

ACTION PLAN

Action Items	Start to implement action plan (check if known)		
I plan to:	Within 2 months	After 2 months	As opportunity arises

Participant Action Plan Approach

Supervisor's Contact Address

Name	
Organization/Centre	
Name of Immediate Superior	
Title of Immediate Superior	
Address	
Telephone No.	
Fax No.	
Email	

Questions about Your Action Items

1. *Preliminary nature of plan*

- Were you specific in writing the action item?
- What will you need to do when you return to work to determine which actions are possible?

2. *Resources*

- Who will carry out the proposed action, or help with it (formally or informally)?
- Are the skills for carrying it out available?
- How much time do you expect this to take?
- Are special materials or equipment required?
- What is involved in obtaining them?
- Will you be using a tool or system or aid from this training workshop?
- If so, how much adaptation is required?
- Is continual monitoring or follow-through required?
- If so, who will do it?

2. *Implementation*

- Do you have the authority to implement the action?
- If not, who does?
- How do you expect to go about getting approval?
- How much support do you expect for your idea?
- Will you need to sell people on it?
- If so, who?

3. *Effects*

- Who will be affected by this action?
- How will it affect them?
- Will anyone be worse off?
- Will anyone be better off?
- What will be affected?

4. *Environment*

- What factors in the organizational environment might interfere with your doing this?
- What factors in the organization will support your effort?

Evaluation Form for the Six-day Workshop
Law and Policy of Relevance to the Management of
Plant Genetic Resources
Review of Regional Policies, Developments and Trends
Sub-Saharan Africa

Your co-operation in completing this questionnaire is greatly appreciated. The information you provide will be useful in planning future events and will help resource persons to improve their materials and presentation.

A. General objectives	In general, I would rate the workshop as: <input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Fair <input type="checkbox"/> Poor	On balance, would you say that the workshop objectives were achieved? <input type="checkbox"/> Yes <input type="checkbox"/> Partially <input type="checkbox"/> No
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B. Objectives	<p>The objectives of this workshop are listed below. Please mark on a scale of 1 to 5 if, in your opinion, the objectives have been achieved. The scale is from 1 (the objective has NOT been achieved) to 5 (the objective has been achieved)</p>																																																						
	<table style="width: 100%;"> <tr> <td style="width: 80%;">1. Describe how historical realities can affect current judgements</td> <td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td> </tr> <tr> <td>2. Assess whether policies affected by historical realities are effective in tackling the set of problems they are faced with today</td> <td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td> </tr> <tr> <td>3. Appraise the implications of the origin and movement of PGRFA—and the interdependence between countries this has created—on the development of sound policy</td> <td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td> </tr> <tr> <td>4. Analyse and apply key Convention on Biological Diversity principles regarding access to genetic resources and benefit sharing</td> <td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td> </tr> <tr> <td>5. Outline elements of a genebank policy on access to genetic resources and benefit sharing under the CBD</td> <td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td> </tr> <tr> <td>6. Discuss the significance of the FAO Treaty and its main elements</td> <td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td> </tr> <tr> <td>7. Identify which regime of access and benefit sharing will apply to individual cases of germplasm</td> <td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td> </tr> <tr> <td>8. Describe the key cross-cutting issues and their interrelationship with international legal agreements having an impact on genetic resources</td> <td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td> </tr> <tr> <td>9. Explain how a <i>sui generis</i> system of protection of plant varieties (UPOV is one such system) may relate to other policy and legal issues of relevance to PGRFA</td> <td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td> </tr> </table>	1. Describe how historical realities can affect current judgements	1	2	3	4	5	2. Assess whether policies affected by historical realities are effective in tackling the set of problems they are faced with today	1	2	3	4	5	3. Appraise the implications of the origin and movement of PGRFA—and the interdependence between countries this has created—on the development of sound policy	1	2	3	4	5	4. Analyse and apply key Convention on Biological Diversity principles regarding access to genetic resources and benefit sharing	1	2	3	4	5	5. Outline elements of a genebank policy on access to genetic resources and benefit sharing under the CBD	1	2	3	4	5	6. Discuss the significance of the FAO Treaty and its main elements	1	2	3	4	5	7. Identify which regime of access and benefit sharing will apply to individual cases of germplasm	1	2	3	4	5	8. Describe the key cross-cutting issues and their interrelationship with international legal agreements having an impact on genetic resources	1	2	3	4	5	9. Explain how a <i>sui generis</i> system of protection of plant varieties (UPOV is one such system) may relate to other policy and legal issues of relevance to PGRFA	1	2	3	4	5
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10. Outline UPOV's main provisions and understand the main differences between plant varietal protection and patent protection	1	2	3	4	5
11. Discuss how intellectual property laws can affect development, improvement, benefit sharing, access to and distribution of genetic resources in genebanks	1	2	3	4	5
12. Explain how laws can affect collaborative arrangements	1	2	3	4	5
13. Identify the needs and interests of stakeholders	1	2	3	4	5
14. Name the issues that are crucial to successful collaborative arrangements	1	2	3	4	5
15. From a health and safety perspective, identify the main international agreements concerning the transfer of genetic materials	1	2	3	4	5
16. Discuss the purpose and general orientation of each agreement as it affects national management of and policy for plant genetic resources for food and agriculture (PGRFA)	1	2	3	4	5
17. Share practical experience of phytosanitary and biosafety measures	1	2	3	4	5
18. Identify changes in levels and scope of agricultural research investment by private and public institutions in developed and developing countries	1	2	3	4	5
19. Discuss the role of market size, globalization and intellectual property rights on the development of plant breeding in developing and developed countries	1	2	3	4	5
20. Analyze the provisions of the international legal and policy instruments covered in the module and apply them to a concrete national situation	1	2	3	4	5
21. Develop goals, priorities and strategies for a national programme on genetic resources	1	2	3	4	5
22. List actions that should be taken after the goals, priorities and strategies are defined	1	2	3	4	5
23. Identify ways of keeping updated on laws and policies related to the management of plant genetic resources	1	2	3	4	5
24. List web addresses and other references for keeping updated on laws and policies related to plant genetic resource management	1	2	3	4	5
25. Plan actions for future activities related to writing convincing Proposals	1	2	3	4	5
26. Evaluate and provide feedback on the workshop	1	2	3	4	5
<u>Objectives of the Day</u>					
27. Outline the status of regional and national legislation related to genetic resources in Sub-Saharan Africa	1	2	3	4	5
28. Identify the international instruments of relevance for the management of genetic resources in Sub-Saharan Africa	1	2	3	4	5
29. List other relevant agreements and tools.	1	2	3	4	5

