



Secretariat of the Basel, Rotterdam and Stockholm Conventions

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Training of potential chairs for meetings of Basel, Rotterdam and Stockholm conventions and Minamata Convention and SAICM


1-3 February 2017

Berlin, Germany

Tentative agenda

 Day I	
Opening	
8:30	Registration of participants
Morning session 9:00-12:30	Welcome and opening remarks Mr. Rolph Payet, Executive Secretariat, BRS Secretariat
	Introduction and objectives of the training workshop Ms. Anne Daniel, General Counsel, Department of Justice, Canada Ms. Tatiana Terekhova, Programme Officer, BRS Secretariat
	Introduction: Overview of the BRS architecture
	Key institutions of BRS Conventions and actors at BRS meetings: <ul style="list-style-type: none">• Roles and mandates• Governing and subsidiary bodies• Procedural matters• Conduct of business• Functions and services of the Secretariat in supporting Presidents/Chairs of meetings Ms. Tatiana Terekhova and Ms Carla Valle-Klann, BRS Secretariat
	Coffee (10:30-11:00)

	Session I: Chairing a plenary and subsidiary bodies
	Simulation exercise 1: Chairing in a plenary Introduction to the exercise All Groups: Adoption of the agenda
	12:30-14:00 <i>Lunch</i>
Afternoon session 14:00-17:30	Panel discussion 1: Basic principles of chairing and role of the chair <ul style="list-style-type: none"> • Procedural aspects • Substantive aspects • Multicultural aspects • Gender <i>Facilitator</i> (tbd) Presentations and panel discussion with regional experts
	<i>Coffee (15:15-15:30)</i>
	Simulation exercise 2: Practising chairing based on basic principles Introduction to the exercise Group 1: Chairing ICC Group 2: Chairing POPRC Group 3: Chairing CRC
	Wrap-up and assessment of the first day
	Reception 18:00 (time to be confirmed)
 Day 2	
Morning session 9:00-12:30	Session II: CoResolve Participative Leadership
	“Check In” Facilitators: Ms. Myrna Lewis and Ms. Aftab Erfan, Deep Democracy (for day 2)
	Introduction to the CoResolve Participative Leadership
	Teaching of decision-making and how resistance can be recognised
	<i>Coffee (10:30-10:45)</i>
	Teaching on how to conduct a meeting

12:30-14:00	Lunch
Afternoon session 14:00-17:30	Exercises in the working groups
	Learning how to resolve tension and conflict - Experiential learning in dyads (“working style” coffee)
	Theory in relation to group dynamics
	Recognising communication problems
	Closure - Experiential process
 Day 3	
	Session III: Chairing contact groups
Morning session 9:00-12:30	Panel discussion 2: Managing Contact Group Discussions <ul style="list-style-type: none"> • how to approach negotiating text • whether, when and how to use the screen for negotiating • role of [] and clean text • tried and true compromise language <p><i>Facilitator:</i> Ms. Anne Daniel, Canada <i>Panelists:</i> regional experts</p>
	Coffee (10:15-10:30)
	Simulation exercise 3: Managing Contact Group Discussions Introduction to the exercise Group 1: Illegal traffic under the Basel Convention Group 2: Regional delivery for the implementation of the Basel, Rotterdam and Stockholm Conventions Group 3: Minamata Convention (tbc)
12:30-14:00	Lunch
	Session IV: Techniques for handling difficult situations
Afternoon session	Simulation exercise 3 (cont.)
	Coffee (15:30-15:45)
	Evaluation

14:00-17:00

Take home messages

Conclusions and closure

Closing session