

## Protocol Governance Committee Meeting #18– 07/02/2018 Minutes

### In attendance

Name	Organization	Chamber
<b>PGC Members</b>		
<b>Roger Gill (Chair)</b>	Hydro Focus	Hydropower Operators and Developers
Ken Adams (joined by audio at 15:00)	IHA	Hydropower Operators and Developers
Daniel Menebhi	SECO	Advanced Economy Countries
Lesha Witmer	Women for Water Partnership	Social Impacts, Project Affected Communities
<b>Alternates</b>		
James Dalton (joined by audio at 15:00)	IUCN	Environment or Conservation Organizations.
Geir Yngve Hermansen	Norad	Advanced Economy Countries
Jürgen Schuol	Voith	Hydropower Consultants, Contractors or Equipment Suppliers.
<b>Management Entity (IHA)</b>		
Joao Costa		
Frank Faraday		
Richard Taylor		

### Apologies

Name	Organization	Chamber
Rikard Liden	World Bank	Development, Public or Commercial banks
Dan Marlone	Ugandan Hydropower Association	Hydropower Operators and Developers
Jian hua Meng	WWF	Environment or Conservation Organizations.
Professor Shi Guoqing	University of Hohai	Emerging Economy Countries

**HYDROPOWER SUSTAINABILITY ASSESSMENT PROTOCOL**
**GOVERNANCE COMMITTEE MEETING #18**
**February 7<sup>th</sup> 2018 – 10h00-17h00 (UTC)**

**King and Spalding International LLP**  
**125 Old Broad St,**  
**London EC2N 1AR**

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**AGENDA**

**Meeting chaired by Roger Gill, PGC Vice Chair**

No	AGENDA ITEM	PAPER
1	<b>Introductions and Welcome from the Chair</b>	<b>PGC 18.1:</b> Minutes from meeting on 18/12/2018 (approved)
2	<b>Adoption of Agenda</b>	<b>PGC 18.2:</b> Draft agenda r1
3	<b>Confirmation of Jamie Skinner as alternate chair of Social Chamber</b>	<b>PGC 18.3:</b> Briefing Document
4	<b>Update on activity from PGC members</b>	<b>Verbal report</b>
5	<b>Update on Accredited Assessor and Protocol Assessment Activities</b> Joao Costa, IHA Sustainability Specialist	<b>Verbal Report</b>
6	<b>Update on ME activity</b> Richard Taylor (IHA CEO) Frank Faraday (IHA Sustainability Programme Manager)	<b>Verbal Report</b>
7	<b>Update on Good International Industry Practice Guidelines</b>	<b>Verbal Report</b>
8	<b>Itaipu Review</b> <b>Report by Independent Accredited Assessor</b>  Follow Up: Constitution of TWG to explore recommendations made in report.	<b>PGC 18.4:</b> Report by Helen Locher- Review of Itaipu assessment  <b>PGC 18.5:</b> Briefing document by ME
9	<b>Follow-up on ESG Tool adoption</b> <b>Next steps</b>	<b>Verbal Report</b>

<b>LUNCH</b>		
<b>10</b>	<p><b>Future accreditation and licencing system for ESG Tool</b></p> <p>Discussion and agreement on basic principles of accreditation regime for Protocol and ESG Tool.</p>	<b>PGC 18.6:</b> Briefing Note provided to PGC #17.
<b>BREAK</b>		
<b>11</b> <b>15:00 hrs</b>	<p><b>Audio Meeting</b></p> <p><b>Recommendations for decisions to quorate PGC</b></p> <p><b>Decisions and actions taken and reviewed</b></p>	
<b>12</b>	<b>Any Other Business</b>	
<b>13</b>	<p><b>Next Meeting – PGC #19</b></p> <p><b>Date options identified</b></p>	

## Minutes

*These minutes are presented in the order in which items were dealt with in the meeting, not in the order of the agenda.*

