

LEAD: [U]NEP; [D]MS; [J]RMdS; [M]HH

No.	MTE Recommendation	2007Q1	2007Q2	2007Q3	2007Q4
1	<i>Agree to option to extend or option to close based on the status of the recommendations presented herein.</i>	SC mtg 11 Jan	At spring SC meeting, PCU provide status report on delivery of recommendations, outputs and outcomes (for SC and APR/APPR/PIR)		At fall SC meeting, PCU present status on delivery of recommendations, outputs and outcomes, to inform SC decision to extend or close.
3	<i>Revised Mission Statement and Service Delivery Agreement/Charter</i>		By April 30, PCU should develop revised Mission Statement, incl. SMART services, developed in consultation w/projects and GEFSec, then approved by SC.		
8	<i>Business plan study</i>			By July 31, Steering Committee should request the PCU to commission a study to develop a simple business paper specifying what pre-conditions IW Portfolio Projects, IAs and PALs should meet with respect to IW:LEARN to maximise mutual benefits.	The plan approved by the Steering Committee and transmitted to GEF [IWTF] for consideration.
9	<i>Business plan recommendations mainstreamed into GEF IW Project cycle procedures</i>				The GEF should respond to the business paper indicating whether it can ensure that new Projects in the GEF IW portfolio will be approved, to a

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					reasonable extent, based on the requirements specified in the simple business plan.
10	<i>Select terminal evaluation</i>				(TORs for TE presented to SC for approval and contracting in 2008Q1; issue of recruiting consultant who aware of vs. naïve of GEF IW resolved by SC.)
13	<i>Approved Monitoring and Evaluation Plan and Sustainability Plan</i>		PCU prepared, and the Steering Committee agreed, a Monitoring and Evaluation Plan and a Sustainability Plan M&E plan should be posted as links to electronic verifying documents on the IW:LEARN web site map (or equivalent logical framework structure) with a clear link from the M&E site on project home page.	As part of realizing M&E plan, cumulative (to June 2007) results and anecdotal impacts reported to GEF as part of APR/PIR/APPR process.	GEF IWTF and PALs commitments secured for realizing Sustainability Plan.
15	<i>“Surgeries” strategy for IW:LEARN E-fora to be tested.</i>		Consideration should be given to scheduling and providing “surgeries” using roster experts where IW Projects can access a particular area of relevant expertise at particular times (perhaps using skype or equivalent).		Outcome of each surgery Q&A in a “surgery toolkit” clearly labelled using the IW:LEARN glossary/thesaurus to facilitate searching, posted in a “surgery area” of the IW:LEARN website and IW Projects web toolkit sites.
16	<i>Agree single line of management authority</i>	PCU to identify and all IAs to agree a single line of management authority for PCU	Full-time hire in place to manage delivery of Component A (resources re-allocated from D1) + UNOPS-		

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		Management of the Project.	UNEP MOU for coordination		
17	<i>Resolve co-financing commitments</i>	PCU to write a letter by end April 2007 copied to the GEF secretariat to all partners who still have outstanding commitments asking them to provide a clear statement as to the status of the commitment.	The letter should indicate that if co-financing commitments cannot be met by end July 2007 then it will not be possible to partner with IW:LEARN.		PCU should have a firm indication of the status of the co-financing commitments.
18	<i>Steering Committee composition resolved</i>	SC identifies at least 2 project representatives identified to join SC, along with resources to support their participation. SC does not include project implementers. PCU to send invitation to each IA to nominate one project rep who is interested and able; provide call-in number (i.d., areas, issues for participation) – feedback on how to serve them			Fall 2006 SC meeting includes 2 project reps and no IW:LEARN implementers on SC.
19	<i>Steering Committee information publicly available</i>	By end of April, mode of operation of the Steering Committee, agenda, minutes and opportunity to raise items should be publicly available to the			

