



SSA TRAINING

Venue: _____

Date: _____

DAILY PROGRAMME

Day	Sessions	Time	Activity	Responsibility
Day 1	Session 1	08:30 - 09:00	Registration	FAO Country representative
		09:00 - 09:05	Welcome Remark	FAO Country representative
		09:05 - 09:10	SSA Preamble	Regional SSA expert
		09:10 - 09:20	Opening Remarks	Government' Remarks
		09:20 - 09:30	Introduction to the course	Facilitator
	Session 2	09:30 - 10:15	Ice breaking	Facilitator
	Break	10:15 - 10:30	Group Photos	Photographer
		10:30 - 11:00	Tea/Coffee	Hotel
Day 1	Session 3: Seed Systems	11:00 - 11:10	Seed System: Basic Concepts	Facilitators
		11:10 - 11:20	Discussion: Varieties	Participants
		11:20 - 11:40	Seed System: Basic Concepts	Facilitators
		11:40 - 11:50	Discussion: Formal/Informal	Participants
		11:50 - 12:00	Q&A	Participants
Day 1	Session 4: SSCF	12:00 - 13:00	SSCF: Definitions, Parameters & Indicators	Facilitators
		13:00 - 14:00	Lunch	Hotel
		14:00 - 14:45	SSCF: AAP	Facilitators
		14:45 - 16:00	SSCF: Group Work & Presentation	Participants
		16:00 - 16:20	Coffee/tea	Hotel
		16:00 - 17:00	SSCF: Strengthening SSA & AAP	Facilitator

Day	Sessions	Time	Activity	Responsibility
Day 2	Session 5: Seed Security Interventions	08:30 - 09:00	Recap	Facilitators
		09:00 - 09:15	Seed interventions in recent pasts	Facilitators
		09:15 - 09:25	GW: Mapping Interventions in the country	Participants
		09:25 - 10:00	GW: Analysing Interventions in the country	Participants
		10:00 - 10:30	GP: Seed Interventions	
		10:30 -11:00	Tea/Coffee	Hotel

Day 2	Session 6: SSA Steps	11:00 - 11:20	The 5 SSA Steps: Preparation & Baseline	Facilitators
		11:20 - 12:10	GW: Preparation & Baseline	Participants
		12:10 - 12:40	PP: Preparation & Baseline	Participants
		12:40 - 12:50	Q&A	Participants

Day 2	BREAK	13:00 - 14:00	Lunch	Hotel	
Day 2	Session 6: SSA Steps	14:00 - 14:10	The 5 SSA Steps: Understanding Disaster	Facilitators	
		14:10 - 14:20	The 5 SSA Steps: Diagnosis	Facilitators	
		14:20 - 14:30	The 5 SSA Steps: Action plan	Facilitators	
		14:30 - 14:40	Q&A	Participants	
		14:40 - 14:50	Short break		
		14:50 - 15:40	GW: Disasters, Changes & Actions Plan	Participants	
		15:40 - 15:55	PP: Disasters, Changes & Actions Plan	Participants	
		15:55 - 16:00	PP: Disasters, Changes & Actions Plan	Participants	
		BREAK	16:00 - 16:20	Coffee/tea	Hotel
		Session 6	16:00 - 17:00	AAP	Facilitators

Day	Sessions	Time	Activity	Responsibility
Day 3	Session 7: 7a) SSA Site Selection and 7b) SSA Tools	08:30 - 09:00	Recap	Facilitators
		09:00 - 09:20	SSA Site Selection	Facilitator
		09:20 - 09:35	SSA Tools for field works: Basic concepts	Facilitators
		09:35 - 10:00	GW: Key informants interview	Participants/ Facilitators
		10:00 - 10:30	GW: Household Survey (HHS)	Participants/ Facilitators
		10:30 - 11:00	Tea/Coffee	Hotel
		11:00 - 11:30	GW: Local Market Survey (LMS)	Participants
		11:30 - 11:45	Focus Group Discussion (FGD)	Facilitators
		11:45 - 12:00	Useful techniques for FGD	Facilitators
		12:00 - 13:00	Role play (FGD)	Participants
Day 3	BREAK	13:00 - 14:00	Lunch	Hotel
Day 3	Session 8: Introduction to field work	14:00 - 14:10	Introduction to field work preparation	Facilitators
		14:10 - 15:20	Preparation and practice by role	Participants
		15:20 - 16:00	Meeting by Team	Team leader
		16:00 - 16:20	Coffee/tea	Hotel
		16:20 - 17:00	Meeting by role	Participants
		17:00	Wrap up/end of the day	Participants

Day	Sessions	Time	Activity	Responsibility
Day 4	Session 9: Field Work			
		06:30- 07:00	Meeting at training venue	All
		07:00 - 8:00	Departure to the field	All
		08:00 - 08:30	Introduction to local leaders	Team
		08:30 - 09:00	Getting to know the local area	Team
		09:00 - 11:30	Household survey + FGD	Team
		11:30-14:00	LMS + KII	Team
		14:00 - 15:00	travel back to the training venue	All
		15:00 - 16:00	Discussion: Field Work Experience	Team/Facilitators
		16:00 - 16:30	Coffee/tea	Hotel
		16:30 - 17:30	Data entry	SSA regional expert/Participants
		17:20 -18:30	Data Cleaning/Management	SSA regional expert/Participants
Day 4	BREAK	13:00 - 14:00	Lunch (packed)	Hotel

Day	Sessions	Time	Activity	Responsibility
Day 5	Session 10: Generating results from the field work	08:00 – 08:30	Recap	All
		08:30 – 08:45	Generating results from the field work	Facilitator
		08:45 – 10:30	Discussion: Field work assessment results	Team
		10:30 - 11:00	Coffee/Tea	Hotel
		11:00 -12:00	Discussion: Field work assessment results	Team
	Session 11: Presenting results	12:00 – 12:10	Presenting results	Facilitator
		12:10 -13:00	Presentations: Team 1	Team
		13:00 - 14:00	Lunch	Hotel
		14:00 - 14:30	Presentations: Team 2	Team
		14:30 - 15:00	Presentations: Team 3	Team
	Session 12: Evaluation & Closure	15:00 - 15:30	Final Evaluation	all
		15:30 - 16:00	Closing session	all
		16:00 - 16:30	Coffee/tea	Hotel

Acronyms

AAP	Accountability to Affected Population
FGD	Focused Group Discussion
GP	Group Presentation
GW	Group Work
HHS	Household survey
KII	Key Informant Interview
LMS	Local Market Survey
SSA	Seed Security Assessment