C.
Strengths and
weaknesses

Please list what you consider to be three strengths of the workshop.

1.
2.
3.

Please list what you consider to be three weaknesses of the workshop.

1.
2.
3.

D. Features	Very Good	Good	Fair	Poor
Accommodation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lectures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Discussions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Papers/Handouts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organization and management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality of visual aids	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quantity of visual aids	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

E. Additional topics	What additional topics would you have liked to have included in this activity?
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F. Management topics	On what other management topics would you like to receive training in future events?
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G. Comments	Please use the space below to make any additional comments or suggestions you might have.
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Trainers

In this section, we ask you to evaluate the trainers by entering their names and marking the boxes in the columns.

<i>Trainer</i>	<u>Knowing the content</u>					<u>Presentation/communication</u>				
	Excellent	Very good	Good	Average	Weak	Excellent	Very good	Good	Average	Weak
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<i>Trainer</i>	<u>Managing the group</u>					<u>Time allocation</u>		
	Excellent	Very good	Good	Average	Weak	Too short	Just right	Too long
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Guidelines for Providing Feedback on the Workshop

1. **The module**
 - Content***
 - usefulness/relevance
 - amount of information
 - Structure***
 - sequence
 - duration
 - balance between trainers' and trainees' participation
 - instructions to trainers
 - visual aids
 - handouts
 - extra readings
 - PAPA
 - evaluation
2. **Process: training techniques and direction**
 - usefulness/relevance/effectiveness
 - group interaction
 - clarity of questions, exercises, instructions
 - opening and closure of the day
3. **Trainers', facilitators' and trainees' performance**
 - presentation/communication skills
 - interaction/effective participation
 - punctuality/interest/commitment/willingness to facilitate learning/willingness to participate
 - other attitudes
4. **Logistical support**
 - organization
 - accuracy
 - punctuality
 - willingness to assist participants, services provided in general
5. **Workshop environment**
 - physical (training facilities, training material, hotel facilities in general)
 - psychological (personal feelings such as self-motivation, interest, satisfaction, self-achievement), social (development of friendships, relaxed, comfortable among participants, etc.)
6. **Workshop results/outputs**
 - personal and professional assessment
 - recommendations
7. **General comments**