Dear Ministers, Minister Representatives and Official Delegations,

Greetings from the Group on Earth Observations (GEO). As the GEO Community, we are passionate advocates for Earth observations and the benefits they can enable for everyone on this planet we share. Thank you for your interest in the upcoming GEO Ministerial Summit in Cape Town, South Africa. We are honoured by your planned attendance and support.

In addition to the agenda for the Summit, the most recent version of which can be found on the GEO week website, we have generated a package of four documents to support your preparations for, and contributions at, the Ministerial Summit. The Summit takes place on 10-November-2023 and serves as the capstone event of GEO Week 2023. The primary expectations for GEO Week and the Summit are the adoption of the GEO Post-2025 Strategy and the 2023 Cape Town Ministerial Declaration as well as to hear from you as you convey your guidance, aims, and direction.

1. **Post-2025 Strategy [Summary and Full Document]**
   This Strategy refines GEO’s vision and mission and introduces the concept of Earth Intelligence. Earth Intelligence comprises “integrated Earth and social science derived knowledge and insights that inform strategic decisions, build capacities and empower society to address environmental, societal, and economic challenges” (Strategy, page 15). The Strategy includes a strong emphasis on global equity, co-development, and a refined operating model for GEO.

2. **Ministerial Declaration**
   The proposed Ministerial Declaration emphasizes the connections of Earth Observations to the interconnected challenges facing the world. It emphasizes the opportunity for GEO to lead the development of solutions to aid decision makers. It endorses the new Strategy and lays out commitments to fulfill that Strategy.

3. **Progress Since 2019 Ministerial Summit**
   This document summarizes a few of many areas of progress since the last GEO Ministerial Summit in Canberra, Australia. This summary focuses on areas of programmatic and organizational development and progress for GEO.

4. **GEO 2023 Highlights Report**
   This annual document captures progress and achievements of many activities across GEO and the GEO Work Programme. The summaries address project-level and technical activities. The Highlights Report includes selected features and impact stories on the value of Earth observations in decision making.

The Ministerial Summit will include an opportunity to visit the Exhibition Hall, where countries, regional associations, organizations and companies will display innovative ways people are advancing Earth observations, as well as impactful ways people are enabling uses for benefits locally to globally.

We are excited to see you in Cape Town and wish you safe travels.

Warm regards,

The co-chairs of the GEO Ministerial Working Group, Humbulani Mduau, Lawrence Friedl and Yasko Kasai