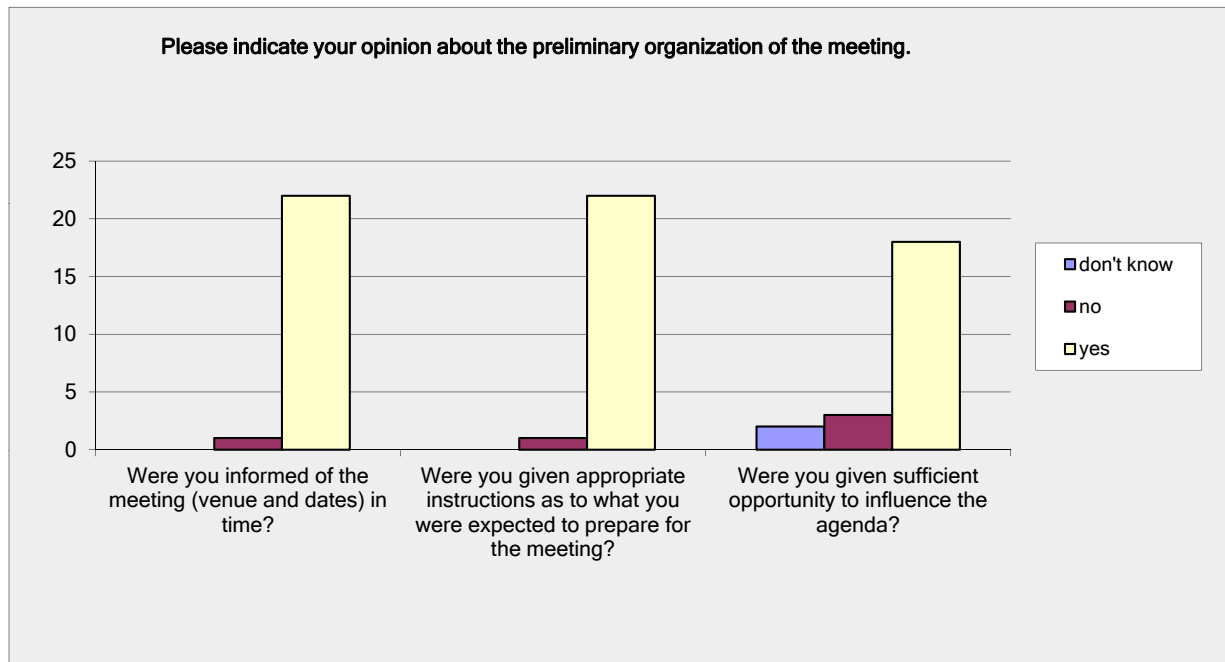


### 13th meeting of the ECPGR Steering Committee - meeting appraisal

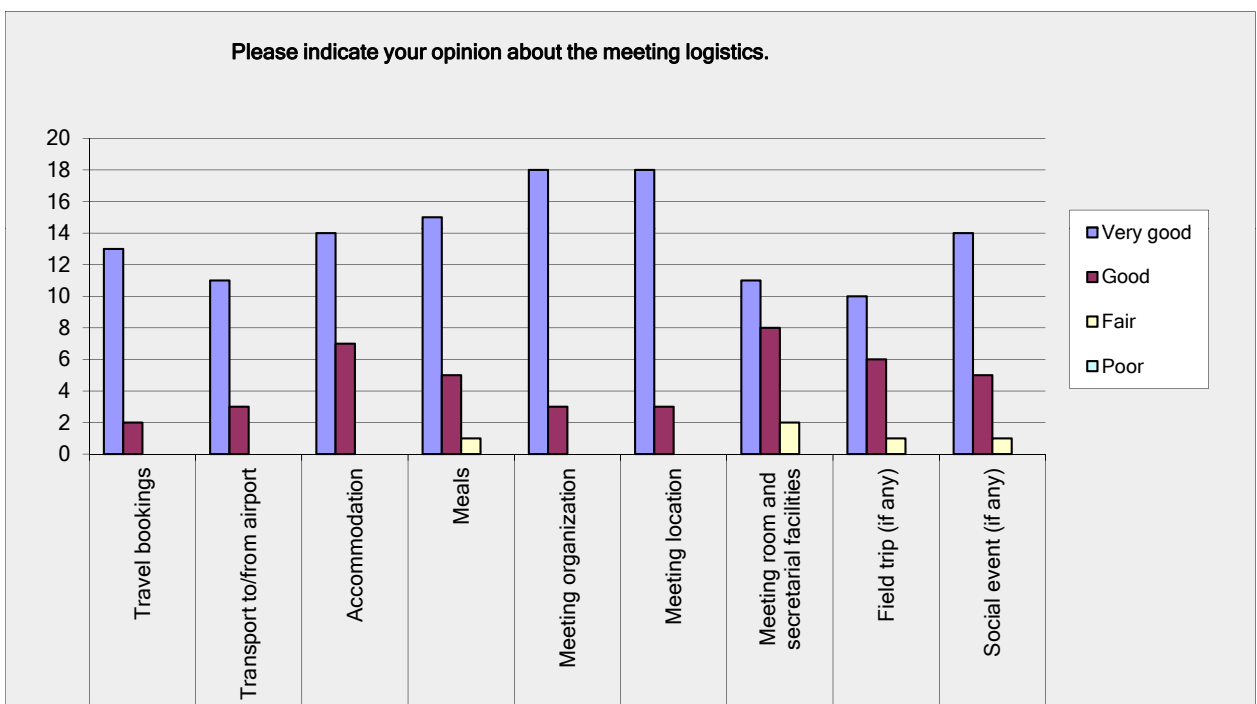
Question 1: Please indicate your opinion about the preliminary organization of the meeting.				
	yes	no	don't know	Response Count
Were you informed of the meeting (venue and dates) in time?	22	1	0	23
Were you given appropriate instructions as to what you were expected to prepare for the meeting?	22	1	0	23
Were you given sufficient opportunity to influence the agenda?	18	3	2	23
Comments:				2
<i>answered question</i>				<b>23</b>
<i>skipped question</i>				<b>0</b>

