



**European Commission
United Nations Development Programme
International IDEA**

***Advanced Training on Effective Electoral Assistance
Promoted by***



***FINAL AGENDA
Milan, 4-8 February 2008***

Monday February 04

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

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| 10.00 | Agenda & Objectives of the Course and Concept of Effective Electoral Assistance
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC- UNDP Task Force |
| 10.30 | Brief History of Electoral Assistance, Domenico Tuccinardi Senior Project Manager – ACE – IDEA |
| 11.15 | Concept and Definitions of Electoral Support : differences among Assistance, Supervision and Observation, Domenico Tuccinardi Senior Project Manager – ACE – IDEA |
| 11.45 | <i>Break</i> |
| 12.00 | Formal Opening
The EU-UN Partnership and the relations between Democratic Governance and Development
Antonio Vigilante, Director UN/UNDP Brussels Office |
| 12.30 | Formal Opening
Paolo Magri, Director ISPI |
| 13.00 | <i>Lunch</i> |
| 14.30 | Introduction to UN Policy and Strategic Framework: Criteria for involvement in Electoral Assistance and different Electoral Assistance Scenarios
Aleyda Ferreira – Research Analyst, EC-UNDP Task Force
Fabio Bargiacchi – Senior Electoral Assistance Specialist, EC-UNDP Task Force |

15.15	Introduction to EC Policy and Strategic Framework: Electoral Support, Criteria for Involvement in Electoral Assistance and Lessons Learnt Fabio Bargiacchi – Electoral Advisor, EC-UNDP Task Force
15.45	<i>Break</i>
16.30	Election Observation, Background, Methodology and Implementation Domenico Tuccinardi, Senior Project Manager – ACE – IDEA
17.00	The finding of the EUEOM in the 2005-2006 Elections of the Democratic Republic of Congo Domenico Tuccinardi, Senior Project Manager – ACE – IDEA
17.15	The Transition in DRC via Electoral Processes and the UN-UNDP-EU-EC Support Dunia Ramazani, Electoral Expert, EC-UNDP Task Force Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force Jerome Leyraud, Electoral Expert, EC-UNDP Task Force
18.00	<i>Discussion & Wrap up of the First Day</i>

Tuesday February 5

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

9.30	Overview of Recipients and Stakeholders Sara Staino Policy Specialist, ACE-IDEA
10.00	Legal Framework and Electoral Systems Stina Larsrud, Policy Specialist, ACE-IDEA
10.30	<i>Discussion and Exercise on Electoral Systems</i>
11.00	Electoral Management Design Sara Staino, Policy Specialist, ACE-IDEA
11.30	<i>Break</i>
12.00	Strategic and Operational Planning Jerome Leyraud, Electoral Expert, EC-UNDP Task Force
12.30	Civic/Voter Education and Domestic Observation Aleyda Ferreira – Research Analyst, EC-UNDP Task Force Francesco Torcoli, Fabio Bargiacchi, EC-UNDP Task Force
13.00	<i>Lunch</i>
14.00	Media Regulations, Monitoring and Support to Media Sector Domenico Tuccinardi Senior Project Manager – ACE – IDEA
14.30	Assistance to Political Parties and to Parliaments

Aleyda Ferreira – Research Analyst, EC-UNDP Task Force
Francesco Torcoli, Fabio Bargiacchi, EC-UNDP Task Force

15.00 Voting Operations and External Voting
Jerome Leyraud, Electoral Expert, EC-UNDP Task Force

15.30 *Break*

16.00 Managing Results and Electoral Dispute Resolutions
Domenico Tuccinardi, Senior Project Manager – ACE – IDEA

16.30 Post Elections
Sara Staino, Policy Specialists, ACE-IDEA

17.00 *Exercise on Post Elections*

17.30 *Discussion & Wrap up of the Second Day*

Wednesday February 6

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

9.30 UN Resources and Services: who does what?
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force
Jerome Leyraud, Electoral Expert, EC-UNDP Task Force

