

Agenda for conference call Sep. 4th 2003

Re: Draft agenda for BNPP team conference call

Dear all,

This is the draft agenda for the conference call as discussed with Tom , please have a look for suggestions on topics/check time and contacts.

Also, I strongly suggest that you have a look at the web-based management tool:

http://www.asb.cgiar.org/BNPP/phase2/bnpp_phase2_act1.htm

USER: ASB-BNPP

pass: fuvabio

I am doing my best to have the rest of links ready for the conference call (i.e. General /Links Act. 1 and 2 / Synthesis).

You can review the current gaps for the Implementation Protocols here, mainly:

- a. Jeff: I worked on the model based roadmap for DHSVM and VIC based on your contributions BUT there are many gaps to fill the format according to Ken's 'roadmap' style that was agreed before.
- b. Kate/Ellen: For activity 1: deadlines and milestones -a specific email on filling the gaps will be sent out to you later today-.

Date: Thursday 4 September

Participants	local time	number
Sandra and Tom	16:30	+254-2-524264 (Sandra's office)
Ken	9:30	+1 202 473 9498 (of.)
Ellen	9:30	+1 603-862-2730 (of.)
Kate	9:30	+1 301-891-3653 (home)
Stan	9:30	+1 202- 862-8122 (of.)
Jeff	6:30	+1 206 329-3824 (home)
Note: Meine, Sandra and Tom had a meeting last week and touch-based on ICRAF-SEA progress.		

Agenda - Proposed topics for BNPP team conference call 4 Sept 2003

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|---|------------|--------------------------------------|
| 1. Update on policybriefs
(based on telephone conversation with Simon Chater on 3 Sept) | TPT | 10 minutes |
| 2. Update on progress / papers: | | max 15 minutes each; 1.5 hours total |
| a. Local Hazards modeling | Jeff | |
| b. Links between UW and ICRAF SE Asia work | Jeff | |
| c. Far Field modeling | Ellen | |
| d. Central America | Ken | |
| e. Pantropic abstracts and papers | Stan | |
| f. Links between UNH and IFPRI work | Kate | |
| 3. Review of milestones – ‘ critical path to completion ’ | Tom | 20 minutes |
| a. Paper deadlines | | |
| • 8 September: 1 st drafts – which specific drafts are expected? | | |
| • 8 October: 2 nd drafts | | |
| • 2 December: Final drafts | | |
| b. Meetings conducted and planned: | | |
| 1. Last week of August, Nairobi, MvN, TPT, SV in Nairobi | | |
| 2. Mid-Sept, Thailand: MvN, Jeff Richey, David T | | |
| 3. 10 Oct, The Hague: TPT, MvN, others (will propose briefing for Dutch sponsors) | | |
| 4. 11-12 Oct, Prague?: TPT, MvN, CV, JR?, KS, ED, others? | | |
| 5. 23 Oct – 7 Nov: MvN in Nairobi with TPT, SV (SW?, others?) | | |
| 6. 8-12 Dec (approx): MvN, TPT, others – AGU in San Francisco plus time to work in Seattle and/or DC and/or New Hampshire | | |
| 7. 15-17 Dec (one day): suggestions from Ken for format for WB briefing | | |
| c. Completing implementation protocols:
TPT and SV to suggest milestones and other gap filling on web; team to discuss | TPT and SV | |
| 4. Schedule next call
Next call – when after 8 Sept drafts? Can ppts be distributed in advance? | TPT | 10 minutes |

Points raised by Ken:

- 1) What is the critical path to completion? In particular, **how do we manage the dialogue between the scientific papers and the policy briefs** which are supposed to draw on them?
- 2) How do we coordinate model inputs and outputs so as to enhance the intercomparability of results?