

Sendai Framework Monitoring System and Disaster Loss Database Training Workshop for Partners (17-21 September 2018, UN Campus Bonn, Germany)

Summary notes

The “Training of Trainers” workshop, a five-day technical training activity was organized by United Nations Office for Disaster Risk Reduction (UNISDR) with the support of the Government of Germany, on 17-21 September 2018, UN Campus Bonn, Germany.

Twenty-six participants, mostly from regional organizations from all regions of the world, were engaged on hands-on training and intensive discussion. These efforts have improved understanding and use of the online Sendai Framework Monitor (SFM), launched in March 2018, to monitor progress on implementing the Sendai Framework for Disaster Risk Reduction 2015-2030. Workshop participants had an opportunity to review the Sendai Framework Monitoring Process and got first-hand experience in using both the SFM System and DesInventar (widely used Disaster Loss Database). Participants have mastered the use of both systems through hands-on exercises, gaining in-depth knowledge and understanding, and now will be able to act as trainers supporting Member States in their monitoring and reporting requirements. In addition, participants were benefited by trainers and trainers-to-be from all over the world and learned together how to provide practical and technical support to Member States facing common challenges.

All presentation files, related documents, and photos are shared in a common drive available to participants.

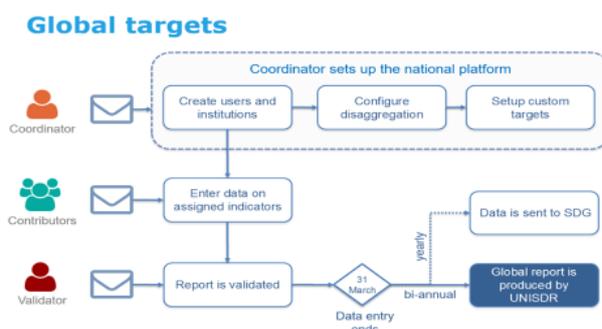
Introductory sessions

In the morning of the first day, introductory sessions of the Sendai Framework Monitoring were given including overview of the Sendai Framework and supporting online monitoring and reporting tools, i.e. SFM System and DesInventar. Observing presentation materials on DRR, the Sendai Framework and Monitoring, participants got an idea how they are going to explain SFM to Member States as trainers. They also learned that SFM has a feature of multi-purpose data & integrated monitoring & reporting; once Member States entered data for global indicators of Target A-E, UNISDR as a custodian agency of SDG Monitoring compiled and reported the data to UNDESA, which has reduced dual reporting burden of Member States.

SFM system training

After the guidance, each participant had a chance to log-in the training site of the SFM System¹ and tried institutional set-up for his/her assigned imaginary country. There are four roles of SFM users; Coordinator (usually National Sendai Framework Focal Points), Contributor, Validator, and Observer. Participants, who acted as coordinators, found it easy to set up on the system, however, difficult in reality to coordinate and involve a wide range of ministries and agencies in the Sendai Framework Monitoring. In addition, as SFM has a close link with SDG Monitoring, in most countries National Statistical Offices (NSOs) have been involved in the reporting process. Since each country is different from others in legislative framework, data collection mechanism, disaster loss profile etc., there is no single answer to what is the best institutional set-up for SFM. In order to facilitate the set-up, an excel spread sheet with matrix by global indicators and institutional roles is provided in the common drive.

Definition of roles & responsibilities of users within nominated Institutions



Definition of roles & responsibilities of users within nominated Institutions

GLOBAL TARGETS: Setup

RESPONSIBLE INSTITUTIONS

Please assign one or several responsible institutions to each global indicator listed below. You will identify an owner able to enter the data, as well as additional contributors who are optional.

METADATA

TARGET A: MORTALITY

INDICATOR	OWNER*	ADDITIONAL CONTRIBUTORS
A.1 Number of deaths and missing persons attributable to disasters per 100,000 population	Select an institution...	Select contributors...
A.2 Number of deaths and missing persons per 100,000 population	Select an institution...	Select contributors...
A.3 Number of displacement-related deaths per 100,000 population	Select an institution...	Select contributors...

