1. **Confirm experts 3MOST experts+7+2CAS+2MOST**
2. **Implement scheme: preliminary version**
3. Email the experts: time possibility
4. Decide experts group leader
5. Agenda
6. Decide meeting date. Location. Approval letter? Invitation letter?
7. Send formal email to experts and leaders
8. Send formal email to key members
9. Hotel, flight/train
10. Review comment from 评估意见表
11. ….