**Action List from Oslo Meeting**

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| MB, IA, and JOE to set up an association egroup to promote member to member communication | End March |
| JOE will check that there are no issues with having just one address for FIT and proceed to implement. | End of May |
| Jan Cambridge will write an article for Translatio | End of April |
| Council will work on assisting with the dissemination of Congress | - |
| JOE will ask members will be asked to participate in social media (LinkedIn, Twitter, Facebook, Youtube) | FIT info |
| Treasurer to finalize financial accounts of 2012 | End of March |
| FIT LatAm to set date and location for f2f meeting and inform Council and members | End of April |
| FIT Europe to have Round table in September – date to be submitted soon | End of March |
| FIT NA to set date and location for f2f meeting in 2013 and inform Council and members | End of April |
| Logo use guidelines to be developed by xxx and disseminated to members and posted on the FIT website | ? |
| Committees will be encouraged to submit abstracts to Congress and articles to Translatio |  |
| Award information will go out to membership | End of April |
| Legal Translation and Court Interpreting Committee name changed to Legal T&I Committee – will be reflected on the website by Sabine | End of March |
| MB to send message to go out to members need to look at whether or not their governments are involved in some way in a conflict zone and if yes assist in getting Conflict Zone Guide translated. | End of April |
| Kevin to take up a Norwegian nomination for the Literary Translation Committee | End of March |
| Travel Support Fund Task Force is going to produce policy report to Council in October. | End of October |
| Organizational Development survey will be sent out to members | End of May |
| Sabine will request ideas for the website and produce a website strategy report for Council | End of May |
| JOE to request an implementation plan be developed by the PR committee on social media and AV elements for end of May  (PR committee to solicit ideas from Council) | End of May |
| IA and MB to work on finding ways for associations to become more visible on FIT website | End of April |
| IA MB and JOE to work on FIT Column updates on member newsletters | End of March |
| MB, RB, and JSO to revise media kit | End of May |
| HL to supervise Translation of FIT Wikipedia entry. Several languages were identified: Spanish, Norwegian, Russian, Catalan, Azebarjan, Swedish. Chinese, Danish, French, Finnish, Hungarian, Italian. | End of August |
| JST to contact Marie-Jose de Saint-Robert (head of translation at UN Geneva to work more closely with UN |  |
| Laimantus and AE will be project managers for the GIR. |  |
| Perpetua will summarize the report titled Quantifying Quality Costs and the Cost of Poor Quality in Translation | End of May |
| DB to produce an FAQ-based guidelines on translation, interpreting, terminology and training | End of April |
| Organizational Development to take on task to develop strategies to exploit new sources of revenues. | End of April |
| MB to revise Committee Guidelines and submit to Council | End of April |
| MB and Belgian Chamber to work on guideline draft on ……. | ???? |
| MB to follow up with Wiley on whether they wish to submit a proposal for Babel publication | ??? |
| IA to start Council ediscussion to how to further develop initiatives launched between 2008 and 2011. | End September |
| MB IA and JOE to work 60th anniversary celebration in Malaysia   * JOE to contact Malaysia association * MB to contact Renee and Belgian Association about message * MB to draft invitation to presidents also requesting a congratulatory message to FIT 60th * Send out invitation to members to attend | End of May |
| MB and HL to produce report about partnerships | End of March |
| IA and MB to work on ITD Communiqué | March 4 |
| JOE will revise notice of ITD competition | End of March |
| MB and Sabine will contact website development providers | End of April |
| The Solidarity bylaws will be updated in the induction manual. | End of April |
| The new version will be posted on the website in the members only area with an application form. | End of April |
| Solidarity Fund to discuss member M33 | End of March |
| Kevin to speak to president of member M52 | End of March |
| JOE will review category changes for associate members | End of year? |
| Council members to send association names to IA and IA do draft an invitation letter will be developed for regular and associate members. | End of April |
| A benefits list was put together and Sabine will post on the website soon | End of March |
| Council members were asked to consider and nominate new honorary advisors. | End of March |
| Request for Sponsor of Translatio and Induction Manual translation | End of March |