



**Spotlight
Initiative**



**Meeting Minutes
SAFE & FAIR Project Steering Committee Meeting
8.00 – 10.00 hrs (Bangkok local time)
4 October 2018**

Venue: ILO Office, UNESCAP, Bangkok

Co-chairs:

- Ms Francesca Gilli, Programme Officer (Cooperation) European Commission;
- Ms Panudda Boonpala, Deputy Regional Director, ILO Regional Office for Asia and the Pacific;
- Ms Anna-Karin Jatfors, Deputy Regional Director, UN Women Regional Office for Asia and the Pacific;

Participants:

- Mr Nilim Baruah, Senior Migration Specialist, DWT/ILO ROAP;
- Ms Deepa Bharathi, Chief Technical Adviser, Safe & Fair, ILO ROAP;
- Ms Valentina Volpe, EAW Specialist, Safe & Fair, UN Women ROAP;
- Ms Melissa Alvarado, Regional EAW Programme Manager, UN Women ROAP;
- Ms Rebecca Napier-Moore, Technical Officer: Research and M&E, Safe & Fair, ILO ROAP;
- Mr Avrohom Simons, Regional Programme Consultant (Migrant Smuggling and Human Trafficking), UNODC ROAP;
- Ms Teresa Benito, Coordination Specialist, Management Unit, Spotlight Secretariat at the Spotlight Initiative, New York (virtual);
- Mr Philippe Lust-Bianchi, Technical and M&E Officer, Technical Unit, Spotlight Secretariat at the Spotlight Initiative, New York (virtual);
- Ms Jenna Holliday, Consultant, Safe & Fair;

Agenda

1. Brief opening remarks by the co-chairs: EU, ILO and UN Women
2. Briefing on content of inception period (July – September): ILO and UN Women
3. Update on inception period (July-September): ILO and UN Women
 - a. Key points emerging from the Myanmar and Malaysia national consultations;
 - b. Update on the work-plans;
 - c. Updates on the NPAC/RPAC meetings;
 - d. Update on planned studies and regional meetings;
 - e. Updates on partnerships;
4. Update on recruitment of staff: ILO and UN Women
5. Update on the Monitoring and Evaluation Plan, Evaluability Assessment, Monitoring tools: ILO
6. Communication and visibility: UN Women
7. Any other business (ALL): a) Date of Next Meeting

Results to be achieved:

- 1) Approval of Inception Report and Workplans in principle;
- 2) Approval of M&E Plan.



- i. Panudda Boonpala welcomed all to the third Project Steering Committee (PSC) and invited participants to introduce themselves.

1. Brief opening remarks by the co-chairs

- i. Panudda Boonpala highlighted that this is the first PSC with Deepa Bharathi, the new Chief Technical Adviser, Valentina Volpe, the EAW Specialist in UN Women and Rebecca Napier-Moore, the Technical officer responsible for monitoring and evaluation. She identified that the third PSC was being held at a critical time, with the commencement of the new core team, and the move from inception to implementation stage. She confirmed that the consultative dialogues had been good, leading to workplans and National Programme Advisory Committees (NPAC) in some countries. The Regional Programme Advisory Committee (RPAC) is due for 5 October and the programme is moving forward into full implementation. There are a number of research studies underway. The programme has also started building partnerships including having signed a contract with International Domestic Worker Federation (IDWF) who will play a big role in organising domestic workers. She set out that in addition to a note on the previous three months, the PSC would also share plans for M&E and communications.
- ii. Anna-Karin Jatfors echoed that it was exciting to have the new team present and be at the first PSC in the implementation phase. The last PSC illustrated a lot of passion coming from the partners for this programme. Feedback from dialogue partners has been that this programme has already presented a unique space for partners from trafficking, migration and violence against women (VAW) to sit together and exchange on the issue of violence against women migrant workers. It is clear how important it is for the programme to work at the local level and with the grassroots. So much of the work with VAW and women migrant workers (WMW) comes from organisations who have little funding and little voice and this programme needs to recognise and support that.
- iii. Francesca Gilli confirmed that this is an important programme and there is a lot of passion surrounding it. She highlighted that the third objective of the programme is very important – one of the most important outcomes from the programme will be showing the situation of WMW. It is extremely important that this programme puts WMW under the spotlight to be able to provide them what they need to achieve their rights. This programme is ambitious and the inception phase was busy with many activities. So much was done without a core programme team and now that the team has joined, there will be so much more that can happen. She mentioned that there was a lot of interest in this programme.
- iv. Philippe Lust-Bianchi also echoed that there was a lot of interest from the SG's office and others at the high level in the programme. Whilst Spotlight has programmes in Latin America and Africa, the first results will come from Asia. Spotlight is already learning so much from this programme and are keen to continue to learn from the structures being put in place. He also wanted to flag the importance of the work already undertaken by the programme – the dialogues have been very important in bringing together different stakeholders and this has really provided the grounding for the programme and demonstrated a good practice. He expressed hope that the programme would continue to build on the diverse participation. He also highlighted the central principle of Spotlight was to “leave no one behind” – something the EU, office of the SG and everyone involved have insisted on and it is exciting to hear that this is central to even the first intervention. He confirmed that the Spotlight secretariat is at



