

## GEO-7 Meetings Proposal

**FOD<sup>1</sup>: 10 months; SOD: 5.5 months (22 weeks); Final Document: 5 months (20 weeks)**

Date	Meeting	Participants	Location	Purpose /Anticipated Outcome	Other major meetings
10 June – 12 June 2024	<ul style="list-style-type: none"> <li>2<sup>nd</sup> IK &amp; LK Dialogue</li> </ul>	<ul style="list-style-type: none"> <li>IP &amp; LC representatives</li> <li>IK &amp; LK Task Force</li> <li>Co-chairs</li> <li>MESAG members</li> <li>Secretariat</li> </ul>	Oaxaca, Mexico (TBC)	<ul style="list-style-type: none"> <li>Gap filling- to fill the gaps in Indigenous Knowledge and develop content for the GEO-7 assessment.</li> </ul>	
3 – 30 June 2024	<ul style="list-style-type: none"> <li>Authors respond to suggestions from Review editors</li> </ul>	<ul style="list-style-type: none"> <li>Authors</li> <li>Co-chairs</li> <li>GEO fellows</li> <li>Secretariat</li> </ul>	READ platform (online)	<ul style="list-style-type: none"> <li>Revise responses to peer review comments, as necessary</li> <li>Provide supporting rationale for revision of response to peer review comments</li> </ul>	
June – Aug 2024	<ul style="list-style-type: none"> <li>Biweekly calls to advance the chapters and develop the FOD of the SPM</li> </ul>	<ul style="list-style-type: none"> <li>Authors, chapter coordinators, fellows</li> </ul>	Online	<ul style="list-style-type: none"> <li>Polish chapter narrative, coherence across the different chapters etc. and draft the SPM</li> </ul>	
June – July 2024	<ul style="list-style-type: none"> <li>Monthly IMAG / MESAG calls</li> <li>Coordination group calls</li> </ul>	<ul style="list-style-type: none"> <li>90 minute calls with set agenda</li> </ul>	Online	<ul style="list-style-type: none"> <li>Review policy relevance issues</li> <li>Obtain advice on policy relevance and scientific credibility issues.</li> <li>Overall coordination of the process and agree on key goals for the 3<sup>rd</sup> authors meeting</li> </ul>	
2-6 September 2024	<ul style="list-style-type: none"> <li>3rd Authors writer’s sprint meeting</li> <li>Preparing SOD of main report</li> <li>Preparing FOD of SPM</li> </ul>	<ul style="list-style-type: none"> <li>Authors</li> <li>Co-chairs</li> <li>SPM drafting team</li> <li>GEO fellows</li> <li>Secretariat</li> </ul>	Nairobi, Kenya (TBD)	<ul style="list-style-type: none"> <li>Refining text of SOD of the main report.</li> <li>Addressing cross-cutting issues across the chapters</li> <li>Refining text of the SPM FOD.</li> </ul>	
3-5 September 2024	<ul style="list-style-type: none"> <li>IMAG in-person meeting</li> <li>MESAG in-person meeting</li> </ul>	<ul style="list-style-type: none"> <li>IMAG members</li> <li>MESAG members</li> <li>Secretariat</li> </ul>	Nairobi, Kenya (TBD)	<ul style="list-style-type: none"> <li>Addressing any further guidance issues to authors, co-chairs</li> <li>Receiving briefs from authors, co-chairs and providing guidance</li> <li>Conducting coordination group meeting.</li> </ul>	
8 – 30 October, 2024	<ul style="list-style-type: none"> <li>Calls with all chapters to prepare them for intergovernmental review</li> </ul>	<ul style="list-style-type: none"> <li>Authors</li> <li>Fellows</li> <li>Chapter coordinators, subject matter experts (Secretariat)</li> </ul>	Online	<ul style="list-style-type: none"> <li>Polish chapter narrative, coherence across the different chapters etc.</li> </ul>	
1 November 2024– 15 January 2024	<ul style="list-style-type: none"> <li>Intergovernmental and expert peer review</li> </ul>	<ul style="list-style-type: none"> <li>Intergovernmental peer reviewers</li> </ul>	READ platform (online)	<ul style="list-style-type: none"> <li>Submit SOD of current chapters and FOD of SPM for review</li> </ul>	

