

Action No.	Action	Status	Note
Ch1	The Forum Coordinator to follow up with Ted Downing on outcomes of the China Forum meeting.	√	Minutes were sent with an invitation to comment. Feedback focussed on setting policy principles to ensure no new poverty is created by projects and livelihood betterment as a minimum.
Ch2	The Forum Coordinator to post previous Protocol assessments that can be made publicly available onto the Forum external website.	In train	
Ch3	The Forum Coordinator will circulate terms of reference for analysis of previous Protocol assessments to Forum members for comment and identification of potential consultants.	x	No action on this to date.
Ch4	Forum members will provide any further ideas to merge, rename and simplify aspects to the Forum Coordinator for incorporation into a meeting paper for the Forum meeting in Brazil.	√	All proposals received have been incorporated into Mtg 5 Papers 7a, 8a, 10a and 15a.
Ch5	The Forum Coordinator will update Mtg4 Paper 14 in a format consistent with the approach in Mtg4 Paper 13a, but with no scoring and with attributes expressed in neutral language.	√	Updated content is provided in Mtg 5 Papers 7a, 8a, 10a and 15a.
Ch6	Forum members to bring any additional ideas for potential sources of funding to the Brazil Forum meeting.	√	Agenda item 3 is provided to allow these ideas to come forward.
Ch7	The Forum Coordinator will draft the Brazil meeting agenda incorporating climate change; transboundary issues; catchment management; and free, prior and informed consent.	√	The agenda for Forum Meeting 5 includes these elements.
Ch8	The Forum Coordinator will liaise with Forum members to develop a list of potential network consultation sessions, target organisations and individuals, target events during Jan-Feb 2009, and availability of Forum members during this period, as a basis for agreement on a plan at the Brazil Forum meeting.	√	Summary of input is provided as Mtg5 Paper 12.

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Ch9	The Forum Coordinator to develop a scope of work for a consultant to work with the Forum during this period, coordinate and support Forum member consultation efforts, develop the web-based feedback platform, conduct direct consultations, and produce a summary report. This scope will be circulated to Forum members for comment and recommendations on a suitable consultant.	√	Consultation Consultant scope developed and approved, made available for Expressions of Interest, and appointment made to Sarah Roberts of Arup.
Ch10	The Forum Coordinator will liaise with Forum members to fill in the attributes for the key social aspects identified by the Forum (Attachment 2 to the Mtg4 minutes), and circulate this to the social issues reference group for review.	In train	Draft key social aspects document circulated out of session for comment. Not yet circulated to the social issues reference group.
Ch11	The Forum Coordinator will liaise with Joji Corino, and invite her to attend the Brazil Forum meeting and advise on the discussions of social aspects and attributes.	√	Joji Corino contacted, but she advised she was unable to make further commitments.

Status of actions in train from previous Forum meetings (W = Washington DC, Mar 08; SR = Santa Rosa, Jul 08, Z = Zambia, Sep 08):

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W8	Coordinator to:		
W8b	Identify potential sites for field testing the Protocol, especially in the developing world, inviting active support and proposals from Forum members.	x	Will be developed as part of the trialling strategy.
SR8	The Forum Coordinator will investigate the potential for holding Forum Meeting 6 earlier and Forum Meeting 8 later, and will bring proposals for timing and location back to the Forum.	In train	Meeting 6 locations and dates are confirmed. Meeting 8 location and dates are unconfirmed.
Z1	The Coordinator will draft a scope of work for a consultant to review and collate the different comparative analyses of the IHA Protocol against World Commission on Dams Strategic Priorities, the Equator Principles / IFC Performance Standards, and multi-lateral development bank safeguard policies in a form that can guide the Forum's progress. This scope will be reviewed by Forum members and will be progressed if it can be done for £5000 or less and provided as a draft to the December Forum meeting.	In train	Comparative analyses of IHA-WCD and IHA-World Bank Safeguards were provided at Forum Mtg 5. Equator Banks assessment of IHA-IFC Performance Standards is in train.
Z3	The Coordinator will progress development of a Trial Strategy for the Draft Revised Protocol in line with Mtg3 Paper 5a, commencing with development of criteria for selection of candidate hydropower projects to be considered at the next meeting.	x	No action on this to date.

HSAF Meeting 4 Issues Open for Further Discussion

Issues arising from these meeting discussions that are recognized as requiring dedicated discussion at a future Forum meeting include but are not limited to:

- Further refinement of draft aspects and attributes;
- Protocol format, including the number of aspects per Protocol section; the potential for grouping or sequencing of aspects within each section; approaches to measurement of each aspect; and guidance notes/other support on scoring;
- Incorporation of climate change into the Protocol;
- Consultation and trialling; and
- Forum funding.