the service of the programme and they are excited to continue to work together and learn from the programme.

2. Update on inception period (July-September)

- i. Deepa Bharathi presented the update on the inception period, highlighting that the Inception Report and Annexes (sent on 1 October 2018 to EU and Spotlight Secretariat), provide much of the details behind this presentation.

a. Key points emerging from the Myanmar and Malaysia national consultations

- i. Deepa Bharathi presented the key issues for interventions from Malaysia and Myanmar consultative dialogues (as set out in the box below).

- Revise the Overseas Employment Law to respond to women, including right to information; Revise the Employment Act, ensuring workers in women-dominant sectors have full rights protection
- Capacity of actors on interaction between gender, VAW and migration – increase understanding on impacts;
- Strengthen organisations and institutions to integrate prevention and response to VAW in migration;
- Build capacity on service environment;
- Build capacity on data collection and analysis for gender responsive and evidence-based policy.
- Build labour inspectorate capacity to work in hard to reach places of employment. Include trade unions in inspection, including in monitoring domestic workers' conditions. Work together with CSOs to resolve issues.
- Strengthen capacity of Migrant Resource Centres to address prevention and response to VAW and trafficking – guidance and referral mechanisms; Continue and enhance outreach strategies such as migrant community organizations, mobile outreach, and government cooperation with trade unions, CSOs and CBOs
- Strengthen complaint mechanisms that are able to respond to the full spectrum of complaints that women migrant workers may have;
- Standard Operating Procedure on response to VAW that occurs overseas (including rapid response protocol) focused on ensuring women access appropriate services as soon as they need them;
- Police, medical and other frontline providers require VAW sensitivity training and provision of same gender officers
- Community-based interventions: build capacity of groups to understand and use materials; participatory methods to ensure that interventions use language/methods of delivery that increase engagement; developing language to communicate law and rights;
- Peer-to-Peer: survivor gathering; connecting networks with related groups;
- ICT: viber, facebook, wechat; address issue of language; capacity building of township organisations to create ICT content with participation of community; strengthen the available platforms
- Identify success stories to disseminate – identifying factors that made the story successful – from different sectors; show variety of work; variety of identities;
- Illustrate contributions women make; and how human rights are key to ensuring benefits for women and more broadly;
- Study on motivations of parties who breach recruitment laws

- ii. What also came out was need for awareness raising and need to convert awareness raising to behavioural change, recognising that raising awareness does not change behaviour automatically.



- iii. In the two countries, national dialogues have been attended by CSOs/INGOs, trade unions, employers and government officials, as per table below. The balance between government and non-government organisations has been ensured by the Safe & Fair team. These figures do not include UN representatives (which include Resident Coordinator’s office, IOM, UNFPA apart from ILO and UN Women).

Country	Government (%)	TUs/Employers (%)	CSOs/INGOs (%)
Myanmar	56	5	39
Malaysia	55	17	28

- iv. Melissa Alvarado highlighted the importance of further reflections on the use of ICT – one of the outcomes of the dialogues was the extensive use of Facebook and other social media channels for reporting violence – indicating there are really no other safe methods for reporting.

