

Dear Colleague,

**CONTRACTING FOR HERRENHAUSEN SYSTEMIC INQUIRY 30-31 JULY, HANNOVER**

Many thanks for accepting our invitation to participate in the Herrenhausen Palace Systemic Inquiry: *“Governing the Anthropocene: Cybersystemic Possibilities”*. You should have already received information concerning the aims of the event and logistics.

This letter is to draw your attention to the design of the event and in particular *contracting*. In our experience, whenever an inquiry group assembles we have found it important to spend time generating a ‘contract’ about how we will work together.

Before reading our proposed contract below take a moment to think of all the ways you, or someone else, could make our two days together a bad experience. Our contracting is designed to avoid, or at least ameliorate these possible bad experiences.

We propose the following draft ‘contract’.

<b>Contract Elements:</b>	<b>Explanation</b>
<b>Starting and finishing on time?</b>	We will start and finish on time for both days. Please help us do so by being prompt and keeping to schedules during the day.
<b>Provide others with the experience of being listened to?</b>	We appreciate everyone has their own point of view and wants to be heard. Please be courteous and listen to others.
<b>Who says what stays in the room?</b>	Outside the meeting, participants are free to report what was said, but not by whom. The organisers will also adhere to this in the report of the workshop.
<b>It is ok to say you do not know/ do not understand?</b>	This is to ensure open discussion and inquiry.
<b>Appreciate diversity of perspectives and experiences in the room?</b>	Diversity can be a source of insight and new perspectives on situations
<b>Check out your own understandings?</b>	The inquiry process can generate agreements and disagreements. In both cases, we invite you to check your own understanding.
<b>Strive to be present in the group conversation at all times?</b>	Do not use computers unless there is a task for which it is needed; avoid side conversations
<b>No emails / phones in the room?</b>	We are all busy and want to stay connected. But it is difficult to be in two places at once and it is distracting for others. If you have to take a call /send an email please do so during breaks or outside the room.
<b>Questions to speakers should be based on your table inquiry not individual concerns?</b>	During the event, speakers will be available for participants to ask questions and seek clarification. Please do so on the basis of discussions at your table rather than just your own interests / concerns.

<b>Permission for photography / audio recording?</b>	We propose to record the event in a variety of media.
<b>We all take responsibility for monitoring this contract?</b>	We are all part of the inquiry process and have commitment to it.

The contract will be finalised on the first day of the workshop. Please let us know by return email if any aspect of the above is not acceptable or needs refining in some way. If you would like to suggest an additional element for the contract please email us so we can consider it for inclusion. You can email us at XXXX@XXX.XXX

Our thanks in advance for your time and consideration and we look forward to welcoming you at the event.

With very best wishes

Ray Ison and Kevin Collins (Facilitator)