**Accountability & Transparency Review Team 2 (ATRT2) Face-to-face meeting in Los Angeles –**

**Wednesday, 14 August 2013 – Friday, 16 August 2013**

**Proposed Agenda**

**Day 1: Wednesday, 14 August**

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| **Description** | **Participant** | **From** | **To** |
| Welcome and opening remarks | All | 8:30 am | 8:40 am |
| Adopt meeting agenda | All | 8:40 am  | 8:45 am |
| Adopt preliminary reports | All | 8:45 am | 8:50 am |
| Updates from WS Chairs / walk through completed templates | All | 8:50 am | 10:45 am |
| Coffee break |  | 10:45 am | 11:00 am |
| WS 1 | All, staff as needed | 11:00 am | 12:30 pm |
| Lunch |  | 12:30 pm | 1:30 pm |
| WS 2 | WS 2, All interested, staff as needed | 1:30 pm | 2:30 pm |
| WS 3 | WS 3, All interested, staff as needed | 2:30 pm | 3:30 pm |
| Coffee break |  | 3:30 pm | 3:45 pm |
| WS 4 | All, staff as needed | 3:45 pm | 5:15 pm |

**Day 2: Thursday, 15 August**

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| **Description** | **Participant** | **From** | **To** |
| Review of Day 1 progress | All | 8:30 am | 9:00 am |
| All team working session – specifics TBD | All | 9:00 am  | 10:30 am |
| Coffee break  |  | 10:30 am | 11:00 am |
| All team working session – specifics TBD | All | 11:00 am | 12:00 pm |
| Lunch |  | 12:00 pm | 1:00 pm |
| WS Break- out sessions WS 1 | WS 1 | 1:00 pm  | 2:45 pm |
| WS Break- out sessions WS 2 | WS 2 | 1:00 pm  | 2:45 pm |
| Coffee break |  | 2:45 pm | 3:00 pm |
| WS Break- out sessions WS 3 | WS 3 | 3:00 pm  | 4:45 pm |
| WS Break- out sessions WS 4 | WS 4 | 3:00 pm  | 4:45 pm |
| Review of Day 2 progress | All | 4:45 pm | 5:00 pm |

**Day 3: Friday, 16 August**

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| **Description** | **Participant** | **From** | **To** |
| WS break-out sessions as needed |  | 8:30 am | 12:00 pm |
| Lunch |  | 12:00 pm | 1:00 pm |
| Working session – specifics TBD |  | 1:00 pm | 2:00 pm |
| Review of preliminary findings / prep for drafting session | All | 2:00 pm | 3:00 pm |
| Coffee break |  | 3:00 pm | 3:45 pm |
| Review of preliminary findings / prep for drafting session |  | 3:45 pm | 4:45 pm |
| Wrap up |  | 4:45 pm  | 5:00 pm |