**Central Africa Workshop on Information Exchange**

1-3 November 2012

Libreville, Gabon

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|  | **Time** | **Activity** | **Responsibility** |
| **1st day 01 November** |
| **Session I: Opening** |
|   | 09:00 - 09:10 | Welcome Remarks: FAO |   |
|   | 09:10 - 09:20 | Welcome Remarks |   |
|   | 09:20 - 09:30 | Keynote Address: IPPC | Nowell |
|   | 09:30 - 09:35 | Organizational Announcements |   |
|   | 09:35 - 10:15 | Introduction of Participants (including brief summary of experience with using the IPP) | 3 minutes/person |
|   | 10:15 - 10:30 | Workshop Objectives and Expected Outputs (IPPC) | IPPC |
| Tea / Coffee |
| **SessionII: Introduction to Transparency and Information Exchange Capacity** |
|   | 10:40 - 11:30 | Presentation of the Workshop Programme (IPPC) - Adoption of Agenda |   |
|   | 11:30 - 11:50 | Transparency under the IPPC | IPPC |
|   | 11:50 - 12:00 | Discussion |   |
|   | 12:00 - 12:30 | Introduction to Information Exchange under the IPPC | IPPC |
| Lunch |
| **Session III: Country Reports on National Information Exchange Processes within the IPPC Framework** |
|   | 14:00 - 15:30 | Country Presentation on National Information Exchange Processes | 10 minutes per country |
| Tea / Coffee |
|   | 15:45 - 16:05 | Country Presentation on National Information Exchange Proceses | 10 minutes per country |
|   | 16:05 - 16:30 | Review of the IPP - Purpose and Layout of the IPP, Retriving information | IPPC |
|   | 16:30 - 17:00 | IPP Navigation practical exercise | IPPC |
|   |
| **2nd day 02 November 2012** |
| **Session IV: Concepts and Support Systems** |
|   | 09:00 - 09:15 | Role of IPPC contact points | IPPC |
|   | 09:15 - 09:30 | Official / scientific information | IPPC |
|   | 09:30 - 10:30 | Preparation of information for entry into the IPP using templates | IPPC |
| Tea / Coffee |
| **Session V: Practical Sessions** |
|   | 10:45 - 12:00 | i. IPPC official contact points (Article VIII 2) | Countries |
|   |   | ii. Official pest report (Article IV 2(b) & VIII 1(a)) |   |
|   |   | iii. Description of the NPPO (Article IV 4) |   |
|   |   | iv. Legislation (Article VII 2(b)) |   |
|   |   | v. Entry point (Article VII 2(d)) |   |
|   |   | vi. List of regulated pests (Article VII 2 (i)) |   |
|   |   | vii. Emergency actions (Article VIII 2) |   |
|   | 12:00 - 12:30 | Discussion |   |
| Lunch |
|  | 14:00 - 15:00 | Data entry continued |  |
| **Session VI: Development of national plans** |
|   | 15:00 - 15:15 | National actions plans | IPPC |
| Tea / Coffee |
|   | 15:30 - 16:00 | Groups: national information exchange network |   |
|   | 16:00 - 16:30 | Groups: national communication network |   |
|   | 16:30 - 17:00 | Groups: national information exchange and communication needs |   |
|   | 17:00 - 17:30 | National work plans | Countries |
|   |
| **3rd day 03 November 2012** |
|   | 09:00 - 10:00 | Presentation of national work plans | Countries |
|   | 10:00 - 10:30 | Wrap-up | IPPC |
| Tea / Coffee |
|   | 10:45 - 11:15 | Improving the IPP: what do countries want | IPPC |
|   | 11:15 - 11:45 | Improving the IPP: how do we improve data entry? | IPPC |
|   | 11:45 - 12:15 | Improving communication: how, what and when? | IPPC |
|   | 12:15 - 12:30 | Wrap-up | IPPC |
| Lunch |
|   | 14:00 - 15:15 | Next steps: deliverables, monitoring and feedback. | FAO |
| Tea / Coffee |
|   | 15:30 - 16:30 | Finalization of the report | FAO |
|   | 16:30 - 17:00 | Closing ceremony |   |