<sup>1</sup> FOD = First Order Draft, SOD = Second Order Draft, SPM = Summary for Policymakers, MESAG = Multi-disciplinary Expert Scientific Advisory Group, IMAG = Intergovernmental and Multi-stakeholder Advisory Group, CLA = Coordinating Lead Author, LA = Lead Author

		<ul style="list-style-type: none"> <li>Expert peer reviewers</li> </ul>		<ul style="list-style-type: none"> <li>Receive governmental and expert comments</li> </ul>	
October 2024	<ul style="list-style-type: none"> <li>3<sup>rd</sup> IK &amp; LK Dialogue</li> </ul>	<ul style="list-style-type: none"> <li>IP &amp; LC representatives</li> <li>IK &amp; LK Task Force</li> <li>Co-chairs</li> <li>MESAG members</li> <li>Secretariat</li> </ul>	Asia Pacific (TBC)	<ul style="list-style-type: none"> <li>Inclusion of IK &amp; LK in the Second Order Draft of GEO-7 and the First Order Draft of the SPM.</li> </ul>	
15 January – 15 March 2025	<ul style="list-style-type: none"> <li>Address comments from intergovernmental and expert peer review</li> </ul>	<ul style="list-style-type: none"> <li>Authors, fellows</li> <li>Co-chairs,</li> <li>SPM drafting team</li> <li>Secretariat</li> </ul>	READ platform (online)	<ul style="list-style-type: none"> <li>Respond to peer review comments</li> <li>Complete review grids</li> <li>Submit them to Review Editors for quality of response assessment.</li> </ul>	
15 March – 15 April 2025	<ul style="list-style-type: none"> <li>Assess quality of response to peer review comments</li> </ul>	<ul style="list-style-type: none"> <li>Review editors</li> <li>Secretariat</li> </ul>	READ platform (online)	<ul style="list-style-type: none"> <li>Review quality of responses from authors to the expert peer review</li> <li>Provide suggestions to authors for improving responses to peer review comments</li> </ul>	
January – October 2025	<ul style="list-style-type: none"> <li>Monthly IMAG and MESAG meetings</li> </ul>	<ul style="list-style-type: none"> <li>90 minute calls with set agenda</li> </ul>	Online	<ul style="list-style-type: none"> <li>Review main comments on FOD of SPM</li> <li>Prepare for final authors / review editors meeting</li> </ul>	
January - February 2025	<ul style="list-style-type: none"> <li>Chapter calls</li> </ul>	<ul style="list-style-type: none"> <li>Authors, chapter coordinators, subject matter experts, fellows</li> </ul>	Online	<ul style="list-style-type: none"> <li>Advance final drafts of chapters</li> <li>Prepare for review editors meeting.</li> </ul>	
15 April - 15 May 2025	<ul style="list-style-type: none"> <li>Respond to suggestions from Review editors</li> </ul>	<ul style="list-style-type: none"> <li>Authors</li> <li>Co-chairs,</li> <li>SPM drafting team</li> <li>Secretariat</li> </ul>	READ platform (online)	<ul style="list-style-type: none"> <li>Revise responses to peer review comments, as necessary</li> <li>Provide supporting rationale for revision of response to peer review comments</li> </ul>	
2-4 June 2025	<ul style="list-style-type: none"> <li>4<sup>th</sup> Authors meeting with Review Editors</li> </ul>	<ul style="list-style-type: none"> <li>Authors (CLAs)</li> <li>Review editors</li> <li>Co-chairs</li> <li>GEO fellows</li> <li>Secretariat</li> </ul>	Kuwait City, Kuwait or Cairo, Egypt or Korea	<ul style="list-style-type: none"> <li>Review quality of peer reviews chapter by chapter</li> <li>Review quality of SPM FOD peer review</li> <li>Address any outstanding peer review issues</li> </ul>	
4-5 June 2025	<ul style="list-style-type: none"> <li>MESAG meeting</li> </ul>	<ul style="list-style-type: none"> <li>MESAG members</li> <li>Secretariat</li> </ul>	Kuwait City, Kuwait / Cairo, Egypt or Korea	<ul style="list-style-type: none"> <li>Review different elements of scientific integrity of GEO process.</li> <li>Issue statement of assessment of scientific integrity of GEO process.</li> </ul>	
15 June – 1 July 2025	<ul style="list-style-type: none"> <li>Finalizing main chapters and their executive summaries</li> <li>Begin layout production of GEO-7 main report</li> </ul>	<ul style="list-style-type: none"> <li>Authors</li> <li>GEO fellows</li> <li>Secretariat</li> </ul>	Online	<ul style="list-style-type: none"> <li>Polished chapters, complete narrative.</li> <li>Finalization of front matters and back matters</li> <li>Finalization of graphics, including cover</li> <li>Establish work schedule for layout of main report.</li> </ul>	
July – Aug 30. 2025	<ul style="list-style-type: none"> <li>Editing, layout, production, quality control of main GEO-7 report</li> </ul>	<ul style="list-style-type: none"> <li>Secretariat</li> </ul>	Nairobi	<ul style="list-style-type: none"> <li>Science editing</li> <li>Copy editing</li> <li>Quality control, final version of the text</li> </ul>	