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		IW Projects.			
24	SEA RLC Web site "postponed"	UNEP-IW:LEARN contract with SEA START RC realigned and renegotiated.			SEA START RC logistical support for 1 st Q 2008 IW:LEARN public participation workshop in SEA region
25	Participation by PCU Staff in international "side" events should be minimised.	No side events; only guidance to Global Forum on Oceans ('08)	No side events; only guidance to Global Forum on Oceans, ...	No side events; only guidance to Global Forum on Oceans, ...	No side events; only guidance to Global Forum on Oceans, ...
26	Workshops, cross-visits and exchanges designed to "identify" needs should be dropped in preference to a reduced number of workshops, cross visits and exchanges that will deliver shared and transferable solutions in the form of documented good practices and toolkits.	Needs assessment revised informally to advise IWC4	Needs assessment incorporated into IWC4 agenda	Future priority needs re-affirmed at IWC4; Component B workshops continue to deliver and document "transferable solutions, while Component A (iwlearn.net) and Activity E2 disseminate the same.	Component B workshops continue to deliver and document "transferable solutions, while Component A (iwlearn.net) and Activity E2 disseminate the same.
27	Revised budget agreed to support delivery of recommendations taken from specified activity areas.	(SC rejected postponing IWC4, so no action required on that sub-item.)	A revised budget for the remainder of the Project based on the above suggestions should be prepared for and approved by the Steering Committee and (if necessary) IAs and GEF by 30 th April 2007.		

PRE-EXISTING WORK PLAN (per Pro Doc):

Activity	2007Q1	2007Q2	2007Q3	2007Q4
A1.1 - IW IMS				
A1.2 Regional/thematic modules	3rd IW-IMS module launched		3rd IW-IMS module completed	
A1.3 IW Help Desk	Helpdesk responds to 6 requests	Helpdesk responds to 6 requests	Helpdesk responds to 6 requests	Helpdesk responds to 6 requests
A2.1 - IW Workshops			Final ICT Training Workshop (@ IWC4?)	
A2.2 – IT Project Network	50% of projects' Websites linked to IW-IMS (continued)		75% of projects' Websites linked to IW-IMS	<i>(Progress towards 95% linked by Oct 2008)</i>

Activity	2007Q1	2007Q2	2007Q3	2007Q4
B1.1 Caribbean: UNEP-CEP	Set up e-forum, linked to CEP, ROLAC, OAS IWRN information systems; Establish e-forum info and archive inter-linkages with GEF IW-IMS (continued)		Contribute to IW:LEARN sustainability plan (E1) (Continued)	
	CAR-RCU select and hire consultant to organize & facilitate regional consultative dialogue/s	Core team convened	Background paper approved by IWTF	First w/s completed; plan for 2008 wrap-up activities.
B1.2 Africa: Inwent	Identify and solicit participants for IWRM capacity-building activities (freshwater and marine, continued)	Completed		
	Organize and schedule PP workshop/s with key partners (continued)			Completed
	Conduct Africa learning exchanges (continued)	Completed		
	Contribute to IW:LEARN sustainability plan (E1) (continued; Africa MSP)	Completed		
	Plans articulated for interlinking activity outputs with GEF IW project information systems and IW-IMS (continued)	Completed		
	Activities linked to GEF IW-IMS Africa module (=African IW Information System @ UNECA) (continued)			
B1.3 European Sharing	Completed.			