Deepa Bharathi confirmed that SAF programme had reached out to Singapore and Brunei to discuss the preparation of national consultations. A meeting with the Singapore Ministry of Manpower was planned for later in the day (4th October). It is expected to have the two remaining consultations in the last quarter of the year.

b. Update on the work-plans

- i. Deepa Bharathi highlighted that the latest consolidated workplan was attached to the Final Inception Report. She urged the participants to note that the workplans were dynamic in nature in some of the countries where the project had not been approved (Viet Nam) or NPACs had not taken place. The NPACs had provided inputs and validation in Lao PDR, Indonesia and Thailand. In Thailand, a further dialogue has been requested for the year two (2019) plan. The workplans which emerge from the national consultative dialogues and work of ILO and UN Women in the area, have also been reviewed by technical specialists and programme colleagues in ILO and UN Women to ensure that they meet national and regional priorities, the initiatives are symbiotic with other ongoing work.

c. Update on the NPAC/RPAC meetings

- i. Deepa Bharathi shared that NPACs had been held in Indonesia, Thailand and Lao PDR. The NPAC in the Philippines is arranged for 23 October. The NPAC in Cambodia has been delayed due to the elections and, therefore, inability of the government to confirm the specifics of their role within the TOR. In Myanmar and Malaysia there have been requests to have joint NPACs – with other migration projects of ILO.
- ii. Nilim Baruah advised that the NPAC in Malaysia (originally established with the ILO’s TRIANGLE programme) has strong national leadership and is established, it took time, and the government would prefer one unified programme PAC. It was felt that it was better to use this institutionalised mechanism rather than try to establish a separate NPAC. This would benefit coordination between and among the projects as well.
- iii. Francesca shared that it is a good suggestion to have joint NPAC mechanisms as above to ensure a coordinated approach and to leverage on the contacts and expertise of other UN



agencies (e.g. in Malaysia the UN offices are smaller and it would help to build on previous experiences and to favour linking and learning).

- iv. In relation to other elements of programme oversight, this is the third PSC meeting and the first RPAC meeting will be held in Bangkok on 5th October 2018. Deepa shared that all the key ASEAN institutions who have been invited are attending – if not the chair of ASEAN institutions, then their representatives.
- v. Regarding the NPAC in Viet Nam, the programme will go through a government approval; there is need to wait for the process of the relevant departments to be completed and for them to submit the workplan to the National Committee.

d. Update on planned studies and regional meetings

- i. Deepa Bharathi shared that the programme had already started work to undertake the scoping studies on EVAW to inform gaps in evidence, legislation, policy and practice related to violence against migrant women. Upcoming research will also include:
 - a. Mapping of existing migrant women’s networks and women’s networks more broadly – UN Women has undertaken a preliminary mapping of stakeholders which will be further developed by the scoping study research team.
 - b. Study on Knowledge Attitudes and Perceptions Study- Starting soon – this will add to research undertaken previously in 2011 –which will enable tracking a trend on how perceptions are changing.
- ii. There is also a draft report on engaging with ICT which was developed as an internal paper to provide recommendations on issues the programme should be cognisant of before embarking on ICT work. This is timely as this year the focus of the ASEAN Forum on Migrant Labour will also focus on ICT and digitalisation – the programme is excited to be an active part of the conversation on engaging with ICT and will also shortly be undertaking a scoping study which will increase available understanding of how women migrants engage with ICT.
- iii. On 11/12 October, the programme will host a regional meeting, “Regional Planning Meeting for Promoting ASEAN Women Migrant Workers’ Rights through Organizing” with the intention of learning from regional and global partners on how to increase women migrant workers’ organizing and networking.
- iv. There will also be a regional meeting on 27/28 November on Changing Attitudes and Behaviour towards Women Migrant Workers in ASEAN– this will be hosted in parallel to the study and will help to identify the research needs but also campaigning needs and what initiatives can be taken forward to address behaviour.
- v. On 29/30 November there will be a Regional Team Meeting, to welcome new staff and build the technical capacity of the team who will be coming from different technical sectors.
- vi. The team is in the process of finalising plans around the 16 Days of Activism to End VAW, which runs from 25 November-10 December – this may be connected with the Changing Attitudes and Behaviours Meeting. The programme also plans to engage with International Migrants Day on 18 December.
- vii. In relation to the strategic approach to coordination across the objectives, a draft of report on this issue is included with the Inception Report. This is a live document which will also be developed further, when information and data is available from the scoping studies.
- viii. Regarding the inception report, Deepa Bharathi confirmed that the Interim Inception Report was submitted on 31 July 2018. The feedback received was to include more details in the final report. The Final Inception Report was submitted on 1 October 2018 (as 30th September was a weekend) incorporating this feedback.
- ix. Anna-Karin Jatfors recognised the robust design and evidence stage of this programme, with a strong focus on learning, sharing and documenting. On the other side, she shared how the



programme will look at new and innovative ways to convert evidence into campaigning and advocacy.

