**A picture containing logo

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**Community Engagement and Accountability (CEA) Foundation Training**

**Participant Agenda (online)**

<Add name of organization/region>

**<Add training dates & times>**

#### Objectives of the training

* Define CEA and why it is critical for Red Cross and Red Crescent work
* Steps to institutionalize CEA in your organization and embed it in policies, procedures, and ways of working
* The purpose of community feedback mechanisms and how to set them up
* Minimum actions for CEA in programmes, including during assessments, planning and design, implementation and monitoring, and evaluation and learning
* How to integrate CEA in emergency response operations when there is less time and greater urgency to response
* Explore the CEA toolkit and how this can support programmes and operations to be more accountable to communities.

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| **DAY / TIME** | **00.00 – 00.30** | | **00.30 – 01.00** | | | **01.00 - 01.30** | | | **01.30 – 02.00** | | | **02.00 – 02.30** | | | **02.30 – 03.00** | | | | **03.00 – 03.30** | | | **03.30 - 04.00** | | |
| **DAY 1** | Welcome, introductions, overview and zoom basics | | | Introduction to CEA | | | | | | | BREAK | Introduction to CEA – Group work | | | | | BREAK | | Institutionalizing CEA | | | | Close | |
| **DAY 2** | Day 1 Recap | Institutionalizing CEA – Group work | | | | | Red Talk | BREAK | Feedback mechanisms | | | | | BREAK | | | Feedback mechanisms - Group work | | | | | | Close | |
| **DAY 3** | Day 2 Recap | CEA in the programme cycle | | | | | Red Talk | BREAK | CEA in assessments | | | | | BREAK | | | CEA in assessment – Group work | | | | | | Close | |
| **DAY 4** | Day 3 Recap | CEA in planning | | | | | | BREAK | Red Talk | CEA in planning – Group work | | | | | | | BREAK | | Close | | | | | |
| **DAY 5** | Day 4 Recap | CEA in implementation and monitoring | | | | | | BREAK | CEA in implementation and monitoring – Group work | | | | Red Talk | | | BREAK | CEA in evaluation and learning | | | | Close | | | |
| **DAY 6** | Day 5 Recap | 10 minimum actions for CEA in emergencies | | | | | | BREAK | CEA in emergency assessments | | | | CEA in emergency assessment – Group work | | | | BREAK | CEA in response planning | | | | | | Close |
| **DAY 7** | Day 6 Recap | CEA in response planning – Group work | | | Red Talk | | BREAK | CEA in response implementation | | | | | CEA in response implementation – Group work | | | | BREAK | CEA in response evaluations | | Next steps & closing | | | | |