### 1. Opening Remarks and adoption of the agenda

The Chair opened the meeting and established that the meeting was not quorate consequently the meeting could not take decisions. It was expected that the meeting would achieve a quorum once a number of other PGC members rang into the meeting at 15:00. As a point of order before the meeting began, the Chair requested that the ME produce a meeting report in addition to the minutes of the meeting that could be shared with the chamber members. An additional update from each meeting would have the added benefit of helping to further engage members of each chamber with the work of the PGC. This idea received general support from those present in the meeting and was taken as an action. ME noted that one of the conditions of ISEAL's recognition of the Protocol already requires the PGC to publish the minutes. The Chair requested the ME to ensure that this requirement was being followed up on. Apologies were noted. The Chair welcomed IHA's new Sustainability Specialist to the meeting. The agenda was adopted unchanged and the Chair noted the prior adoption of the minutes from the last meeting.

**Action 18.1: A overview of the meeting is to be produced for the benefit of Council members after each meeting of the PGC.**

**Action 18.2: The ME will publish the minutes to each meeting on the Hydrosustainability website.**

### 2. Confirmation of Jamie Skinner as alternate chair of Social Chamber

The Chair briefly introduced the point and asked one of the members to update the meeting. The member confirmed that the member requested approval within the social chamber and having received no objection, was able to nominate a representative for the position of alternate. Noting no objection in the meeting to the nomination, the Chair commented that the meeting was not quorate and said that a recommendation would be made to the full PGC once they joined by audio at 15:00.

**Decision 18.1:**

A member is duly confirmed as alternate chair of the Social Chamber.

**Action 18.3:**

The member to be informed of this confirmation by the chamber representative and to inform the chamber.

**Action 18.4**

The ME to send updated list of all Chamber members to Chamber chairs.

### 3. Verbal Update from PGC Members and Chambers

#### Training for Chamber Members

A representative conveyed a request from the members of the social chamber to learn more about the Protocol tools. The representative asked whether it would be possible to hold specific, tailored training for the chambers that would detail the methodology behind the assessment framework. Another member agreed that this would be a good way to further engage with chamber members and wondered if other chambers had received similar levels of interest. The member continued that it might be possible to organise a webinar. Another member added that interest could be broader than the Chambers and mentioned, as an example, the Massive Open Online Courses (MOOCs) on the water nexus offered by the University of Geneva. Other members agreed that the training would be a crucial way of engaging and reengaging with Council members and in broadening the use of the Protocol more generally.

**Action 18.5: After training material is developed and subject to funding being available, the ME will look at the possibility of holding specific webinars for the benefit of the Council chambers.**

#### Climate Change Resilience Guidelines

A member argued that institutions interested in the climate change topic should also be engaged. In response ME mentioned that in addition to training material that will be developed on the Climate Change topic, IHA is also acting as the secretariat for work on guidelines for climate resilience sponsored by the World Bank and the Bank of European Bank for Reconstruction and Development. In response to a question by a member, ME indicated that the guidelines are ready to be tested on projects and this is expected to be ongoing until the end of the year. By the end of the year it is also planned to hold a workshop to understand the results and finalise the guidelines. The completed guidelines will then be launched at the World Hydropower Congress in Paris in March 2019. The sponsoring banks have committed to test the guidelines on projects within their respective portfolios. ME asked those present to let the IHA staff know of any potential plants where the guidelines could be tested.

#### Communications

From the Chair's point of view, the two most crucial activities to get going are training and communications. The Chair requested the development of a communications strategy for both the Protocol and the newly developed derivative tools. ME agreed and mentioned that he would ask a member of IHA's communications team to be present in each meeting.

#### **Decision 18.2**

The ME shall draw up a communication plan for the Protocol and its derivatives. The first draft of the plan shall be presented to the next meeting of the PGC.