- x. Francesca Gilli advised that there is a strong interest not just from the EU departments on gender and migration, but also on the side of the anti- trafficking coordinator of the EU. Focal points in EU delegations for SAF are always asking for updates on the programme which is why, there had been the request to extract information from the annexes and include more details in the Final Inception Report to make it more comprehensive. Another point noted was how important it is that national ILO and UN Women offices connect with the EU at the local level. Heads of EU Delegations will be the champions of the programme. Teams should get their attention and commitment and should make sure the programme ensures the appropriate communication and visibility. This includes engaging with the national level gender focal points. It is also important to include the UN Resident Coordinators. Coordination with other programmes is also important. EU also has a programme with UNICEF for children on the move (Malaysia and Thailand) and programmes need to ensure there is an effective referral system so that the services respond to the different programme beneficiaries. She also mentioned the importance of Facebook and social network – suggesting that the programme could reach out to the Facebook or Bill Gates Foundations and look at whether it could engage in a broader issue of use of social media. Possibly Spotlight could take up the suggestion to engage in social media for protecting migrant workers or women more broadly and colleagues in NY could reach out to these foundations.
- xi. Philippe Lust-Bianchi confirmed that the point was well taken and he would take up with the communications colleague the suggestion of looking at a more broad and fundamental engagement with social media. He confirmed that the presentation was very interesting and he can see many synergies with the programmes in Africa and Latin America.
- xii. Panudda Boonpala recognised the importance of synergies with other programmes, adding when the programme talks to partners at the regional level, it is important to demonstrate coordination. At the country level, this is important in relation to the UNDAF process and it would be good to ensure that the programme is able to show where the programme contributes to UNDAF.
- xiii. Nilim Baruah highlighted that in the case of Malaysia, the new government has provided the possibility to incorporate new inputs, including from UNCT. The issue of undocumented women migrant workers was highlighted, together with the opportunity to advocate for an effective regularisation program. This is a huge issue and the government is looking at introducing new policies. As for domestic workers, they are not even given one day off in the law, and there is opportunity to advocate for better laws for domestic workers. Lastly for the SDG indicators, some of these indicators are regressing from tier one to tier two because of lack of data collection. There is a need to put more focus on SDG 5, 8 and 10 to ensure that these indicators do not regress.
- xiv. Abe Simons advised that a potential area of synergy on social media is that UNODC is working on a series of social media training in relation to prevention of trafficking in the region – and working with Facebook on this initiative.
- xv. Deepa Bharathi shared that in the Myanmar and Malaysia dialogues, in the Lao and Indonesia PACs, the EU delegations had been very active. Where EU Ambassadors could not be present, the team had courtesy meetings with them. The programme will continue to work to ensure that coordination with UNRC, UNCT and EU delegations is ensured.
- xvi. Deepa also highlighted that in July she spoke to Apple, who have a significant CSR element. She would follow up with this, but wanted to note it in relation to the reference to Bill Gates Foundation.



- Anna-Karin Jatfors asked that, following this substantive section of the meeting, the PSC considers the workplans approved in principle. **The PSC confirmed that the workplans can be considered approved in principle subject to further revisions based on feedback at national level.**

e. Update on partnerships

- i. Deepa Bharathi briefly provided an update on partnerships, highlighting that the programme clearly demonstrates a strong partnership within the UN Family, between the ILO, UN Women and UNODC. The UN Women and UNODC partnership has recently been formalised in a partnership agreement. The programme has also established partnerships with new service providing firms; and will be strengthening partnership with ASEAN institutions in the RPAC being held the next day.

