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## **INCEPTION WORKSHOP**

**Mosul, IRAQ**

**Monday 02– wednesday05 March 2014**

### **1. Arrival:**

Sunday 02 March 2014, all participants arrive in Mosul.

1. Meeting Agenda:

## Day One

03 monday - March 2014

**Module One: Definitions, Introduction of Partnership, Participants' Experiences and general project objectives**

Time

Session

Facilitators

09 :00

Workshop Registration

MEDITER

09:30 – 11:00

**Welcoming Session**

- **Mediter**

**Victor Matteucci**

**Sondos Alraui**

**11:00 - 12:30**

**Getting to know each other**

- **Presentation of participants**

**Mediter**

**12:30- 14:00**

**Summary of participants' experiences**

**Partners**

**14:00-16:00**

**Lunch**

**16:00-17:00**

**Presentation of A project, objectives and analyses of A activity and actions**

**Mediter**

**V. Matteucci –**

**S. Alraui**

**17:00- 18:00**

**Discussion**

Partners

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## Day Two

04 tuesday March 2014

Module Two: management, audit, administrative and financial procedures

Time

Session

Facilitators

9:00-10:30

Agreement on a detailed work plan

Selection of Criteria and Guidelines for the study (selection of statistics indicators, both quantitative and qualitative)

Partnership

10:30- 11:00

Coffee Break

11:00 – 13:00

Discussion on guidelines and selection criteria for training participants, for the training scheme

Definition of guidelines of didactical and logistic organization expected in Phase 2 and 3

13:00-14:30

Lunch

In the afternoon

Participants traveling to Mosul airport depart or free time for participants that depart the day after

## Day Three

05 Wednesday March 2014

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### Module Three: Next Steps

Time

Session

Facilitators

9:00-10:30

Agreement on a detailed work plan

Selection of Criteria and Guidelines for the study (selection of statistics indicators, both quantitative and qualitative)

Partnership

10:30- 11:00

Coffee Break

11:00 – 13:00

Discussion on guidelines and selection criteria for training participants, for the training scheme

Definition of guidelines of didactical and logistic organization expected in Phase 2 and 3

13:00-14:30

Lunch

In the afternoon

Participants traveling to Mosul airport depart or free time for participants that depart the day after



### 3. Departure:

**Thursday 06 March 2014**

#### **Extract from the Description of the Action:**

During a 3-day Inception workshop in Mosul, there will be the first **partners' assembly**. Each time a workshop occurs, partners will organize an assembly, as well. The first assembly is meant to define the detailed calendar of the actions; plus, the guidelines for the study (selection of statistics indicators, both quantitative and qualitative; objectives; available sources), to be conducted in Phase 2, and the selection criteria for the training scheme in Phase 3 (open call and definition of didactical and logistic organisation).

#### 1.2 Management activities

During the launching workshop in Mosul, the partnership officially nominates the Management Team, the Technical-Scientific Committee and one Evaluator. Each partner will name one coordinator, one administration officer and one secretariat officer, plus its representative in the Steering Committee, which comprises one representative from each partner plus a general coordinator of the project.

#### 1.3 Dissemination activities

Moreover, the partnership, during the workshop of project's start in Mosul will design to organize

a public Meeting, in order to present the activities (in particular, the training scheme and its open call) and to discuss on the problems that the project intends to address. Ideally, during the public event, partners will get different points of view on: the gender issue in the Ninawa area, the need for gender disaggregated data, the role of Medias and the public expectation, the prospective of Local authorities, the priorities and the strategic resources and competence in the regional context.

An other strategic objective during the workshop will be to define the visibility of project across the website of Mediter and through the appointment of a responsible of communication.