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COMMENTS ON THE WASHINGTON GROUP GOVERNANCE PROPOSAL  
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The document is quite comprehensive and already covers the most important aspects in the governance of the Washington Group. To further refine the document, the following suggestions are submitted for consideration:

ON THE OPERATING PRINCIPLES

It is suggested that the following sub-item be added:

Conduct of meetings

1. The meeting will be conducted over two days.
2. The meeting will be chaired by a representative of the host country. The Secretariat will serve as Rapporteur.

ON THE CONTENT OF ANNUAL MEETINGS

To encourage active involvement of the WG members, it is suggested that participants be requested to submit (not present, as this will take time out of the meeting schedule ) brief country reports which can be uploaded on the WG website.

In addition, it will be productive if the meeting can agree on "next steps" that the individual members are encouraged to pursue in their respective countries between the current meeting and the next meeting. These direction-setting next steps may be in the form of conducting pilot surveys, information dissemination, advocacy workshops, seeking commitments from stakeholders, etc. Progress reports can then be presented in the next WG meeting. Note that these next steps are in addition to the next steps for the workgroups of the WG.

ON COMMUNICATION

As a reminder to the Secretariat which is tasked with the maintenance of the website and for the information of the WG members, it is suggested that a second sentence be added to #1: The website will contain the proceedings of all meetings of the WG including among others, the papers presented, the agreements reached and the list of participants.

It is also suggested that the website be made a forum for sharing country experiences on the development of disability statistics. The members should be encouraged to submit to the secretariat periodic reports for possible uploading on the website. This will be useful since not all members can attend the WG meetings.

ON MEETING SCHEDULE

The experience of the various City Groups seems to be that while annual meetings were the goal, most if not all, have not been able to meet annually. Initially, maybe annual meetings will be desirable and possible; later, it might be more practical to meet less frequently than annually, maybe every two years.

ON THE ORGANIZATIONAL STRUCTURE

ON THE SECRETARIAT

For better continuity, it is suggested that the Secretariat be institution-based rather than be composed of individuals. For clarity therefore, the following sentence can be added to IIIA1b): It is desirable that the secretariat be based in an institution so that the secretariat work becomes an institutional rather than an individual commitment.

## ON THE COMPOSITION OF THE STEERING COMMITTEE

In addition to the planning committee chairs (hosts) from the last three meetings, it is suggested that the host of the next meeting be made an ex-officio member. The document should be clear on the number of SC members to be selected by the members during the WG meeting. Are the planning committee chairs from the last three meetings automatically selected?

The document is silent about the chairmanship of the Steering Committee. It is suggested that the Chair of the Committee be elected by the Steering Committee members, rather than by the WG members.

## ON THE HOSTING OF WG MEETINGS

To generate wider interest in the WG and its activities, it may be good to have a policy that to the extent possible, the hosting of the meetings should alternately go to the major geographic regions.

To improve planning, it may also be desirable to be able to identify the host of the WG meetings two meetings in advance. For example, in Brussels, the meeting can already agree on the hosts for the 2005 and 2006 meetings (if annual meetings will push through).

## ON THE FORMATION AND DISBANDING OF WORKGROUPS

For the WG to remain focused, it may be strategic to limit the number of workgroups to at most four at any given time. This strategy can improve the chances that work will get done fast.