**Action 18.6: The ME will produce an initial sketch of a communications plan for the next PGC meeting.**

**Action 18.7: A member of IHA's Communications Team will join the next PGC meeting.**

## Communications and Sustainable Development Goals

A member mentioned that UN DESA is preparing a session on interlinkages during the HLPF in July. Showing compliance and contribution to the United Nations Sustainable Development Goals / Agenda 2030 would be an effective way to promote the role of the Protocol in reinforcing interlinkages and complementarity between the water and energy Goals (Goals 6 and 7) (and prevent adverse effects from measures taken under separate targets). ME agreed and mentioned that work to prepare the High Level Political Forum in New York in July would present a good opportunity to introduce the Protocol. ME also mentioned the opportunity of disseminating the Protocol in new countries such as Georgia where IHA staff would be on the ground the following week. However, the most successful promotion of the Protocol recently was at a World Bank sponsored workshop in Costa Rica where a significant number of project developers from all over the world came to present their experience in using the Protocol. This was a very positive event that painted a very good picture of how the Protocol can spread good practice in sustainability in the hydropower sector. The Chair summed up the discussion by emphasising that the content was there and excellent work was being done, but that this work needed to be better and more consistently communicated.

## 4. Update from the Accredited Assessors

ME, responsible within the Management Entity for relations with the Accredited Assessors, briefed the meeting on the latest activities of the accredited assessors:

(The minutes in this section are redacted, where relevant, to take into account the commercially sensitive nature of ongoing work between assessors and clients.)

- The SECO funded early stage assessment had been carried out in December 2017 at Pelosika in south-eastern Sulawesi. The results of the assessment would be presented in two weeks' time in Jakarta alongside a number of thematic workshops on challenges in hydropower specific to Indonesia.
- A Protocol assessment, funded by the World Bank, would be taking place in March at Cahora Bassa (south bank) in Mozambique as part of the Bank's general support to the Zambezi Basin operators. The contract for this assessment went to tender and was awarded to SWECO AB.
- A number of assessors were working on a version of the Protocol for geo-thermal.
- Consultancy work was ongoing regarding the use of the Protocol on a project in Honduras.
- Potential Protocol assessment sites were identified in Myanmar and in India.

*-- The Meeting broke for 15 minutes --*

## 5. Update from the Management Entity

An ME member gave a brief update on activity within the Management Entity.

### **Hydrosustainability website administration**

Through hiring an administration assistant on a temporary basis, much of the backlog related to the website has now been filled. The current PGC now features on the website and Accredited Assessors' profiles have been updated. The map of assessments is in the process of being updated. In response to a question from the Chair as to what the plan was going forward, ME responded by saying the aim was to streamline the administration of the website by progressively merging its administration with that of IHA's main website.

### **Accredited Assessor administration**

Under ME's supervision, the administration assistant has also helped to ensure better tracking of Licence Agreements and associated licence payments from the Accredited Assessors.

### **Management Entity support for donor-funded projects**

ME explained that the bulk of work within the Management Entity was around supporting the implementation of donor funded projects in countries of implementation. The main focus of activity currently was on preparing the final workshops for the early stage assessment in Jakarta in February and in preparing the operation stage assessment at Cahora Bassa (south bank).

### **Development of Protocol derivative products**

In order to assist in illustrating the work of the ME in developing the derivative tools, ME presented a Gantt chart (see appendix 1) showing the trajectory of current work to support the development of derivative products including when the ME expected to hold the first training event. ME explained that work had been ongoing to finalise the ESG Gap Analysis Tool following the adoption of the Tool by the last PGC meeting (see minutes from PGC Meeting #17). This included final editing work on all stages of the tool and preparing the tool for lay-out purposes. Given the corresponding timeframe for the CBI's intervention, the ME plans to launch the tool officially in March. Given that the tool is untested, there is a need to build capacity among existing assessors around the gap analysis element of the tool and the first training exercise to establish this knowledge will be in March. All assessors going through this training exercise will be considered qualified to train the first cohort of non-assessor trainees to the use the ESG Tool. The first real application of the tool will be at Cahora Bassa in March as part of the Protocol Assessment supported by the World Bank. The Management Entity expects this training to take place in June. In response to a question from a member on how the tool would be communicated, another member mentioned that the Climate Bonds Initiative would mandate use of the tool to issue a climate bond in the operational stage. In summary, the Chair concluded that a key question to consider in the development of the communication plan for the ESG tool is what will drive demand. In his view the IFI's could be a major proponent of mandating use of the tool.

