

Proposed Meeting Schedule for 2022

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

1 INTRODUCTION

The Programme Board generally holds three meetings per year, with the possibility of a fourth if circumstances warrant. To facilitate scheduling for members and to avoid, to the extent possible, conflicts with other events, these dates are usually set at the first meeting of the year.

2 CONSIDERATIONS

The timing of Programme Board meetings is driven in large part by the schedule of Executive Committee meetings since the Programme Board provides a report to each Executive Committee meeting and also forwards some matters for discussion and/or decision to the Executive Committee. Since the Executive Committee requires documents to be sent to the Lead Co-Chair at least three weeks in advance and several weeks are required to prepare the documents (including discussions within the relevant Programme Board subgroups), this means that the Programme Board meeting should ideally be at least six weeks prior to the Executive Committee meeting.

Meeting dates also need to take account of other key GEO events. Principally, these are the GEO Plenary and the GEO Symposium. Prior to 2020, Programme Board meetings were scheduled in some instances to coincide with these other events, thereby reducing the need for travel. For the past two years, however, COVID-19 restrictions have largely eliminated the option of in-person meetings and so the events were scheduled further apart. While there may be the possibility of holding hybrid events this year, this is still uncertain and in-person participation would likely still be unavailable for many Programme Board members. As such, planning has proceeded on the assumption of separate events.

The 23rd Programme Board meeting has been scheduled in conjunction with the Expert Advisory Group (EAG) on GEOSS, offering the possibility that one-day of each meeting would be held jointly to discuss Programme Board views on topics under the EAG mandate that relate to the GEO Work Programme.

Efforts are also made to avoid other key events of interest to the GEO community, although overlaps are nearly impossible to avoid in key seasons such as the May-June period. Significant holidays celebrated in GEO Member countries are also avoided to the extent possible.

3 RECOMMENDATION

The recommended dates for the 2022 meetings are:

2022 GEO Symposium	week of 2-6 May 2022
23 rd Programme Board meeting	1-3 June 2021
24 th Programme Board meeting	6-8 September 2022

The following is for information but is not subject to Programme Board approval:

GEO Week 2022	Week of 31 October 2022
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