

**MANAGING IFRC OPERATIONS TRAINING**

**PARTICIPANTS' AGENDA**

Date / Time	(Tuesday) Day MONTH Year DAY 0	(Wednesday) Day MONTH Year DAY 1	(Thursday) Day MONTH Year DAY 2	(Friday) Day MONTH Year DAY 3	(Saturday) Day MONTH Year DAY 4	(Sunday) Day MONTH Year DAY 5	(Monday) Day MONTH Year DAY 6	
08:00	Participant Arrival and Registration (Latest 13:00)		Accountability in practice - 30 min					
08:30		Regional Office briefing and Mind map 90min	Analysing procurement and logistics plans 150min	Assessing legal considerations 90min	Evaluating the financial status 150min	Transferring out of the operation 90min	Parking Lot 90min	
09:00		In-country handover briefing 90min					PCK Presentation	
09:30								
10:00		<b>30' TEA / COFFEE BREAK DINNER 10:00 – 10:30</b>						
10:30		In-country handover briefing	Analysing procurement and logistics plans	Safety and security 150min	Evaluating the financial status	Operational Strategy revision – Finalization 90min	Parking Lot	
11:00		Meeting with BRCS 60min	External coordination 90min		Transitioning to recovery and community resilience 360min		Preparing the Presentation 30min	Training closure 90min
11:30								
12:00		<b>LUNCH BREAK 12:30 -13:30</b>			<b>LUNCH BREAK 12:30 -13:30</b>			
12:30								
13:00			<b>LUNCH BREAK 13:00 - 14:00</b>					
13:30	Keynote address Intro/Icebreaker, Welcome, Security 210min	Analysing the funding scheme 120min	External coordination 90min	Managing risks 180min	Transitioning to recovery	Preparing the Presentation - Suite 30min	Final evaluation and individual coaching	
14:00			Buffer space			Dealing with Stakeholders 90min		
14:30			Long term Workforce planning 150min					
15:00								
15:30	<b>30' COFFEE BREAK</b>							
16:00	Keynote address Intro/Icebreaker, Welcome, Security	Movement Coordination 90min	Long term Workforce planning	Managing risks	Transitioning to recovery	Ops Strategy Debriefing 90min	Departure at 18:00	
16:30								
17:00								
17:30	Individual Coaching Sessions 60min	Risk Reflections + Evaluation Survey - 10min						
		Feedback focus groups						
18:00		Individual Coaching Sessions with LFP						
18:30	<b>DINNER</b>				<b>DINNER</b>			
19:00				<b>SOCIAL DINNER / EVENT</b>				
19:30			Sharing participant experiences					