



Action/Decision Items from IW:LEARN Steering Committee Meeting June 4th, 2007 - Washington, DC

The IW:LEARN Steering Committee (SC) held a face to face meeting on June 4th, 2006. Envisioned completion dates are **bolded**. Actors responsible are underlined. ~~Strike-outs~~ were completed before this list was circulated. Participants are listed at the end.

1. Q and A on Action Items Follow-up

1. MHH to prepare TDA SAP CD , and post all languages to the website (French, Spanish, English), consulting with Paula Caballero and Abdoulaye Ndiaye by **30 June**.
2. JRMdS (cajoling Andy Hudson) to ask Chidi to translate the LME video into French by **30 June**.

2. MTE Recommendations, Progress on their Implementation

3. Inform SC of 2007 Progress to Date (by Component/Activity and Quarter)

4. Provide SC Insights and Coordinate Agencies' Contributions to Semi-Annual Work Plan (by Component/Activity and Quarter)

3. IWL to prepare Sustainability plan by **30 October**.
4. UNOPS AND UNEP IWL to create two-stage TOR (using as a basis the UNEP TE TOR) by **30 October**.
5. UNOPS AND UNEP IWL to post new interagency coordination (crosswalk) by **18 June**.
6. MHH to send SK the old metadata (m and e, workplan) by **15 June**.
7. Andy Hudson to send letter to UNEP 2nd in command to express gratitude but also inform there will not be a need to attend.
8. UNOPS to share detailed IWC docs with IWC4PC by **8 Jun**.

DECISION: Quality control person for celebrating Africa achievements will be corresponding IA.

9. Chris Severin and Andy Hudson to provide specific SAP candidates by **12 June**.
10. GETF to post suggestions for participant led proposals by **8 June**.

11. DMS to announce LME workshop and how to register **ASAP**.

12. GEF to ask GEF on replacement for Andrea during the GEF Policy Talk during IWC4.

13. UNOPS to prepare orientation packet for participants at IWC4 by **8 June**.

Orientation packet

DECISION: Every Wednesday until the IWC4 the IWC4PC will have a coordination meeting (8 am on 13 June, 9am thereafter)

14. SAK and JRMdS will work together on APR/PIR by **August**.

DECISION: SAK to call all three IA head and regional coordinators's each quarter for content updating and generation until the system does not work.

INFORMATION: Transboundary Economic Valuation document en route.

15. UNOPS to inform IWC4 Participants about EV Workshop with email, website and the at-a-glance **ASAP**.

DECISION: No objection to second groundwater learning exchange.

16. UNOPS to market scholarship/grant (exchange) at the outset of peer assist in particular **during IWC4**.

17. UNOPS(JRMdS) to invite project scom reps to dinner meeting in August **ASAP**.

18. UNOPS(JRMdS) to prepare terms of reference for them by **20 June**.

5. Any Other Business

6. Recap Decisions and Action Items

7. Set next SC meeting date (telecon? After that @ IWC4?) (MHH) [5min]

DECISION: The SCOM will convene on 4 August at the end of IWC4.

DECISION: The SCOM will convene in November to evaluate the sustainability plan.

DECISION: The SCOM will convene at 1am/8am (DC/Nairobi) at some point in the future.

Steering Committee Members Present

GEF: Christian Severin

UNDP: Andrew Hudson

UNEP: Isabelle van der Beck, Takehiro

Nakamura, Tessa Goverse

World Bank: Tracy Hart (substitute & IWTF)

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

Steering Committee Members Not Present

GEF: Al Duda, Andrea Merla, Peter Bjoernsen

UNDP: Vladimir Mamaev

UNEP:

UNOPS: Andrew Menz

World Bank: Mei Xie (WBI)