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Agenda

Implementing UN Priorities in the Field: Workshop with UNCT, Regional Heads of Office, Section Chiefs, and Office Coordinators

27-28 June 2013
Sebroko, Unity Hall
ONUCI Headquarters Abidjan, Côte d'Ivoire

Objectives:

- Build a spirit of cooperation and exchange of information
- Overview of UN priorities and the Mission Implementation Plan
- Outline of the rationale for strengthened field presence and a more coordinated approach
- Update on organizational and management arrangements
- Overview of key actors, their roles and methods of coordination and collaboration at the field and HQ level
- Initial steps in field office planning

Day 1: Time	Session	Presenter	Summary Description	In attendance
UN Priorities & Organizational Structure				
09:00-09:15	Welcome and Introduction	SRSG ad interim Arnauld Akodjenou	<ul style="list-style-type: none"> Welcome to the participants Rationale for strengthened field presence and expected outcome Key management and organizational arrangements 	<ul style="list-style-type: none"> UNCT Heads of Agencies UNOCI Senior Management UNOCI Section Chiefs Regional Heads of Office Office Coordinators
09:15-10:00	UN Priorities in Côte d'Ivoire	Resident Coordinator & Chief of the Office for Decentralization and Integration George Rautenbach	<ul style="list-style-type: none"> UN Development Assistance Framework Mission Implementation Plan 	
10:00-10:30	Role and Function of Office Coordinators & Field Offices	Chief of the Office for Decentralization and Integration George Rautenbach	<ul style="list-style-type: none"> What is expected from an Office Coordinator Building a team and cooperation between HQ-Abidjan and field offices Field office work plan as a tool for coordinated mandate implementation 	
10:30-10:45	Break			
Technical Expert Perspectives in Support of Mandate Implementation				
10:45-12:00	UNCT and Section Priorities in the Field	UNCT, Section Chiefs & POC Advisor	<ul style="list-style-type: none"> UNCT & Substantive Sections Priorities in the field (What is expected from field office?) Examples of effective cooperation at the field level 	<ul style="list-style-type: none"> UNCT Heads of Agencies UNOCI Senior Management UNOCI Section Chiefs Regional Heads of Office Office Coordinators POC Advisor
12:00-12:30	Sector Perspective	Regional Heads of Office Sector East, Sector West and Abidjan Sector	<ul style="list-style-type: none"> Priorities in each sector and related challenges 	
12.30-13:30	Lunch with all participants from the morning session			
13:30-14:15	UNOCI Coordination and Communication	SRSG ad interim Arnauld Akodjenou	<ul style="list-style-type: none"> Methods of coordination and communication amongst Senior Management, Section Chiefs, Regional Heads of Office and Office Coordinators 	<ul style="list-style-type: none"> Section Chiefs Regional Heads of Office Office Coordinators Force Commander and Police Commissioner, CMS, CCPO
Working with the Military and Police & Crisis Management				
14:15-14:45	Working with the Military and Police	UN Force Commander & Police Commissioner	<ul style="list-style-type: none"> Possibilities for civilian and military cooperation in field offices and examples best practice Understanding chain of command for better coordination and integration Understanding AOR and escort/ convoy issues 	<ul style="list-style-type: none"> Office Coordinators Regional Heads of Office Force Commander and Police Commissioner
14:45-15:15	Role of FJOC and Field Office during Crisis	Deputy JOC	<ul style="list-style-type: none"> Role of the JOC and FJOC Role and responsibility of the OC and other key actors Reporting Guidelines 	
15:15-15:45	Security in the Field	Security	<ul style="list-style-type: none"> Role of the Security Officer and cooperation with the OC Security arrangements for field offices including designation of wardens, concentration areas and safe havens, emergency communications procedures and coordination center plans 	<ul style="list-style-type: none"> Office Coordinators Regional Heads of Office
15:45-16:00	Break			
16:00-17:00	Managing Media Inquiries	PIO	<ul style="list-style-type: none"> Effective management of communications and media inquiries When and how to ensure media coverage for relevant events in the field Role of the UNOCI Spokesperson and OC Dealing with media in time of crisis 	<ul style="list-style-type: none"> Office Coordinators Regional Heads of Office

Day 2: Time	Session	Presenter	Summary Description	In Attendance
Field Office Perspectives & Work Planning – Room G42				
08:30-09:00	Protection of Civilians	Protection of Civilian Advisor Gilbert Nantsa	<ul style="list-style-type: none"> Mainstreaming POC in the context of role of field offices 	<ul style="list-style-type: none"> Office Coordinators Regional Heads of Office Protection of Civilian Advisor
09:00-09:15	Introduction to Group Work Session	Chief of the Office for Decentralization and Integration George Rautenbach	<ul style="list-style-type: none"> Overview of UN priorities and next steps in the roll out Instructions for the group work session Mainstreaming POC in the context of role of field offices 	
09:15-11:00	Group Work by Sector: Developing Field Office Work Plans	Regional Heads of Office & Office Coordinators	<ul style="list-style-type: none"> Participants break into three working groups by regional sector with the key objective to work as a team to discuss and plan implementation of the UN priorities (MIP and UNCT focus areas, where applicable) in their Sector and field offices Each group, led by the RHoO, is to reflect on priorities, objectives and key activities in order to develop a Sector work plan. The MIP will be provided in advance. 	
11:00-11:15	Break			
11:15-12:00	Presentation of Group Work	Regional Heads of Office & Office Coordinators	<ul style="list-style-type: none"> Group presentations on discussions and feedback 	<ul style="list-style-type: none"> Office Coordinators Regional Heads of Office
12:00-12:45	Panel on Support & Staff Welfare	CMS, CDU, Staff Counsellor & Staff Welfare Chairperson	<ul style="list-style-type: none"> Mission Support and related resources and services for field offices UN standards of conduct and reporting mechanisms Overview of Staff Counsellor services available to staff in the field and how these services can be accessed General staff welfare services for the field 	
12:45-13:30	Closing	Office Coordinator & SRSG ad interim Arnauld Akodjenou	<ul style="list-style-type: none"> Summary remarks from participants presented by an Office Coordinator Closing remarks by SRSG a.i. 	
The afternoon of Day 2: Office Coordinators and Regional Heads of Office are encouraged to use this time to arrange one on one meetings with Heads of Agencies, Section Chiefs and other Colleagues based in Abidjan.				