Joint Training on Effective Electoral Assistance

Training Agenda

23 - 27 June 2008
Hotel Avenida, Maputo - Mozambique

Monday June 23

Day 1: Opening, EU/EC and UN/UNDP Framework, Lessons Learned and New Approach

Moderator: Eugene Owusu
Rapporteur: Aleida Ferreyra

9.00 Opening Speeches
Glauco Calzuola, Head of the EC Delegation in Mozambique
Ndolamb Ngokwey, UN Resident Representative in Mozambique
Domenico Tuccinardi, Senior Project Manager, Electoral Processes, International IDEA
Miguel De Brito, Director, EISA Mozambique

9.45 Introduction: Concept, Agenda & Objectives - Focus on Effective Electoral Assistance
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

10.30 Break

10.45 UN Policy and Strategic Framework: Criteria for involvement in Electoral Assistance
Universal Instruments, Treaty/Non Treaty Standards and Political Commitments,
Tatiana Monney, Electoral Political Officer, UN Electoral Assistance Division
Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy

11.15 UN/UNDP Lessons Learned and Best Practices:
Electoral Assistance Scenarios
Regional Activities, Statistics, Case Studies
Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy

11.45 EU/EC Policy and Strategic Framework: Electoral Support, Criteria for Involvement in Electoral Assistance and Political
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<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Speaker(s)</th>
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<tbody>
<tr>
<td>12:15</td>
<td>EU Election Observation, Background, Methodology and Implementation + NEEDS project</td>
<td>Francesco Torcoli, Election Specialist, Directorate for Quality Support, EuropeAid</td>
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<tr>
<td>13:00</td>
<td><strong>Lunch</strong></td>
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<td>14:30</td>
<td>Case Study: Support to the 2006–2011 Nigerian Electoral Cycles + Discussion</td>
<td>Alberic Kacou, UNDP Resident Representative and UN Resident Coordinator Nigeria</td>
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<td>15:15</td>
<td><strong>Break</strong></td>
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<td>15:30</td>
<td>Case Study – APEC and PACE Projects and the collaboration between the EC, UNDP and IDEA</td>
<td>Simon-Pierre Nanitelamio, Chief Technical Advisory, Election Projects UNDP, DRC</td>
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<tr>
<td>16:00</td>
<td>From Supporting Electoral Processes to Deepening Democracy Programmes: the Tanzania Case</td>
<td>Eugene Owusu, Senior Advisor, Strategic Partnership for Africa, UN/UNDP Brussels Office</td>
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<td>16:40</td>
<td>DFID Support to Elections: Meeting the Challenge</td>
<td>Tanweena Chowdhury, Governance Adviser, Politics and The State Team, Policy Division – DFID</td>
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<td>17:00</td>
<td><strong>Work in three groups on one theme:</strong> Assessment Processes, Development Cooperation Mechanisms, Electoral Cycle Approach and Deepening Democracy Programming. Facilitated by:</td>
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<tr>
<td>18:00</td>
<td>Alberic Kacou, UNDP Resident Representative and UN Resident Coordinator Nigeria</td>
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<td>Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office</td>
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<td>Eugene Owusu, Senior Advisor, Strategic Partnership for Africa, UN/UNDP Brussels Office</td>
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<td>Francesco Torcoli, Election Specialist, Directorate for Quality Support, EuropeAid</td>
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<td>Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy</td>
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<td>Tatiana Monney, Electoral Political Officer, UN Electoral Assistance Division</td>
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**Tuesday June 24**

