1. **INTRODUCTIONS**
   
a. Welcoming any new members of the working group (if applicable)

2. **FOLLOW-UP ON ACTION ITEMS**
   
a. Share revisions to the draft terms of reference (see attachment 2)
b. Discuss portals, standards, tools and tips outlined in Google doc:  
   ([https://docs.google.com/document/d/1kiSwBeUzcMfJFhOcyYFfXuo2x3GxQFWXplved_mKgU/edit?usp=sharing](https://docs.google.com/document/d/1kiSwBeUzcMfJFhOcyYFfXuo2x3GxQFWXplved_mKgU/edit?usp=sharing))

3. **ENGAGEMENT WITH OTHER GROUPS AND ORGANIZATIONS**
   
a. Discuss responses from other working groups:
   i. What do you see as the biggest blocker to your work right now?
   ii. What is your biggest technical blocker?
b. Any additional organizations that are currently supporting decision-makers from list shared by Engaging working group
   i. 3IE
   ii. Agency for Healthcare Research and Quality (AHRQ) Evidence-based Practice Centers
   iii. Africa Evidence Network, which includes groups like:
       • Africa Centre for Evidence, University of Johannesburg
       • Centre for Rapid Evidence Synthesis, Makerere University
   iv. Centre for Learning and Evaluation Results
   v. Cochrane Geographic Groups:
       • Cochrane US Network (4 EPCs are members)
   vi. Collaboration for Environmental Evidence
   vii. Evidence Aid (UK)
   viii. EVIPNet
   ix. National Collaborating Centres +/- SPOR Support Units (Canada)
   x. What Works Centres (UK), which includes groups like:
      • Education Endowment Initiative
   xi. Global Evidence Synthesis Initiative (GESI)

4. **ANY OTHER BUSINESS**
   
5 min