

**2ND PROJECT STEERING COMMITTEE DRAFT AGENDA**

(21 MARCH 2011)

PREPARED BY THE RCU

Day 1	
08.30-09.00	Registration
	1. Opening of the RCU Offices
09.15-11.00	1.1 Travel by bus to the RCU offices Makham Bay 1.2 Opening ceremony 1.3 Morning tea 1.4 Travel by bus back to the Radisson Hotel
	2. Opening of the meeting
11.00-12.00	2.1 Opening remarks: Mr. Shamsul Kibria (Bangladesh) – current PSC Chair 2.2 Election of the new meeting Chair (selection by the PSC) 2.3 Adoption of the agenda (Doc 01) 2.4 Group photograph
12.00-13.30	<i>Lunch</i>
	3. Project implementation and status Actions: (i) To note the current status of the Project (ii) To provide guidance on Project implementation
13.30-15.00	3.1 Country implementation reports - brief reports from both the Fisheries and Environment PSC members
15.00-15.30	<i>Afternoon tea</i>
15.30-17.00	3.2 Actions from the last meeting 3.3. 2010 Annual Report: progress against targets – (Doc-02) 3.4 Estimating co-financing – (Doc-03) 3.5 Matters of Project implementation
18.30-20.30	Dinner At the Moonhouse Restaurant
Day 2	
	4. Review of the proposed 2011 work plan, milestones, outputs and budget Actions: To adopt a work plan and budget
09.00-10.30	2011 Work plan and budget (Doc-04)
10.30-11.00	<i>Morning tea</i>
11.00-12.30	2011 Work plan and budget - continued
12.30-13.30	<i>Lunch</i>
	5. The BOBLME Project Mid-Term Evaluation Actions: (i) To note the likely requirements of national counterparts for the mid-term evaluation Note also, in preparation for the mid-term evaluation, interviews with individual PSC members will be undertaken over the period of the meeting
13.30-15.00	5.1 Introduction to what is involved and what needs to be prepared for the review
15.00-15.30	<i>Afternoon tea</i>
15.30-17.00	6. Any other business
Day 3	
0900-	7. Outstanding items and adoption of meeting conclusions Actions: (i) To adopt the endorsements and recommendations arising from the meeting.
0900-	Wrap up and conclusions
	Closure of the Workshop
12.30-1330	<i>Lunch</i>