



***DRAFT Agenda***

***29 June – 3 July 2009***  
***Royal Palm Beach Hotel – Accra, Ghana***

## Methodology and Approach

The main outcome of the Workshop in Accra is a publication taking into account the perceptions and feedback from the different stakeholders of electoral assistance participating in the training (*UN/UNDP and EC and EU member States' staff, regional organizations*) regards their experiences and recommendations, lessons learned and best practices for future electoral assistance projects undertaken in the context of UNDP managed basket fund.

The workshop different components and methodologies are organized in such a way to maximize the learning outcomes and the exchange of experience focusing the mainstreaming of the principles of the "Paris 2005 Declarations" and the "2008 Accra Agenda for Actions" on Aid Effectiveness, Harmonization, Alignment and Ownership applied to the Electoral Assistance field:

- ✓ **Presentations** are used to introduce topics and case studies to the audience. Resource persons are asked to limit their presentations to 2/3<sup>rd</sup>s of the time dedicated to the topic and to allow for questions and answers from the participants. Moreover, in order to facilitate learning outcomes, we encourage the resource persons to use power point slides which will be made available online at [www.ec-undp-electoralassistance.org](http://www.ec-undp-electoralassistance.org) after the completion of the workshop. Templates for the power point presentation will be provided to all resource persons.
- ✓ **Questions and discussions:** Time has been allocated to questions and discussions among participants and resource persons in plenum debates after approximately three presentations. Here we encourage the audience to ask direct questions to the resource persons and/or to share experiences on the various topics under discussion. To keep the relatively strict time table, we encourage all to keep both questions and answers focused and short in order to allow for wide participation.
- ✓ **Seminars:** Seminars are organized whereby participants are divided into groups discussion different topics with facilitator(s) presented. One person is chosen as a spokes person. The facilitators will open the discussion with a short presentation and/or by showing a video-based introduction (approx. 15 minutes). The group has 30 minutes for brainstorming and deliberation around a set of questions related to the topic and/or working in smaller groups on specific case studies or exercises. It is up to the facilitator how the session will take form. Following the seminar, all groups will meet in plenum to present their discussions and there will be time also for questions and discussions. The main findings and recommendations will be capture by the dedicated rapporteur and collated in the above mentioned publications.
- ✓ **Interactive clinics:** During the last day of the workshop, an interactive clinic is organized to diagnose and discuss the most important issues perceived as being member of stakeholders group. All participants are divided into smaller groups according to their institutional belonging, that is, whether they represent UN/UNDP or EU/EC staff, regional associations of EMBs, international organizations or donors/development partners working in the field of electoral assistance or, finally, members of electoral management bodies. The main objective of this session is to get an overview over the lessons learned and recommendations from these different groups, all of which are involved in electoral assistance but that may have different perspectives.
- ✓ **Video-material and eLearning:** A substantial number of case studies are available in video format from our E-Learning Course. Participants will be granted access to the elearning course on the Monday 22<sup>nd</sup> of June in order to browse the content and get acquainted with the most important concepts of electoral assistance. During the face to face workshop in Accra, facilitators will have the possibility to introduce the different issues by potentially using some of the videos and interviews contained in our elearning course.
- ✓ **Evaluation:** Evaluations of previous workshops show that the workshop has been highly successful in lifting knowledge levels and in exchanging experiences across the different stakeholders in elections. Evaluations have provided useful input to the development of the training programme and a practice we want to continue. To this end, participants will be asked to respond to a questioner to express their personal assessment of each item on the agenda in terms of content and presentation allowing for both quantitative and qualitative responses. A summary of the workshop, taking on board participants' statistics as well as the evaluation will be published online at [www.ec-undp-electoralassistance.org](http://www.ec-undp-electoralassistance.org) after the workshop.
- ✓ **Translation:** The plenary sessions will have simultaneous translations English/French – French/English

- DAY 1 -  
Monday June 29

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

Moderator: Eugene Owusu

Rapporteur: Mette Bakken

8.30        **Registration of Participants**

9.00        **Opening Speeches**

Kwadwo Afari-Gyan, Chairman of the Electoral Commission of Ghana

Daouda Toure, UNDP Resident Representative in Ghana

Joram Rukambe, Senior Programme Officer, International IDEA

9.30        **Introduction: Training Methodology, Key Concepts and Historical Background to Electoral Assistance**

Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy

10.15       **International Commitments and Obligations for Democratic Elections**

Joram Rukambe, Senior Programme Officer, International IDEA

10.45       *Questions and Answers and Discussions*

11.15       *Break*

11.30       **UN Policy and Strategic Framework. Recent Examples, DRC, Cote D'Ivoire, Nepal and Timor**

