**Template: Meeting 3 Agenda**

**Becoming Breastfeeding Friendly**

**XX Country Committee Meeting**

Date

Location

**Agenda**

**Day 1: Day, date**

**8:00-9:00:am Arrival and check-in**

**9:00-9:10am Opening remarks**

*(Put name of individual and title/organization, if applicable)*

**09:10-10:20am Presentation of final benchmark scores, gaps, and initial recommendations**

*Advocacy, Political Will, and Promotion Gears Team (Put team names)*

**10:20-11:45am** **Presentation of final benchmark scores, gaps, and initial recommendations**

*Legislation & Policy; Funding & Resources Gears Team (Put team names)*

**11:45am-12:00pm Cocoa Break**

**12:00-1:40pm** **Presentation of final benchmark scores, gaps, and initial recommendations**

*Training & Program Delivery Gear Team (Put team names)*

**1:40-2:40pm** **Lunch Break**

**2:40-3:40pm Presentation of final benchmark scores, gaps, and initial recommendations**

*Research & Evaluation and Coordination Gears Team (Put team names)*

**3:40-4:10pm** **Next steps – Action plans**

*(Put name of individual and title/organization)*

**4:10-4:30pm Next Steps and Closing**

*(Put name of individual and title/organization)*