2023-2025 GEO Work Programme Development: Proposed Templates and Review Criteria

This document is submitted by the Secretariat to the Programme Board for decision.

1 INTRODUCTION

This document presents the Secretariat recommendations for the templates to be used by GEO Work Programme (GWP) activities for their Implementation Plans (IPs). These plans serve as their applications for: continued inclusion in the GWP (for existing activities); acceptance into the GWP (for new activities); and/or for a change of category in the GWP. This document also proposes a set of criteria to be used in reviewing the IPs for inclusion in the GWP and for determining the appropriate category. These two elements – templates and review criteria – are necessarily closely linked.

This document builds on the general objectives, process and timelines that were presented in a companion document (PB-21.09).

2 BACKGROUND

The categories of activities in the GWP, known formally as "Implementation Mechanisms", are derived from the 2016-2025 GEO Strategic Plan. Four categories were identified in the Strategic Plan and were further defined in the Strategic Plan Reference Document. These are:

- GEO Community Activities;
- GEO Initiatives;
- GEO Flagships; and
- GEO Foundational Tasks.

The first three of these categories constitute most of the GWP: there are currently 4 GEO Flagships, 20 GEO Initiatives, and 36 Community Activities.[1] All of these activities are engaged in the application of Earth observations to respond to particular kinds of decisions, user communities, and/or societal benefit areas. They are implemented by a variety of contributors from among GEO Members, Participating Organizations, GEO Associates, and others. These three categories differ primarily in the range and maturity of the products, services, and other solutions they make available to users and in the extent to which these outputs are recognized as authoritative by their user communities.

Initially, Regional GEOs (then known as "Regional GEOSSes") were treated as GEO Initiatives. Following a review of the role and functions of these activities by the Programme Board and the Executive Committee in 2018, the GEO Plenary agreed to recognize the Regional GEOs as

---

[1] In comparison, there are only four Regional GEOs and five Foundational Tasks.

components of the GEO governance structure within the [GEO Rules of Procedure](). Following this decision, Regional GEOs are treated as a separate category of GWP activity.

During the development process, each individual GWP activity prepares an IP. In the post-2015 period, IPs have been documents of between five to 20 pages in length which provide details on the objectives, activities, contributors, users, data management policies, risk, governance, resources, and other aspects of the activity. A one or two page summary of each IP is also prepared by the proponents. These summaries are compiled into the GWP Summary Document which is presented to the GEO Plenary for endorsement and is made available on the GEO website. The totality of the detailed IPs is notionally referred to as the GWP Reference Document but is no longer compiled as a single document; rather, the detailed IPs are made available through the [GWP page]() of the GEO website.

3   CLARIFICATION OF THE CATEGORIES AND PROCESS FOR TRANSITION

The Mid-Term Evaluation (MTE) found that there was "limited guidance on the lifecycle of activities within the GEO Work Programme" and recommended that GEO should "clarify how and if GEO activities should progress from a Community Activity to an Initiative to a Flagship". While [guidance]() was provided to GWP applicants, and criteria for assessing the IPs were applied by the Programme Board in 2019, the criteria were not approved until well after the call for IPs was issued and were not widely publicized.

To respond to the MTE recommendations, the Secretariat proposes several modifications to the GWP guidance for the 2023-2025 GWP:

- The "Community Activity" category be renamed to "Pilot Initiatives". The criteria for the 2020-2022 GWP were already based on the assumption that most of these activities represented early-stage collaborations that would, if successful, develop into GEO Initiatives. Revision of the name of the category would make this direction clearer for those proposing new Initiatives, as well as for others in the GEO community.
- The guidance to GWP activity leads will include an expectation that Pilot Initiatives should intend to progress to GEO Initiative status and should do so within a reasonable period of time. The purpose of this change is to encourage activities to realistically assess the viability of their proposal and to not continue indefinitely where there has been little progress. The Secretariat recommends that this period be two GWP cycles, that is, six years from the time of acceptance as a Pilot Initiative, though it is suggested that this be treated as a guideline and not an absolute rule.
- Guidance will also state that GEO Initiatives may apply to be recognized as GEO Flagships, but that this is not an expectation and may not apply to all GEO Initiatives. The criteria themselves have <u>not</u> been revised significantly from those used in the 2020-2022 GWP process. The change is merely that the process and the expectations (or lack thereof, in this case) will be communicated more explicitly.
- The Secretariat will actively work with existing Community Activities that may not fit comfortably as a Pilot Initiative. Options for these activities could include redefining the activity to better fit the Pilot Initiative category, applying as a GEO Initiative, or merging with another GWP activity. Other options may also be explored with individual activities as needed.
- The review criteria will be published along with the templates and other guidance material for use by GWP activities in preparing their IPs. They will be asked to use the criteria as a form of self-assessment and demonstrate in their IP how they meet the criteria for the category for which they are applying.