## **8. Itaipu Review: Report by Independent Accredited Assessor**

In a change to the agenda, the Chair asked to bring forward the point on the independent accredited assessor review of the 2015 Itaipu assessment. The background to this review was the ongoing dispute between Itaipu Binacional and the team of accredited assessors following the assessment of two Protocol topics on resettlement and indigenous peoples. The PGC

decided in August 2016 (see appendix 2) to commission a report by an independent accredited assessor into the conduct of the assessment and made a number of recommendations around the evidence gathered during the assessment. These concerned the relevance of assessing topics for which no pre-project baseline existed or the possibility to reassess those two topics. The meeting noted its gratitude for the assessor's work in drafting the report and its accompanying recommendations. During the subsequent discussion, it was agreed that reassessing the topics in contention would likely yield the same result and that it would be better to assess the two topics as 'not assessed' given the lack of a historic baseline. In addition, a working group should be set up to discuss recommendations for future Protocol assessment guidance on how to assess in cases where historic data is missing or incomplete. The Chair asked that this working group be briefed to report back within six months. In a third step, it was agreed it is necessary to develop a grievance mechanism to deal with future disputes of this nature.

### **Decision 18.3:**

In line with its Decision on the review of the Itaipu Assessment adopted by correspondence on 09 August 2016 and having reviewed the report by the Independent Accredited Assessor, the PGC adopts the following Decision in respect to the dispute between Itaipu Binacional and the Protocol Assessment Team regarding the Protocol assessment carried out at Itaipu in August 2015.

1. Due to the lack of a historic baseline upon which to draw reliable conclusions and assign a score, Topics O-10 for Resettlement and Topic O-11 for Indigenous Peoples shall be classified as 'not assessed' in the final report.
2. The ME will draw up Terms of Reference for a Technical Working Group to draw up recommendations for methodologies dealing with resettlement and indigenous peoples in the absence of a historic baseline. The ME is requested to ensure involvement from Itaipu and from an Accredited Assessor.
3. The ME is requested to draw up the framework for a dispute resolution mechanism.

This decision shall be communicated by letter from the Chair of the PGC to Itaipu and to the Lead Accredited Assessor. In line with the Decision adopted on 09 August 2016, the Lead Accredited Assessor shall be instructed to amend the final report as indicated in 1. above and communicate the amended final report to the ME for proof of compliance.

*-- The Meeting broke for lunch--*

## **5. Future accreditation and licencing system for ESG Tool.**

Returning to the agenda, the Chair asked ME to present the proposals of the Management Entity around an accreditation system for the ESG Tool and revised rules for the full Protocol. An overview of the proposed new system follows:



- The pre-requisite requirements will remain the same as today; candidates will need to demonstrate sufficient relevant experience in the hydropower industry with an ISO recognised auditing qualification.
- A system is envisaged whereby, following an exam based on new and repurposed existing material, a new assessor receives provisional accreditation. The assessor can then practice but will need to have two assessment reports reviewed by an existing accredited assessor with an appraisal at the end of each assessment. Following two positive appraisals of the assessment report, the assessor would receive full accreditation.
- Rather than be asked to approve each and every assessor as is the case today, the role of the PGC will become an oversight body to ensure that the rules for the accreditation process are being applied properly and intervening in cases where complaints against the accreditation process are made.
- The Terms of Reference and the Licence Agreement will need to be updated to bring these changes into effect.

