**CAPARDUS Progress meeting**

27 March 2020, 1600-1730 CET

Online meeting

***Minutes and actions***

Participants: See attached list

Meeting leader: S. Sandven

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| No  | Agenda items | Comments - actions |
| 1 | Finalize the Scoping document (deliverable D1.4). What criteria should be used to limit the scope of the project ? One approach is to identify standards and practices within the topics described in the four case studies. Work should address collection and management of data from observing systems in order to supporting natural resource management, safety, community planning and decision making and tourism. Ethics, norms, responsible research, technology development, infrastructures and other services will be included, based on what is of value for the communities. Questions were raised how the project should relate to the UN Sustainable Development Goals, the Social Benefit Areas under SAON and Community based monitoring programmes. They can provide useful background and motivation for development of the Arctic Common Practice System.  | The scoping document has been updated and submitted to EU together with the other deliverables due by end of March.  |
| 2  | Input to D1.1 Review of existing standards and framworks relevant to the Arctic, the next report in WP1 due end of November 2020. Questions to be addressed can be:* What practices and “standards” exist and are in use?
* How can benefits of existing standards be evaluated ?
* What practices are needed or desired based on WP member and partners?
* What outcomes of filling gaps are expected?
* Critical analysis – what harm might be done (e.g. continuation of colonial approach); what challenges to implementation (e.g. priority (motivation), capacity, cost etc.)?
 | Action: Proceed with preparing the D1.1 document.  |
| 3 | Plan for workshops and dialogue meetings in 2020Due to the corona virus situation, the schedule of workshops, dialogue meetings and research schools is uncertain and delays can be expected. However, skype meeting should be used to establish and maintain communication with the participants in each of the case studies. How should we start to work with them since the first workshops/research schools will be in the fall of 2020 at earliest ? Should we prepare a questionnaire ?  | Action: contact the key participants in the case studies and inform them about the CAPARDUS project. Decide how we should work with them in the coming months.  |
| 4 | WP6 can start technical work independent of the corona situation. Should we use Ocean Best Practice or another repository for the documents that we will use in the project ? How do we tag the documents ? Who should do what ? | Action: Jay and Pier-Luigi: Provde guideline how to proceed |
| 5 | Project website.The CAPARDUS public website, <http://capardus.nersc.no> , was set up with general information about the project . The first open documents have been inserted . The website will be the main method for dissemination of all project relevant information, such as public downloadable products, presentations, news and events related to the project work scope. One section of the website will be password-protected and reserved for internal information for the partners.  | Action: Provide material for the public webite (pictures, documents, links, etc.) |
| 6 | CAPARDUS poster and brochureThe first CAPARDUS poster was prepared giving a general overview of the project. The plan was to submit and present the poster at the Arctic Observing Summit, which was organized as an online conference from 31 March to 02 April. We missed the dealine for submission, but the abstract was uploaded and is available at <https://arcticobservingsummit.org/sites/default/files/243-12.pdf>We also planned to have a CAPARDUS side-meeting at the Arctic Science Summot Week (on 30 March) , but the whole conference was cancelled. We will instead submit proposal for a CAPARDUS sidemeeting at Arctic Circle 8-11 October with deadline 01 May. <http://www.arcticcircle.org/assemblies/2020/proposals>A brochure is important to prepare for use when we invite partipants to the workshops and dialogue meetings. The brochure should illustrate how we go from the practical life of inhabitants/citizens/operators to the Arctic Common Prcatice System.  | Action: prepare outline of a brochure, to be discussed at the next progress meeting. We need pictures and illustrations from the partners.  |
| 7 | Next progress meeting: 27 or 28 April (1600-1800 CET) |  |

Participant list

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