4   REVIEW CRITERIA

The proposed review criteria for GEO Flagships, Initiatives, and Pilot Initiatives are provided in Annex A. The criteria are based on the existing criteria, with some minor changes to reflect experience gained since 2019. The most significant changes are two additions to the general criteria:

- "Intent to develop open, re-usable solutions for applying Earth Observations for which there is a demonstrated need at regional or global scales", which emphasizes the importance of GEO's role as a provider of open knowledge; and
- The addition of a reference to the section of the GEO Rules of Procedure on GEO Ethical Standards which, according to the Mid-Term Evaluation, is not well known in the GEO community.

The only criteria for the Regional GEOs is that they must have the support of the regional Caucus and there can be only one Regional GEO within each GEO region. As in the development of the 2020-2022 GWP, the focus for the Programme Board review of the Regional GEO IPs will be to understand the intended roles of each Regional GEO and how these relate to the rest of the GEO Work Programme, as well as offering suggestions for strengthening the plans.

5   IMPLEMENTATION PLAN TEMPLATES

The proposed IP templates (see Annex B) are based on versions used in 2020-2022, with some modifications based on the experience and feedback gained since 2019. Please note that the numbers in the column at the left (e.g. §2) refer to sections of the IP templates.

While the templates are presented here as lists of questions, the Secretariat is working toward implementing the templates as forms that may be completed and shared online. The details of the implementation of the forms are still to be determined. In the event that the online forms cannot be implemented in time, the backup approach will be to use documents and spreadsheets as were used in previous rounds.

They key changes from the 2020-2022 templates are:

- Simplification of the templates, which is expected to reduce the length of the plans by half (from 20 to 10 pages), while retaining all essential information;
- Shorter, clearer summary pages that highlight key information including the main objective of the activity, and its key outputs, users, and participants;
- Replacement of the previous section on links to the GEO engagement priorities with the questions used in the mapping process that is being implemented by the Climate Change and Disaster Risk Reduction Working Groups, with the expectation that a similar approach will be extended to the Sustainable Development Goals and Urban Resilience (though not necessarily by the time of the initial call for proposals); and
- Removal or rewording of questions to address areas of misunderstanding.

A total of three separate templates will be required: one for GEO Flagships and GEO Initiatives (same template), one for Pilot Initiatives (similar to that for Flagships and Initiatives but with an expectation of less detail), and one for Regional GEOs.

6   RECOMMENDATION

The Secretariat recommends that the Programme Board approve the proposed IP templates and review criteria for publication as part of the call package for the 2023-2025 GWP.

