

ICDPPC Executive Committee Agenda

ICDPPC Executive Committee meeting

6/7 March 2015

For those attending in Washington DC:

Venue: Federal Trade Commission, 600 Pennsylvania Ave NW, Washington DC

Attendees must bring a government ID, such as a passport, and should enter from the visitor entrance at 600 Pennsylvania Ave NW - the entrance closest to 6th Street. Please arrive by 12:40 pm at the entrance to allow sufficient time to pass security and to briefly confer before the formal teleconference begins at 1 pm sharp.

John Edwards, Chair
Florence Raynal, France
Jacob Kohnstamm, Netherlands
Julie Brill, USA
Guilherme Roschke, USA

Others joining by teleconference

France
Mauritius
Netherlands
New Zealand

Dialling Instructions

The FTC teleconference facilities are being used for this meeting:

Washington DC	France	Mauritius	Netherlands	New Zealand
1pm	7pm (GET)	10pm (MUT)	7pm (GET)	7am (NZDT) (7 March)
877 8738017	+1 636 651 3181	+1 636 651 3181	+1 636 651 3181	+1 636 6513181

Once connected enter access code: **8503395**

For operator assistance at any time please dial *0

1. Formalities:
 - a. Apologies
 - b. Adopt agenda

2. Previous meeting (2 December 2014):
 - a. Approve minutes
 - b. Review action points

Task	Committee Member	Notes
1. Outstanding handover notes	All	Complete
2. Identify and circulate dates for future meetings	Secretariat	Complete
3. Review Mexico State application or allocate to another member for review.	USA	Incomplete. Not reviewed or allocated. USA prefers to hold for consideration with any other applications submitted later in 2015.
4. Notify Canada of acceptance of its proposal in principle, explore and settle other arrangements with Canada.	Secretariat	Complete
5. Circulate a report of final results of the evaluation survey.	Secretariat	Complete
6. Circulate first issue of newsletter to follow December meeting.	Secretariat	Complete
7. Submit information to the Secretariat about the provision of the interpretation service at recent Conferences and the associated costs	France	Complete
8. Submit a report on estimate costs for providing interpretation services at the 37 th Conference	Secretariat	Complete
9. Circulate proposed documentation which would be supplied to authorities that express an interest in hosting a future conference	Secretariat	Complete
10. Committee members to forward ideas for the closed session to the Secretariat	All	Complete

- c. Matters arising from the minutes (other than matters already listed on the agenda)

3. Standing items
 - a. Update from the Secretariat:
 - Timetabling meetings: 13 May; 15 July; 2 September
 - Other matters
 - b. Update from host of forthcoming conference (NL)
 - c. Applications for accreditation (if any) (USA)
 - d. Notice of any upcoming meetings of international organisations requiring representation or any report back from recent meetings (France)

Secretariat has circulated a compilation of reports.

4. Closed session 2015 (Chair)
 - a. Finalise topics

Secretariat has circulated Chair's proposal.

5. Proposals for hosting the Conference in 2016 (Secretariat)
 - a. Note expression of interests.
 - b. Secretariat recommends establishment of a sub-committee or panel of Chair and two other Committee members to do initial evaluation of proposals (when received) to report back to whole Committee.

6. Communications (Chair/Secretariat)
 - a. Proposal for a website
 - Secretariat is developing a website in beta form which outlines the structure of the website.
 - b. Newsletter
Secretariat has established and is maintaining a circulation database of former commissioners ('alumni').

7. 'International Cooperation' resolution (Secretariat)
Canada will host a meeting on 3 -5 June 2015 in Ottawa to share experience and best practice in enforcement.

8. Conference working group updates:
 - a. Digital Education WG (France)
 - b. Strategic Direction WG (NZ).

9. Surplus funds from Mauritius Conference (Chair/Secretariat/Mauritius)

10. General business

11. Next meeting May 2015
 - a. Proposal 12/13 May