# IA CoP meetings in Uzbekistan: TOR for Enablings groups

## Suggestion 1 - Who should be appointed in the groups

For leading the Enablings group: the IA CoP experienced members and resource people who already know the roles and the way of operations of the Enabling groups

For knowledge transfer and process learning: invite volunteers

**Rationale:**

1. facilitate the working process of the EG and involve in the EG working process only dedicated and motivated people
2. not disturbing form the event content part people who are not interested in the EG working process the EG outputs
3. give the others the opportunity to be involved and learn from experienced members, fresh perspectives from volunteers how to work in leadership groups could bring new ideas to IA CoP

## Suggestion 2 – To ensure the collection and consolidation of the inputs

**Rationale:**

1. the groups to invite the wider group to contribute to their thinking (e.g. by writing ideas on a flip-chart)
2. the groups to consolidate and prepare to give their recommendations
3. giving and getting feedback on their draft recommendations

Agenda Activists **Task:** Your task is to identify and validate the IACOP Strategic Plan objectives and collect inputs on country reform priorities from plenary participants, put them together and reflect on how they can be integrated into meetings and activities.

*You should think of ways to get input from members e.g. put up a flip chart and invite people to post their ideas on post-it notes*

**Questions**

* What are the priority challenges for next 2 years you face in your country? Identify 3 for each country with mentioning the level of priority: high or medium
* What can IACOP do to address them?
* What kinds of activities could we propose to our CoP over the coming year that relate to these sessions?

After collecting all of the priorities topics and the format of the activities proposed you have to consolidate them and to conclude which of them are common for the majority of the countries members and which are individual.

**Output:** Inputs to validate and update IACOP strategic plan

Quality Friends **Task:** You reflect on this Plenary meeting, analyze what is working well and what is not, and propose how to better operate in future.

*You should think of ways to get input from members e.g. put up a flip chart and invite people to post their ideas on post-it notes*

**Questions**

* What worked well and what did not? What is generating the most value?
* What are the dynamics of this meeting?
* Are we hearing all the different voices?
* Is there enough trust to address difficult issues together?
* Are the sessions relevant to all members?
* What are the potential obstacles to learning partnerships?
* What are the potential obstacles to achieving our goals and Strategy objectives?

**Output:** A draft conclusions how the Plenary went and recommendations about the kinds of activities that generate the most learning, how IACOP meetings can encourage people to be supportive of each other, and what aspirations we share.

Social reporters t**ask:** Your task is to organize a shared memory for current and future members

**Questions**

* How can we create continuity and coherence across these meetings?
* How do we share what has happened in an interesting way for those people in our own CoP who could not attend?
* What tools do we have for doing the job?
* Who will be responsible for the final compilation and editing of what we do?

**Output:** A shared memory of the event that includes images and text

External Messengers t**ask:** Create a resolutions or a communique that is aimed at external stakeholders of the community.

**Questions**

* Who are the key stakeholders of the communities?
* What is the objective of preparing a communique?
* What format should it be in? e.g. PDF, website, PPT?
* What are the key strategic messages to come out of this meeting?

**Output**

Prepare a draft communique