 2018**, new proposals for Community Activities should include an overview
of 2018-2019 activities and a summary of activities (please see attached ‘GEO\_CA\_Description’ template).

Changes to current GWP contributions, or new proposals, should be sent to the GEO Secretariat, secretariat@geosec.org, with copy to Douglas Cripe, dcripe@geosec.org and Craig Larlee (clarlee@geosec.org) by the dates noted above.

The final draft of the updated GEO 2017-2019 Work Programme will be produced in early September, for subsequent approval at the GEO-XV Plenary in October 2018.

Thank you for your continued support and contributions to GEO.

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The GEO Secretariat

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