**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 | |  | |