Owner: Institution that will provide data for and validate the data of a target or indicators

Afternoon of the first day started with mastering global indicators including metadata and disaggregation set-up, which can be done only by Coordinators. In the SFM system metadata supports other data for global reporting, such as Population (for Target A & B), Nominal GDP (for Target C), and Exchange rate to USD (if local currency (LCU) is used for reporting global indicators for Target C). Participants understand that most metadata are

Metadata Set-up (cont.)

Nominal GDP

YEAR	VALUE	CURRENCY	SOURCE
2017		USD	
2018			

Metadata Set-up

GLOBAL TARGETS: Reporting

Metadata

The country coordinator needs to fill in the following metadata, which is needed to calculate some of the global indicators.

- Currency
- Exchange rate
- Nominal GDP
- Number of Households
- Percentage of road network paved
- Population
- Population aged 0-14
- Population aged 15-64
- Population aged > 64
- Population, female

¹ <https://sendaimonitortraining.unisdr.org/login>

usually available in national statistical offices (NSOs) or economic agencies so that Member States should be encouraged to enter metadata as a first step if they haven't done yet.

Sessions were given by global target of the Sendai Framework.

(1) Target A & B

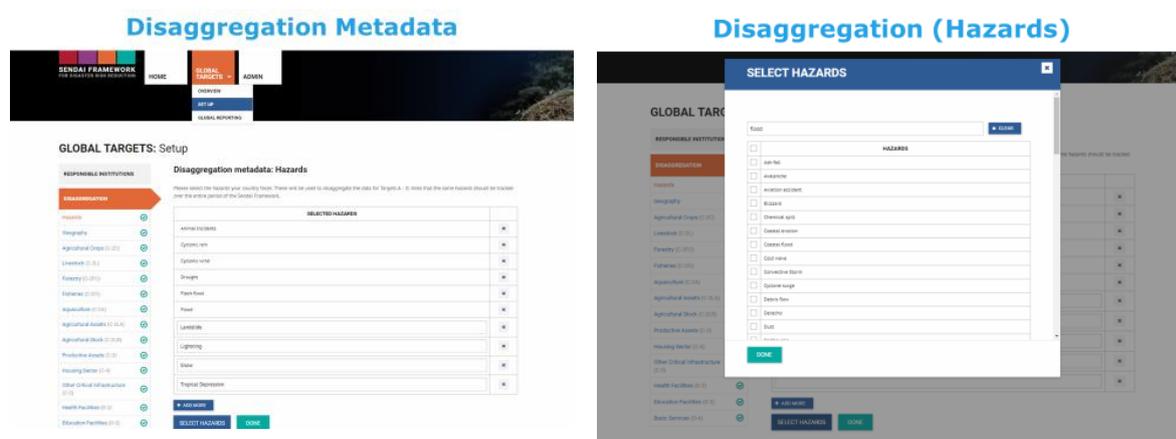
A quick overview of global indicators in line with the Technical Guidance Notes² and the outcome document of the inter-governmental process³, open-ended intergovernmental expert working group on indicators and terminology relating to disaster risk reduction (OIEWG). The session comprised of explanations of Indicators, Definitions (relevant terminology agreed in OIEWG and working definition), Methodologies, Data requirements, Disaggregation options, Baseline and challenges, which can be found in the Technical Guidance.

Disaggregation

A number of disaggregation options are embedded in both SFM System and DesInventar since monitoring and reporting data in a disaggregated way will contribute to DRR policy making. Disaggregation set-up was demonstrated on the screen, which is available from the GLOBAL TARGETS Tab then SET UP page. Note that multiple/cross disaggregation is not available due to complexity and data availability, which is in line with the current SDG Monitoring.

Disaggregation by hazard types can be selected across targets. Once hazard disaggregation is set up, selected hazards will appear on each indicator, if applicable. Although users can freely create hazard types in the system, it is highly recommended to select from the pre-defined list of hazards by clicking SELECT HAZARDS with a "search" box.

