

OPR RECOMMENDATIONS

FORM AN OPR WORKING GROUP AND COLLECTIVELY ESTABLISH WORK PROCESSES

- **RECRUIT** stakeholder representatives known to work well in groups
- **RECRUIT** working group members of all stakeholder types, including management
- Assess and respond to working group members' **TRAINING NEEDS**
- Establish project **MANAGEMENT PROCESSES**
- Hold **MEETINGS** at regular intervals
- Ensure **MEETINGS** are structured, focussed and evaluated.
- Agree upon **COMMUNICATION** mechanisms
- Establish mechanisms for **CONTINUITY**

COLLECTIVELY ESTABLISH OBJECTIVES, ANALYZE DATA AND DETERMINE HOW TO USE OPR RESULTS

- Establish **OBJECTIVES** quickly to help build the commitment of working group members
- **ANALYZE** data and interpret results
- **IMPLEMENT** changes based on results

ADAPT THE OPR PROCESSES TO THE NEEDS OF THE WORKING GROUP MEMBERS

- Adapt OPR processes to **SCHEDULES**
- Adapt OPR processes to **LANGUAGE AND LITERACY NEEDS**
- Adapt **COMMUNICATION TOOLS** to needs of working group members
- Adapt OPR processes to working group members' **SKILLS**

COLLECTIVELY ENSURE THE DEVELOPMENT AND NURTURING OF RELATIONSHIPS WITHIN THE WORKING GROUP

- Ensure **RECIPROCITY, TRUST, AND RESPECT** within the working group
- Acknowledge and address **POWER DIFFERENTIALS** among working group members
- Ensure **EXPECTATIONS** are expressed and understood
- Recognise, explicitly, what working group members **LEARN** from one another
- Discuss, define, and clarify:
 - OPR-related **ROLES AND RESPONSIBILITIES** of each member
 - **ETHICAL RULES** for collecting, using, and storing data
 - Rules for **ACCESSING AND DISSEMINATING** scientific research materials and publications
 - **BENEFITS** of participation in the OPR, for all working group members, from the outset
 - **CHALLENGES** that may occur and determine how to address them
 - **COMPENSATION** for working group members
- Draft an **OPR GUIDING PRINCIPLES DOCUMENT** at the outset of the OPR