



Water, Climate Development Programme (WACDEP)

Support to integration of water security and climate resilience into development planning and decision making processes

Information Note and Draft Programme

5th WACDEP Technical Coordination Workshop

23 September – 28 September 2013,
Kigali, Rwanda

Hosted by GWP Eastern Africa

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programme related matters*

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1. Background

In November 2010, during the 3rd Africa Water Week, the extra-ordinary session of the African Ministers' Council on Water (AMCOW) adopted a decision recommending that the Global Water Partnership (GWP) and partners operationalise the Water, Climate and Development Programme (WACDEP). The programme was developed as response to the January 2009 AMCOW request for GWP to support the implementation of the 2008 African Union Sharm el-Sheikh Declaration on Water and Sanitation.

The WACDEP aims to integrate water security and climate resilience in development planning processes, build climate resilience and support countries to adapt to a new climate regime through increased investments in water security. By building climate resilience, the initiative contributes to peace building and conflict prevention, supports pan-African integration and helps safeguard investments in economic development, poverty reduction and the Millennium Development Goals (MDGs). The programme responds directly to the commitments expressed by African Heads of State in the Sharm el-Sheikh Declaration on water and sanitation.

The WACDEP supports implementation of AMCOW's triennial work program for 2010-2013. Initially, WACDEP is implemented in eight countries: Cameroon, Ghana, Burkina Faso, Mozambique, Zimbabwe, Burundi, Rwanda and Tunisia; and four river basins: Volta Basin, Lake Chad, Lake Victoria-Kagera, and Limpopo Basin and one trans boundary aquifer-the North Western Sahara Aquifer System.

The goal of the programme is to promote water as a key part of sustainable regional and national development and contribute to climate change adaptation for economic growth and human security.

The overall objective is to support integration of water security and climate resilience in development planning and decision making processes, through enhanced technical and institutional capacity and predictable financing and investments in water security and climate change adaptation.

The expected outcomes are:

- Water security and climate resilience integrated in development planning and decision-making processes;
- Capacities of partnerships, institutions and stakeholders enhanced to integrate water security and climate resilience in development planning and decision-making processes;
- "No regrets" investment and financing strategies for water security, climate resilience and development formulated and governments begin to implement them. In addition, fundable projects (infrastructure-related) for water security, climate resilience and development defined and shared with development banks.

WACDEP was launched at the 2011 Stockholm World Water Week. Programme implementation began in July 2011 with an inception phase to introduce the programme at regional and country level and also define key actors and priority activities for detailed implementation from 2012 onwards.

2. Workshop format and structure

To catalyse exchange of lessons, knowledge sharing and technical coordination of WACDEP implementation among the GWP regions, Technical Coordination Workshops are convened as part of the WACDEP Africa programme. The 5th WACDEP Coordination workshop will be held in Kigali, Rwanda from 23 – 28 September 2013.

The workshop will involve the following key meetings held over the 6 days as shown below. A detailed programme is shown further in this document.

Table 1: Overview of Meetings

Dates	Meetings	Expected Participants
23 – 26 September 2013	WACDEP progress review and planning meeting	GWP Regional Coordinators, WACDEP Regional Programme and Communication Officers, WACDEP Country Programme Managers/Officers, Communication Officers, CWP Chair or CWP Coordinator for each WACDEP country, AMCOW Focal Point or Government contact for the WACDEP in each country, GWPO, AMCOW Sec, WACDEP Reference Group (RG) Members, WACDEP CU
25 September	<ol style="list-style-type: none"> 1. Finance Officers Meeting (Morning) 2. Finance officers and WACDEP programme management Meeting (Afternoon) 	<ol style="list-style-type: none"> 1. Finance Officer 2. Finance Officers, CWP & RWP project managers
25 - 26 September	2nd WACDEP Reference Group Meeting	WACDEP Reference Group Members, GWP Regional Coordinators, GWPO, WACDEP CU, NIRAS
26 – 28 September	Rwanda WACDEP Training Material Workshop	NIRAS, WACDEP CU, Rwanda NTC, WACDEP National Team – Rwanda, GWP East Africa (Regional Coordinator and Programme Manager), GWPO, UNDP, CEEPA

The 5th Technical Coordination meeting will focus on sharing progress, approaches and lessons learnt in delivering the WACDEP outputs. The meeting will be aimed at creating communities of practice so that countries with commonalities in deliverables can be encouraged to work together and learn from each other.