f. Update on recruitment of staff

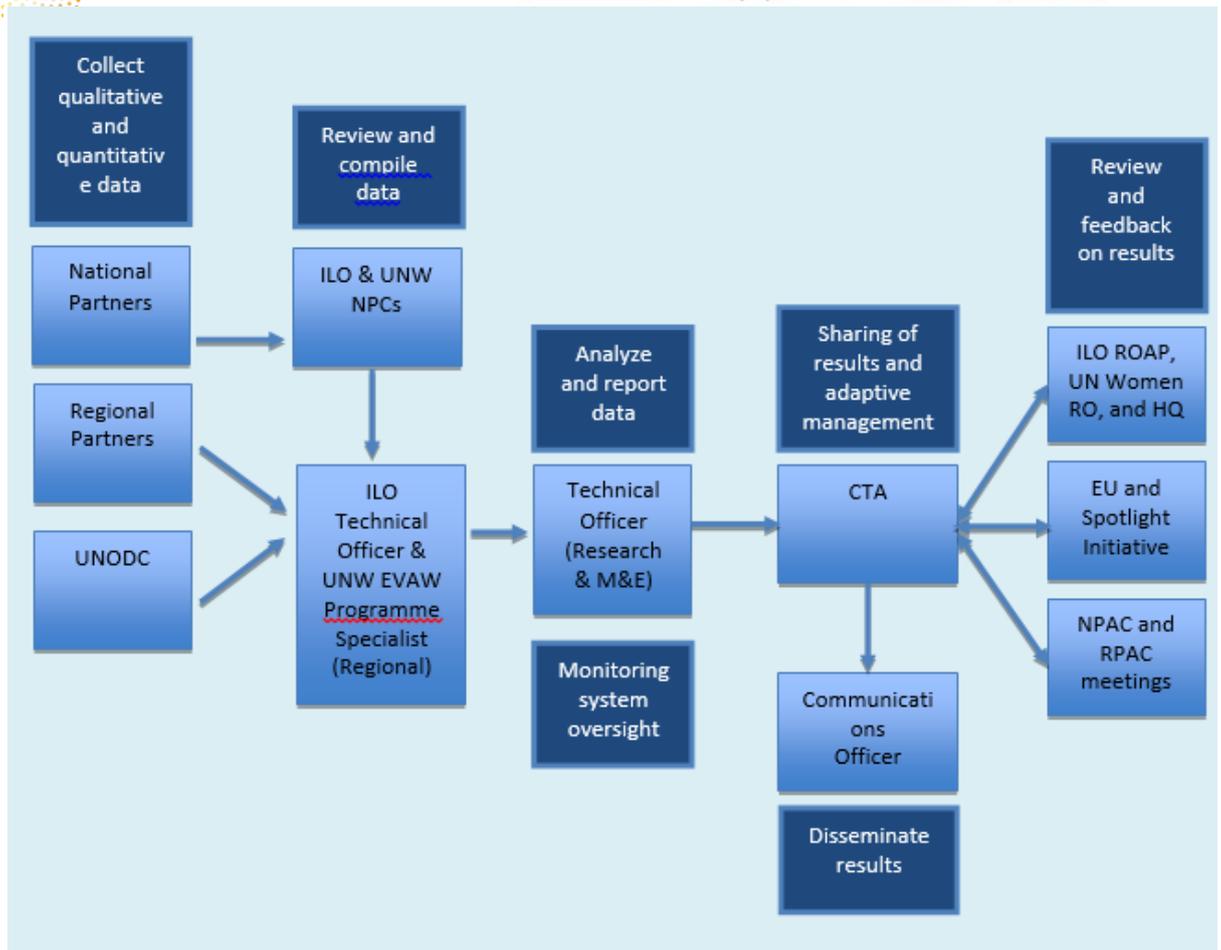
- i. Deepa Bharathi provided an update on recruitment, confirming that nine staff have joined the programme at the regional and national levels; seven more will join by November and the remaining three by December.
- ii. Melissa Alvarado highlighted that following lengthy discussions with Spotlight and UN Women HQ on shifting some staff at the national level to different contract modalities to ensure that they were able to provide the technical level required, this had been approved.
- iii. Deepa Bharathi confirmed that the programme had successfully completed the recruitment of a Communications Officer for the regional team.
- iv. Francesca Gilli asked if there was still an unfilled vacancy, for a Communications Specialist at the Spotlight Secretariat
- v. Philippe Lust-Bianchi shared that the Spotlight Communications Specialist had started one and a half months ago and requested that the team connect the programme's Communications Officer with the Spotlight Specialist as soon as the officer starts.

