



AGENDA

LEARNING PROGRAMME FOR WORKPLACE FORUM MEMBERS 30th -31st August 2022 (Transport Sector)

Day 1	
8.30 am	Welcome, introduction, objectives of the Workshop and its Agenda <i>Mr Nishan Mendis, Additional Secretary, Ministry of Public Administration</i> The Workplace Co-operation Unit <i>Mr Nishan Mendis Additional Secretary, Ministry of Public Services,</i>
9 am	Identifying and discussing the features of a great workplace <i>Mr Upali Athukorala</i>
9.30 am	Key features of the developing labour relations framework in Sri Lanka – discussion assuming pre-reading by participants <i>Mr Upali Athukorala</i>
10.00 am	The case for cooperation: ILO overview and Activity: ‘Trouble at Fab Fashions’ <i>Mr Upali Athukorala</i>
10.30 am	Break
10.50 am	Forum Constitutions: key features, discussions <i>Panellists: Dr M Sumanadasa, Ms Pearl Weerasinghe, Mr Wirithamulla</i>
11.45 pm	Activity: What’s on your agenda? <i>Ms Pearl Weerasinghe</i>
12. 00 pm	Ground rules discussion <i>Dr S Wirithamulla, Mr M Madihahewa</i>
12.15 pm	Positions and Interests Activity: interests underlying positions <i>Prof Thilakari</i>
1.00 pm	Lunch
2.00 pm	Going through the process of collaborative problem-solving <i>Prof Thilakasiri</i>
3.15 pm	A word on Lean Management and Lean Manufacturing, Business Literacy <i>Prof Thilakasiri</i>
3.35 pm	Break
3.50 pm	Dispute prevention and dispute resolution <i>Mr M Madihahewa & Ms Pearl Weerasinghe</i>
4.30 pm	Grievance handling <i>Mr Wirithamulla</i>
5.15 pm	Close – <i>Dr Sumanadasa</i>



Day 2	
8.30 am	Reflections on yesterday; consolidating yesterday <i>Mr Nishan Mendis, Additional Secretary, Ministry of Public Administration Supported by Prof Thilakasiri</i>
8.45 am	Activity: 'Missing Tools' – Group work Session <i>Ms Pearl Weerasinghe supported by the Workplace cooperation Unit (with input from Mr Clive Thompson, International Consultant)</i>
10.15 am	Tea Break
10.35 am	Meetings: Introduction, exercise, steps, agenda templates <i>Mr Upali Athukorala & Prof Thilakasiri</i>
11 30 am	Facilitator and chairperson matters: exercise <i>Mr Upali Athukorala</i>
12.30	Lunch break
1.30 pm	Group Work: Mock Sessions <ul style="list-style-type: none">• Instructions, preparations• Delivery <i>Moderator: Prof Thilakasiri, Facilitated by other resource persons</i>
3.00 pm	Tea
3.30 pm	Review sessions of Mock Meetings <i>Facilitated by Prof Thilakasiri & Dr M Sumanadasa & other resource persons</i>
4.15 pm	Concluding workshop messages <i>Mr M Madihahewa, Mr S Wirithamulla & Prof Thilakasiri & Mr Clive Thompson</i>
4.30 pm	Evaluation & Farewell – <i>Dr M Sumanadasa & Mr M Madihahewa</i>