Annex A: Proposed Criteria for Acceptance of GEO Work Programme Activities

	Pilot Initiative	GEO Initiative	GEO Flagship
General criteria §2, 4	Open to participation by all GEO Members, Participating Organizations, and GEO Associates. Intent to develop open, re-usable solutions for applying Earth Observations for which there is a demonstrated need at regional or global scales. Willingness to abide by the GEOSS Data Sharing Principles, Data Management Principles, and GEO Ethical Standards (Rules of Procedure, section 3.4)		
Rationale §2	The concept is plausible, and there is evidence that the need exists and is not currently met by others, including other GEO Initiatives.	Proposed outputs and expected use cases and benefits (outcomes) are described and are distinct from those of other GWP activities.	Current users of products/services are described and quantified if possible. Plans for expanding the user base are described.
Policy relevance §2	Relevance to an international convention or agreement is desirable but not mandatory.		Evidence of a decision or request to the candidate Flagship or to GEO from an international treaty, convention, programme, organization, etc. to provide specified information products/services.
Technical feasibility §3	Concept is plausible, appears to be technically feasible, and does not duplicate existing services.	Pilot or prototype information products/services have been demonstrated. Plan for scaling and expansion of scope is technically realistic and in proportion to confirmed resources.	Key challenges in moving to pre-operational services have been identified and a strategy to address them is described.
Planning §3	Expected tasks are reasonable in relation to the identified objectives and resources.	Tasks are clearly defined and have expected completion dates. Critical milestones are identified, with dates. Identified resources appear sufficient to implement the identified tasks.	Evidence of successful and timely completion of previous tasks and milestones.
Contributors §4	Team has sufficient expertise and experience to demonstrate the concept.	Team has the range of expertise and experience necessary to develop the proposed products/services. Team addresses considerations of gender, generational, and geographic diversity.	Team has the breadth of administrative, scientific and technical expertise and experience necessary to implement the described services. Team composition reflects gender, generational, and geographic diversity.
Resources §4	Contributions (financial or in-kind) from more than one GEO Member or Participating Organization.	Itemized list of contributions by type, including estimated value, provided. Funded coordinator/secretariat position or plans to obtain funding are described.	Medium-term funding (at least 3 years) sufficient to ensure continuity of products / services. Activity coordinator/secretariat position funded.
User engagement §8	Targeted users identified. User engagement plan describes how the activity will engage users in solution development.	User feedback from demonstration pilots or prototypes is provided and supports identified demand for products/services. Users are involved in the implementation and/or management of the Initiative.	List of organizations currently using the products or services and list of targeted additional user organizations provided. Feedback from users is regularly obtained and documented.
Governance §9	Lead(s) and Point of Contact are identified.	Initiative Lead(s) and Point of Contact are identified. The management structure is described, including identification of task or component leads. A Steering Committee or other oversight body is desirable but not essential.	Activity Lead(s) and Point of Contact are identified. Steering Committee or other oversight body is in place, and its roles and responsibilities described. The management structure is described, including identification of task or component leads.

5 / 13

Annex B: Proposed Implementation Plan Templates

2023-2025 GEO Work Programme
Contents of the Implementation Plans for
GEO Initiatives and GEO Flagships

The term "Initiative" in this document should be interpreted to refer to either GEO Initiatives or GEO Flagships, unless there is specific reference to GEO Flagships.

1   SUMMARY (1 PAGE)

This section will appear in the main GEO Work Programme document presented to GEO Plenary.
- Full title of the Initiative.
- Short title or acronym: all capital letters, maximum of 20 characters.
- 2020-2022 category: "GEO Flagship", "GEO Initiative", "Community Activity".
- Proposed 2023-2025 category: "GEO Flagship", "GEO Initiative".
- Objective: Please provide a sentence summarizing the main purpose of the activity.
- Key Outputs: Please identify the most important products, services or other outputs produced by the Initiative. This list does not need to be comprehensive but should identify the outputs which are most used and are expected to have the greatest potential impact.
- Key Users: Please identify the key organizations that use the outputs from the Initiative (specific organizations where these are known and relevant, otherwise by category).
- Participants: Please identify the GEO Members, Participating Organizations, Associates, non-GEO Member countries, and non-PO international organizations participating in the activity.
- Points of Contact: Please identify the primary contact persons for the Initiative with email addresses.

2   PURPOSE

- Why is this Initiative needed? What evidence is there to support this need?
- Is this Initiative open to participation by representatives of any GEO Member, Participating Organization, and GEO Associate? If not, what are the restrictions of participation?
- What other projects or initiatives exist at a global or regional scale (both in GEO and externally) that provide similar products or services? How is this Initiative unique?
- What kinds of decisions are the outputs of this Initiative primarily intended to support? How will these decisions benefit from the outputs of this Initiative? What kinds of impacts (for example, reduced loss of life, monetary savings, conservation of biodiversity, etc.) are anticipated as a result of the use of the outputs of this Initiative?
- Has this Initiative been asked to provide specific information (for example, reports, data, services) on an ongoing basis to an international convention, organization or other multilateral body? If so, please identify the requesting organization, describe the nature of the request, and provide supporting documentation. *Required for GEO Flagships; optional for GEO Initiatives.*

3   TECHNICAL SYNOPSIS

- Please provide a brief technical summary of the methods used by the Initiative to produce its (actual or planned) outputs. Identify any important outstanding challenges.
- What are the principal data sets used by the Initiative (including space-based and in situ observations as well as non-EO data sets, such as socio-economic data), the sources from which the data are obtained, and whether the data are openly and freely accessible?
- Are there any significant scientific or technical issues that need to be resolved by the Initiative? What steps is the Initiative taking to address these?
- What are the key new outputs, or improvements to the existing outputs, of the Initiative that will be completed in the 2023-2025 period? Please identify the key tasks that must be implemented to ensure delivery of these changes, with target dates for completion.

