

## Annex II: Detailed agenda of the meeting

**Venue:** Kenya Meteorological Department (KMD), Dagoretti Corner, Ngong Road, Nairobi, Kenya, 4 – 8 April 2011

Date	Time	Subject	Attendance
Monday 4 April 2011	Morning session 10:00-13:00	Welcome address by host country	KMD, Slovak project team
		Introduction of Slovak project team	Slovak project team
		Introduction of host country project team	KMD experts
		General project objectives, goals and administration affairs	Slovak project team (Stastny, Szemesova)
		Fast start finance mechanism – tool for better cooperation	Slovak project team (Princova )
	13:00-14:00	Lunch	
	Afternoon session 14:00-17:00	Meeting with Director of KMD/Project administration	Host country and Slovak project representative
		KMD – general background, activities	KMD experts
Discussion to adjust project goals and objectives		Host country team, Slovak project team	
Tuesday 5 April 2011	Morning session 9:00-13:00	Cancun agreements – implications for MRV and adaptation activities	Slovak project team (Princova)
		Reporting under UNFCCC – capacity frame in Slovakia	Slovak project team (Szemesova)
		Vulnerability assessment for sectors – methodological approach	Slovak project team (Stastny)
		Discussion	all experts
	13:00-14:00	Lunch	
	Afternoon session 14:00-17:00	Vulnerability assessments to climate change – experiences of Kenya	Host country team
		Introduction of the National Communication of Kenya	Host country team
		Capacity frame for preparation, experiences, constrains and plans for improvement	Host country team
Discussion		all experts	
Wednesday 6 April 2011	Morning session 9:00-13:00	Agriculture sector, structure, methodology and uncertainties	Slovak project team (Siska)
		LULUCF sector, structure, methodology and uncertainties	Slovak project team (Kovarik)
		Discussion to the vulnerable sectors	all experts
	13:00-14:00	Lunch	
	Afternoon session 14:00-16:00	Summary of introductory phase of the project	all experts
		Preparation of the working phase of the project	all experts