				<ul style="list-style-type: none"> <li>Professional layout, graphics design,</li> <li>Quality control of the layout and text</li> <li>Publication, final approvals of main report</li> </ul>	
15 June – 30 Aug 2025	<ul style="list-style-type: none"> <li>Biweekly calls with SPM author team</li> </ul>	<ul style="list-style-type: none"> <li>Coordinating lead authors</li> <li>Co-chairs of the assessment</li> <li>Secretariat</li> </ul>	Online	<ul style="list-style-type: none"> <li>Refine the SOD of the SPM in preparation for the draft SPM review meeting.</li> </ul>	
1 Sept. -30 October 2025	<ul style="list-style-type: none"> <li>SPM SOD online review</li> <li>GEO-7 embargoed version of main report as supporting document</li> </ul>	<ul style="list-style-type: none"> <li>Intergovernmental peer reviewers</li> <li>Secretariat</li> </ul>	READ platform (online)	<ul style="list-style-type: none"> <li>Receive comments from governments in preparation for SPM review and approval meeting</li> <li>Discussion with co-chairs and CLAs about approach to addressing comments.</li> </ul>	
1 Sept. – 30 October 2025	<ul style="list-style-type: none"> <li>Secretariat gathers comments on SOD of SPM to prepare for review and approval meeting</li> </ul>	<ul style="list-style-type: none"> <li>Co-chairs</li> <li>CLAs</li> <li>Fellows</li> <li>Secretariat</li> </ul>	Online	<ul style="list-style-type: none"> <li>Address and respond to peer review comments</li> <li>Prepare SPM for review and approval</li> </ul>	
3 November – 7 November 2025	<ul style="list-style-type: none"> <li>SPM review and approval (Member State representatives, IMAG members, MESAG Bureau, assessment co-chairs, chapter CLAs – to ensure line of sight with the main report)</li> </ul>	<ul style="list-style-type: none"> <li>Member States</li> <li>Co-chairs</li> <li>CLAs</li> <li>A few GEO fellows</li> <li>IMAG</li> <li>MESAG Bureau</li> <li>Secretariat</li> </ul>	Nairobi, Kenya	<ul style="list-style-type: none"> <li>Receive acceptance of main GEO report from AHOM participants</li> <li>Review text of draft SPM line by line.</li> <li>Ensure alignment of revised draft SPM text with main report</li> <li>Seek approval of revised draft SPM.</li> </ul>	
November 2025	<ul style="list-style-type: none"> <li>Final layout SPM</li> </ul>	<ul style="list-style-type: none"> <li>Secretariat</li> </ul>	Online	<ul style="list-style-type: none"> <li>Finalization of graphics, including cover</li> <li>Establish work schedule for layout of SPM</li> </ul>	
November 2025	<ul style="list-style-type: none"> <li>4<sup>th</sup> IK &amp; LK Dialogue</li> </ul>	<ul style="list-style-type: none"> <li>IP &amp; LC representatives</li> <li>IK &amp; LK Task Force</li> <li>Co-chairs</li> <li>MESAG members</li> <li>Secretariat</li> </ul>	TBC	<ul style="list-style-type: none"> <li>'Giving back' Dialogue where an IK &amp; LK Summary of Key Messages will be presented to Indigenous People and Local Communities</li> </ul>	
8-12 December 2025 (during UNEA-7)	<ul style="list-style-type: none"> <li>Launch of GEO-7</li> </ul>	<ul style="list-style-type: none"> <li>TBD</li> </ul>	Nairobi, Kenya	<ul style="list-style-type: none"> <li>Seek endorsement of main GEO-7 report and its accompanying SPM from Member States.</li> </ul>	