4   RESOURCES

- What resources (financial, technical expertise, data, organizational linkages) are needed to implement the proposed activities for the 2023-2025 period?
- To what extent are the required resources confirmed? What are the gaps?
- How does the Initiative intend to obtain any additional required resources?

5   DATA AND KNOWLEDGE SHARING

- Are the methods and outputs produced by the Initiative openly available (please provide links)? Are they registered with the GEO Knowledge Hub? Which methods and outputs are not available and why? Is there a plan to make them openly available?
- Does the Initiative serve as the primary custodian of specific observational data sets? If so, please provide links to the data sets. Are these data brokered to the GEOSS Platform? Do the data sets conform to the GEOSS Data Sharing Principles and Data Management Principles? If not, please describe the limitations and any actions being taken to address them.
- How does the Initiative intend to ensure the longer-term preservation of data and information that it produces?

6   LESSONS FROM THE 2020-2022 PERIOD

- To what extent were the planned activities for the 2017-2019 period implemented? Which ones were not completed and why? If some activities have been delayed or not implemented, how has this affected plans for 2023-2025?
- Which organizations or categories of users are currently using the outputs of the Initiative? What evidence do you have of this usage (for example, user statistics, testimonials)? Please provide examples where available.
- What impacts have occurred in part through the outputs of the Initiative (for example, policy decisions taken, behaviour changes by users, risks mitigated)? Please provide examples, with evidence where available.
- Have there been any internal or external reviews or evaluations of the Initiative since 2019? If so, please provide a copy of the report, if available.
- What were the key challenges faced by the Initiative in the 2020-2022 period and what changes are proposed for the next planning period?

7   LINKS TO OTHER GEO PRIORITIES

- Please describe any existing collaborations with other GEO Work Programme activities.
- What opportunities do you see for additional collaborations within GEO?
- Connections to the GEO Engagement Priorities to be identified through the mapping process developed by the Climate Change, Disaster Risk Reduction, and Capacity Development Working Groups.

8   STAKEHOLDER ENGAGEMENT AND CAPACITY BUILDING

- Apart from the current set of contributors, what organizations or countries are essential for the success of this Initiative (please list)? What are the plans to engage them?
- How are actual and/or intended users engaged in the development of the outputs of this Initiative? Which kinds of users are not represented at this time? What are the plans for further engagement of users in the Initiative? If the Initiative has a user engagement strategy, please provide it.
- Does the Initiative have a capacity development strategy? If so, please provide it. If there is no written strategy, please describe the approach to capacity development that is being implemented by the Initiative.
- Are any participants in the Initiative from the commercial sector (please list)? What opportunities exist for commercial sector uptake of the outputs of the Initiative, and is this currently happening? What opportunities exist for commercial sector participation in the Initiative? Does the Initiative have a plan for commercial sector engagement (if so, please describe)?

9   GOVERNANCE

- Which persons are primarily responsible for managing the Initiative? Please describe the roles of each of the key leadership positions, as well as any team structures involved in day-to-day management.
- Is there a steering committee or other governance bodies that advise the Initiative but are not involved in day-to-day management? If so, please provide the terms of reference of each body and its current membership. If there are multiple governance bodies, please describe the relationships among them (such as through a governance structure diagram).
- How does the Initiative communicate with its participants (for example, regular email updates, conference calls, website, symposia)? Have there been changes due to COVID-19? Are any further changes anticipated?
- What are the key risks that could delay or obstruct the completion of the planned activities and outputs of the Initiative? What steps has the Initiative taken to mitigate these risks?
- How does the Initiative monitor its effectiveness? Are any monitoring or evaluation activities required by funders/contributors? If so, please describe and provide reports if available. How are the results of the monitoring and evaluation activities shared with participants and the wider GEO community?

2023-2025 GEO Work Programme
Contents of the Implementation Plans for
Pilot Initiatives

The term "Initiative" in this document should be interpreted to refer to "Pilot Initiatives".

1   SUMMARY (1 PAGE)

This section will appear in the main GEO Work Programme document presented to GEO Plenary.
- Full title of the Initiative.
- Short title or acronym: all capital letters, maximum of 20 characters.
- Current category: "Community Activity", "New".
- Objective: Please provide a sentence summarizing the main purpose of the activity.
- Key Outputs: Please identify the most important products, services or other outputs intended to be produced by the Initiative.
- Key Users: Please identify the key organizations that are expected to use the outputs from the Initiative (specific organizations where these are known, otherwise by category).
- Participants: Please identify the GEO Members, Participating Organizations, Associates, non-GEO Member countries, and non-PO international organizations participating in the activity.
- Points of Contact: Please identify the primary contact persons for the Initiative with email addresses.