To report disaggregated data, always find Disaggregation options below the reporting columns, i.e., Hazards, Geography, Sex (Men and Women), Age (3 categories: Adults (15-64), Children (0-14), and Seniors (65 +)), Income (Under national poverty line), and Disability.



² <https://www.preventionweb.net/publications/view/54970>

³ <https://www.preventionweb.net/publications/view/51748>

Baseline

As seen in the target, the Baseline data, 2005-2015 will be necessary to report for Target A & B, which is supposed to be provided by 30 April 2019 (those for Target C&D are optional but recommended).

Participants were reminded of always referring to the Technical Guidance at first. If they may still have questions, they are guided to contact SFM Officers at ROs in their regions.

There's no threshold and restriction/limitation in data collection as seen in the scope of the Sendai Framework "... apply to the risk of small-scale and large-scale, frequent and infrequent, sudden and slow-onset disasters, caused by natural or manmade hazards as well as related environmental, technological and biological hazards and risks." Data collection and computation methodology must be consistent over the reporting period. Even after the validation, Member States can report back and resubmit the data afterwards in the system.

(2) Target C

The Second day began with overview of Target C and its global indicators. Since the computation methodology of damage and loss assessment in agriculture sector, notably for the indicator C2, has been developed through the collaboration of FAO and UNISDR, Ms. Markova from FAO was invited to provide a guidance on it. There are distinctions between damage and loss, and between production and assets, which is reflected to the methodology then fed in to the SFM system. Although more refined methodologies, taking into account production stages and ages, could be applied, Member States are to report to the best of their knowledge according to the Technical Guidance.

As seen in the global reporting for the indicator C-2 in the SFM system, Member States can enter monetary value and hectares manually or calculated by the system or import from National Disaster Loss Database). For C-2 data of *Loss and Damage in Production and Assets in agriculture sector* can be collected by the following categories;

- C-2C : Loss in **crops** damaged or destroyed by disasters
- C-2L : Loss in **livestock** dead by disasters
- C-2Fo : Loss in **forests** damaged or destroyed by disasters
- C-2A : Loss in **aquaculture** production area affected
- C-2Fi : Loss in **fisheries** production area affected
(the above 5 classifications are explicitly mentioned in the OIEWG Report)

- C-2La : Loss in damaged/destroyed **productive assets** (machinery and facilities) in all of the above subsectors. In the case of fishing sector this will include vessels
- C-2Ib : Pre-disaster value of **stock** (stored inputs such as Seeds, fertilizer, feed, fodder, forage, etc., and stored production such as crops, livestock produce, fishes, logs, etc.)

Loss in agricultural productive assets need to be reported in C-2 (NOT C-3 with other productive assets.) Participants were reminded of it when doing the **Exercise 1**.

For C-4, Direct economic loss in the housing sector, there are a manual option, an import option from B-3a and B-4a if these data are entered, and another import option from National Disaster Loss Database. The second option means that once data of B-3a or/and B-4a is entered in the system, the same data will appear under C-4a or/and C-4b. It is housing unit (household) to be reported, not by building.

For C-5, Direct economic loss resulting from damaged or destroyed critical infrastructure attributed to disasters, data can be entered by infrastructure. In other words, metadata (information) of health facilities, education facilities, and other critical infrastructure can be all set-up under the SET UP tab, Disaggregation. The OEIWG Report notes that *“The decision regarding those elements of critical infrastructure to be included in the calculation will be left to the Member States and described in the accompanying metadata. Protective infrastructure and green infrastructure should be included where relevant.”*

To avoid errors, it is recommended that Member States report loss data in their national/local currency to avoid entering errors because most countries have lost data in local currency. Participants were again reminded of metadata setup on currency and exchange rate for this purpose.

The calculation of economic loss is quite complex that no real-time calculation is available for Target C.

Disaggregation

In the same way as Target A&B above, disaggregation metadata can be set up in the SFM system. For Agricultural Crops (C-2C), predefined crops are found in the system which are highest in volume and in value according to FAO database. If crops are selected from the list, the system will automatically give average figures of the targeted crop including Number of workers per hectare, Equipment ratio (estimated percentage of the value of the asset of equipment and products including raw materials and finished products), and Infrastructure ratio (estimated percentage of the value of the associated connections to utility infrastructure).

