

**Second Meeting of the Task Force
Bonn, Germany, 13–14 September 2018**

Agenda

Thursday 13 September

9:00 to 9:30

1. Opening of the meeting.
2. Introduction of the mode of work and agenda for the two days.

9:30 to 12:30

3. Overview of the draft report of the TFD.
4. Presentation of the findings, gaps and opportunities of each summary report by the representatives of the organizations that led or co-led activities.
5. Questions and discussion on each summary report.

12:30 to 13:30

Lunch

13:30 to 17:00

6. Outlining key categories of recommendations (e.g. to who? what?)
7. Break-out group discussions to brainstorm on recommendations.
8. Joint consolidation of a list of recommendations.

17:00 to 18:00

9. Discussion on next steps for the second day and “homework”.
10. Closing of the meeting.

Friday 14 September

9:00 to 9:30

1. Opening of the meeting.
2. Recapitulation from the first day.

9:30 to 12:30

3. Discussion and agreement on a final set of 5–10 recommendations.

12:30 to 13:30

Lunch

13:30 to 17:00

4. Preparation for the technical briefing to the Excom on Monday 17 September.
5. Discussion on the implementation of the recommendations, including resources required, outcomes expected, ‘what success would look like’, etc.

17:00 to 17:30

6. Closing of the meeting.