

**AFRICAN GREAT LAKES INTERNATIONAL CONFERENCE
FIRST TECHNICAL COMMITTEE MEETING
NAIROBI, KENYA; 14TH – 15TH MARCH, 2016**

TIME	ACTIVITY AND LEAD RESPONSIBILITY
	Day One: Monday, 14th March, 2016
09.30 – 10.30hrs	Coffee/Tea
	Chair : Dr. Ally Matano
10.30 – 11.00hrs	OPENING <ol style="list-style-type: none"> 1. Self-introductions by Participants 2. Endorsement of Technical Committee Chairperson – Prof Dan Olago 3. Adoption of Agenda and Programme 4. Brief Official Opening by The Nature Conservancy and LTA
11.00 - 11.20hrs	Origin of African Great Lakes International Conference – Mr. Colin Apse, TNC
11.20 – 11.50hrs	Conference Preparation Updates & Schedule – Dr. Modesta Medard
11.50 – 13.00hrs	Discussions on Conference Objectives, Themes, and Target Audience – Prof Dan Olago
13.00 – 14.10hrs	Lunch Break and Group Photo
	Chair: Dr. Robert Ogutu-Owhayo
14.10 – 15.30hrs	Conference structure and processes – Mr. Colin Apse <ol style="list-style-type: none"> (a) Opening and plenary (b) Conference Champions – roles and function (c) Keynote speakers (d) Sessions Chairs and Session speakers (e) Session Rapporteurs – roles and function
15.30-16:00	Tea/Coffee Break
16.00– 17.00hrs	Conference structure and processes (continued) – Prof Dan Olago <ol style="list-style-type: none"> (f) Networking sessions (g) Secretariat roles and function (h) Pre-conference or post-conference field trip modalities (i) Potential for linked meetings or additional days
17.30hrs	End of Day One – Group Dinner
	Day Two: Tuesday, 15th March, 2016
	Chair: Dr. Robert Kayanda
08.30 – 10.15hrs	Proposed Speakers, Conveners, Editors, and Reviewers – Dr. Ally Matano <ol style="list-style-type: none"> (a) Keynote Speakers – Names and theme specialization, contacts (b) Theme Conveners – Names, themes and contacts (c) Conference proceedings and report editors– Names and contacts (d) Abstracts, reviewers

10.15 – 10.30hrs	Coffee/Tea Break
10.30 – 12.00hrs	Marketing Approach and Products – Ms. Sylvia Wamugi & Mr. Ken Mugo (a) Conference website and publicity - Key issues (b) Press conference/outreach – Key issues (c) Video production (d) Conference goods
	Chair: Mr. Gabriel Hakizimana
12.00 – 13.00hrs	Conference Outputs – Dr. Kelly West & Dr. Lulu Kaaya (a) Abstract volume (b) Conference report (c) Agreements/resolutions (d) Launched information platform
13.00 – 14.00hrs	Lunch Break
14.00 – 15.10hrs	Way Forward – Dr. Modesta Medard & Prof. Dan Olago
15.10 – 15.30hrs	Closing Remarks 1. Closing remarks by TNC Representative : Mr. Colin Apse 2. Closing remarks by Lake Basin Representative: Amb. Muyakanyanza
15.30hrs	Meeting adjournment

Secretariat for the meeting: Dr. Steve Donda, Dr. Ally Matano, Ms. Lucy Magembe and Ms. Ikal Angelei

Meeting logistics: Catherine Lwangu