The meeting will also bring together Communication Officers in order to discuss ways of improving communications and knowledge management within WACDEP both internally and externally. Partnership involvement is key in implementing WACDEP and Country Chairs/Coordinators will also

be invited to ensure that their integrated more into the delivery of the programme lead WACDEP implementation at country level.

The WACDE Reference Group (RG) will also participate in the progress review meeting as resource persons.

In addition to WACDEP progress review meeting, other meetings to be convened include the 2nd WACDEP RG meeting, Communication officers and finance officers meeting. A WACDEP Capacity Development meeting will be held to test the learning materials being developed for the WACDEP capacity building at country level.

Specifically, the 5th WACDEP Coordination workshop will aim to achieve the following objectives:

- Share lessons on progress of the implementation of the WACDEP in the countries and regions
- Discuss methodologies and approaches being used for the different deliverables under the WACDEP Work Packages
- Discuss the implementation and roll-out of the Capacity Building Plans developed for the regions and countries
- Define the specific support that the WACDEP RG can provide to the countries and regions and seek the RG input into the WACDEP Capacity building Learning materials and the water supplement to the National Adaptation Plans (NAPs) technical guidelines being developed by GWP and the UNFCCC
- Testing of the Learning Materials for WACDEP Capacity building

2.1 WACDEP Financial Management Meeting (25 September)

This meeting will focus on solving financial management challenges in the WACDEP, and improving collaboration in financial management within and across all levels of the programme. The finance meeting will be split into two half day sessions:

- The morning session will be with the finance officers only, working on technical accounting issues for the WACDEP, such as cash flow forecasting.
- The country and regional project managers will join the finance officers for the afternoon session, where the focus will shift to improving financial management by collaboration, in areas such as activity and expenditure forecasting, and preparing the 2014 WACDEP budget templates for approval.

2.2 WACDEP 2nd Reference Group Kick-off Meeting (25-26 September)

The 2nd RG meeting will be focused on review of the WACDEP Capacity Building Learning materials and the Draft Water Supplement to the UNFCCC Technical Guidelines on NAPs. The RG will also discuss an overall road map for providing peer review and demand driven support to countries.

2.3 WACDEP Training Material Testing meeting (26 – 28 September)

The WACDEP Capacity Development Programme was launched in January at the Pretoria meeting and since then a Training Plan has been developed; Rapid Capacity Needs Assessments have been developed in the 8 countries and a National Training Coordinators workshop has been conducted. During this time learning materials for the WACDEP have also been developed.

The RG meeting will review the suitability of the learning materials in a real world development context using Rwanda as a case study. The meeting will also give the Rwanda WACDEP and capacity building team, government planners from sectors such as water, energy, agriculture, finance and others an opportunity to gain deeper insights on the content of the learning materials.

3. Workshop Logistics

Regional Coordinators will assist in compiling a list of their delegation from their region with full contact details (Regional Coordinator, WACDEP Regional Programme Officer, Country Programme Managers/Officer, Financial Officers, AMCOW/Government contact for WACDEP at country level.

The list should be sent to Maika Muller (maika.muller@gwp.org) and Tendai Gandanzara (t.gandanzara@cgiar.org). Invitation letters for the meeting will be sent once participant's details are confirmed.

GWP Regions are responsible for arranging return flights to Kigali for their regional and country delegations. This includes all local transport costs and insurance and visa fees in home country of participant.

Per-diems for all participants and accommodation will be paid by the WACDEP CU in Kigali as per GWPO rates. Local transport in Kigali will be organised by GWP East Africa through the hotel and paid for by the WACDEP CU.

GWPO will arrange travel for the WACDEP RG members and Maika Muller will be the contact person for all issues related to RG members.

