

TEC Pre-fieldwork Planning Workshop
Wednesday 7th and Thursday 8th September

Guideline Agenda

This agenda may be changed in response to inputs from the Team Leaders or other participants. This will be an informal flexible workshop with a strong task focus: Planning the work in the field so as to take advantage of the synergy of having different teams in the field at the same time and to minimise the evaluation load on field staff.

WEDNESDAY 7th – Swiss Mission – 9-11 Rue de Varembe

9:30 – 11:00	Introduction Susanne Frueh: Rachel Houghton: Rachel Houghton: John Cosgrave:	From the Joint Rwanda Evaluation to the TEC Introduction to the TEC Key points for evaluations available to date. TEC Core Team support to the evaluation teams
11:00 – 11.15	Break	
11.15 – 12.45	Context Briefing: Briefing: Recent Developments: Rachel Houghton: Discussion	Indonesia Elisabeth Scheper John Cosgrave Key Learning from the first Six Months in Indonesia
12:45 – 13:45	Lunch	
13:45 – 15:15	Research Methodology 10 minute presentation by each team leader on their proposed methodology. Discussion: finding a complementary way forward	
15:15 – 15:30	Break	
15:30 – 17:00	Team Planning: Indonesia An opportunity for the team leaders to plan how they will approach their work	

THURSDAY 8th – Novotel - 19 rue de Zürich

9:30 – 11:00	Context Briefing: Sri Lanka Briefing: Dr Arjuna Parakrama Discussion	
11:00 – 11.15	Break	
11.15 – 12.45	Team Planning: Sri Lanka	
12:45 – 13:45	Lunch	
13:45 – 15:15	Team planning and Research Methodology Contd	
15:15 – 15:30	Break	
15:30 – 17:00	Wrap up Clarification of TEC Core Team support based on needs ID'd during workshop, etc	