

**Regional meeting on strengthening the capacity of national machineries
through the effective use of ICT
28 – 30 September 2005**

Proposed Programme of Work

Wednesday 28 September

8.20 *Bus leaves for the Conference Centre*

I. OPENING SESSION

Plenary in Conference Room 5

8.45 Opening ceremony

- Welcome by ECA
- Introductory Statement by the Division for the Advancement of Women (DAW) of the United Nations Department of Economic and Social Affairs

9.30 Introduction to the meeting

- Introduction of the participants/facilitators
- Adoption of the Programme of Work
- Logistical matters

10.15 *COFFEE/TEA BREAK*

II. PROGRESS ON USE OF ICT IN WORK OF NATIONAL MACHINERIES

Plenary in Conference Room 5
Facilitated by Adama Moussa

10.45 Presentation of background paper (Adama Moussa)
Interactive discussion

11.30 Reports from selected representatives of national machineries (DRC,
Mozambique, Seychelles, Sierra Leone, Tunisia)
Interactive discussion

12.30 Introduction to the working group session

12.45 *LUNCH*

III. WORKING GROUP SESSION: SHARING OF NATIONAL LEVEL EXPERIENCES AND GOOD PRACTICE

Banquet Hall

- 14.00 Work in five sub-regional groups.
- 16.00 COFFEE/TEA BREAK
- 16.30 Work in five sub-regional groups (cont.)
- 18.00 *Bus leaves for Hotel Hilton*

Thursday 29 September

- 8.20 *Bus leaves for the Conference Centre*

III. WORKING GROUP SESSION (Continued)

Plenary in Conference Room 5
Facilitated by: Adama Moussa

- 8.45 Report-back from the working groups/interactive discussion
- 10.15 *COFFEE/TEA BREAK*

IV. FRAMEWORK OF FURTHER ACTIONS TO BE TAKEN BY NATIONAL MACHINERIES TO ENSURE EFFECTIVE USE OF ICT

Plenary in Conference Room 5
Facilitated by: Roselyn Odera

- 10.45 Interactive discussion and development of concrete recommendations
- 12.30 Establishment of Working Group to finalize the framework
- 12.45 *LUNCH*

V. DEVELOPMENT OF A REGIONAL E-NETWORK FOR NATIONAL MACHINERIES

Plenary in Conference Room 5
Facilitated by: Sally Shackelton

- 14.00 Presentation of proposal on a regional e-network (Sally Shackelton)
 Interactive discussion
- 16.00 *COFFEE/TEA BREAK*

VII. WORKING GROUP SESSIONS

Banquet Hall

- 16.30 Establishment of Working Group to finalize the proposal on the regional
 e-network
- 16.45 Working Groups meet to work further on
 (i) Framework of Further Actions to be taken by national machineries to
 ensure effective use of ICT
 (ii) Development of a regional e-network for national machineries
- 18.00 *Bus leaves for Hotel Hilton*

Friday 30 September

- 8.20 *Bus leaves for the Conference Centre*

VIII. INTEGRATING GENDER PERSPECTIVES INTO POLICY-MAKING ON ICT

Plenary in Conference Room 5
Facilitated by ECA

- 8.45 Presentation of an overall framework: AISI and NICI (Dr. Clement
 Dzidonu)
 Presentations on integration of gender perspectives into national ICT
 policies (Ghana, Nigeria, Rwanda and Uganda)
 Interactive discussion
- 9.45 Presentations on integrating gender perspectives into the outcome of and
 follow-up to Phase II of WSIS
 (Burundi, Cameroon and Mali)

- 10.45 *COFFEE/TEA BREAK*
- 11.15 Discussion on draft Declaration for WSIS II
- 12.30 Establishment of Working Group to finalize the Declaration for WSIS II
- 12.45 *LUNCH*

IX. CONCLUSION OF THE MEETING

Facilitator: t.b.c.

- 14.30 Presentation by the Working Group on regional e-network
Endorsement of the proposal
- 15.20 Presentation by the Working Group on the Framework for further actions
to be taken by national machineries to ensure effective use of ICT
Endorsement of the proposal
- 16.10 *COFFEE/TEA BREAK*
- 16.40 Presentation by the Working Group on the Declaration on ICT in support
of the work of national machineries for the advancement of women for
presentation at WSIS II
Endorsement of the proposal
- 17.30 Closing of the meeting
- 18.00 *Bus leaves for Hotel Hilton*