WACDEP 5th Technical Coordination Draft Programme

Time	Session	Facilitator/Presenter	Objectives
<i>Day 1: Monday, 23 September 2013</i>			
08:00 – 08:30	Registration		Registration, introduction to meeting objectives and participants
	Session 1: Opening Session	Patrick Safari	
08:30 – 09:55	Welcoming Remarks from GWP East Africa	GWP East Africa Chair	
	Remarks from GWPO	Alex Simalabwi	
	Remarks from the WACDEP Africa CU	Ruth Beukman	
	Remarks from AMCOW	Laila Oualkacha	
	Official Opening: Rwanda Minister of Natural Resources	Hon. Stansilas Kamanzi	
09:55 – 10:00	Objectives of the Meeting	Andrew Takawira	
10:00 – 10:15	TEA BREAK		
	Session 2: WACDEP Work Package 2: National Development Plans	Ruth Beukman	Presentation and discussion on the outputs being delivered for each Work Package looking at the entry points and delivery mechanisms
10:15 – 10:30	Overview of Work Package 2	Andrew Takawira & Ralph Philip	
10:30 – 11:10	Burkina Faso	WACDEP Country Managers to make presentations followed by discussions	
11:10 – 11:50	Tunisia		
11:50 – 12:30	Zimbabwe		
12:30 – 13:10	Burundi		
13:10 – 14:00	LUNCH BREAK		
	Session 3: WACDEP Work Package 2:	Dam Mogbante	Presentation and discussion on the outputs being delivered for each Work Package looking at the entry points and delivery
14:00 – 14:40	Ghana	WACDEP Country Managers to make presentations	
14:40 – 15:10	Mozambique		
15:10 – 15:50	Cameroon		

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Time	Session	Facilitator/Presenter	Objectives
15:50 – 16:30	Rwanda	followed by discussions	mechanisms
16:30 – 16:45	TEA BREAK		
16:45-17:00	Work Package 2 and National Adaptation Plans	Alex Simalabwi	Presentation on NAPs
17:00-17:05	Close of Day 2		
<i>Day 2: Tuesday, 24 September 2013</i>			
08:30 – 08:45	Recap of Day 1	Tiemtoré Mahamadou	Brief recap on proceedings from Day 1 – and the key outputs and issues discussed
08:45 – 09:45	Session 3: WACDEP Work Package 3: Investments	Alex Simalabwi & Ralph Philip	Overview of WP 3 as per log frame and expected deliverables, discussion on investment planning
09:45 – 10:15	TEA BREAK		
10:30-12:30	Session 5: Group Work: Developing Country ToRs for developing Investment Options/Plans for Water Security and Climate Resilience	Each country will be joined by respective Regional managers, Coordinators and nominated Reference Group members to draft TORs for Work Package 3	Develop country draft TORs for Work Package 3
12:30 – 13:30	LUNCH BREAK		
	Session 6: Report Back from the Group Work -Investments	Torkil Jønch Clausen (moderator)	
13:30 – 15:30	Report Back on draft TORs for the development of country investment options/documents for water security and climate resilience <ul style="list-style-type: none"> Zimbabwe, Burkina Faso, Tunisia, Burundi 	Report back by WACDEP RG members for their	Teams report back on the expected outputs and delivery mechanisms that will be used to

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Time	Session	Facilitator/Presenter	Objectives
	<ul style="list-style-type: none"> Mozambique, Rwanda, Ghana, Cameroon 	assigned countries with Country Managers	achieve the objectives and reach the targets agreed for WP 3.
15:30 - 16:00	TEA BREAK		
16:00 – 17:00	Session 7: Updating the draft TORs for Work Package 3 based on feedback	Round table working teams for each country finalising the TORs	Reference Group members will act as resource persons to the countries
17.00-17.05	Close of day 2		
<i>Day 3: Wednesday , 25 September 2013</i>			
08:30 – 08:45	Recap of Day 2:	Sarra Touzi	
08:45 – 09:15	Overview of Work Package 7 – Knowledge Management	Michael Ramaano & Ralph Philip	Overview of WP 7 as per log frame and expected deliverables.
09:15 – 09:45	Clarifications and Questions		
09:45 – 10:15	TEA BREAK		
10:15 – 11:00	Regional/Country Communication officers will participate in a Panel discussion	Hycinth Banseka (moderator)	Each region will present what they plan to do and the outputs expected
11:00 – 11:30	WACDEP Knowledge Management Platform and updating WACDEP country and regional web pages on WACDEP website	Maika Muller	Agreement on how to make use of the WACDEP web pages and online knowledge management portal
11:30– 12:00	Overview of Work Package 6 – Capacity Development Presentation on the implementation of the Capacity Development Work Package	Armand Houanye & Ralph Philip	Progress and way forward in the implementation of Work Package 6 – Capacity Development
12.00-13.00	Linking national, Regional to Global Water and Climate Programmes WACDEP and SITWA alignment	Francois Brikke Frederik Pischke	To strengthen the linkages between related ongoing

