



**PARLIAMENTARY STAFF DEVELOPMENT WORKSHOP
FOR THE AFRICA REGION
ENTEBBE, UGANDA, 13-14 October**

DRAFT Programme (as 30 September, 2015)

**DAY ONE
12 October 2015**

All Day Arrival of participants at Hotel

Free evening – buffet dinner available at the hotel

**DAY TWO
13 October 2015**

9.00 – 9.30am Greetings and Opening of Workshop

*Rt Hon Rebecca Kadaga MP, Speaker of Parliament of Uganda
Chairperson of the Commonwealth Women Parliamentarians (TBC)*

9.30 – 9.45am Official Photograph of participants and invitees

9.45 – 10.00am ***Refreshment break***

10.00 – 10.45am **Session 1: Introduction and Objectives of the workshop**
Introductions by participants

CPA Secretariat

10.45 – 12.15pm **Session 2: Managing an Effective Parliamentary Institution**
*The role of the Clerk
The role of the Speaker and leadership of the House
The role of the non-parliamentary actors (such as media and civil society)*

Resource person: Mr. Wabwire Paul, Deputy Clerk - Parliamentary Affairs

- 12.15-1.30pm **Lunch**
- 1.30-2.30pm **Session 3: Functional relationship between parliamentary staff and members**
The provision of authoritative, impartial and professional advice on parliamentary practice
- Resource person: Mr Patrick Gichohi, former Clerk of the Kenyan Parliament
- 2.30-3.45pm **Session 4: Sustaining effective parliamentary committee systems (Effective oversight mechanism)**
The functions and needs of Parliamentary Committees: Organisation and Operational Structures of Committees
- Resource person: Jessica Mulley, Deputy Principal Clerk, UK House of Commons
- Resource person: Advocate Saidi Yakubu, Private Secretary to the Deputy Speaker, Parliament of Tanzania Parliament Coordinator, CPA Africa Region
- 3.45-4.00pm **Refreshment break**
- 4.00-5.30pm **Session 5: Enhancing the usage and application of the Rules and Procedures (Standing Orders)**
- Resource person: Mr Patrick Gichohi, former Clerk of the Kenyan Parliament
- Resource person: Jessica Mulley, Deputy Principal Clerk, UK House of Commons
- 5.30pm **Close of Day One**
- Free evening – buffet dinner available at the hotel**

DAY THREE
14 October 2015

- 9.30-11.15am **Session 6: Recruiting, Training, Retaining Quality Parliamentary Staff**
How to create a nurturing environment producing professional, quality driven clerks
- Resource person: Mr Patrick Gichohi, former Clerk of the Kenyan Parliament
- Resource person: Advocate Saidi Yakubu, Private Secretary to the Deputy Speaker, Parliament of Tanzania Parliament Coordinator, CPA Africa Region
- 11.15 – 11.30am **Refreshment break**
- 11.30 – 12.45pm **Session 7: Parliament, Civil Society and the Media**
How best can Parliament, Civil Society and the Media work together; Media Relations, Media Coverage, Self-Regulation of the Media and Access to Information, sharing of information with the public
- Resource person: Mr. Obore Chris, Director Communication and Public Affairs
- Resource person: Advocate Saidi Yakubu, Private Secretary to the Deputy Speaker, Parliament of Tanzania Parliament Coordinator, CPA Africa Region
- 12.45-2.00pm **Lunch**
- 2.00-3.00pm **Session 8: Maximising the usage of technology to expedite parliamentary business**
How to provide the best service for Parliamentarians in light of growing demands for their services and advances in information technology
- Resource person: Mr. Valerias Bibangamba, Head of IT, Uganda Parliament
- Resource person: Jessica Mulley, Deputy Principal Clerk, UK House of Commons
- 3.00-3.15pm **Refreshment break**

3.15-4.30pm

Session 9: Challenges and opportunities for clerkship

*The challenges of managing political diversity and interests
The opportunities is about career growth and satisfaction
Sharing experiences*

Resource person: Jessica Mulley, Deputy Principal Clerk, UK House of Commons

4.30-5.00

Session 10: Evaluation, Feedback and Moving Forward – Shaping Clerks for the Modern Parliament

Whole resource team

Farwell reception, hosted by the Parliament of Uganda

DAY FOUR
15 October 2015

All Day

Departures