WHSOP-ADM-01

Revised Agenda

1. **Opening of the workshop on the Harmonisation of Scientific Observers' Programmes**

2. **Administrative arrangements**
   a. Adoption of the meeting objectives and agenda
   b. Appointment of rapporteurs

3. **Determination of the workshop objectives and agenda**

4. **Harmonising CCPs scientific observer programmes**
   a. Documentation supplied to observers by CCPs for their respective Observer Programmes
   b. Training procedures used by CCPs for their respective Observer Programmes
   c. Monitoring of VMEs
   d. Post-trip evaluation, data submission, and review

5. **Development of an evaluation process for scientific observer programmes to improve data quality**
   a. CCP observer programme infrastructure
   b. Training of observers
   c. Post trip evaluation, data submission, and review

6. **Developments on the use of e-monitoring to support scientific observation**
   a. E-monitoring standards
   b. Data collection, storage, and security
   c. E-monitoring review requirements

7. **Recommendations to the Scientific Committee** on
   a. the means to achieve harmonisation of CCPs scientific observer programmes,
   b. an evaluation process for scientific observer programmes to improve data quality, and
   c. the introduction of e-monitoring schemes to support scientific observation

Indicative Session's schedule

UTC	SESSION 1 27 October 2021	SESSION 2 03 November 2021	SESSION 3 10 November 2021
	1. Opening of the workshop	Summary of Session 1	Summary of Session 2

06:00 - 06:30	**2. Administrative arrangements**
	  a. Adoption of the meeting objectives and agenda
	  b. Appointment of rapporteurs
	3. Determination of the workshop objectives and agenda
		5. Development of an evaluation process for scientific observer programmes to improve data quality
		  a. CCP observer programme infrastructure
			7. Recommendations to the Scientific Committee on
			  c. the introduction of e-monitoring schemes to support scientific observation

06:30 - 07:30	**4. Harmonising CCPs scientific observer programmes**
	  Participants presentation CCPs scientific observer programmes
		5. Development of an evaluation process for scientific observer programmes to improve data quality
		  b. Training of observers
			7. Recommendations to the Scientific Committee on
			  a. the means to achieve harmonisation of CCPs scientific observer programmes,

07:30 - 08:00	**4. Harmonising CCPs scientific observer programmes**
	  a. Documentation supplied to observers by CCPs for their respective Observer Programmes
		5. Development of an evaluation process for scientific observer programmes to improve data quality
		  c. Post trip evaluation, data submission, and review
			7. Recommendations to the Scientific Committee on
			  b. an evaluation process for scientific observer programmes to improve data quality

08:00 - 08:30	**COFFEE BREAK**		

08:30 - 09:00	**4. Harmonising CCPs scientific observer programmes**
	  b. Training procedures used by CCPs for their respective Observer Programmes
		6. Developments on the use of e-monitoring to support scientific observation
		  a. E-monitoring standards
			Roadmap
			Outcomes

09:00 - 09:30	**4. Harmonising CCPs scientific observer programmes**
	  c. Monitoring of VMEs
		6. Developments on the use of e-monitoring to support scientific observation
		  b. Data collection, storage, and security	

09:30 - 10:00	**4. Harmonising CCPs scientific observer programmes**
	  d. Post-trip evaluation, data submission, and review
		6. Developments on the use of e-monitoring to support scientific observation
		  c. E-monitoring review requirements	