**Day 2: Stakeholders and Activities in Support of the Electoral Cycle**

**Moderator:** Domenico Tuccinardi  
**Rapporteur:** Stina Larserud

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<thead>
<tr>
<th>Time</th>
<th>Session Title</th>
<th>Speaker 1</th>
<th>Speaker 2</th>
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</thead>
<tbody>
<tr>
<td>9.00</td>
<td>The Details of the Electoral Cycle Approach and Overview of Recipients and Stakeholders</td>
<td>Linda Maguire, Election Advisor, UNDP Bureau Development Policy</td>
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<tr>
<td>9.30</td>
<td>Legal Framework and Electoral Systems and Their Consequences on Political Scenarios</td>
<td>Domenico Tuccinardi, Senior Project Manager, Electoral Processes, International IDEA</td>
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<tr>
<td>9.50</td>
<td><strong>Discussion and Exercise: Electoral Systems</strong></td>
<td>Stina Larserud, Policy Specialist, International IDEA</td>
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<td>10.45</td>
<td><strong>Break</strong></td>
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<tr>
<td>11.00</td>
<td>EMBs, Professional Development of EMBs and Strategic Planning</td>
<td>Joram Rukambe, Senior Electoral Expert, International IDEA (South Africa Office)</td>
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<tr>
<td>11.30</td>
<td><strong>Discussion and Exercise: Electoral Management Design and Strategic Planning Facilitated by:</strong></td>
<td>Joram Rukambe, Senior Electoral Expert, International IDEA South Africa Sara Staino, Policy Specialist - International IDEA</td>
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<tr>
<td>12.15</td>
<td><strong>Lunch</strong></td>
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<td>13.30</td>
<td>Civic/Voter Education and Domestic Observation</td>
<td>Aleida Ferreyra, Research Analyst, UNDP Bureau Development Policy</td>
<td>Miguel de Brito, Director, EISA Mozambique</td>
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<td>14.00</td>
<td>Media Regulations, Monitoring and Support to Media Sector</td>
<td>Domenico Tuccinardi, Senior Project Manager, International IDEA</td>
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<td>14.30</td>
<td>Assistance to Political Parties and to Parliaments</td>
<td>Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy</td>
<td>Aleida Ferreyra, Research Analyst, UNDP Bureau Development Policy</td>
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<tr>
<td>15.00</td>
<td><strong>Break</strong></td>
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<td>15.15</td>
<td>External Voting and Enfranchisement of Displaced People</td>
<td>Francesca Marzatico, Head, Election Support Unit, IOM Geneva</td>
<td>Paulo Marques, Program Coordinator, IOM Kosovo Mission</td>
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<td>15.45</td>
<td>Managing Results</td>
<td>Paulo Tamburini, Director, Training Department of the Electoral Tribunal of Minas Gerais, Brasil</td>
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<td>16.15</td>
<td>Electoral Dispute Resolutions</td>
<td>Adhy Aman, Programme Manager – International IDEA</td>
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<td>16.45</td>
<td><strong>Break</strong></td>
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<td>17.00</td>
<td><strong>Work in two groups in two different themes:</strong></td>
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<td>18.00</td>
<td><em>Election, Conflict and Violence, facilitated by</em></td>
<td>Linda Maguire, Election Advisor, UNDP Bureau Development Policy</td>
<td>Siphosami Malunga, UNDP Regional Center, Joburg</td>
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Wednesday June 25

Day 3 - EC-UNDP Procedures for Programming, Identification, Formulation, Implementation and Evaluation

**Moderator:** Linda Maguire  
**Rapporteur:** Francesca Marzatico

9.00  
UN Resources and Services: Who does What?  
Linda Maguire, Electoral Advisor, EC-UNDP Task Force  
Volker Welter, Senior Procurement Advisor, UNDP Procurement Support Office

9.30  
EC Resources and Services: Who does What and the Role of the Joint EC–UNDP Task Force  
Francesco Torcoli, Election Specialist, Directorate for Quality Support, EuropeAid  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

10.00  
EC Project Approach: Sector Approach, Budget Support, Pool Funding  
Francesco Torcoli, Election Specialist, Directorate for Quality Support, EuropeAid  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

10.30  
**Break**

10.45  
EC–UNDP Operational Guidelines for the Implementation of Electoral Assistance Projects  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

11.30  
**Plenary Presentation:** Post Elections by Sara Staino, Policy Specialist- IDEA  
**Work in Two Groups:** Post Elections and Formulation Exercises  

**The Zambian Case Facilitated by:**  
Michael Soko, Senior Governance Advisor  
Francesco Torcoli, Election Specialist, Directorate for Quality Support, EuropeAid

**The Nigerian Case Facilitated by:**  
Alberic Kacou, UNDP Resident Representative and UN Resident Coordinator Nigeria  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

13.00  
**Lunch**

14.30  
EC–UNDP Contractual Arrangements: Avoiding the Traps  
Pierre Harze, Deputy Director UN/UNDP Brussels Office

15.45  
Global Tools: ACE and BRIDGE – How to use and benefit from them from the field  
Stina Larserud, Policy Specialist, International IDEA

16.15  
*Interactive clinics between EC and UNDP Staff*  
*Works in two Groups facilitated by:*  
Pierre Harze, Deputy Director UN/UNDP Brussels Office  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

Francesco Torcoli, Election Specialist, Directorate for Quality Support, EuropeAid  
Veerle Smet, Governance Advisor, EC Delegation Benin

