

Tenth Meeting of the IAI Executive Council
December 2-3, 1999 Caracas, Venezuela

Action List

Day 2: December 3rd, 1999

1. The EC approved the recommendations of the Financial and Administrative Working Group concerning the process and timing of hiring the IAI Administrative Officer. The Financial and Administrative Working Group will meet in March or April 2000 to discuss the calculation of the IAI member country contributions for the period 2000-2003.
2. The Executive Council (EC) recommended that the PESCA working group develops the terms of evaluation of the first year of the PESCA program between now and the next meeting of the EC. At its next meeting, the EC can then make a decision on a second year of the program. The EC also recommended that a member of the SAC also participate in this working group.
3. The EC requested that the IAI Director work with the Scientific Advisory Committee (SAC) in the development of a “Plan for the Future Strategy of the IAI” based on the concepts and needs presented by the SAC chair regarding future scientific development and stability of the IAI.
4. The EC approved the recommendation of the delegate from Brazil and member of the Standing Rules Committee, Antônio MacDowell, regarding the procedure for the approval of the modification to the IAI agreement:
 - The letter informing the governments of the IAI member countries does not have to be signed by the chair (Gordon McBean from Canada) nor the first vice-chair (Daniel Pabón from Colombia) of the Conference of the Parties VI. This letter can be signed by the IAI Director as it is an administrative matter;
 - The resolution of the Conference of the Parties VI, which states the modification to the IAI agreement must be in all four official languages of the institute and signed by the chair and first vice-chair of the Conference of the Parties VI;
 - The IAI Director requested that member countries representatives inform the Directorate who the letter should be sent to (name, address and institution – e.g. Ministry of External Relations or Ministry of Science and Technology).
5. The EC approved the idea of developing a proposal to be submitted to the Global Environmental Facility (GEF) to install a Data and Information Systems (DIS) node in each IAI member country in order to foster capacity building and promote a uniformed data system in Latin America.

6. The EC congratulated the IAI DIS manager, Luís Marcelo Achite, for his efforts and for the progress in the initial development of the IAI data and information system.
7. The EC requested that the IAI Director prepares a new draft of the IAI Policy on Conflict of Interest and Standards of Ethic Conduct and present it to the EC at its next meeting for approval. The new draft document should include the suggestions made by the EC regarding:
 - the period of disqualification for the members of the IAI staff to participate in IAI programs;
 - the participation of EC and CoP representatives in IAI programs;
 - Distribute the new draft document in advance before the next meeting of the EC and CoP to allow country representatives to study and consult with their governments the approval of the new policy.
8. The EC approved the following new initiatives:
 - Regional Training Course on Climate Variability and Extreme Events for Central America and the Caribbean presented by Lisa Farrow (NOAA/OGP) and Carlos Ereño; and
 - 2001 Open Meeting of the Human Dimensions Community in Brazil presented by Marcella Ohira Schwarz.
9. The EC requested that the IAI Director presents a report on the new structure of the IAI staff at its next meeting.
10. The delegate from Mexico, CarlosGay, reiterated the offer from the Government of Mexico to hold the next meeting of the EC and CoP in Cancun, Mexico. The EC requested that the IAI Director investigates with all members of the EC and CoP the best dates for the next meetings: the second or the third week of June 2000.