10.00 UNDP Delivery Methods in Electoral Assistance: Direct Execution, National Execution
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force
Jerome Leyraud, Electoral Expert, EC-UNDP Task Force

11.00 *Discussion on the Subject*

11.30 *Break*

12.00 EC Resources and Services: who does what? + Discussions
Francesco Torcoli, Election Specialist, EC-UNDP Task Force
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force

12.30 EC indicators on Electoral Assistance
Francesco Torcoli, Election Specialist, EC-UNDP Task Force

13.00 *Lunch*

14.00 EC Project Approach: Sector Approach, Budget Support, Pool Funding
Francesco Torcoli, Election Specialist, EC-UNDP Task Force

15.00 *Discussion on the Subject*

15.30 *Lunch*

16.00 EC-UNDP Operational Guidelines for the Implementation of Electoral Assistance Projects + Discussion on the Subject
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force
Francesco Torcoli, Election Specialist, EC-UNDP Task Force

17.00 *Discussion on the Subject*

17.30 Global Tools: BRIDGE - How to use it and benefit from it
Sara Staino, Policy Specialist, ACE-IDEA
Aleyda Ferreira – Research Analyst, EC-UNDP Task Force

18.00 Global Tools: ACE - How to use it and benefit from it
Sara Staino, Policy Specialist, ACE-IDEA
Aleyda Ferreira – Research Analyst, EC-UNDP Task Force

Thursday 7 February

Day 4: Technological innovation in the electoral process: voter registration and electronic voting machines

9.30 Cross-cutting issues: Embracing Appropriate Technology
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force

10.00 Voter Registration Methodologies
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force
Jerome Leyraud – Election Consultant, EC-UNDP Task Force

10.30 Voter Registration – Case Study Democratic Republic of Congo
Dunia Ramazani, Electoral Expert, EC-UNDP Task Force

11.30 *Break*

12.00 Voter Registration - Case Study - Togo
Dunia Ramazani, Electoral Expert, EC-UNDP Task Force
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force

12.30 *Discussion on Voter Registration*

13.00 *Lunch*

14.00 Electronic Voting Systems
Dunia Ramazani , Electoral Expert, EC-UNDP Task Force
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force

14.30 Introduction of Electronic Voting Machines - The Brazilian case + Discussion
Dunia Ramazani , Electoral Expert, EC-UNDP Task Force
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force

15.00 Introduction of Electronic Voting Machines – The Indian Case + Discussion

Dunia Ramazani, Electoral Expert, EC-UNDP Task Force
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force

15.30 *Break*

16.00 *Self-Evaluating Test and Working in Group on Elections and Technology*

17.00 *Reporting of the two Working Groups on Elections and Technology*

Friday February 8

Day 5: Project Budgeting, Procurement, Global Tools and Resources, Recap and Recommendations

9.30 Cost of Elections, Project Budgeting and the Resource Framework
Jerome Leyraud – Election Consultant, EC-UNDP Task Force

10.30 Procurement of electoral materials and specialized services
Jesper Pedersen, Procurement Officer, EC-UNDP Task Force
Dunia Ramazani, Electoral Expert, EC-UNDP Task Force
Jerome Leyraud – Electoral Expert Consultant, EC-UNDP Task Force

11.30 *Break*

12.00 Procurement of Material for Biometric Voter Registration (Case study, Guinea Conakry)
Jesper Pedersen, Procurement Officer, EC-UNDP Task Force
Dunia Ramazani, Electoral Expert, EC-UNDP Task Force
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force

12.30 *Working in Groups: Exercise on Procurement of Electoral Material*

13.00 *Lunch*

14.00 *Reporting of the two Working Groups*

14.30 Revisit some of the topics selected by participants from previous days
Fabio Bargiacchi, Senior Electoral Assistance Specialist, EC-UNDP Task Force
Sara Staino, Policy Specialists, ACE-IDEA

15.00 *Self Evaluation Quiz on Electoral Administration*

15.30 *Break*

16.00 *Working Group: EU-UN Policies on Electoral Assistance*

17.00 *Reporting on the Working Groups*

17.30 Recommendations and Evaluation of the Training Course