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	Global Drought/Flood Management Programme		programmes to WACDEP
13.00-14.00	LUNCH		
	<i>WACDEP managers join the Finance Officers meeting. Regional Coordinators to join the Reference Group Meeting</i>		
17:30 – 18.00	All Participants join to close the WACDEP Coordination meeting	Patrick Safari and Alex Simalabwi	

WACDEP Financial Management- Wednesday 25th September 2013

Time	Session	Objectives
	<i>Morning session participants = Regional Finance Officers (FO) only</i>	
08:30-08:45	Introduction to meeting and participants	<ul style="list-style-type: none"> • Agree on any changes to the agenda and/or objectives
08:45-10:00	Cash flow forecasting <ul style="list-style-type: none"> • Treatment of CWP & RWP cash forecasts • How to prepare a cash flow forecast demonstrated • Sharing of experiences • Clarifications, Questions & Answers • Practical Exercise 	<ul style="list-style-type: none"> • Regional FO's to be able to complete timely RWP cash flow forecasts for funding requests to Stockholm • Regional FO's to be able to support CWP's in preparing timely cash flow forecasts for funding requests to the RWP • The Global FO to be able to make adjustments to the 2014 GWP Financial Guidelines as appropriate
10:00-10:30	TEA BREAK	
10.30-11:30	Improved Internal Controls <ul style="list-style-type: none"> • Presentation by new Financial Officer from Eastern Africa, Mr Dennis Kariisa Ndamira • Discussion • Examples of effective internal controls in the regions • Examples of ineffective internal controls to avoid 	<ul style="list-style-type: none"> • Regional FO's to share experiences and to be able to take back proposed changes to internal control systems in the regions reflecting best practice • The Global FO to be able to suggest adjustments to the 2014 GWP Financial Guidelines reflecting best practice as appropriate
11:30-13:00	Review Basic Data Sheets Discuss regional differences and solutions to issues in the following areas:	<ul style="list-style-type: none"> • Regional FO's to share experiences and take back changes to systems in the regions reflecting best practice

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Time	Session	Objectives
	<ul style="list-style-type: none"> Delegated Authorities Accounting software systems Foreign Currency Conversion Procedures Audits Financial Guidelines Travel Policy Procurement Policy 	<ul style="list-style-type: none"> The Global FO to take back regional experiences and best practice to GWPO to be able to make appropriate adjustments to GWP Guidelines and Policies Assess if any of the regional accounting software packages could be suitable for wider GWP roll out
13:00-14:00	LUNCH BREAK	
	<i>Afternoon session participants = All WACDEP Project Managers (both Country & Regional) & Finance Officers (Regional)</i>	
14:00-14:15	Introduction to meeting and participants	<ul style="list-style-type: none"> Agree on any changes to the agenda and/or objectives
14:15-15:00	<p>Preparing the 2014 WACDEP Budgets</p> <ul style="list-style-type: none"> Indicative Budget Allocations 2014 Changes to the 2014 Budget Templates Treatment of Locally Raised Funds (LRF) Budget Approval Timetable Relationship to the 3 Year Work Programme <p>Allocation of running costs in the WACDEP</p> <ul style="list-style-type: none"> Core share / WACDEP share Country WACDEP budget share / Regional WACDEP budget share 	<ul style="list-style-type: none"> WACDEP Project Managers are able to produce realistic budgets for 2014 in collaboration with the Host Institute, RWP, and GWPO teams
15.00-15.30	TEA BREAK	
15:30-16:30	<p>Operational Arrangements in the Countries</p> <p>Status update from the 8 WACDEP countries</p> <ul style="list-style-type: none"> Funds managed by CWP / RWP? RWP agreement with CWP? CWP Hosted? Double Host Fees? CWP Audited? Country staff employed by CWP / RWP? 	<ul style="list-style-type: none"> Operational challenges in the 8 WACDEP countries are identified and potential solutions proposed