Comments:	
1	<p>Suggestion: Maybe, e-mails could be prioritized according to the importance and/or urgency.</p> <p>Explanation: It's a nature of our work to have a bunch of e-mail messages. Even from the Secretariat the messages, we are getting, are of different importance and priority. Having a pile of messages it is easy to miss some of them. Flagging messages that are urgent or crucial, could draw our attention and make our correspondence more efficient.</p>
2	<p>My case is very specific and must related to the French environment : I have been nominated to this SC quite lately and I was not enough involved in the ECPGR "business" to influence as well as possible all the meeting.</p>



Question 2: Please indicate your opinion about the meeting logistics.					
	Very good	Good	Fair	Poor	Response Count
Travel bookings	13	2	0	0	15
Transport to/from airport	11	3	0	0	14
Accommodation	14	7	0	0	21
Meals	15	5	1	0	21
Meeting organization	18	3	0	0	21
Meeting location	18	3	0	0	21
Meeting room and secretarial facilities	11	8	2	0	21
Field trip (if any)	10	6	1	0	17
Social event (if any)	14	5	1	0	20
Comments:					4
<i>answered question</i>					<b>21</b>
<i>skipped question</i>					<b>2</b>

- Comments:**
- I can't comment "Transport to/from airport" because I came by car.  
I have joined "Field trip" and "Social events", because our "field trip" has been "social event", as well.
  - Almost missing (very slow) internet connection in the meeting room.  
I expected to get an information about the Austrian PGR network/programme during the excursion.
  - I arranged my bookings myself  
- warm meeting room  
- did not take part in field trip
  - Meeting room had very poor internet connection