Similarly, average figures can be obtained in Productive Assets (C-3) and Housing Sector (C-4) when selecting from the predefined list.

For C-5 disaggregation of Health facilities (D-2), Education facilities (D-3), and Other critical infrastructure can be set up in a similar manner. Here “D” means the information will also be used in monitoring Target D.

Baseline

It’s optional for Target C&D, however, recommended.

Exercise 1

Coverage: Target A-C (C-2).

Point: Better understanding of the SFM reporting mechanism; the set-up of metadata and disaggregation, report data using disaggregation option, and interlinkages between

indicators across targets, i.e. people affected by housing damage and loss (B-3 and B-4) and economic loss in housing sector (C-4).

(3) Target D

After the elaboration for Target C, not much work is left for Target D as all necessary information has been entered such as set-up of disaggregation.

It is emphasized that “disruption” includes: interruptions, either single or multiple, short or long, of the services, damage to the facilities or networks that provide the service, or a measurable/noticeable reduction in the quality of the service, or reduction in the population covered by the service, or a combination of all the above.

The OEIWG Report notes that *“The decision regarding those elements of basic services to be included in the calculation will be left to the Member States and described in the accompanying metadata”*.

Exercise 2

Coverage: Target C-D

Point: Better understanding of the SFM reporting mechanism on loss and damages to critical infrastructures and basic services; the set-up of disaggregation, report data using disaggregation option and service disruption, and interlinkages between indicators across the target C-D.

(4) Target E

While Targets A-D are outcome oriented, Target E and G are input with policy indicators. For the indicator E-1, the 10 key elements, derived from the Sendai Framework, form sub-indicators to measure the alignment of the targeted national DRR strategies with the Sendai Framework. The incremental measurement with five level of reporting options (0, 0.25, 0.50, 0.75, 1.00), formally used for the HFA Monitor, will allow to measure the degree of achievement and progress over time.

It was stressed that whatever called, DRR strategies, plans, programmes, policies etc., or in a form of sectoral policy, those are considered as DRR strategies to be monitored as a set. Member States are to determine which administrative level to be used as local government with local DRR strategies for the indicator E-2, according to the definition *“Form of sub-national public administration with responsibility for disaster risk reduction”*.

Exercise 3 and 4

Coverage: Target E

Point: Better understanding of the SFM reporting mechanism for Target E.

(5) Target F

In most countries, data on official international support is available in Ministry of Foreign Affairs or/and Ministry of Finance, therefore, it was strongly recommended that involving those Ministries in SFM process. As the indicators are outcomes of the inter-governmental process (OIEWG), Member States are responsible to report to the best of their knowledge. If relevant, data can be reported to multiple indicators, e.g. DRR STI transfer could be a part of DRR capacity-building and those data could be reported to both F-5 and F-7.

(6) Target G

Multi-hazard approach is required for the Target G, thus, Member States are to define their “major hazards” to be targeted to monitor the implementation of Target G. Several ways to determine weights of hazards were proposed; potential impacts, historical records, experts’ advice, national objectives/targets or a combination of them. Considering monitoring capacity and practicability, indicators G-2 and G-5 require weights of major hazards to be determined though other indicators may have multi-hazard perspectives. Similar to the Target E, several indicators for Target G apply the incremental measurement with five level of reporting options (0, 0.25, 0.50, 0.75, 1.00) to measure the degree of achievement and progress over time.

Indicators G-2 to G-5 correspond to the four interrelated key elements of EWS, which was developed on the basis of the widely agreed and recognized EWS Checklist (UNISDR 2006) and MHEWS Checklist⁴.

Exercise 5 and 5+(optional)

Coverage: Target G

Point: Better understanding of the SFM reporting mechanism for Target G. Exercise 5 can be reported by only using Minimum Options. Exercise 5+ can be done by recommended option, considering a level of achievement and observing the progress.

(7) Custom Targets and Indicators

In addition to global indicators, users (National and local governments, regional entities, etc.) can define their own Targets and Indicators.