*Non EC-UNDP staff to choose one group if interested*
### Thursday June 26

**Day 4: Technological Innovation in the Electoral Process: Voter Registration and Electronic Voting**

**Moderator:** Fabio Bargiacchi  
**Rapporteur:** Sara Staino

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Speaker/Role</th>
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<tbody>
<tr>
<td>9.00</td>
<td>Cross-Cutting Issues: Embracing Appropriate Technology</td>
<td>Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office</td>
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<tr>
<td>9.30</td>
<td>Voter Registration Methodologies</td>
<td>Domenico Tuccinardi, Senior Project Manager - International IDEA</td>
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<tr>
<td>10.00</td>
<td>Voter Registration issues in the SADC Areas</td>
<td>Belinda Musanhu, Senior Programme Officer, EISA</td>
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<td>10.45</td>
<td><strong>Break</strong></td>
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<tr>
<td>11.00</td>
<td>Testing the Voter Register - Case Study Mozambique</td>
<td>Miguel de Brito, Director, EISA Mozambique</td>
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<td>11.30</td>
<td>Voter Registration – Case Study Zambia</td>
<td>Brown Kasaro – Director of the Voter Registration Department, Election Commission Zambia</td>
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<td>Michael Soko, Senior Governance Advisor, UNDP Zambia</td>
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<tr>
<td>12.15</td>
<td>Voter Registration – Case Study Brazil</td>
<td>Paulo Tamburini – Director, Training Department of the Electoral Tribunal of Minas Gerais, Brasil</td>
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<td>13.00</td>
<td><strong>Lunch</strong></td>
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<tr>
<td>14.30</td>
<td>Voter Registration – Case Study Mozambique</td>
<td>Felisberto Naife, Director, Technical Secretariat of the Administration of Elections, Mozambique</td>
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<tr>
<td>15.15</td>
<td>Electronic Voting Systems</td>
<td>Domenico Tuccinardi, Senior Project Manager - International IDEA</td>
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<td>15.45</td>
<td>Introduction of Electronic Voting Machines – The Brazilian case + Discussion</td>
<td>Paulo Tamburini – Director, Training Department of the Electoral Tribunal of Minas Gerais, Brasil</td>
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<tr>
<td>16.30</td>
<td><strong>Break</strong></td>
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**Work in two Groups**

**Voter Registration and Synergies with Civil Registry facilitated by:**
- Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office
- Felisberto Naife, Director, Technical Secretariat of the Administration of Elections, Mozambique
- Miguel de Brito, Director, EISA Mozambique

**Electronic Voting, facilitated by:**
- Paulo Tamburini - Director, Training Department of the Electoral Tribunal of Minas Gerais, Brasil
- Domenico Tuccinardi, Senior Project Manager - International IDEA
- Brown Kasaro - Director of the Voter Registration Department, Election Commission Zambia
Friday June 27

Day 5: Costs of Elections, Project Budgeting and Procurement, Recap and Recommendations

Moderator: Fabio Bargiacchi
Rapporteur: Paulo Marques

9.00 The UNDP Procurement Support Office
Poul Muller, Senior Procurement Advisor, UNDP Procurement Support Office
Karen Hong, Procurement Advisor, UNDP Procurement Support Office

9.30 Procurement Planning: The Big Picture
Karen Hong, Procurement Advisor, UNDP Procurement Support Office

10.15 Break

10.30 Practical Demonstration of Electoral Material
Poul Muller, Senior Procurement Advisor, UNDP Procurement Support Office
Karen Hong, Procurement Advisor, UNDP Procurement Support Office

11.00 UNDP Election Procurement Planning: Risks and Challenges
Poul Muller, Senior Procurement Advisor, UNDP Procurement Support Office
Karen Hong, Procurement Advisor, UNDP Procurement Support Office

11.30 Practical Demonstration of Electoral Material
Poul Muller, Senior Procurement Advisor, UNDP Procurement Support Office
Karen Hong, Procurement Advisor, UNDP Procurement Support Office

12.00 Procurement of Material for Biometric Voter Registration: Case studies DRC, Togo and Conakry
Poul Muller, Senior Procurement Advisor, UNDP Procurement Support Office
Karen Hong, Procurement Advisor, UNDP Procurement Support Office
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

12.45 Lunch

14.15 Work in Two Groups on two different themes:

Cost or Elections and Electoral Procurement
Procurement Risks and Challenges
Facilitated by:

Volker Welter, Senior Procurement Advisor, UNDP Procurement Support Office
Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy
Karen Hong, Procurement Advisor, UNDP Procurement Support Office
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

15.30 Open Discussion: Revisit some of the topics selected by participants from previous days
Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy
Sara Staino, Policy Specialist, International IDEA

16.00 Recommendations and Evaluation of the Training Course

16.30 Closure
Pierre Harze, Deputy Director, UN/UNDP Brussels Office