



## **SAMPLE COURSE PROGRAMME**

# **SHORT-TERM ELECTION OBSERVATION COURSE**

### **Location**

**tba**

### **Training Team**

**tba**

## Day 0

<i>around 16.00</i>	<b>Arrival at the hotel</b> <b>Check-in</b>
<i>16:30 – 17:00</i>	<i>Welcome Coffee</i>
<i>17:00 – 18:15</i>	<b>Official course opening</b> <ul style="list-style-type: none"><li>• Introduction of ZIF</li><li>• Presentation of course and methodology</li><li>• Introduction of trainers and course participants</li><li>• Expectations</li></ul>
<i>18:15 – 19:30</i>	<b>The big picture: International and regional obligations; election principles and framework for analysis</b> Legal context, universal and regional instruments, key election principles, assessment of the electoral process
<i>20:00</i>	<i>Welcome Dinner</i>

## Day 1

<i>09:00 – 10:30</i>	<b>Election Observation: ODIHR and EU mission structure, institutional perspectives</b>
<i>30 min</i>	<i>Coffee Break</i>
<i>11:00 – 12:30</i>	<b>Your Working Schedule as an STO</b> Timeline, deployment methodology, arrival, deployment and repatriation, briefing packs, briefings and debriefings
<i>1.30hrs</i>	<i>Group Photo &amp; Lunch</i> <i>Team work: Code of Conduct preparation</i>
<i>14:00 – 16:00</i>	<b>Code of Conduct – What would you do?</b> <i>Discussion real mission scenarios, dealing with media interviews, professional working environment</i>
<i>30 min</i>	<i>Coffee Break</i>
<i>16:30 – 17:30</i>	<b>The polling Station I: Design exercise</b>
<i>17:30 – 18:00</i>	<b>Recap of the day (quiz, part 1)</b>
<i>19:00</i>	<i>Dinner</i>
<i>20:00</i>	<i>Optional: Personal EOM experiences</i>

## Day 2

09:00 – 10:00	<b>STO Working co-operation: Working with national support staff</b> National support staff, strategies for good interpreted conversations
10:00 – 11:00	<b>STO Reporting I</b> Types of reports, reporting cycle, demonstration of reporting technologies utilized by ODIHR and EU
30 min	<i>Coffee Break</i>
11:30 – 12:15	<b>The polling station II</b> Main actors and their tasks, material and set-up.
1 hr	<i>Lunch</i>
13:15 – 14:30	<b>Election Day – I</b> Simulation exercise: opening and voting
30 min	<i>Coffee Break</i>
15:00 – 17:00	<b>Election Day – II</b> Simulation exercise: closing and counting E-Form exercise
17:15 – 18:00	<b>Recap of the day (quiz, part 2)</b>
18:30	<i>Farewell Dinner</i>

## Day 3

9:00 – 9:30	<b>Tabulation</b>
9:30 - 10:30	<b>E-Forms revisited</b> <b>STO Reporting II: Statistics &amp; STO contribution</b>
30 min	<i>Coffee Break and Check-out Time</i>
11:00 – 11:30	<b>STO Reporting III: Main mission reports &amp; STO contribution</b>
11:30 – 12:30	<b>STO main safety and security risks &amp; individual preparedness</b> risk ownership and awareness, mission security phases, security restrictions vs. observer tasks, how to prepare for a mission
12:30 – 12:45	<b>Final recap (quiz, part 3)</b>
12:45 – 13:15	<b>Debriefing and closing of the course</b> Revisiting expectations, feedback and certificates
45 min	<i>Lunch + Departure international participants</i>
	<b><i>Session for future ZIF Expert Pool Members only - held in German</i></b>
14:00 – 15:30	<b>Recruitment procedures and other open questions</b> Selection criteria and administrative procedures