2   PURPOSE

- Why is this Initiative needed? What evidence is there to support this need?
- Is this Initiative open to participation by representatives of any GEO Member, Participating Organization, and GEO Associate? If not, what are the restrictions of participation?
- What other projects or initiatives exist at a global or regional scale (both in GEO and externally) that provide similar products or services? How is this Initiative unique?
- What kinds of decisions are the outputs of this Initiative primarily intended to support? How will these decisions benefit from the outputs of this Initiative? What kinds of impacts (for example, reduced loss of life, monetary savings, conservation of biodiversity, etc.) are anticipated as a result of the use of the outputs of this Initiative?

3   TECHNICAL SYNOPSIS

- Please provide a brief technical summary of the methods to be used by the Initiative to produce its (actual or planned) outputs. Identify any important outstanding challenges.
- What are the principal data sets to be used by the Initiative (including space-based and in situ observations as well as non-EO data sets, such as socio-economic data), the sources from which the data will be obtained, and whether the data are openly and freely accessible?
- Are there any significant scientific or technical issues that need to be resolved by the Initiative? What steps is the Initiative taking to address these?

- What are the key outputs that will be completed in the 2023-2025 period? Please identify the key tasks that must be implemented to ensure delivery of these outputs, with target dates for completion.

4 RESOURCES

- What resources (financial, technical expertise, data, organizational linkages) are needed to implement the proposed activities for the 2023-2025 period?
- To what extent are the required resources confirmed? What are the gaps?
- How does the Initiative intend to obtain any additional required resources?

5 DATA AND KNOWLEDGE SHARING

- Will the methods and outputs produced by the Initiative be openly available (please provide links)? Are there any that cannot be made openly available and, if so, why?
- Will the Initiative serve as the primary custodian of specific observational data sets? If so, please identify these data sets. Will the data be brokered to the GEOSS Platform? Will the data sets conform to the GEOSS Data Sharing Principles and Data Management Principles? If not, please describe the limitations and any actions being taken to address them.
- How does the Initiative intend to ensure the longer-term preservation of data and information that it produces?

6 LESSONS FROM THE 2020-2022 PERIOD

- If this is a new activity, this section may be omitted.
- To what extent were the planned activities for the 2017-2019 period implemented? Which ones were not completed and why? If some activities have been delayed or not implemented, how has this affected plans for 2023-2025?
- Which organizations or categories of users are currently using the outputs of the Initiative? What evidence do you have of this usage (for example, user statistics, testimonials)? Please provide examples where available.
- What impacts have occurred in part through the outputs of the Initiative (for example, policy decisions taken, behaviour changes by users, risks mitigated)? Please provide examples, with evidence where available.
- Have there been any internal or external reviews or evaluations of the Initiative since 2019? If so, please provide a copy of the report, if available.
- What were the key challenges faced by the Initiative in the 2020-2022 period and what changes are proposed for the next planning period?

7 LINKS TO OTHER GEO PRIORITIES

- Please describe any existing collaborations with other GEO Work Programme activities.
- What opportunities do you see for additional collaborations within GEO?
- Connections to the GEO Engagement Priorities to be identified through the mapping process developed by the Climate Change, Disaster Risk Reduction, and Capacity Development Working Groups.

8   STAKEHOLDER ENGAGEMENT AND CAPACITY BUILDING

- Apart from the current set of contributors, what organizations or countries are essential for the success of this Initiative (please list)? What are the plans to engage them?
- How are actual and/or intended users engaged in the development of the outputs of this Initiative? Which kinds of users are not represented at this time? What are the plans for further engagement of users in the Initiative? If the Initiative has a user engagement strategy, please provide it.
- Does the Initiative have a capacity development strategy? If so, please provide it. If there is no written strategy, please describe the planned approach to capacity development to be implemented by the Initiative.
- Are any participants in the Initiative from the commercial sector (please list)? What opportunities exist for commercial sector uptake of the outputs of the Initiative? What opportunities exist for commercial sector participation in the Initiative? Does the Initiative have a plan for commercial sector engagement (if so, please describe)?

