**Seminar on Organisational Capacity Assessment**

**19-20 March, Brussels**

**Agenda**

**Objectives**

* To discuss the key elements for trade union capacity development.
* To set the basic components and most appropriate methodologies for trade union organisational capacity assessment.

**Thursday 19th of March**

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| **9:30 - 10:30:**  **10:30 – 11:00:**  **11:00 – 13:00:** | **Opening**   * Opening and introduction to the methodology * Presentation of participants and expectations   **Coffee break**  **Organising and capacity development**   * Presentation and discussion of elements of organising and capacity development |
| **13.00 – 14:00: Lunch break** | |
| **14:00 – 16:00:**  **16:00 – 16:30:**  **16:30 – 17:30:** | **Key elements for trade unions in capacity development**   * Working groups discussion on the key elements for trade unions in capacity development * Plenary session   **Coffee break**  **Introduction to organisational capacity assessment**   * Background and concepts of OCA * OCA methodologies |

**19:30 Joint dinner**

**Friday 20th of March**

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| **9:00 - 10:30:**  **10:30 – 11:00:**  **11:00 – 12:30:** | **Organisational capacity assessment frameworks used by trade unions**   * Presentation and assessment of OCA frameworks used by trade unions.   **Coffee break**  **Organisational capacity assessment frameworks used by trade unions**   * Presentation and assessment of OCA frameworks used by trade unions. |
| **12.30 – 13:30: Lunch break** | |
| **13:30 – 15:30:**  **15:30 – 16:00:**  **16:00 – 17:00:** | **Key elements for trade unions in organisational capacity assessment**   * Working groups on key elements and methodologies of OCA for trade unions. * Plenary session   **Coffee break**  **Conclusions and evaluation** |