

## **Chair's Aide-Mémoire**

### **Meeting of the Bureau of the Conference Committee for IEE Follow-up (CoC-IEE)**

Tuesday 24 February 2009

Mohammad Saeid Noori-Naeini, Chair

1. The Bureau discussed the desirability of postponing the CoC-IEE Working Group meetings scheduled to take place on 27 February 2009 and agreed a revised programme as follows.
2. The CoC-IEE will meet as a whole for an information session on 27 February 2009 at 9.30 hours to discuss:
  - progress report and exchange of views on past, present and future Management actions for the IPA implementation, including sequencing and categorization of IPA actions, and organization of IPA actions in Thematic Groups and Projects;
  - Management input and documentation for the next meetings of the CoC-IEE Working Groups;
  - Improved communication between Management and the Membership on IPA matters;
  - any other business.
3. The Bureau reviewed a draft schedule of meetings of the CoC-IEE and the Working Groups from May to October 2009. Some changes to the draft schedule were proposed. It was agreed to further discuss these changes with Management and finalize the meeting schedule for adoption by the Bureau at its next meeting.

## **Annex**

### **AGENDA OF THE BUREAU MEETING**

1. Proposed postponement of CoC-IEE Working Group meetings on 27 February 2009
2. Administrative matters
3. Any other business.