

THE DIRECTORATE
FRAN BIGGS AND DERRICK FINE - CEP
6 April 1995

RE: CEP WORKSHOP PROGRAMME

The workshop programme has been substantially revised. We need to be able to develop materials for this revised programme urgently, and have attempted to give some time frames which might be manageable for all concerned.

Beginning May - 30 June
Briefings for community structures
focussing on CPMs. Wayne and
Maphelo will start with these in late
April/early May (Provincial Training
Co-ordinators not yet trained).

10 - 12 May Training of Trainers for CA _ co-
ordinators (both Education and
Training) - 3-day workshop on
methodology, briefing information
and workshop material

Training of facilitators in provinces

Community workshops including
briefing material for CPMs and the
following:

what is a constitution?

the importance of having a
constitution

basic content of a
constitution 1 ARB RO AgP AGS dhe lat mathe
Constitutional Principles

how the constitution is being
drawn up

June Training of Trainers - NGOs, SACS,
CBOs

July - 30 October
Continuation of community
workshops

November 1995 - May 1996

November - December Development of material on draft constitution - including simplified version

Early January Update/briefing of trainers
Mid January Update/briefing of facilitators

February - May Community workshops on _ draft constitution

Materials Development:

Resources and materials have to be developed in order for these workshops to be run. A workshop outline and draft manual need to be developed for the first series of workshops. The manual outline will include the following:

Introduction to Constitutional Assembly and structures

Code of conduct

Approach and methodology

Outlines for briefings and workshops

Content of constitution-making, what is in a constitution, Constitutional

Principles etc (including material from other organisations on human rights, interim constitution etc)

Question and answer section (guideline answers to typical questions)

Approval mechanisms

The following is a proposal for approval mechanisms for the development of this material, taking into account the very tight time limits on the programme (the Training of Trainers workshop is scheduled for 10 - 12 May):

Thursday 6 April - manual structure, including briefing/workshop outlines to
' Directorate

Tuesday 11 April - approval in principle

Query: possibility of providing. text of certain sections of the workshop pains during this period" se â\200\230

Wednesday 26 April - detailed dratie to Direstotate

Thursday 4 May - approval/comments from Directorate

Friday 5 May - changes

Monday 8 May - re-approval from Directorate

Tuesday 9 May - documentation prepared for workshop on Wednesday 10 May