

Regional Workshop on Institutionalization of Field Schools in Asia

24-27 May 2016, Sukosol Hotel Bangkok

DAY 1 – May 24, Tuesday

Time	Sessions/Objectives	Content	Methodology	Responsibility	Facilitation support	Outputs/Reporting
8.30-9.00	Registration	Registration		?	Nat/?	Nat/?
9.00-9.45	Opening Session	Welcome Remarks (15 min): <ul style="list-style-type: none"> Background Workshop objective Introduction to the organizing team 		FAO - Kevin Gallagher TEF - Marut ONFIE - ?	Terry +? facilitates and ensures smooth, quick, & effective interaction	Outputs: Written remarks, copyedited. Go in the workshop report
		Participant self-introduction – expectations and fears: <ul style="list-style-type: none"> Why are you here to talk about FFS? What does FFS mean to you? 	Ice-breaker	Facilitator: Technical support:		
9.45-10.30	I. Institutionalization of FFS experiences in the region Objective 1: Share and learn from country experience and lessons learned on institutionalization of FFS at the local and national level.	Brainstorming and discussions: <ul style="list-style-type: none"> Why and how FFS still live in Asia (after the programme – Manu can you elaborate on it)? What are the key issues around FFS? What does institutionalization mean to you? 		Facilitator(s): Technical support:		Outputs:
10.30-10.45	TEA BREAK					
10.45-12.30	I. Institutionalization of FFS experiences in the region Objective 1: Share and learn from country experience and lessons learned on institutionalization of FFS at the local and national level.	Brain storming and discussions with focus on: <ul style="list-style-type: none"> Why institutionalize? What is the value of institutionalization? 		Facilitator(s):		Outputs:
		<ul style="list-style-type: none"> Who should do it and how? What are the entry points? 		Technical support:		
		<ul style="list-style-type: none"> What enabled (<i>success factors</i>) and blocked (<i>bottle necks</i>) to make FFS sustainable? 				
13.00-14.00	LUNCH BREAK					
14.00- 16:15	II. Institutionalization of FFS country stories Objective 1: Share and learn from country experience and lessons learned on institutionalization of FFS at the local and national level.	Sharing and exchanging country stories: <ul style="list-style-type: none"> Via posters, photo essays, timelines, other forms of presentation (Bus Stop format). Country presentations and posters 3 Selected ‘case study’ presentations Panel discussion focus on enablers [effective strategies, important entry points], how to overcome barriers 	Bus stop + ?	Facilitator(s): Technical support:		Outputs: Photographic/digital records goes in the workshop report. Notes and main points from the discussion feed into the ‘stories’ and workshop report.
16:15-16:30		II. Institutionalization of FFS country stories Objective 1: Share and learn from country experience and lessons learned on institutionalization of FFS at the local and national level	Fine tuning the ‘stories’ (gap filling, get details, clarifications on the country story) Draft story format – will be given by the facilitator in the end of the DAY 1 for country teams to fine-tune their stories <ul style="list-style-type: none"> Timeline of significant milestones Strategies we found effective Lessons learned; what worked and what didn’t 	Clear instruction on how to frame the country stories - to be collected by end of DAY 2	Facilitator(s): Randy & Terry Technical support:	
18:00	Welcome Reception dinner			ONFIE		