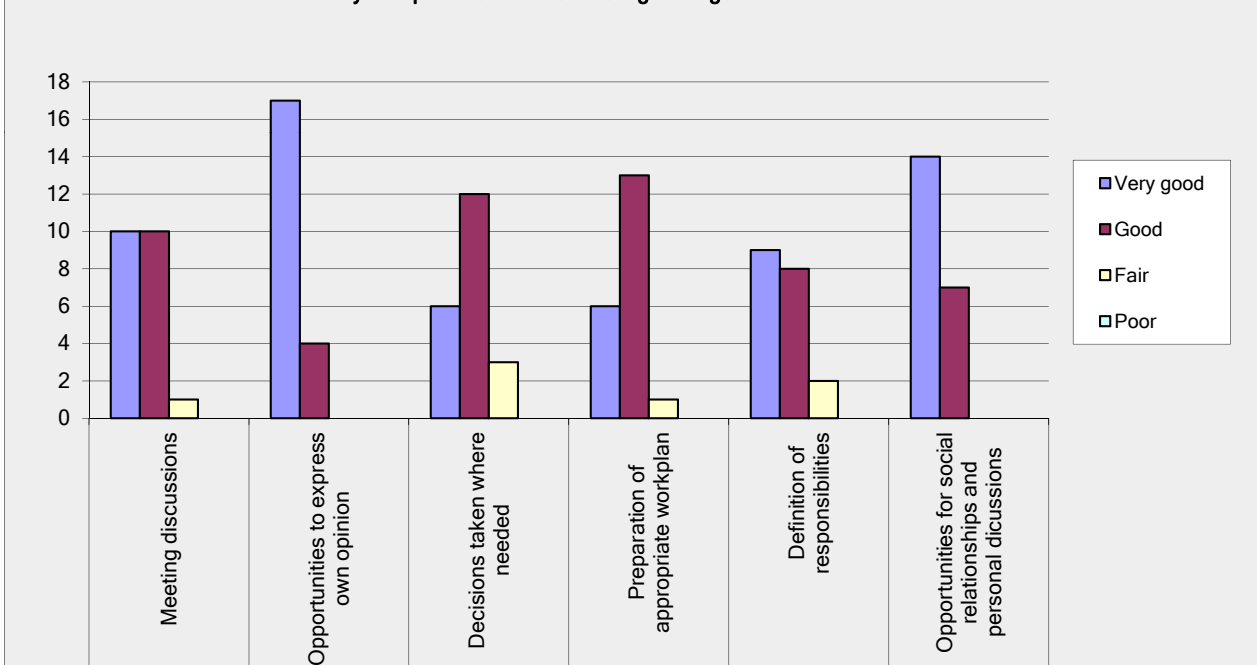
**Question 3: Please indicate your opinion about the meeting management.**

	Very good	Good	Fair	Poor	Response Count
Meeting discussions	10	10	1	0	21
Opportunities to express own opinion	17	4	0	0	21
Decisions taken where needed	6	12	3	0	21
Preparation of appropriate workplan	6	13	1	0	20
Definition of responsibilities	9	8	2	0	19
Opportunities for social relationships and personal discussions	14	7	0	0	21
Comments:					3
<i>answered question</i>					<b>21</b>
<i>skipped question</i>					<b>2</b>

**Comments:**

- 1 "Meeting discussions" could be better if more than a handful of members have had courage enough to contribute with their opinion. The remark does not go to organizers because it is out of their power to "force" somebody to contribute with the discussion, but maybe the chairman of the section could motivate broader discussion in a careful and sophisticated manner.  
Concerning "preparations" some of the subjects (tender info in the first place) could have been better prepared and introductory represented. That has influenced the efficiency of "decision taken when needed" to some extent.
- 2 - as expected, many delegates from former East Europe never expressed themselves  
- I regret that we were unable to come to a decision about the tender  
- it was valuable to have group discussions
- 3 Just one remark on one only point : for the tender for ECPGR secretary and EURISCO, no information on the ECPGR website ... but I understand the reasons afterwards.

**Please indicate your opinion about the meeting management.**



**Question 4: Please list the two most useful aspects of the meeting.**

	Response Count
	15
<i>answered question</i>	<b>15</b>
<i>skipped question</i>	<b>8</b>

**Comments:**

- 1 Nice and fruitful atmosphere of the meeting  
Availability of printed documents needed for discussions
- 2 Decisions about new operational structure, budget and location of secretariate
- 3 - very intensive and constructive discussion  
- very democratic
- 4 1. Meeting other NC's, discussing areas of mutual interest and gaining knowledge on initiatives in other countries that may be applicable in my country.  
2. Agreeing on the future structure of the ECPGR (following full discussion of all options) and ensuring it works as efficiently as possible, especially in the current economic climate.
- 5 First of all the meeting has been flowing in a very good and friendly atmosphere. The general idea of creating "ECPGR community" or "family" worked very fine. That is an effort of all the members, but Secretariat and ExCo contributed largely.  
The way of making very important and sometimes hard decisions was democratic and quite efficient.
- 6 Overall direction/trend/willingness for changes as when participants realize that the activities do not exactly result with the goals or the progress is too slow.  
Working in smaller groups - more people (dare to) express their opinion.
- 7 Financial budget  
Legal status of ECPGR
- 8 1) organization  
2) output of the meeting
- 9 1. We had very frank discussions about both the tender and the budget for Phase IX  
2. We have a process in place for finalizing the Objectives
- 10 Well organized  
Enough time for discussions for every item of the agenda
- 11 The understanding of position and future operational structure of ECPGR;  
To establish pools of experts for each WGs
- 12 Exchanges with other National Coordinator, ECPGR staff and observers  
Definition of the ECPGR policy
- 13 Smoothness of running the meeting  
Facilities and hosts: meals, field trip, social dinner...  
Documentation
- 14 The assessment of the tender results was not prepared in a transparent manner, esp. the original bids were not distributed and the financial consequences were not presented in a clear way as to make an informed decision during the meeting.
- 15 Discussion  
Atmosphere