As stipulated in the Sendai Framework, DRR strategies to be “across different timescales, with targets, indicators and time frames”, this function is allowing them to set up their own

⁴ https://library.wmo.int/index.php?lvl=notice_display&id=20228#.W7XTZ9IzaUI

Targets and Indicators for self-assessment of DRR policies/measures in line with the Sendai Framework, etc.

Institutional set up can be done as in the case of Global Targets. Once strategies and Targets are defined, users can enter any indicators or select a variety of pre-defined custom indicators with sub-indicators available across the Sendai Framework 4 Priorities (national) and a full set of MCR local indicators with many types of answering options.

DesInventar training

The Forth Day started with an overview of DesInventar including background, concept and architecture. Recently the systems have been retrofitted to meet with requirements of the global indicators to monitor the Sendai Framework and to import data to the SFM system. It was emphasized that DesInventar will help Member States to monitor the Sendai Framework and to report global indicators without duplicated efforts, which will also be used for SDG Monitoring. Additionally, it was noted that reporting by hazardous events with possible disaggregated data can better contribute to DRR policy making and analysis.

Participants were invited to login the training site of DesInventar⁵. After the selection of regions (countries etc.), a new **datacard** was created by each to enter information on each hazardous event. They observed how the system allowed co-work with multiple users. To save all records, status can be selected either as Draft, Review, Approved, Rejected, and Support with different colors.

“Query” function, filtering the information for data revision/validation, can give you all data which meets defined criteria under “View Data” tab. If nothing is defined or left blank, the system considers it “selected all”. Maps with administrative boundaries are preloaded in the system. To clean up all records, using “New Query” was recommended.

Workflow

➤ Using the “Status” drop-down menu helps to facilitate the workflow of data entry and validation.

Exercise 7

➤ Query: filtering the information for data revision/validation

⁵ <http://training.desinventar.net/DesInventar/inv/index.jsp>

On HOME page you can find all resource materials in DOCUMENTATION on the top right.

In the session of ANALYSIS, Mr. Sharma, Ms. Nair, and Ms. Jimenez gave demonstrations, instructions and quizzes, which motivated other participants to work on training. Noted that Analysis module can only use Approved data while Administration module allows access to all data.

“Charts” function can easily generate different types of charts in demonstrating different subjects such as time series, hazardous events and geography by just selecting the options on the screen.

“Statistics” function can sort data by selected categories (1st to 3rd levels) and produce a data set which can be exported as Excel or CSV format. “Crosstab” has a similar function that generate a cross table with defined vertical and horizontal dimensions.

“Thematic” function can easily generate thematic maps by built-in administrative boundary information. In addition to select a variable to be plotted, there are several calculations to determine ranges; “Iso-frequency” with the same number of units in each color category, “Equal ranges”, “Logarithmic” which are often applied to the distribution of hazardous events and their impacts, and “Round”.

Thematic tab

➤ Build thematic maps

Choose the colors, and the ranges (classes)

Choose the variables to be plotted in your map

Choose additional display options

Using statistics for decision making

➤ Houses damaged by floods in Dakar city, Senegal

1. Query the database
2. Extract and organize the data
3. Analyze data and build reports which will enable decision making

Urban district	Houses Damaged
Diagne-Thiong-Méak	0
Fatick-Gaoua Tapée	0
Guédiawaye	0
Guédiawaye Nord	0
Plateau	0
Yoff	0
Marras - Rouleau	1
Fatick (SOM)	3
Transfert Nord	137
Mbour	25
Bois Blanc	154
Médina Soufiane	1170
Capfari	204
Grands Yoff	850
Transfert Sud	826
Le Plateau	2211
TOTAL	4223
TOTAL	6993

This tool allows to build statistics based on nationally-sustained and reliable data, which will enable to take decisions by sector, location and priority.

Missing values

For disaster loss data, missing values and 0 are considered equivalent, which is applied to SFM and DI. This is a consequence of the typical form of disaster situation reports, which account only for those impacts that occurred and not explicitly mentioned as null. Normally impacts that not occur are simply not reported (i.e. there are no explicit reports that something didn't happen, for example if no agricultural damage occurs in a disaster, the associated report simply does not have a section on agriculture, instead of a section stating no impact occurred).