In the ensuing discussion, a number of questions were asked about the envisaged process of obtaining qualification for the ESG tool and how the accreditation system would be aligned for both tools. The outcome of the discussion saw the following consensus emerge in the meeting.

- Both the ESG tool and the full Protocol markets should be catered for in the training programme proposed by the Management Entity. Newly qualified assessors for the ESG tool would need to upgrade their accreditation for the full Protocol.
- Prospective assessors passing the examination at the end of an accreditation course will no longer be classed as trainee assessors, but as provisionally qualified assessors.
- The funding model for the review of assessment reports needs more reflection and consideration.
- An ESG Tool assessment should not require a Lead Accredited Assessor.
- The royalty system for the ESG tool should mirror the existing percentage for the full Protocol.

In addition to the discussion on accreditation, the meeting discussed the process for maintaining and recovering accreditation following absence from Protocol assessment activity, official and unofficial uses of the ESG Tool and full Protocol and changes to the licence fee.

**Action 18.8: ME to produce a revised set of proposals around the accreditation and governance regime for the ESG Gap Analysis Tool and full Protocol.**

In advance of the audio part of the meeting due to start at 15:00, the Chair paused the meeting and asked the ME to finalise the wording that would be put to the quorate PGC. These are the Decisions that are contained within the present set of minutes.

## 11. Audio Meeting

At 15:00 two members joined the meeting by telephone. Due to an impediment caused by the weather in Washington DC, a member was unable to join the meeting. Noting that only two people had joined the meeting rather than the three anticipated, the Chair noted that the meeting still lacked a quorum. He proposed to deal with points 9 and 7 in the agenda first to give some more time for the missing member to join the meeting.

### 9. Follow-up on ESG Tool adoption: Next steps

This point had largely been dealt with in the update from the Management Entity. ME however briefly gave an overview on the conclusion of the work on the ESG Gap Analysis Tool and the next steps in preparing the training around the tool and work in the Climate Bonds Initiative to develop criteria for hydropower that would make reference to the ESG Tool as the means to assess the adherence of a project to good practice. ME reminded the meeting that the tool had been shared with the CBI TWG and that a process of public consultation would begin at the beginning of March for an eight-week period. The criteria, at this stage, make reference to a 5kwh/m<sup>2</sup> power density threshold and a 100g kw/hr threshold for greenhouse gas emissions and provided for a maximum number of ten gaps with no more than two in any section. A discussion ensued around the nature of both the power density threshold of 5kwh/m<sup>2</sup> and the 100g threshold, how it may evolve and different thresholds that may be imposed in future by other financing organisations and standards. In particular, in a member's view, it was very important to disassociate the tool from any threshold value set by any one institution and to make this clear in a disclaimer that would appear on the assessment report. More generally, it was agreed that the actual use of the tool by institutions such as the CBI would be monitored to ensure that the integrity of the tool was maintained.

**Action 18.9: PGC to monitor actual use of the ESG Tool for various purposes on an ongoing basis to ensure adherence to terms and conditions of use.**

### 7. Update on Good International Industry Practice Guidelines

ME briefly updated the meeting on progress towards producing the Good International Industry Practice Guidelines. Following the PGC's approval in December 2017 of the format of the example guideline on infrastructure safety, an accredited assessor had been commissioned to draw up the full suite of guidelines by the end of March with a first suite of guidelines delivered for 22 February.

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**At the end of these points, the Chair noted that the quorum had not been reached and asked the ME to ensure that the decision recommendations made in the meeting be transcribed faithfully into the minutes to allow for a rapid acceptance by the whole PGC of the three items for decision. These are detailed in the text of these minutes and below in the table of Decisions and Actions detailed in Appendix 2.**

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## 12. Any Other Business

No other business was raised. As a point of order and to facilitate future audio meetings, the Chair requested that updates from the ME and Accredited Assessors be delivered in writing in advance of the meeting.

