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**Action/Decision Items from IW:LEARN Steering Committee Meeting –  
Teleconference  
February 12<sup>th</sup>, 2007**

The IW:LEARN Steering Committee (SC) held a teleconference meeting on February 12<sup>th</sup>, 2007. Envisioned completion dates are **bolded**. Actors responsible are underlined. ~~Strike-outs~~ were (rejected or) completed before this list was circulated. Participants are listed at the end.

**I. INPUTS**

- a. Management Response to MTE Report - table annotated w/our response to recommendations & space for your direction to us regarding the same
- b. Updated annual workplan, incorporating realization of those recommendations SC selected for PCU to pursue

**II. OUTPUTS**

1. Refined Management Response table, including Steering Committee direction, by recommendation number
2. Revised 2007 Work Plan for UNOPS-executed portion of IW:LEARN

**III. AGENDA, DECISIONS AND ACTIONS**

***A. SC review and provide direction on Management Response to Recommendations (40-70 min) and [if time permits] revised 2007 worl plan***

- DECISION: As conveyed at this telecom, SC direction regarding the UNOPS-executed management (PCU) response to the IW:LEARN [Mid-Term Evaluation Report](#)'s 27 Recommendations should be incorporated into the management response document (as renamed "MTE SC Direction v2007-02-12.doc") and, for posterity's and transparency's sake, posted to iwlearn.net.

1. PCU will circulate to SC and post to iwlearn.net revised management response document and 2007 work plan by **16 February**.

***B. SC identify critical items to include in their transmittal letter to IA and GEF Evaluation Office[r]s (15 min)***

- DECISION: SCOM announced there is no need for the said-transmittal letters.

***C. Establish time for next SC meeting (5 min)***

- DECISION: SCOM to convene at the latest in two months (April) to discuss sustainability and other issues (project reps to the SC), but in one month (March) if need arises sooner.

- DECISION: UNEP team will organize date/time for telecon to address Nairobi-pertinent elements of MTE recommendations (notably #s 16-18, 24, 27).

2. UNEP-IW:LEARN team will convene a separate IW:LEARN SC meeting once they are prepared to respond to those MTE recommendations pertinent to their ProDoc, by **28 February**. Prior UNEP decisions regarding structure of their project management team should consider tentative direction SC conveyed in the attached "MTE SC Direction..." document.

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*Steering Committee Members Present*

GEF: --

UNDP: Andrew Hudson

UNEP: Isabelle van der Beck

World Bank: Tracy Hart (substitute & IWTF)

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*Steering Committee Members Not Present*

GEF: Al Duda, Andrea Merla, Peter B.,

Christian Severin

UNDP: Vladimir Mamaev

UNEP: Takehiro Nakamura (part-time)

UNOPS: Andrew Menz

World Bank: Mei Xie (WBI)

*Other Participants* – IW:LEARN Project Coordinating Unit (PCU): Dann Sklarew, Janot Mendler, Mish Hamid, Sean Khan