

Environmental Data Management – follow-up training Workshop

Timetable: (Karongi, February 18-19, 2009)

Time frame	Activity/ Topic	Materials & Methods	Facilitator
Day 1: Wednesday 18 th February 2009			
Part 1	Conceptual & Contextual Issues in Environmental data management: Why, What, How?		
8.00 – 08.30	Registration & setting-up		
08.30 – 09.00	Personal introductions & Expectations		
09.00 - 09.30	Contextual framework for environmental reporting: 1) <i>International & national (Vision 2020, MDGs, EDPRS, SoER, Conventions,;</i> 2) <i>Contextual framework cont...: Local reporting (DDPs, IDP, Imihigo, VUP, JAF,...);</i>		
09.30 – 10.00	Concept of data: Role/ place of data in development management (planning, execution & evaluation)	Brainstorming; Power-point slides; Flipcharts; cards & markers	
10.00– 10.20	Coffee/ Tea Break		
10.20 – 10.50	Questions & discussions		
10.50– 11.35	Identifying, selecting and working with Indicators		
11.35– 12.35	Practical session: Selecting & reporting on Indicators (using an agreed set of criteria)	Groups/ task teams work with existing indicator sets & <i>Imihigo</i> docs to identify priority indicators	
12.35–13.30	Lunch break		
Part 2: Environmental Data Management: Taking stock and Identifying the data and capacity needs			
13.30 – 14.15	Brainstorming session: Data needs for internal & external reporting - determining data needs	Organised in 4 core task teams reflecting district <i>Imihigo</i> priorities	
14.15 – 15.15	Group work: identifying Data needs for <i>Imihigo</i> reporting (thematic & integrated);		
15.15 – 15.30	Coffee/ tea break		
15.30– 16.00	Group presentations on data gaps and data needs		
16.00– 16.10	Recap discussion		
16.10– 16.15	Day 1 Evaluation		
Day 2: Thursday, 19 th Feb, 2009			
08.30 – 08.45	Reflections on day 1 and outline for the day's work		
08.45 – 09.30	Taking stock: Data availability and data gaps		
09.30 – 10.15	Data collection: Scope, techniques & tools	Presentation & plenary discussions	
10.15 – 10.30	Coffee/ Tea break		
10.30 – 12.00	Short field exercise: issues, challenges & opportunities in field data collection: testing & refining data collection instruments	- Questionnaire & field observations; - Data mining at a HC or Umudugudu office	
12.00 – 12.30	Feed-back and discussions in plenary		
12.30 – 12.45	Data sharing: ➤ Producer-user; Producer-producer and user-user links & relationships; ➤ Communicating environmental issues within local development processes (DDPs, <i>Imihigo</i> , IDP/VUP..);	Reviewing <i>Imihigo</i> reports;	
12.45– 13.00	Plenary discussions: Resolving the dilemmas: • <i>data quality vs time & budget;</i> • <i>data quality vs HR skills</i> • <i>data integrity vs sharing & communication</i> • <i>communicating environment info to non technical people (political leaders & other local stakeholders)</i>	Illustrations, brainstorming; Q&A; case studies	
13.00 – 13.45	Lunch break		
13.45– 14.15	<i>Determining priority issues for analysis (revisiting KPIs & targets within local & national M&E systems)</i>	Plenary brainstorming Work with <i>Imihigo</i> & local databases	

Part 3: Next steps: Developing an Action Plan for environmental data collection & management			
14.15 - 14.45	Synthesis of data needs & developing a road-map for environmental data collection: <ul style="list-style-type: none"> • <i>thematic, spatial and temporal scope;</i> • <i>roles/ responsibilities and timelines;</i> • <i>resources, partnerships & networks</i> 	Recap on local development priorities, reporting frameworks and challenges, and data needs	
14.45- 15.15	Wrap-up discussions: Identifying technical & logistical support needs	Brainstorming; Issues clarifications	PEI+AEIN+ PAIGER
15.15 – 15.30	Closing & Tea/ coffee		
15.30 – 15.35	Final Module evaluation		

HC = Health Centre