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**Training workshop on Introduction of  
Integrating Agriculture into National Adaptation Plans  
Ha Noi, 1-2 December, 2016  
Candle Hotel, 287-301 Doi Can Street, Ha Noi, Viet Nam**

TIME	DESCRIPTION
<b>DAY 1: Thursday, 1 December 2016</b>	
08:00 – 08:30	<b>Registration</b>
<b>SESSION 1</b>	<b>Opening</b>
08:30 – 09:00	<b>Introduction, objectives and introduction of participants</b> <ul style="list-style-type: none"> <li>Opening remarks by MARD (ICD-MARD – Mr. Chu Van Chuong, Deputy Director General)</li> <li>Opening remarks by MONRE(DMHCC-MONRE – Mr. Pham Van Tan, Deputy Director)</li> <li>Opening remarks by UNDP(Glenn Hodes, Climate Finance &amp; Policy Specialist Bangkok Regional Hub)</li> </ul>
09:00 – 10:00	<ul style="list-style-type: none"> <li>Round table of participants and expectations</li> <li>Overview of the training: UNDP Expert</li> <li>Participants complete pre-assessment form of knowledge about the NAP process</li> </ul>
10:00 – 10:30	<i>Coffee break and Group Photo</i>
<b>SESSION 2</b>	<b>NAP Process</b>
10.30 – 12.00	<b>Session Objectives:</b> <ul style="list-style-type: none"> <li>Familiarize with the general concept and character of the NAP process</li> <li>Reflect on the relation to other national processes</li> <li>Get a first overview about existing support channels for NAP</li> <li>Get introduced to the main elements and basic structure of the NAP Technical Guidelines.</li> <li>Reflect which parts of the Technical Guidelines can help to move your NAP process forward and how to they can best be used.</li> <li>Understand what supplementary materials and support resources are available upon countries request.</li> </ul> <b>Presentations:</b> <ol style="list-style-type: none"> <li>Overview the NAP process (Dr. Nat Pinnoi, UNDP Private Sector Finance Specialist)</li> <li>Overview of climate change policy and plan for NAP development in Viet Nam (Dr. Le Minh Nhat, Head of Adaptation Division, DMHCC, MONRE)</li> </ol> <b>Exercise:</b> Opportunities and challenges of the NAP process in Viet Nam(Dr. Nat Pinnoi) – work in 5 groups
12:00 – 13:30	<i>Lunch Break</i>
<b>SESSION 3</b>	<b>Vulnerability and Adapting to Climate Change</b>
13:30 – 15:00	<b>Session Objectives:</b> <p>Know how this training covers the NAP Technical Guidelines.</p> <ul style="list-style-type: none"> <li>Understand the concept of vulnerability and its components.</li> <li>Get introduced to ways how to gather the information.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Ensure common understanding of all participants regarding basics of climate change and adaptation.</li> <li>• Analyse the inter-linkages between adaptation and development.</li> <li>• Reflect challenges and benefits of adaptation</li> <li>• Inclusion of vulnerable groups and gender mainstreaming</li> </ul> <p><u>Presentations:</u>            1) Concept of vulnerability, its components and assessment (Mrs. Jenty Kirsch-Wood, UNDP STA on DRR and CCA)            2) Example: gender analysis and lesson learned on addressing gender vulnerability dimensions in DRR and CCA practices (Mrs. Jenty Kirsch-Wood)</p> <p><b>Exercise:</b> conceptual understanding of vulnerability and framework for reducing vulnerability</p>
15:00 – 15:30	<i>Coffee break</i>
<b>SESSION 4</b>	<b>Stocktaking and Prioritisation of Adaptation Options</b>
15:30 – 17:00	<p><b>Session Objectives:</b></p> <ul style="list-style-type: none"> <li>• Get to know different methods for stocktaking.</li> <li>• Learn how to use the results of stocktaking exercises for developing the NAP process.</li> <li>• Reflect on planning capacities in the country.</li> <li>• Understand the necessity of prioritising adaptation options.</li> <li>• Get introduced to different methods that support decision-making.</li> <li>• Apply criteria for prioritization.</li> <li>• Reflection of capacity assessment on NAP skills in Agriculture sector in Viet Nam</li> </ul> <p><u>Presentation:</u>            1) <b>Brief Presentation with sufficient time for exercise (Mr. Glenn Hodes)</b>            2) Brief introduction about ARD process for stocktaking and prioritising CSA options (Mrs. Bui My Binh, Expert of ICD-MARD &amp; Dr. Tran Dai Nghia, Head of Research Division for Natural Resources and Environmental Economics, IPSARD, MARD)</p> <p><b>Exercise:</b> Stocktaking and/or Stakeholder Mapping exercise (work in 5 groups for gap analysis and stakeholder mapping – Mr. Glenn Hodes)</p>