Thematic discussions

The afternoon of the last day was devoted to plenary discussion. Expectations provided by participants at the beginning of the workshop were summarized into three categories; Familiarized with the SFM system and DesInventar (everybody), Supporting MS, and Learning

together- Sharing experiences. Overall the workshop has met their expectations. In the past 4.5 days participants have learned SFM process including understanding global indicators to be reported, acquiring practical skills to use the SFM system and DesInventar through hands-on training, and available technical guidance and tools. During the sessions participants shared their views and experiences and discussed together. The next step will be ***How to provide technical assistance*** with acquainted knowledge and skills and ***How to build monitoring capacity in Member States***.

Each participant expressed views on outreach strategies to MS and **next steps**. Here summarize issues raised in the discussion.

No single approach to Member States

Each country has different political context, hazard profile, and level of development in monitoring, thus approach should be tailored to the targeted MS. Regional institutions and experts are very much familiarized with these matters and have already worked with national counterparts. With acquainted knowledge and skills, they are expected to leverage their support to MS in monitoring (and implementation) of the Sendai Framework, in collaboration with UNISDR ROs. A special assistance should be provided for countries with less capacity.

Sustainability

Clear responsibility and a sense of ownership will contribute to sustainability. The workflow should be maintained with clear responsibilities between a host agency and other institutions. Quality control is necessary to guarantee quality and reliability of the data and updating database. Data needs to be analyzed and presented in reports so it functions as basis for policy and decision-making. The results of such analysis should be communicated with policy/decision makers and stakeholders to secure their commitment in DRR and promote DRR in national or regional context. Involving not only technical officials but also political sides (mutual understanding) would be more effective and efficient in mainstreaming of DRR and resource mobilization. It would be better to incorporate SFM in existing national mechanism and systems to make it sustainable.

Roadmap to support Member States from institutional set-up to sustainable monitoring

Some of MS have not nominated their National Sendai Framework Focal Points yet. Priority will be given to those countries which need to get involved in SFM process. Co-organizing training workshop with UNISDR should be considered where National Sendai Framework Focal Points, NSOs, and possibly other data contributors gather. If the reporting status of MS were available, more appropriate approach would be provided e.g. technical support to meet reporting requirements, and reminder of deadline. It is also considered in a certain region to produce e-learning materials which will be available to other regions, help-desk, and gap analysis to support SFM.

At the same time, those from partner institutions should at first train their colleagues to become additional trainers to support the SFM process.

Action Points for UNISDR

- Report bugs and suggestions to the SFM System has been informed to the IT team in Bangkok. <DONE>
- Take into consideration feedbacks by participants through an online evaluation survey, more hands-on exercises should be provided in the upcoming training WS since most of them appreciate and request exercises (Maybe advanced ones with equipment ratio and infra ratio for Target C)
- Strengthen relationship with partner institutions through ROs, with a concrete programme of work, if applicable
- Develop e-learning materials of the SFM System and DesInventar, in coordination with the Partner Institution (ADPC)

ANNEX I: List of participating organizations

Asian Disaster Preparedness Center (ADPC)

Centro Internazionale in Monitoraggio Ambientale (CIMA) Research Foundation

National Council for Scientific Research (CNRS)

Comité Andino de Prevención y Atención de Desastres (CAPRADE)

Disaster Preparedness and Prevention Initiative for South Eastern Europe (DPPI SEE)

Economic and Social Commission for Western Asia (ESCWA)

Food and Agriculture Organization of the United Nations (FAO)

Intergovernmental Authority on Development (IGAD)

Southwestern Seismological Observatory (OSSO)

Southern African Development Community (SADC)

United Nations Office for the Coordination of Humanitarian Affairs (UNOCHA)

United Nations Development Programme (UNDP)

United Nations Platform for Space-based Information for Disaster Management and Emergency Response (UN-SPIDER)

United Nations University (UNU).

