



INTERNATIONAL STAFF TRAINING WEEK

WARSAW – OCTOBER 27-31, 2024

PRELIMINARY AGENDA

DAY 1 October 27 (Sunday)	12:00 – 14:00	Arrival & registration
	14:00 – 14:30	Introduction & welcome presentation
	14:30 – 16:00	Ice breaker
	16:30 – 19:00	Welcome dinner

DAY 2 October 28 (Monday)	09:00 – 11:00	Financial arrangements (bank – building no. 11)
	11:00 – 11:30	International coffee ¹
	11:30 – 11:40	Group photo
	11:40 – 12:30	Polish crush course
	12:30 – 13:30	Lunch
	13:30 – tbc	City tour

DAY 3 October 29 (Tuesday)	MODULE 1:	
	Community dialogue: International Strategy – Building Successful Partnerships	
	09:00 – 10:00	Opening
	10:00 – 11:00	Session I
	11:00 – 11:30	Coffee break
	11:30 – 12:30	Session II
	12:30 – 13:30	Lunch
	13:30 – 14:30	Session III
	14:30 – 15:00	Coffee break
	15:00 – 16:00	Session IV
16:00 – 16:30	Closing	
19:00 – 21:00	Walking dinner	

DAY 4 October 30 (Wednesday)	MODULE 2:	
	Community dialogue: International Strategy – Building Successful Partnerships	
	08:30 – 09:00	Coffee break
	09:00 – 12:00	Hands-on workshop part 1
	12:00 – 13:00	Lunch
	13:00 – 16:00	Hands-on workshop part 2
16:00 – 16:30	Closing	

DAY 5 October 31 (Thursday)	09:00 – 11:00	Session
	11:00 – 11:30	Coffee break
	11:30 – 12:30	Recap & mobility certificates
	12:30 – 13:30	Farewell lunch

¹ Participants' home country specialties to share.