g. Update on Monitoring and Evaluation Plan, Evaluability assessment, Monitoring tools

- i. Rebecca Napier-Moore shared that the Policy and Legislation Baseline draft is now available. It speaks loudly to the fact that a significant amount of work is needed on legislation on migration and VAW. The gaps that the baseline shows in extant law validates the programme's foci.
- ii. "Regarding the baseline methodology – this has now been agreed. The programme will draw on ILO TRIANGLE baseline survey data for Greater Mekong Sub region countries available, and will be supplementing with new survey data to entirely cover Safe and Fair's geographical scope, as well as baseline data from all ASEAN countries on indicators not requiring a household survey."
- iii. Nilim Baruah took the opportunity to clarify that TRIANGLE is a regional ILO labour migration governance programme. TRIANGLE undertook a joint baseline survey with the IOM Promise programme in 2016.
- iv. Rebecca Napier-Moore confirmed that the TRIANGLE baseline is very robust. However, the SAF programme's scope goes beyond TRIANGLE programmes' so additional data is needed. This baseline speaks to the difficulties in collecting data on migrants' working conditions. The methodology used is a survey in countries of origin, is to reach migrants on return to home countries. This gives researchers the chance to ask about the entire migration cycle.
- v. The programme is also contracting Monash University on the EAW related baseline and scoping study. Monash has a strong EAW team.



- vi. Anna-Karin Jatfors confirmed that Monash had undertaken significant studies on violence – and that the areas that they have researched contributes to the evidence base and compliments the programme’s work.
- vii. Rebecca Napier-Moore moved on to introduce the Evaluability Assessment (EA) which will be undertaken by two consultants working as a team and recruited respectively by ILO and UNW. A meeting had been held with the team the day before. She shared that the team leader is an economist, who is an M&E specialist with a background in ASEAN migration; and that the team member is a gender specialist with background in VAW with experience in qualitative approach. Between the two experts, they have 37 years of M&E experience and very complementary skill set. She also shared that the EA team leader had shared with ILO and UN Women that he was very impressed at the strong M&E approach being taken with this programme at the outset – apparently this level of detail at the outset is very rare.
- viii. With regards the M&E Plan, Rebecca Napier-Moore highlighted two elements of the ILO and UN Women’s M&E strategies. The ILO’s 2014 guidance on integrating gender equality into M&E states that M&E should have an “analytic element that tries to understand power relations” but also that it should have a normative element that tries to create change. UN Women’s M&E policy also calls on M&E processes themselves to engage with stakeholders and the target group so that the M&E process is itself part of the change. As such, participatory and gender-transformative approaches will be taken in the evaluability assessment – ensuring that M&E will not be top down and that there will be efforts to ensure inclusion of diverse women migrant workers’ voices. The M&E plan will also include elements of RBM and capacity development to ensure that partners are part of M&E, especially through data collection. There will be knowledge sharing through different platforms including UN Women’s publicly available Global Accountability and Tracking of Evaluation (GATE) system and ILO’s new knowledge sharing platform, i-eval Discovery, which provide access to UN Women and ILO’s evaluations, recommendations, lessons learned and good practices.
- ix. Rebecca Napier-Moore went on to identify that the following tools make up the M&E toolkit including the: Theory of Change; Logical Framework; Risk Analysis and Contingency Plan; Sustainability Strategy; and Reporting Schedule. The programme will also develop a management information system; monitoring manual for staff at all levels; and research strategy.
- x. The following was provided as the five-year M&E Reporting Schedule:
 - a. Evaluability Assessment Report – end 2018;
 - b. Joint Programme Narrative Reports – Mar annually
 - c. Baseline Reports – Q2 2019
 - d. Policy and Legislation End-Line – Q3 2022
 - e. End-line Survey and Scoping – Q3 2022
 - f. Independent Evaluation Reports
 - g. Midterm – Q4 2020
 - h. Final – Q3 2022
 - i. Flash Reports – Monthly
 - j. Bi-weekly Updates (internal UN Women requirement)
- xi. The M&E Plan Workflow was also introduced (see below).



xii. Anna-Karin Jatfors confirmed that this is a very comprehensive approach and evident that there has been a lot of work going into this.

xiii. Francesca Gilli shared that Nordic Institute of Asian Studies have a robust research programme on gender issues in Asia and had undertaken a recent study on domestic workers from Indonesia to Malaysia. She suggested it may be good to connect with them. The EU also has an evaluation facility – it would be good to touch base with them to clarify any suggestions about the approach that is planned and mentioned she would check. There is a conference on statistics and good practice in the next few days organised by UNESCAP and EUROSTAT. The Joint Research Council of the EU is working a lot on migration data – mainly the routes through Mediterranean but may be worth checking if they have any data. Francesca concluded that it is a very comprehensive approach to M&E presented.