ANNEX II: Agenda

Day 1: Monday, 17 September

09:00 –09:15 **Registration**

09:15 –10:00 **Welcome Remarks and introduction**

- Welcome
 - Introduction of Participants and Facilitators
 - Expectations from participants
 - Objectives and outline of the workshop
-

10:00 –10:45 **Overview of SFM System and DesInventar**

- Overview of DRR and the *Sendai Framework for DRR 2015-2030*
 - Functionalities and specifics of SFM and DesInventar
 - SDGs reporting
-

10:45 –11:00 *Tea/Coffee Break – Group Photo*

11:00 –12:30 **Overview of SFM System and DesInventar <continued>**

- Initial set-up including creating accounts and log-in (hands-on)
 - Overview of SFM user roles
 - Institutional set-up (hands-on)
 - Metadata entry (hands-on)
-

12:30 –13.30 *Lunch*

13:30 –15:00 **SFM hands-on training (Target A and B)**

- Data collection (Minimum data requirement, Disaggregation of data)
 - Computation methodologies
 - Data entry
 - Dry-demo
-

15:00 –15.15 *Tea/Coffee Break*

15:15 –17:00 **SFM hands-on training (Target A and B) <continued>**

Day 2: Tuesday, 18 September

09:00 –10:30 **SFM hands-on training (Target C) <continued>**

- Data collection (Minimum data requirement, Disaggregation of data)
 - Computation methodologies
Agriculture loss assessment methodologies (FAO)
 - Data entry including metadata
 - Dry-demo
-

10:30–10.45 *Tea/Coffee Break*

10:45–12:30 **SFM hands-on training (Target C) <continued>**

12:30–13.30 *Lunch*

13:30–15:00 **SFM hands-on training (Target D)**

- Data collection (Minimum data requirement, Disaggregation of data)
 - Computation methodologies
 - Data entry including metadata
 - Dry-demo
-

15:00–15.15 *Tea/Coffee Break*

15:15–17:00 **SFM hands-on training (Target E)**

- Data collection
 - Computation methodologies
 - Data entry
 - Dry-demo
-

Day 3: Wednesday, 19 September

09:00–10:30 **SFM hands-on training (Target F)**

- Data collection (Minimum data requirement, Disaggregation of data)
 - Computation methodologies
 - Data entry
 - Dry-demo
-

10:30–10.45 *Tea/Coffee Break*

10:45–12:30 **SFM hands-on training (Target G)**

- Data collection (Minimum data requirement, Disaggregation of data)
 - Computation methodologies
 - Data entry
 - Dry-demo
-

12:30–13.30 *Lunch*

13:30–15:00 **SFM hands-on training (Custom Targets & Indicators)**

- Theory and methodologies
 - Set-up (institutions, targets and indicators)
 - Dry-demo
-

15:00–15.15 *Tea/Coffee Break*

15:15–17:00 **SFM hands-on training (Custom Targets & Indicators) <continued>**

Day 4: Thursday, 20 September

09:00 –10:30 **DesInventar hands-on training**

- Introduction
- Theory and methodologies
- Data collection and entry
- Dry-demo

10:30 –10.45 *Tea/Coffee Break*

10:45 –12:30 **DesInventar hands-on training <continued>**

12:30 –13.30 *Lunch*

13:30 –15:00 **DesInventar hands-on training <continued>**

15:00 –15.15 *Tea/Coffee Break*

15:15 –17:00 **DesInventar hands-on training <continued>**

Day 5: Friday, 21 September

09:00 –10:30 **DesInventar hands-on training (Analytics)**

- Introduction
- Mapping
- Charts and statistics
- Dry-demo

10:30 –10.45 *Tea/Coffee Break*

10:45 –12:30 **DesInventar hands-on training (Analytics) <continued>**

12:30 –13.30 *Lunch*

13:30 –15:00 **Thematic discussions**

- Outreach strategy to Member States
 - How to provide technical assistance? How to build reporting capacity?
- Terms of reference

15:00 –15.15 *Tea/Coffee Break*

15:15-17:00 **Wrap up and Closing**

- Recap
 - Next steps by participants
 - Closing remarks
-