



Meeting of PEM PAL Communities of Practice Leaders July 1 – 3, 2008

AGENDA

DAY 1

Tuesday, July 1, 2008

19:00 – 22:00 Dinner for participating CoP leaders in Ljubljana

Introductions, socializing and explanation of the purposes of the meeting on July 2

Location: Restaurant [Allegria](#)

DAY 2

Wednesday, July 2, 2008

Meeting at CEF (*in the center of Ljubljana*)

8:30 -10:00 All participants will do an exercise in which we will list the ideas and expectations we have for the COP's, leaders, donors and staff involved in PEM PAL.

We will try to answer questions such as:

A. In your opinion, what would make your COP successful?

Some possible examples of answers:

1. An annual meeting during which members could freely share information on professional topics of mutual importance.
2. Multiple meetings during each year for information sharing.
3. Posting of useful information on the website.
4. A strong leadership group that controls the COP
5. Frequent communication among members by telephone and email.
6. Proven progress in reforms/achievements in PEM PAL countries.
7. The creation of personal contacts among practitioners so that they can consult at a later times to help each other solve



- problems.
8. Study tours.
 9. Research on selected professional subjects.
 10. Creation of a certification method for professionals in your field.
 11. Special committees or work groups that focus on benchmarking methods or other subjects of interest.
 12. Continuation of the COP after PEM PAL donor funds end.

B. What do COP leaders need to do to make their COP's successful?

1. Meet/communicate several times each year electronically or in person.
2. Set the budget, priority subjects and calendar for the COP.
3. Designate members to serve on work groups or projects.
4. Set certification or benchmarking requirements.
5. Explain COP members' needs and problems to PEM PAL staff and the donors.

C. What obstacles do COP leaders face?

1. Permission to travel or participate in PEM PAL activity.
2. Budget limitations.
3. Time pressures on their regular jobs that limit time for PEM PAL.
4. Lack of communication from COP members or leaders.
5. Unclear expectations, objectives or plans for the future.
6. Departure of members or leaders.

D. What can PEM PAL staff and donors do to help COP's succeed?

1. Provide more useful information and advice.
2. Give more funding.
3. Avoid interfering with COP agendas.
4. Connect COP's with other organizations.
5. Handle logistics for COP activities.
6. Help Ministers to understand and support the needs of COP leaders and members

10:00 -10:30

Coffee break

10:30 -12:00

Summary of **PEM PAL Evaluation** information
Explanation of the **program plans/budgets** needed for each CoP
Drafting of **CoP plans** and budgets according to a model



- 12:00 -13:30 **Lunch**
Location: Restaurant [Figovec](#)
- 13:30 -14:00 **Break**
- 14:00 -15:00 **Discussion of the website and its functionality, with specific follow on steps**
Explanation of ICGFM and its desire to interface with PEM PAL
Generation of some options for possible cross-COP activities with follow up assignments
- 15:00 -15:30 **Coffee break**
- 15:30 -17:00 **Discussion of recommendations for the PEM PAL Goal and Objectives**, based on the June 25 Steering Committee (SC) draft document that will be discussed on July 3 by the PEM PAL Steering Committee
- 19:00 -21:00 **Dinner** and discussion of PFM conditions in individual countries
Location: Restaurant [River](#)

DAY 3

Thursday, July 3, 2008

PEM PAL Steering Committee Meeting

Attendance at the SC meeting by those PEM PAL CoP members able to attend.

Most participants will need to depart sometime during the day on July 3.