



**PROGRAMME**  
**2<sup>nd</sup> ANNUAL FOCAL POINTS MEETING OF**  
**THE COMCEC WORKING GROUPS**

**(4-5 June 2014, Ankara, Meyra Palace Hotel)**

**June 4<sup>th</sup>, 2014 (Wednesday)**

08:45-09:00 Registration

09:00-09:15 Opening Remarks

09:15-09:45 COMCEC and COMCEC Strategy

09:45-10:45 Implementation of the COMCEC Strategy

10.45- 11.00 Coffee Break

11.00- 12.30 Enhancing Communication and Coordination: Effective Engagement of the Working Group (WG) Focal Points in the Implementation of the COMCEC Strategy

- Role of the COMCEC WG Focal Points in the Implementation of the COMCEC Strategy
- Experiences and Comments of the WG Focal Points Regarding the Implementation of the COMCEC Strategy
- Suggestions for Improving Communication and Coordination between WG Focal Points and the COMCEC Coordination Office

12.30- 14.00 Lunch

14:00 – 15:30 Training on Project Cycle Management (PCM)

- Introduction and Purpose of Training (*COMCEC PCM Group*)
- Stages of the COMCEC PCM
  - o *Identification* (*COMCEC PCM Group*)
  - o *Submission and Appraisal* (*COMCEC PCM Group*)
  - o *Implementation and Payments* (*Development Bank of Turkey*)
  - o *Monitoring and Evaluation* (*Development Bank of Turkey*)

- Log Frame Matrix (*Development Bank of Turkey*)

15:30-15:45 Coffee Break

15:45 - 18:00 Workshop for Preliminary Project Preparation

**June 5<sup>th</sup>, 2014 (Thursday)**

09:00-10:45 Presentations on Preliminary Project Preparation and Evaluations by the Trainers (Q&A)

10:45-11:00 Coffee Break

11:00-11:45 Lessons Learnt during the First Call for Project Proposals and Expectations from WG Focal Points

11:45-12:15 Comments and Suggestions from WG Focal Points on the 1<sup>st</sup> Call for Project Proposals under the COMCEC PCM

12:15- 12:30 Closing Remarks

13:00-14:00 Lunch

14:00- 17:00 Social Program