

MEETING 8 ACTION	STATUS
<b>Mtg 8 Action 1:</b> <i>The Forum Coordinator to ensure that the correct number of people from dam-affected communities participating in engagement activities is put into the Consultation Outcomes Report before it is made publicly available.</i>	completed
<b>Mtg 8 Action 2:</b> <i>The Forum Coordinator to ensure opportunities in the forward work plan for Forum members to further discuss the relationship between Protocol requirements and national requirements.</i>	In train through review of progressive drafts of Protocol Introduction
<b>Mtg 8 Action 3:</b> <i>The Forum Coordinator to ensure opportunities in the forward work plan for Forum members to clarify a unified view on Forum member expectations and ambitions for its work, expressed in a variation to Figure 1 in the Minutes to Forum Meeting 8.</i>	completed
<b>Mtg 8 Action 4:</b> <i>Recognising that the Draft Protocol is overwhelming and complex on a first presentation, in the re-drafting effort the Forum will initially prepare an “outline document” for each section, initially just for Section II, and get feedback from reference groups on this document. This Outline Document will capture for each topic the description, intent, criteria, and for each criterion the scores of 3 and 5.</i>	completed
<b>Mtg 8 Action 5:</b> <i>The Forum Coordinator to ensure that a review of the ordering of aspects will be undertaken.</i>	Proposal provided in Protocol Draft1 documents for discussion at Forum Meeting 9
<b>Mtg 8 Action 6:</b> <i>The Forum Coordinator to ensure opportunities in the forward work plan for Forum members to discuss guidance notes.</i>	In train through review of progressive drafts of Protocol documents
<b>Mtg 8 Action 7:</b> <i>The Forum Coordinator to ensure opportunities in the forward work plan for Forum members to discuss cross-cutting issues.</i>	In train through review of progressive drafts of Protocol documents
<b>Mtg 8 Action 8:</b> <i>The Forum Coordinator to ensure opportunities in the forward work plan for Forum members to further discuss scoring of non-relevant topics.</i>	In train through review of progressive drafts of Protocol Introduction
<b>Mtg 8 Action 9:</b> <i>The Forum Coordinator to ensure the opportunity in the forward work plan for Forum members to resolve the definition of proven best practice.</i>	In train through review of progressive drafts of Protocol Introduction
<b>Mtg 8 Action 10:</b> <i>The Forum Coordinator to ensure the opportunity in the forward work plan for Forum members to further discuss presentation of results.</i>	In train through review of progressive drafts of Protocol Introduction

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<p><b>Mtg 8 Action 11:</b> <i>The Forum Coordinator will undertake the following further work on the Section II Outline Document:</i></p> <ul style="list-style-type: none"> <li>• <i>Ensure each criterion has a statement of 3 and 5 score. 3 statements are succinct, and not overly prescriptive. Statements of 5 are information that is addition to the 3.</i></li> <li>• <i>For now, ensure each statement of 3 can be expressed as a stand-alone statement reflecting basic good practice, describing practice which every project should exhibit, which can be collated in a single document and be reviewed and discussed. Guidance notes or further word refinements can be made later to tighten to assessment language and needs.</i></li> <li>• <i>Write statements for which examples can be identified of who would be the interviewee, and examples of what evidence could be tabled to support that score; wherever possible, provide this information.</i></li> <li>• <i>Ensure consistency in approach across the topics and criteria.</i></li> </ul>	<p>Completed</p>
<p><b>Mtg 8 Action 12:</b> <i>Forum members will work on drafting the criteria and associated 3 and 5 statements for those aspects which were not able to be completed within the meeting time:</i></p> <ul style="list-style-type: none"> <li>• <i>Project Affected Communities &amp; Livelihoods – Helen Locher, Gwen Terras</i></li> <li>• <i>Indigenous Peoples – Helen Locher, Gwen Terras</i></li> <li>• <i>Biodiversity &amp; Invasive Species – Andrew Scanlon, David Harrison</i></li> <li>• <i>Public Sector &amp; Corporate Governance – Donal O’Leary</i></li> <li>• <i>Land &amp; Catchment Management – Andrew Scanlon, Joerg Hartmann</i></li> <li>• <i>Procurement – Refaat Abdel-Malek, Donal O’Leary</i></li> </ul>	<p>Completed</p>
<p><b>Mtg 8 Action 13:</b> <i>The Forum Coordinator to ensure the opportunity in the forward work plan for Forum members to discuss Section III.</i></p>	<p>In train through review of progressive drafts of Protocol documents</p>
<p><b>Mtg 8 Action 14:</b> <i>The Forum Coordinator to ensure the opportunity in the forward work plan for Forum members to discuss Section IV.</i></p>	<p>In train through review of progressive drafts of Protocol documents</p>
<p><b>Mtg 8 Action 15:</b> <i>A Forum sub-group will review the issues and proposals for Section I and develop a concept note to circulate to Forum members for their consideration. Once the approach is agreed, the sub-group will develop a Section I Outline Document for Forum member review. Then full Section I content will be developed for Forum Mtg 9 papers. David Harrison will lead this sub-group, with other members being Refaat Abdel-Malek, Daryl Fields, Joerg Hartmann, Kirsten Nyman and Donal O’Leary.</i></p>	<p>Completed</p>

