

Day One

Start Time	End time	Training Activity
9:00	9:15	Introduction to the Course (Welcome, Housekeeping and Materials)
9:15	10:15	Who are you?
10:15	10:30	Course Code of Conduct
10:30	10:45	Break
10:45	11:15	Introduction to The European Union
11:15	12:00	Crafting an aide-memoire
12:00	12:15	EU EOM Calendar of Events
12:15	13:45	Lunch
13:45	14:45	Visit to European Commission
14:45	15:00	Walk back to NEEDS
15:00	16:00	International Standards and Declaration of Principles on International Election Observation
16:00	16:20	Break
16:20	17:20	The link between electoral assistance and electoral observation
17:20	17:35	End of Day Quiz
17:35	17:40	Evaluation/Conclusion
18:00		Informal Welcome Drink

Day Two

Start Time	End time	Training Activity
9:00	9:05	Welcome and Housekeeping
9:05	9:20	Energiser: Name Circle
9:20	10:20	The Legal Framework for Elections
10:20	10:50	Electoral Administration
10:50	11:15	The Electoral Cycle
11:15	11:30	Break
11:30	13:30	Safety and security in the field
13:30	14:30	Lunch
14:30	14:45	Stick Exercise
14:45	15:45	LTO: Role and Responsibilities and Phases of Work
15:45	16:15	Core Team: Relationships and Challenges
16:15	16:30	Break
16:30	16:50	Interviewing style and content
16:50	17:50	LTO Engagement with interlocutors: Roleplay-LTO visit
17:50	17:55	Explain homework assignment
17:55	18:00	Evaluation and Conclusion

Day Three

Start Time	End time	Training Activity
9:00	9:05	Welcome and Housekeeping
9:05	9:20	Energiser: how observant are you?
9:20	10:50	Common Cultural Scenarios in EU EOMs
10:50	11:05	Break
11:05	12:05	Gathering Information and planning your work
12:05	13:05	Lunch
13:05	13:35	Calendar planning overview
13:35	14:25	Political Rally Scenarios
14:25	14:55	Reporting: Weekly, rally, spot, End of Mission
14:55	15:15	Break
15:15	15:30	Energiser: WAR
15:30	16:30	Best Practice Examples
16:30	17:30	Good reporting techniques
17:30	17:35	Homework assignment
17:35	17:40	Evaluation and Conclusion

Day Four

Start Time	End time	Training Activity
9:00	9:05	Welcome and Housekeeping
9:05	9:20	Energiser: Teamwork
9:20	9:55	The Role of a Short Term Observer
9:55	10:40	LTO relationship to STOs
10:40	11:00	Break
11:00	11:30	Preparing a Regional Briefing Pack and organising the briefing
11:30	12:00	Working with local staff
12:00	12:40	Observation Forms - the method behind them
12:40	13:40	Lunch
13:40	15:10	Consolidation Exercise
15:10	15:30	Break
15:30	16:30	Participant mid-course evaluation feedback
16:30	17:30	Teamwork
17:30	17:45	Break
17:45	18:25	LTO Evaluation
18:25	18:30	Evaluation and Conclusion
19:30		LTO Beginners Dinner

Day Five

Start Time	End time	Training Activity
9:00	9:05	Welcome and Housekeeping
9:05	9:20	Energiser: how good are your reflexes?
9:20	10:00	Role and Responsibility of Implementing Partner
10:00	10:15	EU EOM Media Policy
10:15	11:15	Media interview roleplay
11:15	11:30	Break
11:30	12:15	EU EOM Code of Conduct
12:15	13:15	Lunch
13:15	13:30	Field Equipment overview
13:30	14:30	GPS, SATPhone, BGAN, Radio
14:30	15:30	Outdoor orientation
15:30	15:55	Handing in equipment
15:55	16:15	Break
16:15	17:00	Final Questions
17:00	17:15	Closing Remarks