



Regional SWAPO Women Coordinators and Mobilizers
Planning and Reporting Workshop
21 - 23 November 2008, Tsumeb

Programme

Day 1: Friday, 21 November 2008

Time	Activity	Responsible person
08.00 - 08.30	Registration	SPWC Administrator
08.30 - 09.30	National Anthem Party Anthem Prayer	
	Welcoming Remarks	His Worship the Mayor of Tsumeb
	Remarks	Secretary of the SPWC, Cde Petrina Haingura
	Special address	Representative of the Friedrich Ebert Stiftung Ms Sylvia Mundjindi
09.30 - 10.00	Tea break	
10.00 - 10.30	Getting to know one another Introduction to the workshop, Expectations	Administrator and Facilitator
10.30 - 10.45	Report from Karas Region	Regional Coordinator
10.45 - 11.00	Report from Hardap Region	Regional Coordinator
11.00 - 11.15	Report from Erongo	Regional Coordinator

	Region	
11.15 - 11.30	Report from Khomas Region	Regional Coordinator
11.30 - 11.45	Report from Omaheke Region	Regional Coordinator
11.45 - 12.00	Report from Kunene Region	Regional Coordinator
12.00 - 12.15	Report from Omusati Region	Regional Coordinator
12.15 - 12.30	Report from Oshana Region	Regional Coordinator
12.30 - 12.45	Report from Oshikoto Region	Regional Coordinator
12.45 - 13.00	Report from Ohangwena Region	Regional Coordinator
13.00 - 14.00	Lunch	
14.00 - 14.15	Report from Kavango Region	Regional Coordinator
14.15 - 14.30	Report from Caprivi Region	Regional Coordinator
14.30 - 15.00	Review of reports	Facilitator
15.00 - 15.30	Tea time	
15.30 - 16.30`	Review of reports (cont.)	
16.30 - 17.00	Introduction to Planning	Facilitator

Day 2: Saturday, 22 November 2008

Time	Activity	Responsible person
08.00 - 08.30	Prayer Recap of previous day	One of the participants
08.30 - 09.30	How to make an annual plan	Facilitator
09.30 - 10.00	Instructions on use of the planning format	Facilitator
10.00 - 10.30	Coffee time	
10.30 - 13.00	Group work to prepare an annual plan for your region	Participants
13.00 - 14.00	Lunch	
14.00 - 15.00	Group work (cont.)	
15.00 - 15.30	Tea time	

15.30 - 17.00	Presentation of plans	Each regional team
Day 3: Sunday 23 November 2008		
Time	Activity	Responsible person
08.00 - 08.30	Prayer Recap	Participants
08.30 - 10.00	Presentation of plans (cont.)	
10.00 - 10.30	Coffee break	
10.30 - 13.00	Evaluation Closing remarks Party Anthem National Anthem	
Afternoon	Relaxation	

Have a safe journey back to your Region

Hard Work!!!