

Knowledge Management & Information Capture Guidelines Virtual Validation and Training Workshop on 7th June 2021 at 09:00 CAT

Objectives of the workshop

- To receive feedback from participants on the guidelines
- To validate the KM & Information Capture guidelines
- To train the ICKM focal point persons on how to capture information using the guidelines.

Expected outputs

- Training report
- Validated guidelines

Participants

- CCARDESA
- ICKM Focal Points
- SROs, AFAAS and FARA(Optional)

Time	Activity	Time	Responsible Person/s
	Validation Session		
09:00-12:30	Introductions	10 minutes	CCARDESA secretariat
	Opening Remarks	10 minutes	CCARDESA secretariat
	Presentation of the Knowledge Management and Information Capture Guidelines/Strategy	45 minutes	Consultants
	Discussion of the strategy	30 minutes	All
	Health Break		
	Training Session		
	Presentation	30 minutes	Consultants
	Practice session	60 minutes	Participants
	Closing Remarks	10 minutes	CCARDESA secretariat