DAY 2 – May 25, Wednesday

Time	Sessions/Objectives	Content	Methodology	Responsibility	Facilitation support	Outputs/Reporting
8.30-9.00	III. Institutionalization of FFS Summarizing and Distilling Objective 1: Share and learn from country experience and lessons learned on institutionalization of FFS at the local and national level.	<ul style="list-style-type: none"> Summary review of day 1 & highlights Reflection – by the participants 		Nomination?		
9.00-10.00		Discussion on the key issues on institutionalization popped up from the discussion on DAY 1. <ul style="list-style-type: none"> TBD end of the day one 		Facilitator(s): Technical support:		
10.00-10.30	TEA BREAK	Deji has an idea for tea break activity				
10.30-11.30	III. Institutionalization of FFS ...continuation	Important considerations for Institutionalizing FFS <ul style="list-style-type: none"> What is missed? What we have not said or discussed about? Key recommendations 		Facilitator(s): Technical support:		
11:30-12:00	IV. Guidance Document on FFS Presentation Objective 2: Develop an action plan/roadmap for operationalizing FAO's Guidance Document on FFS at national and regional level.	Presentation of the Guidance Document <ul style="list-style-type: none"> Why Guidance Doc is important Some background on the process What is it about Q&A 		Facilitator(s): Technical support: Marjon		
12.00-13.00	LUNCH BREAK					
13:00-17:00	IV. Guidance Document on FFS Operationalization Objective 2: Develop an action plan/roadmap for operationalizing FAO's Guidance Document on FFS at national and regional level.	Operationalization of Guidance Document <ul style="list-style-type: none"> How can you use it? Is it useful? To whom and where 		Facilitator(s): Technical support:		
	TEA BREAK					
	IV. Guidance Document on FFS Operationalization Objective 2: Develop an action plan/roadmap for operationalizing FAO's Guidance Document on FFS at national and regional level.	National roadmap for operationalization <ul style="list-style-type: none"> Country teams Regional action plan for operationalization		Facilitator(s): Technical support:		
17.00 -17:15	II. Institutionalization of FFS country stories	Collection of country stories		Facilitators: Terry and Randy		

DAY 3 – May 26, Thursday

Time	Sessions/Objectives	Content	Methodology	Responsibility	Facilitation support	Outputs/Reporting
9:00–12:30	<p>V. FFS Network in Asia</p> <p>Objective 3: Assess needs and interest for regional FFS network in Asia.</p>	<p>Global FFS network activities (short presentation by FAO)</p> <ul style="list-style-type: none"> • Update on global FFS Network activities • Update on other regional networks <p>Discussion on Asia FFS network</p> <ul style="list-style-type: none"> • Potential role (for what, why and how)? • How would you like to work together (operational mechanism)? • What would be most useful topic/issue to work together as a network? • Tentative plan/roadmap for the network (next 6-12 months)? 		<p>Facilitator(s):</p> <p>Technical support:</p>		
12.30-13.30	LUNCH BREAK					
13.30-16:00	<p>IV/V. Guidance Document & Regional Network</p> <p>Objective 2 and 3.</p>	TBD from the previous discussions		<p>Facilitator(s):</p> <p>Technical support:</p>		
16.00-17.00	Preparation for RAP meeting	Presentations, logistics, discussion points, etc.				

DAY 4 – May 27, Friday

Time	Sessions/Objectives	Content	Methodology	Responsibility	Facilitation support	Outputs/Reporting
9:00–13:00	<p>III. Field Visit Learning from Thailand</p> <p>Objective 1: Share and learn from country experience and lessons learned on institutionalization of FFS at the local and national level.</p>	<p>Field visit to the Community Bio-control Centre, Plant Protection and Soil and Fertilizer Management Division, Department of Agriculture Extension (production of beneficial insects and microorganisms).</p> <p>OR</p> <p>Field visit at FFS programme under the Non-Formal Education Programme, in Prathumtani Province</p>		<p>Coordinator:</p> <p>Technical support:</p>		
	<p>IV. Guidance Document on FFS Launch at RAP</p>	<p>A group goes to RAP for a seminar and launching of the GD.</p>				
13:00-14:00	LUNCH BREAK					
14:00–16:30	<p>VI. Wrap up and feedback</p>	<ul style="list-style-type: none"> • Feedback from RAP meeting • Feedback from field visit • Feedback on the workshop process and content • Discussion on what is next • Group photo • Hugs, etc. 		<p>Facilitator(s):</p> <p>Technical support:</p>		