Time	Session	Objectives
	<ul style="list-style-type: none"> Country staff based in CWP / RWP? Discussion on outstanding operational decisions and challenges	
16:30-17:30	Enhancing collaboration <ul style="list-style-type: none"> Status update from the 5 regions with additional comments from the countries Challenges to be addressed (eg meeting deadlines, expenditure forecasting, in kind contributions, etc) Discussion, solutions, and opportunities for improvement 	<ul style="list-style-type: none"> Opportunities for enhanced collaboration identified across all levels of GWP Solutions to specific collaboration challenges agreed upon
17:30	Closing and way forward	

Wednesday 25 September			
WACDEP Reference Group-Review of Capacity Building Learning Materials			
Time	Session	Facilitator/Presenter	Comments
08:30 – 08:45	Welcome, introduction	WACDEP RG Chair	
08:45 – 09:30	Update on programme development and upcoming activities Q&A / Discussion	Klas Sandström	General update on where we are, LM development, revision, translation
09:30 – 10:00	Brief analysis of the Framework’s key character	WACDEP RG Chair	An identification of what makes the Framework cycle different from other planning processes applied in Africa, this in order to ensure that key issues are being adequately addressed in the LM
10:00 – 10:30	TEA BREAK		
10:30 – 11:30	Presentation and brief review/clarification of the main comments made by WACDEP RG on LM Discussion	Klas Sandström	A presentation of the main WACDEP RG comments on the LM, comments on that, and general discussion.
11:30 - 13:00	Framework - Training Programme – Learning Material Coherence, gaps, additions?	Klas Sandström	The primary aim here is to identify potential gaps in the upcoming training. Will participants learn key components of the Framework and how to apply these?
13:00 - 14:00	LUNCH BREAK		
14.00 – 14:30	Review of lecture “Financing and Investment Strategies”.	WACDEP RG Chair	This lecture was not fully included in the 31 July submission.
14:30 – 15:00	Case studies and excursions. Topics / suggestions?	Klas Sandström	The training programme includes 2 full excursion days (WS 1 and 2) and several case study analysis. Ideas, topics, suggestion on these activities? What priority issues should be gained through these activities?

15:00 – 15:30	TEA BREAK		
15:30 – 16:30	Discussion on specific LM material as requested	WACDEP RG Chair and Klas Sandström	Open discussion on any LM component.
16:30 – 16:50	The role of WACDEP RG during Phase 7 implementation of the training programme	WACDEP RG Chair	In what way will RG contribute during on-going training? Active, facilitating discussion groups? Or by reviewing results and deliverables? Other means?
16:50 – 17:00	Session closure	WACDEP RG Chair	Closure

Thursday 26 September
WACDEP Reference Group Review of the UNFCCC Technical Guidelines to the NAP process

Time	Session	Facilitator/Presenter	Objectives
09:00 – 09:15	Session 1 – Introduction and purpose of the meeting	RG Chair Torkil Clausen	Participants have a clear understanding of what is expected of them
09:15 – 10:30	Session 2 - Introduction to the NAP process and Water Supplement covering: <ul style="list-style-type: none"> • Introduction to the UNFCCC NAP process • Scope and purpose of the Water Supplement • Process for developing the Water Supplement • Consultation and comment to date • Current status Opportunity for initial thoughts and feedback	Nigel Walmsley (HR Wallingford)	Participants are fully briefed on the scope and purpose of the Water Supplement, the process for developing it, the comments received so far and the current status of the Supplement Participants have an opportunity to provide initial high level feedback
10:30 – 11:00	TEA BREAK		
11:00 – 12:30	Session 3 – Working session on the scope and structure of the Water Supplement <ul style="list-style-type: none"> • Stepping through the third draft of the Supplement to ensure an appropriate and feasible structure is adopted 	Nigel Walmsley (HR Wallingford)	The structure of the Water Supplement is validated

