



PEM PAL IA COP (Videoconference) July 16, 2010

MINUTES

Members of the IA COP present on VC: Tomislav Mičetić (IA COP Chair), Marius Koen (WB resource person), Senka Maver and Nataša Zmrzljak (both CEF).

VC started at 2 pm CET and finished at 3.10 CET. CEF was unable to connect via VC. The audio connection was established at 2.25 CET.

1. According to the last SC meeting in June 15, 2010 IA COP needs to update its strategic plan for the FY 2011-2012. Tomislav will add the plan for 2012 with Judith's help by July 23rd 2010.
2. As for the study tours (ST), CEF will prepare a form which needs to be fulfilled in order to start the procedure for the ST. After the ST, each country/members need to prepare report of the visit (minimally 2 pages A4 for the newsletter and short presentation on the next COP plenary as response to the study tour objectives). CEF will also make a template of this report. CEF will send out letters to all Ministers explaining the possibility of ST. The feedback will be presented on the next SC meeting in October. The guidance and form should be published on the PEM-PAL official web site.
3. IA events on IA manuals and T&C group (back – to – back) will be held on October 14 – 19, 2010 in Bled, Slovenia. Executive Committee will hold a meeting on October 16, 2010. Albana Gjinopulli is responsible for preparation of the program of the IA Manuals workshop. Tomislav Mičetić and Ljerka Crnković are responsible for preparation of the program for T&C group. The deadline is mid August 2010. CEF would prepare the list of members until July 23rd, interested in the topics from the flip chart in Ukraine. Tomislav and Albana will send Nataša the updated list of invitees in order to start the procedure of sending out invitations and arranging visas. The maximum number of participants is 15-20.
4. Tomislav will have final decision whether Croatia (Dubrovnik) will host the big plenary meeting in January 2011 by July 23rd 2010.
5. Next VC is scheduled for end of August. Marius will send out few proposals of the dates. Minimum 5 IA COP members must attend the VC.
6. CEF will prepare guidelines for plenary meetings (as well as for the ST) until the next VC.
7. IA COP agrees that Georgia holds the next IA plenary meeting in 2011.