

Draft Report Outline and Communications Strategy Update

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Draft Report Outline

1. Front matter

- title page, acknowledgements, preface about the Washington Shellfish Initiative and the Panel's origins & purpose, list of Panel members, table of contents

2. Executive summary and key (Top 18) recommendations

3. Introduction

- what is the problem of OA; what the report covers

4. Science summary

5. Workgroup recommendations (*research & monitoring through public education*)

- Include global CO₂ text in “local sources reduction” workgroup chapter & rename group as “sources reduction” workgroup (or similar)

6. Post-Panel recommendations

7. Conclusion

- emphasizing the need to reduce CO₂ emissions and to implement recommendations

Recommendation Format (Draft) for Report

Each chapter will have lead-in text that sets the stage

Proposed format for each recommendation:

- Title
 - Those on the “Top 18” list may need some translation or shortening
- Description
 - Target: up to 3 paragraphs
- Implementation time frame:
 - Near term (< 5 years), medium term (5-10 years), long term (10 + years)
- Implementation cost
 - Low (<\$250;), moderate (\$250k-\$1M); high (>\$1M), or more specific when known; some will be scale-dependent
- Implementation lead & partners