

***GEO Work Programme Symposium 2016: Session 5
Salle Obassi***

Session Title Reporting, Monitoring and Evaluation

When Monday 2 May 14.45 - 15.30

1) Purpose: background, topic and objectives of the session

- a) *The session will present the requirements set forth in the GEO Strategic Plan 2016-2025. Implementing GEOSS and in its Reference Document concerning the Reporting on the GEO Work Programme activities, the associated monitoring and the Evaluation of the GEO action, the latter based on a set of performance indicators.*
- b) *The session will discuss the implications coming from these requirements on the teams developing GEO activities, as well as on the Secretariat and on the Programme Board.*
- c) *The main objective of the session will be to share a common understanding and ensure that the different actors are ready to support this essential function/process by providing suitable and timely contributions.*

2) Key questions to be addressed in the session

- *What progress reporting is expected from GEO Initiatives and Flagships? And from Community Activities and from Foundational Tasks?*
- *Who will perform GEO Evaluations*
- *What is the expected role of the Secretariat in the process?*

3) Expected outcomes from the session

- *Share a common understanding on the respective roles and responsibilities for Reporting*
- *Provide initial comments to the set of GEO Performance indicators*

4) Format of the session and expected audience

- *One presentation/Introduction and Q&A session from the floor.*

5) Speakers

	<i>Name</i>	<i>Organisation</i>
1		
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3		

6) Chairperson and Rapporteurs

	<i>Name</i>	<i>Organisation</i>
Chair:	Giovanni Rum	GEO Secretariat
Rapporteur:	Chao Xing	GEO Secretariat

7) Session timeline

<i>time</i>	<i>Ref. to speaker</i>	<i>What</i>
14:45 – 14:50	Chair	Introduction by the Chair
14:50 – 15:10	Chair	Reporting requirements and GEO Performance Indicators,
15:10 – 15:30		Q & A session