9   GOVERNANCE

- Which persons are primarily responsible for managing the Initiative? Please describe the roles of each of the key leadership positions, as well as any team structures involved in day-to-day management.
- Is there a steering committee or other governance bodies that advise the Initiative but are not involved in day-to-day management? If so, please provide the terms of reference of each body and its current membership. If there are multiple governance bodies, please describe the relationships among them (such as through a governance structure diagram).
- How does the Initiative communicate with its participants (for example, regular email updates, conference calls, website, symposia)?
- What are the key risks that could delay or obstruct the completion of the planned activities and outputs of the Initiative? What steps has the Initiative taken to mitigate these risks?
- How does the Initiative monitor its effectiveness? Are any monitoring or evaluation activities required by funders/contributors? If so, please describe and provide reports if available. How are the results of the monitoring and evaluation activities shared with participants and the wider GEO community?

2023-2025 GEO Work Programme
Contents of the Implementation Plans for
Regional Groups on Earth Observations (Regional GEOs)

1   SUMMARY (1 PAGE)

This section will appear in the main GEO Work Programme document presented to GEO Plenary.
- Full title of the Regional GEO.
- Short title or acronym: all capital letters, maximum of 20 characters.
- Objectives: What are the main objectives or priorities of the Regional GEO, along with a short summary of key actions that are planned for each.
- Participants: Please identify the GEO Members, Participating Organizations, Associates, non-GEO Member countries, and non-PO international organizations participating in the Regional GEO.
- Points of Contact: Please identify the primary contact persons for the Regional GEO, with email addresses.

2   ENGAGEMENT

- Summarize the GEO Membership in the region. How many countries in the Region are GEO Members? Which countries are not yet Members? What are the barriers to extending GEO Membership?
- What is the level of engagement in GEO by regional Members and non-Members? What factors are influencing engagement? How does the Regional GEO intend to increase engagement?
- What is the level of engagement by global and regional international organizations that are relevant to GEO? Which ones are most active in regional GEO activities? Which ones is the Regional GEO aiming to engage further? What are the barriers to engagement?
- What is the level of engagement of the private sector in Regional GEO activities? What steps have been taken to increase engagement? What are the barriers to engagement?

3   COORDINATION

- If the Regional GEO has set thematic priorities, please describe them and how these priorities influence the work of the Regional GEO.
- Does the Regional GEO address the GEO engagement priorities and, if so, how? If the Regional GEO has selected certain areas of focus within the GEO engagement priorities, please describe these. Please describe any lessons learned from this experience.
- Which GEO Work Programme activities does the Regional GEO interact with frequently? What is the focus of these interactions? What challenges have been experienced? What benefits have been realized from these interactions?
- Which GEO Work Programme activities would the Regional GEO like to interact with more often? What would be the purpose or focus for such future interaction?
- What opportunities do you see for additional collaborations within GEO?

4   LESSONS FROM THE 2020-2022 PERIOD

- If this is a new activity, this section may be omitted.
- To what extent were the planned activities for the 2017-2019 period implemented? Which ones were not completed and why? If some activities have been delayed or not implemented, how has this affected plans for 2023-2025?
- What were the key challenges faced by the Initiative in the 2020-2022 period and what changes are proposed for the next planning period?

5   CAPACITY BUILDING

- Does the Regional GEO have a documented strategy for capacity development? If so, please provide it.
- What activities does the Regional GEO implement to build capacity within the region? Consider the three levels of capacity development: individual (training, workshops, etc.), organizational (provision of tools, services or information to enable better decision making within organizations), and institutional (facilitating cooperation and collaboration across institutions).
- Has the approach to capacity development in the region changed over time? If so, how?

6   GOVERNANCE

- Please describe the governance structure of the Regional GEO, including the relationship with the Regional Caucus and the mandates of steering/advisory/management committees, if applicable.
- How does the Regional GEO communicate with regional GEO Principals and other stakeholders in the region? What are the main communication channels used?

7   DATA AND KNOWLEDGE SHARING

- What is the policy of the Regional GEO regarding data accessibility? To what extent do regional GEO Members and other stakeholders adhere to the GEOSS Data Sharing Principles and GEOSS Data Management Principles.
- Are any key datasets are managed by the Regional GEO? If so, please describe how the data are/will be managed.
- Please describe any data or information infrastructures used (or planned to be used) to support the Regional GEO. How does this infrastructure relate to the GEOSS Platform and/or other GEO infrastructural components?
- What is the strategy for longer-term preservation of data and information produced or compiled by the Regional GEO?