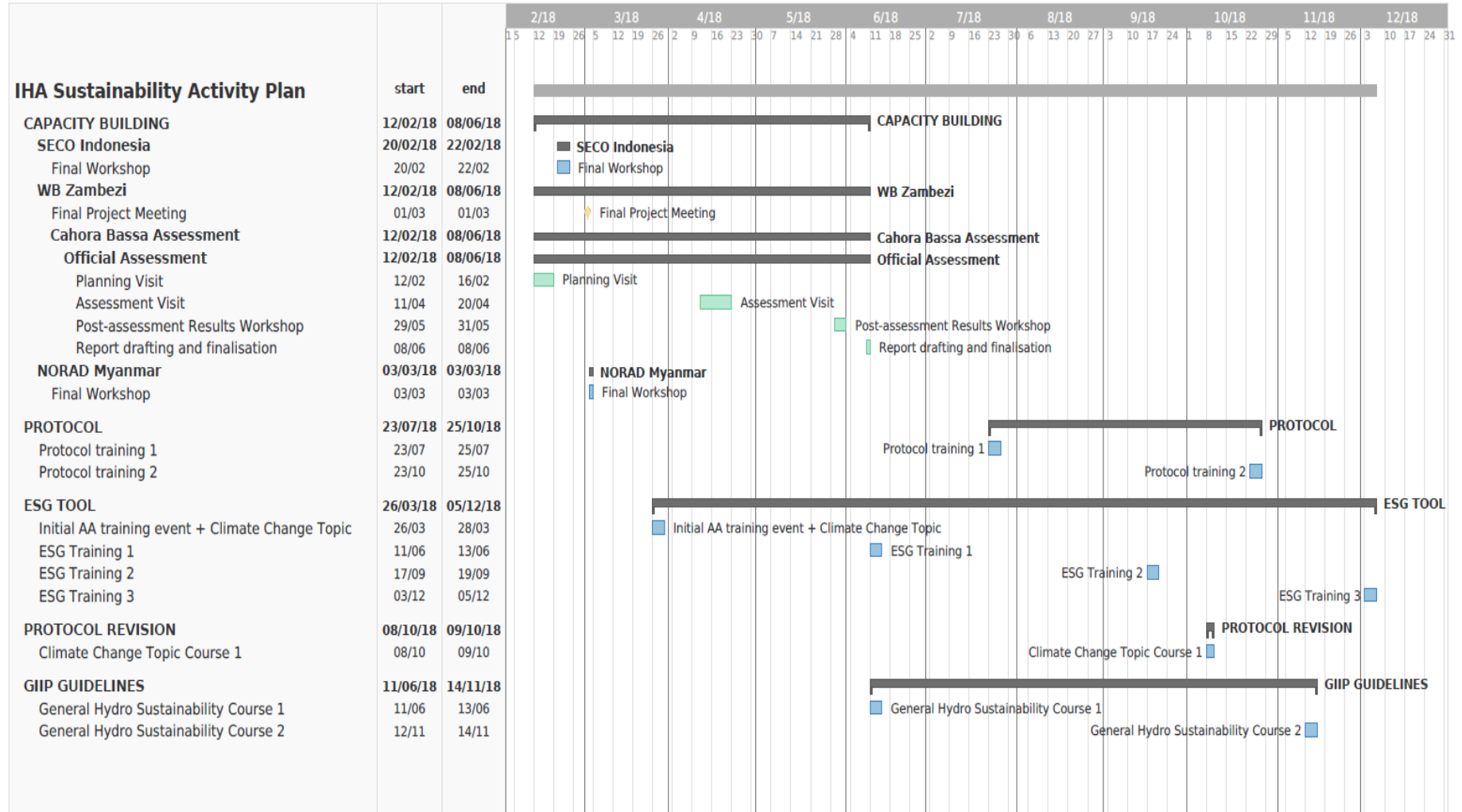
**Action 18.10: ME to ensure that ME activity report and update on Accredited Assessors are produced in writing in advance of each meeting.**

## 13. Time and Date of next meeting

The next meeting will be an audio meeting in June. The ME is requested to circulate a doodle poll to find the most convenient time for this meeting. Recalling the difficulties in visa applications for some of the PGC members in the current meeting, it was decided to hold the next face-to-face meeting in a country with easier visa access than the U.K. It was therefore decided to hold the meeting in Paris on 17 September 2018 timed to run alongside IHA's Board Meeting.

