

Planning calendar: Quarterly Update for Central Executive Team

Quarter	Planning, monitoring & reporting	Governance meetings	Projects & community consultations	Events
3	<ul style="list-style-type: none"> • Project Board meetings (for EMP, EIEP & PET - TBC) • SMT quarterly review meeting (21st September) • 2022 budget & activity planning (Dates TBC - linked to Review & Reorganisation) 	<ul style="list-style-type: none"> • FAI (25th August) • Board quarterly review (13th October) • <i>Board call flexible agenda (20th July, 11th August, 13th October)</i> 	<ul style="list-style-type: none"> • Editorial Management System (EMS) - roll out to all networks by September • Editorial Independence and Efficiency Project (EIEP) <ul style="list-style-type: none"> ○ Workstream 1 - Piloting . Phase B (4 more review groups join pilot) ○ Workstream 2 – Consultation. April 2021 – November 2021 Consultation process with Review Groups • Plain Language Summary (PLS) - Recommendations for future of PLS project • Monitoring & Evaluation Framework – <ul style="list-style-type: none"> ○ 2021 Group reporting ongoing ○ Development of Board/SMT management metrics and impact data to support fundraising and data collection processes • Review & Reorganisation – Start of CET consultation and employee changes • OA – Board workshops 	
4	<ul style="list-style-type: none"> • Project Board meetings (for EMP, EIEP & PET - TBC) • SMT quarterly review meeting (30th November) • SMT away day (Nov dates TBC) • 2022 budget & activity planning (Dates TBC - linked) 	<ul style="list-style-type: none"> • AGM 27th October • FAI (6th December) • Board quarterly review (14th December) • <i>Board call flexible agenda (8th November)</i> 	<ul style="list-style-type: none"> • EMS - All content transferred to new EMS by end of the year • EIEP <ul style="list-style-type: none"> ○ Workstream 1 - Piloting . November 2021 - Phase C (scale up with 5-10 more review groups). ○ Workstream 2 – Consultation. April 2021 – November 2021 Consultation process with Review Groups • Monitoring & Evaluation Framework – <ul style="list-style-type: none"> ○ 2021 Group reporting deadline 15 October; analyses and report for November ○ Continued: Development of Board/SMT management metrics and impact data and data collection processes 	<ul style="list-style-type: none"> • Board appointments / elections • Cochrane Convenes: 5, 6 and 14 October • Cochrane's 2021 Methods Symposium (12th October) • Evidence Based HealthCare Day with GES partners (20th October)

	to Review & Reorganisation)		<ul style="list-style-type: none"> • Review & Reorganisation – Process to reach completion • OA – TBC 	<ul style="list-style-type: none"> • Launch Cochrane India Network 26 October
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Acronyms

AGM – Annual General Meeting

CRG - Cochrane Review Groups

EIEP - Editorial Independence & Efficiency pilot

EMS - Editorial Management System

ETP - Editorial Tech Product

FAI - Finance, Audit and Investment

GES - Global Evidence Summit

OA – Open Access

PLS - Plain Language Summary