

Program

Day1: This is it, we are getting started

Time	Objective	Activities/Topics	Methodology	Message
8-8:30 AM		Registration		
8:30-10 AM	To set the mood of the participants To level-off on expectations, objectives and program of activities	Preliminaries <ul style="list-style-type: none"> • Self-Introduction, • Expectation Setting • Host Team Formation • Objective & Program Presentation 	Workshop and Plenary	Setting the mood
10:15-11 AM	To level off on different terms	Definition of Terms (PHATS, DRR, Governance etc.)	Inputs and Discussion	Understanding of the ideas and leveling off with all stakeholders is the key to better implementation
11-12 AM	Participants to gain knowledge on the PHATS Program, DRR concept/s and Governance steps/processes	Review of PHATS, DRR and Processes of Governance (MR Flow of Governance)/Inputs, Plenary	Inputs and Discussion	
1-2 PM	For the participants and the facilitators to have a common understanding on the different roles and on the relationship of all WaSH stakeholders	Roles of government and the different stakeholders Relationship of the different levels of government	Workshop	Each stakeholder have different roles to play in order to meet the needs and concerns in the WaSH Plan but all efforts are interrelated
2-3 PM	To level off on what the WaSH Plan can do and on the factors that contributes to the success or failure of a plan	Why the WASH Plan? Why Plans succeed or failed?	Sharing of Experience/s	It is difficult to implement a process without a plan One step towards our vision
3-5PM	To level off on the steps in writing the Municipal WASH Plan To have an overview of different processes in data gathering	What are the steps in writing the Municipal WASH Plan Processes on Data Collection (WIN and others)	Presentations and Discussion	Before anyone can write a sound plan baseline data is a must. Data collection is not all there is to it – type, tools and methods also matters Appreciate what has been done
5 PM		End of 1 st Day		

Day2: We need to continue our work

Time	Objective	Activities/Topics	Methodology	Message
8-8:30-AM	To reflect on the important learning from yesterday	Preliminaries Aha! Moment	Game	These activity/points are very important and worth looking into
8:30-12 AM	For the planners to understand and analyze their WaSH situation	WaSH Situationer Analysis & writeshop Presentation and Critiquing	Inputs and discussion on what and how to write and present the WaSH Sit	Before anyone can write a sound plan baseline data is a must. This is our WASH Situation, basis for our WASH Planning
1-1:30 PM	To level off with the planners on the importance of Visioning	Prioritizing WaSH Issues and recommending appropriate solutions	Sharing of experiences Review of existing vision and/or Plans	After learning our situation, we need to know where we want to go and what our roles are to get there
1:31-5 PM	Develop a WaSH related or specific vision	Writing the vision and mission Presentation and Critiquing	Workshop/Writeshop	This is where we want to go. Now, how do we get there?
5 PM		End of 2nd Day		

Day3: We knew our situation, vision and mission, we need to prioritize

Time	Objective	Activities/Topics	Methodology	Message
8:00-8:30 AM	To reflect on the important learning from yesterday	Preliminaries Aha! Moment	Game	These activity/points are very important and worth looking into
8:30- 9:30 AM	Increase knowledge of participants on planning approaches and tools	Planning and the simplified Log Frame	Sharing, Inputs and Presentations, Discussion	These are our priorities and these are the ways we can achieve it.
9:30-5	Formulate the WaSH Plan Framework	Identifying and categorizing outcomes Identifying KRAs and KPIs Prepare Activities Identifying Gaps, Risks and Risks Management	Workshop	This is our WaSH Plan Framework let's draft our WaSH Plan
	Draft the Municipal WaSH Pplan	The WaSH Plan Format	Sharing/Discussion	
5 PM		End of 3rd Day		

Day4: We have a plan, what's next?

Time	Objective	Activities/Topics	Methodology	Message
8:00-8:30 AM	To reflect on the important learning from yesterday	Preliminaries Aha! Moment	Game/Plenary	These activity/points are very important and worth looking into
8:30-9:00	To ensure that outcomes, KRAs, KPIs, strategies, etc. are well aligned with the roles and responsibilities of the government levels concerned and with the agreed upon vision	Validation of the WaSH Plan Framework vs Workshop 1 and 2	Plenary	So we have the framework, does this reflect the vision we made and can this be implemented recognizing the roles and relationship of the implementing body, the government?
9:00-9:30	Set up the Municipal Monitoring and Evaluation system	Monitoring & Evaluation	Sharing/Inputs	How do we address issues or situations arising from the implementation?
9:30-12		Writing the M & E System Presentation & Critiquing	Writeshop	Monitoring is not a one-time but rather an on – going activity to ensure that we are on schedule, on budget and in scope. Therefore, appropriate system must be in place
1:00 – 1:30	To provide the participants an understanding on the WaSH Behavioral Change Communication concept	Behavioral Change Communication	Sharing/Inputs Discussion	The WaSH Plan will be for nothing if behaviors hinder us in achieving it Let us advocate Good WaSH Practices
1:30-4 PM	To write the WaSH Behavioral Change Communication Plan	Writing the WaSH Behavioral Change Communication Plan Presentation and Critiquing	Writeshop	Strategies to advocate for Behavioral Change and good WaSH Practices requires critical thinking because of the sensitivity of the issues that needs to be raised so be creative
4- 5 PM	To Identify the immediate next steps	Planning for the Next Steps Closing Ceremony	Workshop	Now we have our draft documents, what is next?