**Pre-training coordination meeting for selected participants:**
only Renate, David, Johanna, Rima, Hans Peter, Nicole, Eveline
8:10 – 8:30

**Review Process:**
- Short introduction on tasks related to the review process
  - Who will do the spanish speaking regions (El Salvador, Honduras, ...)
  - Pakistan i.e. Helvetas

**plus for Judith Macchi**
8:30 – 9:00

**Trainings in regions**

**Clarification on trainings for regions not covered:**
- **Westafrika** Niger and Chad (Judith/Nicole/Rima) with GRAED
- **Bolivien, El Salvador** by Johanna?
- **Bangladesh, Haiti, Pakistan**: Distant training in form of TOT by CDE for Alvin Chandra (Bangladesh), Antoine Kocher (Haiti), Munawar or Arjumand (Pakistan)

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**Official Training Program**

All participants (see attached list)
Trainers: Hans Peter Liniger, Rima Mekdaschi WOCAT secretariat

9:00-12:00:
- Overview on Process of data collection (questionnaires), data entry (data base) and quality control
- **Data collection**: Detailed introduction into the questionnaires for technologies and approaches: structure, difficult questions and so on
- **Data entry**: Sort introduction into WOCAT database – please bring your laptop with you (at least 1 laptop per two persons should be available)
- Questions and discussion

12:00 – 13:00: lunch break

13:00 – 15:30:
- Entering data of one example (technology or approach) into the WOCAT database
- Discuss and solve difficulties and uncertainties during entering the example
- Feedback

Official training program ends