

DRAFT AGENDA
GEOSS Common Infrastructure Coordinating Team
Kick Off Meeting

GEO Secretariat, Geneva, Switzerland
23-24 February 2010

DAY ONE: Tuesday, 23 February 2010, Meeting room 6L

0900 **Welcome** (J. Achache, GEO Secretariat Director)

0910 **Introductions and acceptance of Agenda**

0920 **Review of Actions from teleconferences**

0940 **Overall planning and Roadmap to Ministerial**

1000 Coffee

1030 **Presentation of the GCI Components**

13:00 Lunch

1400 **Demonstrations**

1500 **Recapitulation of the Initial Operations Capability Phase**

1600 Coffee

1630 – 17:00 **Nomination of (Co-)Chair(s) of Task Force**

DAY TWO: Wednesday, 24 February 2010, Meeting room C1

0900 **Finalisation of deliverables to the Executive Committee**

- **Terms of Reference**
- **Recommendations for Long-Term operations of the GCI**
- **Presentation to the Executive Committee**

1000 Coffee

1020 **Review of documents supporting the work plan**

- **Consolidated Requirements Document**
- **Consolidated Requirements Testing Scenarios**
- **Usability Testing Reports**

1200 Lunch

1300 **Finalisation of the Work Plan**

1530 **Wrap-up: Actions, Schedule, AOB**

1600 **Closing remarks**