Robin Ludwig, Senior Political Electoral Advisor, UN Electoral Assistance Division, Department of Political Affairs

12.15       **UN Resources and Services: Who does What?**

Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy or

12.40       **United Nations Volunteers and Their Involvement in Electoral Assistance Programs and Projects**

Alejandra Castillo, UNV Program Manager, UN Mission ONUCI

13.00       *Questions and Answers and Discussions*

13.20       *Lunch*

14.20       **EU/EC Policy and Strategic Framework: Electoral Support, Criteria for Involvement in Electoral Assistance, Political Dialogue and EC Resources and Services, Who does What?**

Mario Rui Queiro, Quality Manager Officer, Human Rights and Gender Unit, EuropeAid, EC

Francesco Torcoli, Election Specialist, Human Rights and Gender Unit, EuropeAid, EC

15.00       **EU Election Observation, Background, Methodology and Implementation + NEEDS project**

Francesco Torcoli, Election Specialist, Human Rights and Gender Unit, EuropeAid, EC

Paulo Marques, Project Coordinator, AU-EU Cooperation on Election Observation, NEEDS Project

15.50       *Break*

16.00       **Synergies Between Electoral Assistance and Observation, and Sustainability of Electoral Assistance**

Rushdi Nackerdien, Senior Programme Officer, International IDEA

16.30 **Seminar**  
*The participants are divided into three groups to discuss topics related to synergies and observation and prepare an approximately 10 minute presentation on their discussion for the plenary session*

**Seminar A: The PALOP project, Support to Electoral Cycles in African Lusophone Countries**

*Facilitation: Mario Rui Queiro*

*Ricardo Godinho Gomes, Electoral Assistance Expert, Joint EC UNDP Task Force*

*Rapporteur: Paulo Marques, Project Coordinator, AU-EU Cooperation on Election Observation, NEEDS*

**Seminar B: The Electoral Assistance Project in Democratic Republic of Congo**

*Facilitation: Dunia Ramazani, ICT Election Specialist, EC-UNDP Joint Task Force,*

*Rushdi Nackerdien, Senior Programme Officer, International IDEA*

*Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office*

*Rapporteur: Gabor de Zagon, JTF Brussels*

**Seminar C: Electoral Assistance Project in Benin**

*Facilitation: Akinyemi Adegbola, Chief Technical Advisor, UNDP Benin*

*Rapporteur: Mette Bakken, Junior Electoral Assistance Officer, JTF Brussels*

17.15 **Plenary Session: Seminar Presentations**

18.00 *Launching of Partner's publications and of the Elearning followed by a Cocktail*

**- DAY 2 -  
Tuesday June 30**

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

Moderator: Linda Maguire

Rapporteur: Gabor de Zagon

9.00 **Electoral Cycle Approach and Overview of Recipients and Stakeholders**

*Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy*

9.30 **Legal Framework and Electoral Systems and Their Consequences**

*Theo Dowetin, Programme Manager for West Africa, International IDEA*

10.00 **Capacity Development of Electoral Management Bodies**

*Rushdi Nackerdien, Senior Programme Officer, International IDEA*

11.00 **Questions and Answers and Discussions**

11.30 *Break*

11.45 **Support to Strategic & Operational Planning of Electoral Management Bodies**

*Rushdi Nackerdien, Senior Programme Officer, International IDEA*

12.15 **Seminar**

*The participants are divided into three groups to discuss topics related to activities in support of the electoral cycle during the pre-electoral period and prepare an approximately 10 minute presentation on*

*their discussion for the plenary session*

**Seminar A: Civic/Voter Education**

*Facilitation: Linda Maguire, Electoral Advisor, UNDP Bureau Development Policy*

*Rapporteur: Mette Bakken, Junior Electoral Assistance Officer, JTF Brussels*

**Seminar B: Domestic Observation**

*Facilitation: Francesco Torcoli, Election Specialist, Human Rights and Gender Unit, EuropeAid, EC*

*Rapporteur: Ricardo Godinho Gomes*

**Seminar C: Media Regulations, Monitoring and Support to Media Sector**

*Facilitation: Theo Dowetin, Programme Manager, International IDEA, Ghana*

*Rapporteur: Gabor de Zagon, JTF Brussels*

12.50 **Plenary session: Seminar presentations**

13.30 *Lunch*

14.30 **Voting Operations**

Joram Rukambe, Senior Programme Manager, International IDEA

15.00 **Managing Electoral Results**

Rushdi Nackerdien, Senior Programme Officer, International IDEA

15.30 **IOM activities in Electoral Assistance**

Francesca Marzatico, Head, Election Support Unit, International Organization for Migration.

