



CAPACITY BUILDING WORKSHOP ON LABOUR FORCE SURVEY DATA MANAGEMENT IN SADC MEMBER STATES 10th to 12th December 2013

AGENDA

Tuesday 10 December	
8:30-9:30	Arrival and Participant registration
9:30-10:00	Opening Ceremony - Mr Vic van Vuuren, Director ILO - Mr A. Chitambo, SADC - Representative, Labour Department, South Africa
10:00-10:30	Group Photo and Coffee Break (30 min)
10:30-10:45	Objectives of the meeting and expectations from participants - Mr Coffi Agossou, ILO
10:45-13:00	SESSION 1: LABOUR MARKET REPORT TEMPLATE - Measuring and Monitoring Decent Work: Global methodology and manuals/ Naima Pages - Draft of SADC Minimal List of Indicators/ Coffi Agossou - Labour Market Report Template/ Working Group
13:00-14:00	Lunch Break (1hour)
14:00-15:10	SESSION 2: ADePT Introduction to LMIA systems and ADePT Software - Mr Theodoor Sparreboom
15:10-15:30	Coffee Break (20 min)
15:30-17:00	ADePT/ILO Labour Market Indicators Module <i>Variable concepts and definitions</i> Exercise 1: Identifying key concepts Mr Theodoor Sparreboom
Wednesday 11 December	
9:00-10:40	ADePT/ILO Labour Market Indicators Module <i>Preparing input datasets</i> Exercise 2: Identifying survey questions to generate variables in ADePT - Mr Theodoor Sparreboom Mr Francisco Guerreiro

10:40-11:00	Coffee Break (20 min)
11:00-12:30	SESSION 3: PRACTICAL EXERCISES ADePT ADePT/ILO Labour Market Indicators Module <i>Producing tables</i> Exercise 3: Producing analytical tables using ADePT - Mr Theodoor Sparreboom - Mr Francisco Guerreiro
12:30-13:30	Lunch Break (1hour)
13:30-15:10	ADePT/ILO Labour Market Indicators Module <i>Change parameters, set "IF" conditions</i> Exercise 4: Change parameters and set "IF" conditions to produce alternate tables using ADePT - Mr Theodoor Sparreboom - Mr Francisco Guerreiro
15:10-15:30	Coffee Break (20 min)
15:30-17:00	ADePT/ILO Labour Market Indicators Module <i>Analysing ADePT tables – Group work</i> - Mr Theodoor Sparreboom - Mr Francisco Guerreiro
Thursday 12 December	
9:00-10:40	Inventory and documentation of micro-datasets - Mr Francisco Guerreiro
10:40-11:00	Coffee Break (20 min)
11:00-12:30	Draft of Labour Market Report Template - Working Group and Plenary (Validation of the Template)
12:30-13:30	Lunch Break (1hour)
13:30-15:10	SESSION 4: LABOUR MIGRATION MODULE FOR LFS Labour migration module - Mr Coffi Agossou Discussion
15:10-15:30	Coffee Break (20 min)
15:30-17:00	SESSION 5: KEY OUTCOMES AND WAY FORWARD Recommendations on Data Collection Schedules and Tools - Working Group
17:00-17:30	Closing