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12:30 -13:30	LUNCH BREAK		
13:30 – 15:00	Session 4 – Working session on the water supplement content part 1 <ul style="list-style-type: none"> • Building the content of the Water Supplement 	Nigel Walmsley (HR Wallingford)	Building on the comments received and the constraints of the scope, the content of the Water Supplement is built as far as is possible
15:00 – 15:30	TEA BREAK		
15:30 – 16:30	Session 5 – Working session on the water supplement content part 2 <ul style="list-style-type: none"> • Building the content of the Water Supplement 	Nigel Walmsley (HR Wallingford)	Building on the comments received and the constraints of the scope, the content of the Water Supplement is built as far as is possible
16:30 – 17:00	Session 6 – Round up of the day’s work and next steps	RG Chair-Torkil Clausen	A common view of the progress on the Supplement is shared by participants

LEARNING MATERIAL TESTING WORKSHOP (BY INVITATION)				
Thursday 26 September 2013-Overall facilitator- Klas Sandström				
	Session	Facilitator	Comments	Note taking
08:00 – 08:30	Registration		Welcoming, meeting objectives and presentation of participants. Warm-up challenge.	
08:30 – 09:00	Session 1: Opening Session			
	Welcoming Remarks from GWP Eastern Africa	Patrick Safari		
	Welcome Remarks from Rwanda Water Partnership	Chair of Rwanda Water Partnership Andrew Takawira,		
	Remarks from GWP and UNDP including linkages to NAPs			
09.00-09.30	Objectives of the workshop and testing a programme warm up tool: Where Do I Stand?	Klas Sandström		
09:30-10:00	Tea Break			
10:00 – 12:00	Session 2: WACDEP and UNDP Capacity Building Programmes		The two training programmes and their objectives focus and expected results are presented. Discussion / comments. Timeline of upcoming activities. The WACDEP Framework is briefly outlined.	
	<u>WACDEP Capacity Building Programme</u>	Armand Houanye		
	<ul style="list-style-type: none"> Objectives, targeted audience, and expected outcomes The Framework and its approach. 	Omar Munyaneza		
	<u>UNDP Capacity Building Programme</u>	UNDP-CEEPA		
	<ul style="list-style-type: none"> Objectives, targeted audience, and outcomes 			
12:00-13:00	Lunch Break			
13.00-13.30	Introduction: WACDEP Training programme structure, main activities, and roles and responsibilities.	Klas Sandström	A brief presentation on how the WACDEP training programme will be implemented.	

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13:30 – 17:00	Session 3: WACDEP Workshop 1		Review of WS 1 presentations, including associated exercises and discussion points, and an analyze of the linkages between Framework, developed LM and target group needs in order to identify possible gaps and inadequateness. 1-2 lectures per group of approx. 5 persons over 1 hour. Mixed groups.	Elected chair
	Objectives of WS1 LM <ul style="list-style-type: none"> • Presentation of section 1 of the Framework; • Presentation of WS 1 listed activities. • Group work – reviewing 1-2 presentation per group. 	Klas Sandström Omar Munyaneza Klas Sandström Armand Houanye		
15.00	Tea Break			
15.30	<ul style="list-style-type: none"> • Plenary presentations and discussion: Linking Framework approach with presentations and target group. 	Omar Munyaneza & Klas Sandström	Continued. Plenary discussion on specific issues.	Armand Houanye
17.00	Close of the 1 st day			