15.45 **External Voting Operations**

Jeremy Grace, Elections Expert, International Organization for Migrations

16.15 **Questions and Answers and Discussions**

16.45 *Break*

17.15 **Seminar**

*The participants are divided into three groups to discuss topics related to activities in support of the electoral cycle during the post-electoral period and prepare an approximately 10 minute presentation on their discussion for the plenary session*

**Seminar A: Elections, Violence and Electoral Dispute Resolution**

*Facilitation: Joram Rukambe, Senior Programme Manager, International IDEA and Linda Maguire, Electoral Advisor, UNDP/BDP New York*

*Rapporteur: Gabor de Zagon, JTF Brussels*

**Seminar B: Enfranchisement of Displaced Population in Elections**

*Facilitation: Jeremy Grace, Elections Expert, International Organization for Migrations*

*Rapporteur: Francesca Marzatico, Head, Election Support Unit, International Organization for Migration*

**Seminar C: Political Implications of Electoral Management Issues**

*Facilitation: Robin Ludwig, Senior Political Electoral Officer, UN Electoral Assistance Division, Department of Political Affairs*

*Rapporteur: Mette Bakken, Junior Electoral Assistance Officer, JTF Brussels*

- DAY 3 -  
Wednesday July 1

**Day 3: Linking the Electoral Cycle within Deepening of Democracy Programmes**

Moderator: Mário Rui Queiró  
Rapporteur: Franklin De Vrieze

- 9.00 **Electoral Assistance Activities in Support of the Post-Electoral Period**  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office
- 09.30 **Electoral Assistance and Wider Democratic Governance Support: linkages between support to democratic governance and electoral processes**  
Mário Rui Queiró, Quality Support Manager, Governance, Security, Human Rights and Gender Unit, EuropeAid, EC  
Baffour Agyeman-Duah, Senior Special Advisor, UNMIL
- 10.00 **Why parliamentary development can contribute to development policies**  
Jonathan Murphy, Senior International Expert, consultant IDEA
- 10.40 **Benchmarks for Democratic Parliaments: a Worldwide movement, key issues under discussion, the work of regional inter-parliamentary organizations and prospects**  
Lisa von Trapp, Consultant UNDP & World Bank Institute

11.00 *Questions and Answers and Discussions*

11.20 *Break*

- 11.30 **The role of parliament in post-conflict situations: regional program development and experiences and lessons learned from working with the Assembly of Kosovo**  
Franklin De Vrieze, GPPS Program Manager
- 12.00 **Experience of women participation into politics in the Arab and West African region, including experiences from working with the parliament of Mauritania**  
Alessandra Pellizzeri, UNDP parliamentary program manager

13.00 *Discussions*

13.20 *Lunch*

14.15 **Seminar session**  
*The participants are divided into three groups to discuss topics related to budget oversight, parliamentary development plans, and working with political parties. Each working group prepares an approximately 10 minute presentation on their discussion for the plenary session.*

**Seminar A: Support to Budget Oversight by parliament**  
*Facilitation: Lisa von Trapp, Consultant UNDP & World Bank Institute*

*Rapporteur: Mette Bakken, Junior Electoral Assistance Officer, JTF Brussels*

**Seminar B: Working with Political Parties: Financing of Political Parties and Electoral Campaigns**

*Facilitation: Brenda Santamaria, Senior Electoral Advisor, General Secretariat, OAS*

*Rapporteur: Ricardo Gomes, Junior Electoral Assistance Expert, JTF Brussels*

**Seminar C: Strengthening the Role of Parliament in the Reform of Political Party Legislation: The Arab Region Experience**

*Facilitation: Franklin De Vrieze, Programme Manager, UNDP Global Project in Support of Parliaments*

*Rapporteur: Gabor de Zagon, JTF Brussels*

15.30 **Plenary session: Workshop presentations**

16.00 *End of program*

**- DAY 4 -  
Thursday July 2**

**Day 4: Elections and Technology: Voter Registration and Electronic Voting**

Moderator: Fabio Bargiacchi

Rapporteur: Jerome Leyraud

- 9.00 **Embracing Appropriate Technology**  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office
- 09.30 **Voter Registration Methodologies**  
Dunia Ramazani, ICT Election Specialist, EC-UNDP Joint Task Force  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office
- 10.00 **Case Studies: DRC, Togo, Conakry, Zambia and Benin**  
Dunia Ramazani, ICT Election Specialist, EC-UNDP Joint Task Force  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office

