# PPP-TF Recommendation Project Meeting

**Conference Call**

**15 January 2014**

## Attendance

<table>
<thead>
<tr>
<th>Present:</th>
<th>Absent interested parties:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maurice DIAMOND, Crown Agents (UK)</td>
<td>Josephine BAIAMONTE, CBP (US)</td>
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<td>Paloma BERNAL TURNS, Georgetown Univ (US)</td>
<td>Anna BELMONTE, ICE (IT)</td>
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<td>Jari SALO, Tieke (FI)</td>
<td>Malcolm McKINNON, MCM (UK)</td>
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<td>Lance THOMPSON, CONEX (FR)</td>
<td>Maria ORTIZ, IDB (US)</td>
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<td>Gordon Cragge, UKTF (UK)</td>
<td>Giovanna CHIAPPINI CARPENA (IT)</td>
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<tr>
<td>Guillaume Laurenceny, Bureau Veritas (FR)</td>
<td>Graziano Severini (IT)</td>
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<td>Bernardus SLOT, Netherlands Food and Consumer Product Safety (NL)</td>
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*Points which may require your attention are in red below in the text area and in the figure*

## Summary of the 15/01/2014 Conference Call

During the conference call we discuss the topics to perform the index of the Recommendation adding comments, removals and modifications to the initial draft. A few basic topics have dominated the conference call:

1. Definition of PPP
2. General health warning on sustainability
3. Survey
4. Administrative aspects
   a. Case studies
   b. Content development of some topics
   c. Additional aspects

The detail of the topics is summarized as follows:

1. Definition of PPP.
   Any definitions, comments or additions, please send before the next conference call.
2. General health warning on sustainability.
   This will give a bit of a scope to the text
   The survey to build case studies for PPP projects was approved and it is going to be sent it to the Bureau.
4. Administrative aspects.
   a. Case studies.
      Project lead, Maurice DIAMOND volunteered to make a proposal.
   b. Content development of some topics.
      All PPP-TF experts are requested to send in comments and suggestions for the Guideline outline before the 12th of February. If you are interested in developing the text for a specific part of the Guideline, please contact the project lead, Maurice Diamond and Paloma Bernal.
   c. Additional aspects: How to do a business case.
      Guillaume Laurenceny has finished a draft of a business case. It will be analysed during the next conference call. It will help to develop other business cases (successful/pitfall cases).
      Suggestion of an extra section on lessons learnt, perhaps will be added in a later stage.
The next conference call is scheduled Wednesday, February 19th at 13:00 CET (Paris/Geneva-time). The dial information will be sent to the PPP experts in an email with the link to this document. Thank you in advance for entering this in your calendars already.

It will be scheduled soon the conference call that will be held in March, most probably the 26th (Wednesday), 27th (Thursday), or 29th (Friday), of March.

All PPP-TF experts are requested to send in comments and suggestions for the Guideline outline before the Wednesday the 12th of February. If you are interested in developing the text for a specific part of the Guideline, please contact the project lead, Maurice Diamond and Paloma Bernal.