

Agenda for Brussels TEC Meeting

The Euroflat Hotel, Bld Charlemagne 50, 1000 Brussels (7th floor)

On Saturday 10th December, TEC member agencies will have the opportunity to hear about the initial findings that are emerging from the TEC's five thematic evaluations. There will be an opportunity to discuss these findings as well as hear about the TEC's developing communications strategy (following from the meeting in Copenhagen in October).

Saturday 10th

<i>Time</i>	<i>Organisation and Function</i>	<i>Led by</i>
10:00	Welcome	SF
10:05	Outline of and agreement on the organisation of the workshop	SF
10:10	Presentation on the five thematic evaluations: <ul style="list-style-type: none"> • Coordination • Needs assessment Plenary discussion: Questions and Answers	Evaluation team leaders / team members (15 – 20 mins each presentation)
11:10	Tea / coffee	
11:30	Presentation on the five thematic evaluations: <ul style="list-style-type: none"> • Local capacities • Linking relief, rehabilitation and development • Funding response Plenary discussion: Questions and Answers	Evaluation team leaders / team members (15 – 20 mins each presentation)
13:00	Lunch	
14:00	The 'initial findings' report	JC
14:15	Plenary discussion	JC
15:00	What is the outcome of the discussion?	JT
15:20	Presentation on the TEC Communications Strategy / implications for TEC member agencies	RH
15:40	Tea / coffee	
15:45	Working groups: TEC Communications: Who could do what? / What support do they require from the Secretariat?	Facilitated by various TEC staff
16: 15	Wrap up	SF / JC
16:30	Close	