



AGENDA

- Title of meeting:** Coordination of existing water related research programmes funded by SPLASH partners active in Ethiopia
- Date of meeting:** 20th May 2009, Addis Ababa, Ethiopia
- Chair of meeting:** Anne Blenkinsopp, SPLASH Project Manager, DFID
- Attachments:** Invitation, workshop Terms of Reference

1.	Arrival, registration and coffee	8.30 – 9.00
2.	Roundtable introductions of meeting participants - name, organization, programme worked on, role and experience, what is the most interesting thing I learnt about water and sanitation in Ethiopia this year?	Speaker: All 9 – 9.45
3.	SPLASH presentation Introduce the programme, partners, duration, activities and scope.	Speaker: Anne Blenkinsopp, DFID 9.45-10
4.	3 Programmes presentations Please be specific to activities in Ethiopia. To include: Programme aims and objectives Who is involved, which partner organizations? Activities and scope – particularly research, capacity development, geographic locations. Who will benefit from this programme? Duration 20 minutes each – 10 minutes presentation followed by 10 minutes questions and answers.	Speaker: One from each programme 10-11
5.	Coffee Break	11 – 11.20
6.	3 Programmes presentations Please be specific to activities in Ethiopia. To include: Programme aims and objectives Who is involved, which partner organizations? Activities and scope – particularly research, capacity development, geographic locations. Duration 20 minutes each – 10 minutes presentation followed by 10 minutes questions and answers.	Speaker: One from each programme 11.20 – 12.20



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7.	Introduction to the afternoon sessions, agreement of topics, and assignment of groups.	12.20 – 12.45
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8.	Lunch	12.45 – 1.45
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9.	Summary of our programme timeframes, geography, type of work, partners. What do we have in common?	1.45 – 1.55
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10.	Break into 2 discussion groups. Each discussion session will last for 30 minutes – each group discuss one topic, then move onto discuss second topic after 30 minutes. <u>Discussion 1</u> What are our planned outputs from our project in 2009? Who are they for? How will we tell them about it during 2009? How could we work together on this? <u>Discussion 2</u> What research are we conducting during 2009, what information will we need, how will we find this out and when, how can we work together on these tasks?	1.55 – 2.55
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11.	Report back and summary of possible actions	2.55 – 3.20
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12.	Coffee break	3.20 – 3.35
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13.	Discussion groups. Each discussion session will last for 30 minutes – each group discuss one topic, then move onto discuss second topic after 30 minutes. <u>Discussion 3</u> What challenges are we facing conducting our work? How can we overcome these? Can we work together to overcome these? <u>Discussion 4</u> How else might we work together – on capacity development activities? What else are we not doing now that should be done?	3.35 – 4.35
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14.	Report back and summary of possible actions, who can take them forwards? and by when?	4.35 – 5.00
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15.	Summary and ranking of actions into a time bound action plan.	5.00 – 5.15
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16.	Evaluation and close	5.15 – 5.30
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