10.30 **Questions and Answers and Discussions**

11.00 *Break*

- 11.15 **Case Study: The Voter Registration System in Ghana**  
EMB Ghana
- 12.15 **Introduction to Electronic Voting Systems and the Case of India and/or Venezuela**  
Speaker To be confirmed

12.45 **Questions and Answers and Discussions**

13.15 *Lunch*

- 14.15 **Electronic Voting in Brazil**  
Paulo Tamburini, Judge, Brazilian National Council of Justice, Brazil

15.15 **Questions and Answers and Discussions**

15.45 *Break*

16.00 **Seminar**

*The participants are divided into three groups to discuss case studies related to ICTs and voter registration and prepare an approximately 10 minute presentation on their discussion for the plenary session*

**Seminar A: Voter Registration and Sustainability**

*Facilitation: Dunia Ramazani, Electoral Expert, EC-UNDP Joint Task Force on Electoral Assistance  
Rapporteur: Francesco Torcoli, Election Specialist, Human Rights and Gender Unit, EuropeAid, EC*

**Seminar B: Voter Registration: the Case of Brazil**

*Facilitation: Paulo Tamburini, Judge, Brazilian National Council of Justice, Brazil,  
Rapporteur: Gabor de Zagon, JTF Brussels*

**Seminar C: Voter Registration Trends in the ECOWAS region**

*Facilitation: Michel Tapsoba, Chief Electoral Officer Burkina Faso, Coordinator of the ECOWAS network of EMBs  
Frick Olivier, UNDP Voter Registration Expert, Moldova  
Rapporteur: Rushdi Nackerdien, Senior Programme Officer, International IDEA*

16.30 **Plenary Session: Seminar Presentations**

**- DAY 5 -  
Friday July 3**

**Day 5 – EC-UNDP Procedures for Programming, Identification, Formulation, Implementation and Evaluation**

Moderator: Francesco Torcoli  
Rapporteur: Ricardo Godinho Gomes

09.00 **The EC-UNDP Partnership on Electoral Assistance, Operational Guidelines and role of the JTF**  
Fabio Bargiacchi, Senior Electoral Assistance Advisor, UN/UNDP Brussels Office  
Francesco Torcoli, Election Specialist, Human Rights and Gender Unit, EuropeAid, EC

09.45 **FAFA and the EC-UNDP Contractual Arrangements: Avoiding the Traps PART 1**  
Pierre Harze, Deputy Director, UN/UNDP Brussels Office  
Francesco Torcoli, Election Specialist, Human Rights and Gender Unit, EuropeAid, EC

10.30 *Break*

10.45 **FAFA and the EC-UNDP Contractual Arrangements: Avoiding the Traps – PART 2**  
Pierre Harze, Deputy Director, UN/UNDP Brussels Office  
Francesco Torcoli, Election Specialist, Human Rights and Gender Unit, EuropeAid, EC

11.15 **Questions and Answers and Discussions**

11.45 **Introduction to Electoral Procurement**  
Anne-Sofie Holm, Electoral Procurement Advisor, UNDP Procurement Support Office



Victor Margall von Hegyeshalmy, Procurement Analyst, UNDP Procurement Support Office.

12.30

**Seminar**

*The participants are divided into three groups to discuss topics related to procurement planning, procurement for biometric voter registration and cost of election and prepare an approximately 10 minute presentation on their discussion for the plenary session*

**Seminar A: Electoral Procurement Planning**

*Facilitation: Anne-Sofie Holm, Procurement Advisor, UNDP Procurement Support Office  
Rapporteur: Mette Bakken, Junior Electoral Assistance Officer, JTF Brussels*

**Seminar B: Procurement of Biometric Voter Registration: Cases of DRC, Togo and Conakry**

*Facilitation: Dunia Ramazani, Election Expert, EC-UNDP Join Task Force on Electoral Assistance  
Rapporteur: Ricardo Gomes, Junior Electoral Assistance Expert, JTF Brussels*

**Seminar C: Costs of Election and Electoral Budgeting**

*Facilitation: Fabio Bargiacchi, Senior Electoral Assistance Advisor, UNDP Brussels  
Rapporteur: Gabor de Zagon, JTF Brussels*

12.45

**Plenary Session: Seminar Presentations**

13.15

*Lunch*

14.30

**Plenary Session: Interactive Final Discussion**

15.30

*Break*

15.45

**Global Tools: ACE and BRIDGE - How to Use and Benefit from Them in the Field**

*Doudou Dia, General Manager, Goree Institute  
Theo Dowetin, Programme Manager for West Africa, International IDEA*

16.15

**Recommendations and Comments on the Workshop**

16.30

**Closure**