**Appendix 1**

**Gantt Chart of IHA-S 's planned training activities**



## Appendix 2

### Review of Itaipu assessment –PGC decision (Out of Meeting Approval- 09<sup>th</sup> August 2016)

An assessment of the Itaipu project has recently been completed by the Protocol Accredited Assessors.

There have been significant challenges around completing the assessment report, including numerous rounds of revision and re-writing, both as a result of complications with the assessment itself, as well as how the Protocol Operations tool assesses legacy issues.

There have been attempts to resolve outstanding issues between the client and the assessment team, and where this proved challenging, between the client and the Protocol Management Entity (ME).

All of the issues have been resolved through this process, with the exception of issues with topics O-10 and O-11 (resettlement and Indigenous Peoples). As such, the assessment is regarded as complete bar the issues outstanding with respect to these two topics. Discussions with the client point to the need to appoint a third party Accredited Assessor to consider the issues and make recommendations to PGC on how to resolve the issues around these two topics, in order to provide further guidance to the assessment team and the client on bringing the assessment to a close.

In all but the most exception circumstance, the AA team determination, after client review and comment as currently provided, is presumed correct and final. Given that there is no formal process for addressing issues such as those raised on these two topics (the AA License agreement provides for processes to address misconduct on the part of accredited assessors only, which is not relevant to these circumstances), the ME requested that the client provide a formal written request for further consideration of the issues, which it has now received (see annex A).

The client recognises the unique nature of this request, and has of its own accord agreed to make available limited funds to assist with the review of the two topics.

Given the urgency of the issue, the PGC utilised its out-of-meeting decision process to agree on the path forward. The PGC approved the following process for resolution of the matter:

1. The PGC, considering the written request from the client, and the opportunity to consider broader issues around the Operations stage Protocol tool, approves a process for appointment of an Independent Accredited Assessor (IAA) to consider the issues around topics O-10 and O-11 on the Itaipu assessment.
2. Noting that the PGC will need to receive and consider the report of the IAA, that there are potential conflicts of interest within the PGC as to this issue that must be managed, and that the issue is practical rather than strategic in nature, the PGC appoints a sub-committee to be led by the Chair or his alternate, to consider the IAA report and provide a recommendation to the PGC to resolve the matter.
3. The PGC mandates the ME to contract with an IAA to act as independent expert and provide it with a report on the matter, on the following basis:
  - a. All communications and formal documents around the two topics are consolidated into one place (electronically);

- b. Itaipu submits a five page report outlining its issues with the two topics, which is submitted to the IAA and the assessment team;
      - c. The LA is asked to respond to the Itaipu comments, again five pages, shared with the IAA and Itaipu;
      - d. The IAA investigates the issue, and indicates any further information that might be required, including if necessary, conversations with the client and accredited assessors, or a visit to site;
      - e. The IAA formulates a report setting out the issues and providing recommendations to the PGC sub-committee, who then decide on the issue and report that decision to the PGC.
4. The following guidance is provided to the IAA in formulating the report:
  - a. The process is not a re-assessment of the topics in question, rather a review of the assessment already conducted;
  - b. There is a defined process and guidance for accredited assessors in conducting assessments, including management of interviews and documentary evidence; as such, the review should consider:
    - i. Whether the assessors followed the processes and guidance in place for assessors when assessing the two topics;
    - ii. Whether the assessors correctly interpreted the requirements of the two topics, including the 'statements of description' and 'scoring statements';
    - iii. Whether the conclusions of the assessors were a logical and appropriate interpretation of the evidence and the topic requirements, and if not, what process should be followed to remedy the interpretation.
    - iv. For future reference, whether the Protocol topics themselves require re-consideration by the Protocol council.
  - c. The report to the PGC sub-committee will include recommendations on required amendments or improvements to the original report, if any including, if appropriate, any requirement to review and re-evaluate the topic or consider any alternative interpretation of the topics.
5. The PGC notes that:
  - a. this process represents the final stage in resolving the issues around the assessment: once the PGC has debated the issue and decided on a course of action, the client has the option to either follow that process or retain the assessment as it stands, and is required to indicate this decision to the ME within a reasonable time after the PGC decision.
  - b. If the client elects to proceed with PGC recommendations for changes, the decision will be submitted to the original assessors for action. The assessors will submit the amended report to the ME for confirmation of compliance with the PGC directions, and then submitted to client. There will be no further review of this process.