➤ Anna-Karin Jatfors asked if, given that this was the snapshot of the M&E approach, the PSC was happy to consider the M&E Plan approved. **The PSC confirmed that the M&E Plan is approved.**

h. Communication and visibility

i. Melissa Alvarado shared that the programme had developed videos and infographics that were being used when the programme is introduced to partners at the national level. The programme is also sharing videos on Essential Services, as these are relevant to ensure an effective response to VAW, including WMW. All videos and infographics are being shared widely through social media and encourage our partners to do the same. Highlights of media coverage include:



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- a. European External Action Services (EU News) "Safe & Fair" working conditions: EU invests €25 million to counter exploitation, abuse, violence and trafficking of women migrant workers in Southeast Asia;
- b. The Nation Thailand: International push begins for 'Safe and Fair' treatment of women migrant workers in ASEAN;
- c. The Independent: EU, ILO, UN for ending violence against women migrant workers;
- d. Mekong Migration Network: International push begins for 'Safe and Fair' treatment of women migrant workers in ASEAN;
- e. Just Style: Efforts to end violence against migrant workers in Myanmar;
- f. The New Nation: EU, ILO, UN Women for ending violence against women migrant workers.
- ii. It is clear that this is something that is capturing attention of national media and broader. A lot of people know about this programme and it is getting a reputation as being new and innovative and interesting.
- iii. Programme activities around the European Development Days, included a Facebook Live interview between H.E. Satu Suikkari-Kleven, Finnish Ambassador to Thailand and EU Senior Gender Focal Point for Thailand, Anna-Karin Jatfors and Panudda Boonpala, which got a lot of coverage.
- iv. The programme has an Interim Communications Plan. In the absence of a Communications Officer, the team is keen to ensure that communication is effective, that the work is visible, and that there is wide-ranging access to information on programme strategies and priorities. The team are regularly taking quotes from participants and leaders to create information cards to share online to show the engagement of our partners. These also all contribute to raising awareness of VAW and migration.
- v. Francesca Gilli advised that it is true that the Heads of Delegation were invited and commonly attended dialogues. But going forward, now there is a full team, there needs to be established a process to ensure that at country level the right people are present and the EU is visible in the appropriate way (flags etc.). Francesca Gilli recommended that EU engagement and visibility be a session at the regional team meeting in November to share EU's expectations. She could arrange for a presentation from the Gender Focal Point and ask the communications team in Brussels to put in place some pointers to guide consistent engagement with the EU across the programme.
- vi. Anna-Karin Jatfors confirmed that these requests are noted and important – the programme needs to have plans and processes established in advance for good engagement and visibility. UN Women has a strategic communications colleague who can support this.
- vii. Anna-Karin Jatfors advised that it would be beneficial to have more standard and attractive social media and communications packages and templates to use. This may come from the new Spotlight Communications Specialist.
- viii. Francesca Gilli again thanked all for the work on this done to date. There now needs to be a systematic approach to make sure that the communications reach a wider audience.
- With regard to the approval of the inception report (which contains all of the above issues), Francesca Gilli advised that the report could be approved, with the addition of a line saying, "an additional annex will be added to the report with the outcomes from Brunei and Singapore consultative dialogues". **The PSC confirmed that the Final Inception Report was approved as is and an additional annex will be added at a later stage.**
- i. **Any other business (ALL)**
- ix. Anna-Karin Jatfors highlighted that the only AOB from the chair was regarding the date of the next meeting. This will take place in early 2019 – dates were being considered around the



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third week of January. Exact dates to be confirmed before December. This was agreed to by the PSC.

- x. It was agreed that an overview of the workplans following the discussions in NPACs and RPACs will be presented in next PSC.