MEETING 8 ACTION	STATUS
<b>Mtg 8 Action 16:</b> <i>The Forum Coordinator to ensure the opportunity in the forward work plan for Forum members to discuss the remaining and unresolved issues raised in the consultation and trialling, and agreement on Forum responses.</i>	Document to be provided for reference at Forum Meeting 9 outlining issues raised and draft responses
<b>Mtg 8 Action 17:</b> <i>Forum members to provide comments identifying any factual errors to the Forum Coordinator on either the Draft Trialling Outcomes Report or the Consultation Outcomes Report by Friday 12/2.</i>	Completed
<b>Mtg 8 Action 18:</b> <i>The Forum Coordinator to ensure collection of estimates of in-kind contributions to consultation and trialling.</i>	In train, to be discussed at Forum Meeting 9
<b>Mtg 8 Action 19:</b> <i>The Forum Coordinator to ensure arrangements are made for Webinars 3 and 4.</i>	Completed
<b>Mtg 8 Action 20:</b> <i>The Forum Coordinator to investigate the potential to get auditor review of re-drafting Protocol content provided as an in-kind contribution.</i>	Completed
<b>Mtg 8 Action 21:</b> <i>The Forum Coordinator to ensure the opportunity in the forward work plan for Forum members to discuss follow up to Forum Meeting 9.</i>	In train, for further discussion at Forum Meeting 9
<b>Mtg 8 Action 22:</b> <i>The Forum Coordinator to ensure the opportunity in the forward work plan for Forum members to discuss arrangements for Forum Meeting 9.</i>	Completed

WEBINAR MEETING 3 ACTION	STATUS
<b>Webinar 3 Action 1:</b> <i>The Forum Coordinator to see whether there is some potential to find consensus on a definition of a score of 5 that clarifies what best practice is with respect to, and to bring a proposal back to the Forum.</i>	Several opportunities have been provided for discussion. Definition to progress with is provided in HSAP Draft1 Introduction
<b>Webinar 3 Action 2:</b> <i>The Forum Coordinator to draft responses to the issues raised in the HSAF Phase 2 Consultation Outcomes Report, and circulate for Forum member review.</i>	Document to be provided for reference at Forum Meeting 9 outlining issues raised and draft responses
<b>Webinar 3 Action 3:</b> <i>The Forum Coordinator to draft text for the Introduction to the Protocol about the relationship of the Protocol statements to national requirements, for review and further discussion by Forum members.</i>	Completed
<b>Webinar 3 Action 4:</b> <i>The Forum Coordinator to develop a proposal for presentation of results for discussion at Webinar 4.</i>	In train through progressive drafts of Protocol Introduction

Status of Actions from Forum Meeting 8 and Webinar 3 and 4

<b>Webinar 3 Action 5:</b> <i>The Forum Coordinator to ensure that discussion of Forum Meeting 9 follow up is on the agenda for discussion at Webinar 4.</i>	Completed
<b>Webinar 3 Action 6:</b> <i>All Forum members to provide written comments on the Section II Outline Document to the Forum Coordinator, copied to all Forum members, by Friday 5<sup>th</sup> March 2010; if this date cannot be achieved to discuss with the Forum Coordinator when the comments can be submitted.</i>	Completed
<b>Webinar 3 Action 7:</b> <i>The Forum Coordinator to go through the comments relating to guidance in the trialling and consultation outcomes reports, and endeavour to address these in the expanded Section II document.</i>	Completed
<b>Webinar 3 Action 8:</b> <i>All Forum members to indicate to the Forum Coordinator by Friday 5<sup>th</sup> March 2010 their interest and availability to attend the planned study tour of Nam Theun II as well as the stakeholder meetings proposed for the previous day.</i>	Completed

<b>WEBINAR MEETING 4 ACTION</b>	<b>STATUS</b>
<b>Webinar 4 Action 1:</b> <i>The Forum Coordinator will provide information on issues raised in the Protocol documents that will be presented at Forum Meeting 9.</i>	Completed
<b>Webinar 4 Action 2:</b> <i>David Harrison to liaise with Refaat Abdel-Malek and Richard Taylor on the strategy to address concerns with the Transboundary Issues topic. Any other Forum members who can assist in this area should get in touch with these individuals.</i>	In train, to be discussed at Forum Meeting 9
<b>Webinar 4 Action 3:</b> <i>For the Protocol documents that will be presented at Forum Meeting 9, the Forum Coordinator will re-format the Protocol in the manner recommended by the IHA Reference Group, with the addition of spelling out the Level 5 scoring statements.</i>	Completed
<b>Webinar 4 Action 4:</b> <i>For the Protocol documents that will be presented at Forum Meeting 9, the Forum Coordinator will remove definitions from the topic pages that appear in the Glossary.</i>	Completed
<b>Webinar 4 Action 5:</b> <i>For the Protocol documents that will be presented at Forum Meeting 9, the Forum Coordinator will keep the intent statements on each topic page, but review to ensure they are helping to orient the reader and user and are not linked to a particular scoring level.</i>	Completed
<b>Webinar 4 Action 6:</b> <i>For the Protocol documents that will be presented at Forum Meeting 9, the Forum Coordinator will present the six scoring levels.</i>	Completed

**Status of Actions from Forum Meeting 8 and Webinar 3 and 4**

<b>Webinar 4 Action 7:</b> <i>All Forum members to provide comments as soon as possible on the Protocol documents circulated the week of the 15<sup>th</sup> of March. Comments should be submitted no later than Friday the 16<sup>th</sup> of April, and should go to the Forum Coordinator with all Forum members copied in.</i>	Completed
<b>Webinar 4 Action 8:</b> <i>All Forum members to review and add to the Preliminary Draft Educational Supplement over the next three weeks. Additions or edits to content must be received by no later than Wednesday 21<sup>st</sup> April 2010, so that an update can be presented with the Forum Meeting 9 papers.</i>	Completed
<b>Webinar 4 Action 9:</b> <i>The Forum Coordinator will circulate interim Protocol documents on Monday the 12<sup>th</sup> of April, utilising the updated formatting approach, so that feedback can be provided on this. At a minimum these documents would comprise the Introduction and Section II, with any additional sections welcome.</i>	Completed