**Appendix 3: Table of Decisions and Actions – Protocol Governance Committee #18 – 07 February 2018**

PGC Decisions	Actions
<p><b>D.18.1</b> A member is duly confirmed as alternate chair of the Social Chamber.</p>	<p><b>A.18.1</b> An overview of the meeting is to be produced for the benefit of Council members after each meeting of the PGC.</p>
<p><b>D.18.2</b> The ME shall draw up a communication plan for the Protocol and its derivatives. The first draft of the plan shall be presented to the next meeting of the PGC.</p>	<p><b>A.18.2</b> The ME will publish the minutes to each meeting on the Hydrosustainability website.</p>
<p><b>D.18.3</b> In line with its Decision on the review of the Itaipu Assessment adopted by correspondence on 09 August 2016 and having reviewed the report by the Independent Accredited Assessor, the PGC adopts the following Decision in respect to the dispute between Itaipu Binacional and the Protocol Assessment Team regarding the Protocol assessment carried out at Itaipu in August 2015.</p> <ol style="list-style-type: none"> <li>1. Due to the lack of a historic baseline upon which to draw reliable conclusions and assign a score, Topics O-10 for Resettlement and Topic O-11 for Indigenous Peoples shall be classified as ‘not assessed’ in the final report.</li> <li>2. The ME will draw up Terms of Reference for a Technical Working Group to draw up recommendations for</li> </ol>	<p><b>A.18.3</b> A member to be informed of this confirmation by the representative of the chamber and to inform the chamber.</p> <p><b>A.18.4</b> The ME to send updated list of all Chamber members to Chamber chairs.</p>

<p>methodologies dealing with resettlement and indigenous peoples in the absence of a historic baseline. The ME is requested to ensure involvement from Itaipu and from an Accredited Assessor.</p> <p>3. The ME is requested to draw up the framework for a dispute resolution mechanism.</p> <p>This decision shall be communicated by letter from the Chair of the PGC to Itaipu and to the Lead Accredited Assessor. In line with the Decision adopted on 09 August 2016, the Lead Accredited Assessor shall be instructed to amend the final report as indicated in 1. above and communicate the amended final report to the ME for proof of compliance.</p>	<p><b>A.18.5</b> After training material is developed and subject to funding being available, the ME will look at the possibility of holding specific webinars for the benefit of the Council chambers.</p>
	<p><b>A.18.6</b> The ME will produce an initial sketch of a communications plan for the next PGC meeting.</p>
	<p><b>A.18.7</b> A member of IHA’s Communications Team will join the next PGC meeting.</p>
	<p><b>A.18.8</b> ME to produce a revised set of proposals around the accreditation and governance regime for the ESG Gap Analysis Tool and full Protocol.</p>



	<p><b>A.18.9</b> PGC to monitor actual use of the ESG Tool for various purposes on an ongoing basis to ensure adherence to terms and conditions of use.</p>
	<p><b>A.18.10</b> ME to ensure that ME activity report and update on Accredited Assessors are produced in writing in advance of each meeting.</p>