<b>DAY 2: Friday, 2 December 2016</b>	
<b>SESSION 5</b>	<b>Institutions for Adaptation and Mainstreaming into the Development Planning</b>
08:30 – 10:00	<p><b>Session Objectives:</b></p> <ul style="list-style-type: none"> <li>• Understand the importance of adequate institutional set up for adaptation.</li> <li>• Identify potential barriers for adaptation and how to overcome them.</li> <li>• Understand roles of different stakeholder and importance of their adequate involvement.</li> <li>• Understand the purpose of mainstreaming and how it works.</li> <li>• Reflect on effectiveness of mainstreaming.</li> <li>• Climate Public Expenditure and Investment Review (CPEIR)</li> </ul> <p><u>Presentation:</u>            1) <b>Institutional arrangements with regards to climate change (Mr. Glenn Hodes)</b>            2) CPEIR and managing climate related finance (Dr. Nguyen Tuan Anh, Deputy Director General, DSENRE, MPI)            3) Experience on mainstreaming eco-based adaptation into development plan in Viet Nam (Mr. Ivo Litzenberg, Senior Technical Advisor, GIZ)</p> <p>Q&amp;A from participants</p>
10:00 – 10:30	<i>Coffee break</i>
<b>SESSION 6</b>	<b>Monitoring and Evaluation of Climate Adaptation and linkage with NAP Process</b>
10:30 – 12:00	<p><b>Session Objectives:</b></p> <ul style="list-style-type: none"> <li>• Understand importance and challenges of M&amp;E in the NAP process.</li> <li>• Learn about different approaches for M&amp;E.</li> <li>• Understand how to develop 'good' metrics / indicators and how to operationalize</li> </ul>

TIME	DESCRIPTION
	<p>M&amp;E.</p> <ul style="list-style-type: none"> <li>Gender disaggregated data collection</li> </ul> <p><u>Presentation:</u></p> <p>1)M&amp;E of climate adaptation (Dr. Nat Pinnoi)</p> <p>2) Design and monitoring gender indicators in climate change responsive agriculture – a practice from Women economic empowerment and Climate smart agriculture (Mrs. Tran Tu Anh – Climate Change Technical Advisor, SNV-Vietnam Women Union)</p> <p><b>Exercise:</b> Group work (Dr. Nat Pinnoi)</p>
12:00 -13:30	<i>Lunch break</i>
<b>SESSION 7</b>	<b>Appraising Adaptation Options</b>
13:30 – 15:30	<p><b>Session Objectives:</b></p> <ul style="list-style-type: none"> <li>Understand the steps involved in carrying out a Cost Benefit Analysis (CBA) of options (at the project/programme level).</li> <li>Understand that the choice of the discount rate and the expected climate damage significantly influence the result of a CBA</li> <li>Reflect on the potentials and limits of CBA for appraising adaptation options.</li> <li>Learn how you can use CBA practically in the context of the core elements of the NAPProcess.</li> <li>Orient on realistic financing options.</li> <li>Understand options and relevance of international climate financing.</li> </ul> <p><u>Presentation:</u></p> <p>1)TOT module on Appraising adaptation options and financing adaptation (UNDP expert – Dr. Nat Pinnoi)</p> <p>2) Case study of CBA in Agriculture Sector (Dr. Tran Dai Nghia)</p> <p><b>Exercise:</b> applying CBA in Excel files (Dr. Tran Dai Nghia)</p>
15:30 – 15:30	<i>Coffee break</i>
<b>SESSION 8</b>	<b>Moving towards actions</b>
15:30 – 16:30	<p><b>Session Objectives:</b></p> <ul style="list-style-type: none"> <li>Transfer what has been learnt into your daily work.</li> <li>Identify challenges you may encounter in your daily work.</li> <li>Explore how to overcome challenges.</li> </ul> <p><u>Presentation and Exercise</u> focusing on mainstreaming NAP into development process (Dr. Nat Pinnoi)</p>
<b>SESSION 9</b>	<b>Closing</b>
16:30 – 17:00	<b>Certificate to participants</b>
17:00 – 17:15	<b>Training Assessment</b>
	<b>Closing Remarks (ICD-MARD)</b>