

**Draft JODI Inter-Secretariat Technical Meeting  
13 March 2017, (AM 10:00 – 12:30)  
OPEC Headquarters, Vienna**

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- 1) JODI World Databases (Oil and Gas)
  - a) Updates on conversion factors (oil)
  - b) Follow up on assignment of countries with multiple memberships to JODI-Gas partner organisations (Bolivia, Trinidad and Tobago)
  - c) Follow up on current status of standardised country notes (metadata)
  
- 2) Progress on harmonisation of source file format and enhanced data consolidation mechanism
  - a) Follow up on harmonisation of source file format
  - b) Demonstration of new data consolidation platform
  - c) Implement new data consolidation mechanism
  
- 3) JODI Training Workshop Materials
  - a) Format & content of JODI Regional Training Workshop in Tunis with focus on Sub Sahara Africa situation
  
- 4) JODI Online Forum (optional)
  - a) Progress report on utilisation of the forum
  - b) Next steps

**Draft JODI Inter-Secretariat Meeting**  
**13 March (PM 14:00-17:00) 14 March (AM 09:30-17:00)**  
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- 1. Opening of meeting and approval of agenda**
- 2. Data and participation status: JODI-Oil & JODI-Gas**
  - a) Status on country participation by IEF
  - b) Progress report by JODI Partner International Organisations
  - c) Participation Assessment smiley faces/colour codes/country notes
  - d) Update on the JODI-Oil & JODI-Gas Database
- 3. Proposals to enhance visibility of JODI:**
  - a) IEF to give latest Statistics on traffic on JODI Website as well as traffic from social media, presence of each partner on social media, the number of followers, etc.
  - b) JODI Partners to share what they have done since last I.S. Meeting to promote JODI with emphasise on the appearance of JODI in the JODI Partners Websites.
  - c) IEF to share progress on preconditions identified during past meetings, sample contract, etc.
  - d) APEC to give status on the progress on getting approval to support this initiative.
- 4. Capacity Building:**
  - a) Review progress to hold the next Regional JODI Training Workshops to be held in Tunisia in 11-13 April 2017.
  - b) Discuss ideas to hold JODI Workshop in Latin America during 2nd half of 2017 or early 2018
  - c) Discuss proposal to hold a combined JODI-IEA Workshop for EU4Energy in Ukraine in 1<sup>st</sup> Q 2018
  - d) Discuss how to cooperate more with regional energy agencies to improve cooperation data from regions
- 5. User Seminars:** Discuss plans for next JODI seminar (Singapore) to take place back to back with an IS Meeting during 2017 Singapore Energy Week (23-27 October 2017).
- 6. JODI Conference 2017:**
  - a) Give background on US withdrawing its hosting of the conference because of logistical issues.
  - b) Who else can host it? Singapore/ Hong Kong / UK/ etc. Who else?
  - c) Is there an industry event late in 2017 that we take advantage of having the JODI conference back-to-back?
  - d) Best timeframe for a conference on 3<sup>rd</sup> or 4<sup>th</sup> Quarter 2017.
  - e) Theme/ Key questions in each Session / Invitées, countries, organisations, experts, JODI champions, Key deliverables to the conference
  - f) Possible Sponsorship, co-financing, etc.
- 7. 5-year JODI Plan Document:** Discuss next steps on updating the 5-year JODI plan document ahead of the JODI Conference (I.e. By end of May 2017).

**8. Coal Data Transparency Improvement:**

- a) IEF to present template requested in last JODI Meeting
- b) Discuss progress on Coal Data Transparency Improvement, and Deliberate next steps, phases, & timeline how best to achieve improved global coal transparency.

**9. Extending JODI Cooperation with other energy agencies:** Deliberate ways how to take advantage of interest by some International Organisations (OAPEC, & AFREC) to be part of JODI such as extending JODI Associate Memberships, etc.

**10. Guidelines received from G20:** Update Partners on latest deliberations and guidelines received from G20 regarding JODI.

**11. Other Issues:** Next Inter-Secretariat Meeting, etc.