



ANNOTATED DRAFT PROGRAMME
7th ANNUAL COORDINATION MEETING OF THE
COMCEC WORKING GROUP FOCAL POINTS
(15-17 July 2019, İstanbul)

July 15th, 2019 (Monday)

08:45 - 09:00 Registration

09:00 - 09:10 Recitation from the Holy Qur'an

09:10 - 09:30 Opening Remarks

09:30 - 10:30 **1. Progress in the Implementation of the COMCEC Strategy**

Presentation: Mr. Selçuk KOÇ
Director, COMCEC Coordination Office
Questions and Answers (Q & A)

The progress achieved in the implementation of the COMCEC Strategy will be provided by focusing on the cooperation instruments, namely the COMCEC Working Groups and COMCEC Project Funding Mechanism. The Member Countries' efforts towards the implementation of the COMCEC Ministerial Policy Recommendations and the OIC Institutions' activities aligned with the Strategy will also be touched upon in this presentation.

10:30 - 10:45 Coffee Break

10:45 - 12:15 **2. Ensuring Effective Coordination of the COMCEC Related Work at the National Level**

Presentation: Ms. Aylin ŞENOL GÜN
Senior Expert, COMCEC Coordination Office

Panel Discussion: Member Country Experiences
Moderator: Mr. Fatih ÜNLÜ
Senior Expert, COMCEC Coordination Office

Some Member Countries will share their country experiences/good practices regarding the effective coordination of the COMCEC related work at the national level. The Member Country presentations will be followed by a discussion.

12:15-13:30 Lunch

13:30- 14:30

3. Briefing and Discussion on Issues Related to Implementation of the COMCEC Ministerial Policy Recommendations and their Effective Follow-Up

*Presentation: Mr. Selçuk KOÇ
Director, COMCEC Coordination Office
Discussion*

Following the presentation of the CCO, Member Countries will share and discuss their country experiences/good practices regarding the implementation of the COMCEC Ministerial Policy Recommendations at the national level.

14:30- 15:15

4. Launch of the COMCEC Policy Follow-up System

*Presentation: Mr. Erhan SIRT
Senior Expert, COMCEC Coordination Office
Discussion*

For the effective follow-up of the implementation of the COMCEC Ministerial Policy recommendations at the national level, the CCO has launched the COMCEC Policy Follow-up System to be utilized by the Member Countries to provide their feedback on the implementation of the said policy recommendations. Accordingly, the CCO will present the details of this electronic system.

15:15- 15:30

Coffee Break

15:30- 16:30

5. Exercise on the COMCEC Policy Follow-up System

(Note: The participants will be divided into 6 separate discussion groups)

The participants make an exercise on how to use the newly established COMCEC Policy Follow-up System in order to provide feedback on the implementation of the COMCEC Policy Recommendations.

16:30- 18:00

6. Briefing and Discussion on the Themes and Research Topics of the Working Groups for 2020-2022

(Note: The participants will be divided into 6 separate discussion groups)

*Presentation: COMCEC Coordination Office (CCO)
Discussion*

The participants will be divided into six groups according to their subject areas and elaborate on the following issues: Outcomes of the recent Working Group Meeting, preparations for the 14th and 15th WG Meetings and the possible WG themes and research topics for the 2020-2022 period. The updated themes to be circulated to the participants before the Meeting will be the basis for discussions.

18:15-19:30

COMCEC Welcome Cocktail with Sufi Music Recital

July 16th, 2019 (Tuesday)

09:00 - 09:15 **7. Financing Development Cooperation: COMCEC Project Funding**
(Introduction and video show)

The Session starts introductory remarks on the COMCEC Project Funding and continues with a video show illustrating the mandate, objectives and benefits of the COMCEC Project Funding with a view to provide a better understanding to potential project applicants.

09:15 - 10:00 **8. Guidelines for Project Preparation and Submission**

*Presentation: Mr. Deniz GÖLE
Senior Expert
COMCEC Coordination Office*

Q & A

The CCO will make a presentation on the basic principles, procedures and methods to prepare and submit project proposals to the COMCEC Project Funding. The presenter will discuss certain topics that are essential to develop a successful project proposal.

10:00 - 10:30 **9. Briefing: Project Preparation and Submission Exercise**

*Presentation: Mr. Mehmet AKTAŞ
Senior Expert
COMCEC Coordination Office*

Q & A

The house will be briefed on the details of the project preparation and submission exercise. This session will include information regarding the content (methodology etc.) of the practice as well as its logistics (duration, venue etc.).

10:30 - 10:45 *Coffee Break*

10:45 - 11:30 **10. Presentations by previous Project Owners who Implemented COMCEC Funded Projects**

(Note: The participants will be divided into separate discussion groups)

Q & A

The participants will be divided into separate discussion groups to attend the practical training designed for project preparation and submission under COMCEC Project Funding. At the outset, each group will receive presentations from previous project owners regarding their project preparation and submission experience. The presentations will be followed by a Q&A session during which participants might discuss lessons learnt from current project owners. After the presentations, participants will begin the exercise with the guidance of the trainers.

11:30 - 12:30 **11. Exercise on Project Preparation and Submission for COMCEC Project Funding**
(Note: The participants will be divided into separate discussion groups)

The CCO will distribute two main training materials to participants; (i) A Brief on the COMCEC Strategy and COMCEC Project Funding Submission Guidelines in which main pillars of these documents are summarized in a concise manner, (ii) A Sample project fiche. At the end of each session, forms filled out by participants will be distributed randomly so that each participant can evaluate other trainee's responses.

12:30 - 14:00 *Lunch*

14:00 - 16:00 **11. Exercise on Project Preparation and Submission for COMCEC Project Funding** (continues)
(Note: The participants will be divided into separate discussion groups)

16:00 - 16:15 *Coffee Break*

16:15 - 17:15 **11. Exercise on Project Preparation and Submission for COMCEC Project Funding** (continues)

(Note: The participants will be divided into separate discussion groups)

During the last session of the training, each group will be provided feedback by its trainers regarding the strengths and weaknesses of their project proposals as well as common issues faced and possible solutions to be used to that end.

17:15 – 18:00 **12. Wrap-up and Closing Session**

July 17th, 2019 (Wednesday)

09:30- 12:30 *Social Program: Bruch during Boat Tour on Bosphorus*