Friday 27 September 2013				
Time	Session	Facilitator	Comments	Note taking
08:30 – 12.30	Session 4: UNDP Training material			Elected chair
	Objectives of the learning material/linked sessions	Babatunde Abidoye		
	Overview of learning material	Babatunde Abidoye		
Approx. 10.00	Tea Break			
	Overview of learning material	Babatunde Abidoye		UNDP/CEEPA
12:30-13:30	Lunch Break			
13:30 – 17:00	Session 5: WACDEP Workshop 1-2		Review of WS 1-2 presentations, including associated exercises and discussion points, and an analyze of the linkages between Framework, developed LM and target group needs in order to identify possible gaps and inadequateness. 1-2 lectures per group of approx. 5 persons over 1 hour. Mixed groups.	Elected chair
	Objectives of WS2 LM Activities: <ul style="list-style-type: none"> • Presentation of section 2 of the Framework; • Presentation of WS 2 listed activities. • Group work – reviewing 1-2 presentation per group. 	Klas Sandström Omar Munyaneza Klas Sandström Armand Houanye		
Approx. 15.00	Tea Break			
Continued	<ul style="list-style-type: none"> • Plenary presentations and discussion: Linking Framework approach with presentations and target group. 	Omar Munyaneza & Klas Sandström	Continued. Plenary discussion on specific issues.	Armand Houanye
17.00	Close of the 2nd day			

Saturday 28 September 2013				
Time	Session	Facilitator	Comments	Note taking
08:30 – 11.00	Session 6: Workshop 3-4		Review of WS 3-4 presentations, including associated exercises and discussion points, and an analyze of the linkages between Framework, developed LM and target group needs in order to identify possible gaps and inadequateness. 1-2 lectures per group of approx. 5 persons over 1 hour. Mixed groups.	Elected chair
	Objectives of WS3 & 4 LM Activities: <ul style="list-style-type: none"> • Presentation of section 3 & 4 of the Framework; • Presentation of WS 3 & 4 listed activities. • Group work – reviewing 1-2 presentation per group. 	Klas Sandström Omar Munyaneza Klas Sandström Armand Houanye		
Approx. 10.00	Tea Break			
Continued	<ul style="list-style-type: none"> • Plenary presentations and discussion: Linking Framework approach with presentations and target group. 	Omar Munyaneza & Klas Sandström	Continued. Plenary discussion on specific issues.	Armand Houanye
12:00-12:30	Session 7: The NAP process		Presentation on the NAP process, and how the current training programs can contribute to this process.	UNDP/CEEPA
	The NAP process. <ul style="list-style-type: none"> • Brief presentation • Plenary discussion 	UNDP/CEEPA		
12:30-13:30	Lunch Break			
13:30-14:30	Session 8: On-the-job-training		This is a critical main component of the WACDEP training programme and will be discussed in plenary following a brief introduction. New and innovative ideas that can contribute to this component are particularly welcome.	Armand Houanye
	On-the-job training in-between workshops. <ul style="list-style-type: none"> • Brief presentation of tools and approaches • Plenary discussions: <ol style="list-style-type: none"> 1. Objectives of on-the-job training, what is possible to achieve? 2. How to act as a mentor 	Klas Sandström		

14.30 – 15.00	Tea Break			
15:00 – 16:00	Session 9: Different perspectives		Small groups are arranged with uniform participants, reviewing the training programme at large, with particular focus on key issues such as LM, workshops, in-between activities, from their own group perspective and role/responsibilities.	Armand Houanye
	Small group and plenary discussion: review the training activities from different perspectives depending on tasks, roles etc. Groups may be as follows: <ul style="list-style-type: none"> • CBTeam; • Participants; • GWP-WACDEP; • CEEPA-UNDP 	Omar Munyaneza and Klas Sandström		
16.00 – 16.45	Session 10: Final discussion			
	Final workshop discussion, providing summarized comments on e.g.: <ul style="list-style-type: none"> • LM adequately representing the Framework? • Overall pedagogic approach? • Generic (Pan-African) vs country specific? • NAP process, collaboration with other training programs. 	Omar Munyaneza, Kidane Jembere and Klas Sandström	Final discussion highlighting key overall issues of relevance to LM and the training programme at large.	Armand Houanye
16.45 – 17.00	Final comments and remarks	GWP/WACDEP and UNDP/CEEPA		
17.00	Workshop closure			

5th WACDEP Technical Coordination Meeting

Hosted by GWP Eastern Africa

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