

SADC Workshop on "Planning for e-Government in SADC Countries"

Day One

Opening Session

9.00-9.30 Introduction by the Commonwealth Secretariat Representative
Workshop Opening by the Hon. Dr Jose Antonio da Conceicao
Chichava, Minister of State Administration

9.30 Coffee

First Session: e-Government and Development: the evidence

10.00 - 10.30 Keynote Address: "The Role of ICT in Public Service Reform"
Minister of State Administration, Mozambique

10.30 - 11.00 A Roadmap for e-Government in SADC Countries

11.00 - 11.30 An International Comparative Study

11.30 - 12.15 Panel and floor discussion

Second

Session: **Assessing current status and needs**

14.00 - 14.30 Assessing e-readiness in Government

14.30 - 15.00 Panel and floor discussion

15.00 Coffee

15.30 - 17.00 Work Groups Session: assessing status and needs in key socio-economic sectors

Day Two

Third

Session: **Strategic Options for Resourcing and Delivery**

8.30 - 9.00 SADC Case Study 1

9.00 - 9.30 SADC Case Study 2

9.30 -10.00 An international Case Study

10.00 Panel and floor discussion

10.30 Coffee

Fourth

Session: **Cross-Sectoral and Corporate Planning**

11.00 - 11.30 Information and Data-sharing

11.30 - 12.00 Cross-sectoral integration

12.00 - 12.30 Panel and floor discussion

12.30 Lunch

Day Two continued

Fifth Session: Planning and Change-Management

- 14.00 - 14.30 Integrating Ministry Business Plans and IT Planning
- 14.30 - 15.00 Levels of Planning
- 15.00 Coffee
- 15.30 - 16.00 Plans and Change-management
- 16.00 - 16.30 A Case Study

Day Three

Sixth Session: Planning Processes and Issues

- 8.30 - 9.15 Roles and Responsibilities: - Institutional and Personal
- 9.15 - 10.00 IT Planning Components
- 10.00 Coffee
- 10.30 - 11.15 Constraints and Prioritising
- 11.15 - 12.00 Panel and floor discussion
- 12.00 Lunch
- 13.30 - 15.00 Planning Frameworks and Tools
- 15.00 Coffee
- 15.30 Workshop Feedback and Conclusions