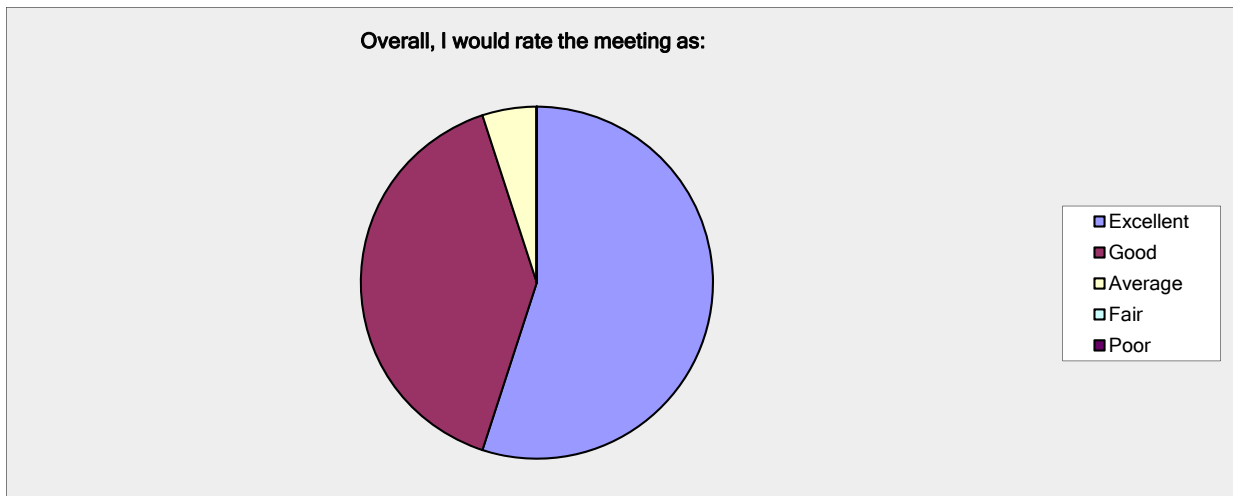
Question 5: What additional topics would you have liked included in this meeting?	
	<b>Response Count</b>
	7
<i>answered question</i>	7
<i>skipped question</i>	16

Comments:	
1	all topics relevant to the meeting subject were included
2	-
3	We've had enough topics on the Menu, but if I had to add some, that could be the topic of sub regional cooperation improvement and formal sub regional organization.
4	No additional topics should be included
5	no other issues
6	None; the agenda was loaded
7	to obtain more information about the activity of AEGIS and EURISCO useful for each member of ECPGR

**Question 6: Overall, I would rate the meeting as:**

	Response Percent	Response Count
Excellent	55.0%	11
Good	40.0%	8
Average	5.0%	1
Fair	0.0%	0
Poor	0.0%	0
Comments:		5
<i>answered question</i>		<b>20</b>
<i>skipped question</i>		<b>3</b>

- Comments:**
- 1 Discussions/descisions about future hosting of the secretariat were not sufficiently prepared.
  - 2 Internet connection FOR ALL during the meeting :D  
Some desicions would probably have been taken during the meeting if the preparation was better, e.g. tender materials delivered for whole group beforehand; more complex vision of ToRs and procedures (here also more contribution from particapants=us would expected).
  - 3 No commments  
1. Recalling my previous comment, I believe that group activities are vital to enhance the involvement of ALL delegates, i.e. also those from fromer Eastern European member countries
  - 5 2. This meeting saw a slight 'rejuvenation' of the Steering Committee, which is welcome.



Question 7: Thank you for taking the time to complete the questionnaire. Before you go, please use this space to make any other comments or suggestions.

	Response Count
	5
<i>answered question</i>	5
<i>skipped question</i>	18

**Comments:**

- 1 It is very helpful for many aspects when internet is available in a meeting room, this time we had difficulties in being connected.
- 2 It was great to meet all these people
- 3 No comments
- 4 My sincere compliments to the Secretariat for all the preparatory work (documents, bookings, logistics, etc.)!