



**Agenda Steering Committee Meeting
Tuesday 20 March 2007
PIANGO Meeting Room**

1.0 Welcome

2.0 Apology

3.0 Review Coordinator's Report:

Go through items and give feedback, make decisions where required.

In particular:

- Item 2.6 talking about trade at PRNGO level
- Item 2.7 engaging with CSO Forum
- Item 3.1 hiring of an administrator, and review of admin/finance process
- Item 3.2 hiring an accountant
- Item 3.3 hiring a Communications and Research Officer
- Item 3.7 training for successive PANG Coordinator
- Item 4.1 review of workplan
- Item 4.4 location of office
- Item 4.6 PANG Structure
- Item 4.7 Changes to PANG Steering Committee
- Item 4.8 Travel policy

4.0 Matters Arising

5.0 Date of next meeting.