Activity	2007Q1	2007Q2	2007Q3	2007Q4
B2.1.1 Aquifers – UNESCO	Engage UNESCO in IWC4 planning.		Products and outcomes of GEF IWC4 documented in IW-IMS module	
B2.1.2 Lakes - LakeNet	Implement structured learning plan for IWC 4		Proceedings from lake sessions at GEF IWC4 documented in IW-IMS module	
B2.1.3 Rivers - IUCN/WANI	Engage IUCN-WANI in IWC4 planning.		Proceedings from river basin sessions at GEF IWC4 documented in IW-IMS module	Report second regional training workshop, including results from e-forum discussions. Workshop planned in LAC.
B2.2.1 Marine Ecosystems	Engage IUCN-GMP in IWC4 planning.	Econ Valuation Training		For FV TOR: fw-marine joint Publication of Econ Valuation Guide (?)
	3-4 E-sessions			
	One new publication		Develop and Hold IWL LME sessions at IWC4	
B2.2.2 LME Training: University of Rhode Island	Continue distributing LME Governance Handbook	(continued)	(continued)	(continued)
B2.3 Coral Reefs: WorldFish?	1 st Coral Reef workshop results in <i>IW Bridges</i>	Topic and invites set for 2 nd coral reef workshop	2 nd coral reef workshop at IWC4	
B3 Stakeholder Exchanges	Groundwater Exchange; 2-8 project exchange proposals solicited for Year 3	1-4 exchanges; 1-4 project exchange proposals selected for Year 3	1-4 exchanges; 2-8 project exchange proposals solicited for Year 4	1-4 exchanges; 1-4 project exchange proposals selected for Year 4
B4 P2 Training: ELI	Summary of report from 1st workshop (incl proceedings, M&E)	2rd Public Participation Workshop, planned in conjunction with ELI, InWent and WBI in Africa (or at IWC4)	Site and participants selected for 3 rd Public Participation Workshop, in Asia-Pacific region; Assessment of progress toward sustainability of benefits	Summary of report from 2nd workshop (incl proceedings, , M&E)

Activity	2007Q1	2007Q2	2007Q3	2007Q4
C2 IW Conference 4: GETF	Engage BCLME & UNDP regional coord, and PALS in planning regional & thematic objectives/activities	Finalize logistics (including technical/cultural visit), agenda (including host committee welcome, keynote, etc), materials (info packets), participants (ensure IWENS received from all projects), sponsored travel, etc.	IWC4	Summary of IWC outputs & outcomes and final report
D1 Sea Start RLC	SC-approved revised TOR; Proposal/strategy report for IW:LEARN; termination or Sustainability Plan for this activity.			
D2 Southeastern Europe: GWP-Med	Tech Coord Mtg. (Sarajevo) TWIEN- SEE e-forum & update	Thematic CB Material 3	3 rd Roundtable: Groundwater (provisional date)	Workshop 4 report; 5 th Roundtable: Mestos River; Sustainability
D3	<i>Completed</i>			
E1 Sustainability	Sustainability plan drafted	Sustainability plan presented to SC for approval	Identification of steps and timetable for implementation of Sustainability Plan by end of project	Progress report to SC on implementing sustainability activity-by-activity
E2.1 Travel Support	No events. [consider potential contribution/s to WB Water Week]	No events.	No events.[review utility of participation at Water Week]	Begin planning for Global Forum on Oceans travel support.
E2.2 LME Video	Post to Web; secure international broadcast permission from owners of copyrighted elements	Partners translate into 3 languages, of which 2 are official UN.	Partners broadcast in nations in at least 1 GEF beneficiary region.	Partners broadcast in nations in at least 2 GEF beneficiary regions (cumulatively).
E2.3 Gender Water	GWA agree TOR & contract w/UWC; Determine feasibility of East Asian GW Exhibit,	Solicit Gender/Water expo contributions from GEF IW projects in Africa	Launch Africa Phase Expo at GEF IWC4; all exhibits but Asia under GWA ownership and sustained	Plan for national expos in Africa in 2008; M&E report to SC re: results & impacts of GWE; potential launch

Activity	2007Q1	2007Q2	2007Q3	2007Q4
	with support from Asia Water Forum.		by its regional partners	of Asia G&W exhibit at Asia Water Summit
E2.X Experience Notes	Produce at least 3 experience notes	Produce at least 3 experience notes	Produce at least 3 experience notes	Produce at least 3 experience notes
E2.B Bridges Newsletter	At least one edition circulated to all GEF IW project offices	At least one edition circulated to all GEF IW project offices	At least one edition circulated to all GEF IW project offices	At least one edition circulated to all GEF IW project offices