

Action No.	Action	Status	Note
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 are provided as meeting papers 5a and 5b. Waiting for Equator Banks assessment of IHA-IFC Performance Standards which is in train.
Z2	The Forum Coordinator will re-draft the Communications and Operating Procedures document and provide as a meeting paper at Meeting 4.	√	An updated draft of the Communications and Operating Procedures document is provided as Mtg4 Paper 17.
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.
Z4	The Coordinator will propose to Ted Downing and Ted Scudder that: <ul style="list-style-type: none"> - they document their views on how well the Protocol addresses the issue of involuntary resettlement in its present form and how it can be improved; - all invited meeting experts participate in Day 3 of the China meeting for the agenda items focussed on social content of the Protocol; and - an agenda item at the Forum meeting in China will be on exploration of mechanisms to ensure adequate expertise and cross-sectoral views on social issues are brought into the Forum process. 	√	Proposal provided by email to Ted Downing and Ted Scudder, follow up by phone calls. Verbal report to be provided by Forum coordinator and Michael Simon.
Z5	The Forum Coordinator will compile a document of key aspects, definitions and attributes for Sections I, II and III to provide as a meeting paper at Forum meeting 4. Forum members may contribute their ideas for aspect attributes to the Forum Coordinator.	√	Draft aspects and attributes table provided as Mtg4 Paper 14.

Z6	The Forum Coordinator and Forum Chair consider the points raised in the Forum meeting reflection and incorporate into the forward meeting processes where possible.	√	Amendments made to format of Meeting 4, to be further reviewed for continuous improvement.
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Status of actions in train from previous Forum meetings (W = Washington DC March 2008; SR = Santa Rosa July 2008):

Action No.	Action	Status	Note
W8	Coordinator to:		
W8a	Identify previous Protocol assessments and share them with Forum members, if necessary under confidentiality agreement.	√	A number of previous Protocol assessments are on the internal Forum members' website. Summary provided as Mtg4 Paper 4.
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.
W8c	Identify stakeholders both within and beyond industry who have experience with the protocol and to obtain their feedback on its scope and applicability.	√	See documents on the Forum members' internal website.
SR1	The Coordinator will contact the parties who have conducted previous Protocol trials, as captured in Mtg2 Paper 13a, to determine their willingness to make available results of these trials.	√	Same as Action W8a.
SR4	The Coordinator will distribute available documents which compare the Protocol to other existing tools and frameworks.	√	See documents on the Forum members' internal website.
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	For discussion in Meeting 4 agenda item 16 "Forward Work Plan".