

## **Academy workshop on Administrative solutions for coverage extension and Contribution collection and compliance (focusing on difficult to cover groups)**

Port of Spain, Trinidad and Tobago, 24–26 July 2019

### **PROVISIONAL AGENDA**

#### **Wednesday, 24 July 2019**

09:00–12:30\*

#### **Opening of the workshop**

- Introduction of participants: Expectations and objectives
- Context, goals and methodology

#### **Participant goals and issues to be addressed**

- Presentations of the participating institutions on the goals and issues that they want to address (maximum three slides)

*\* Coffee break during the morning*

12:30–14:00

*Lunch break*

14:00–17:00\*

#### **ISSA Guidelines on Administrative Solutions for Coverage Extension**

- Presentation of the Guidelines
- Group work on the Guidelines: Identifying key challenges and strategies
- Presentation of results of group work

*\* Coffee break during the afternoon*

17:00–17:10

**Summary of day and housekeeping announcements**

19:00–21:00

*Social networking activity (To be confirmed)*

#### **Thursday, 25 July 2019**

09:00–09:15

**Day 1 reflections**

09:15–12:30\*

#### **ISSA Guidelines on Contribution Collection and Compliance**

- Presentation of the Guidelines and link with the Guidelines on Administrative Solutions for Coverage Extension
- Group work on the Guidelines: Identifying key challenges and strategies
- Presentation of results of group work

*\* Coffee break during the morning*

12:30–14:00 *Lunch break*

14:00–17:00\* **Applying ideas and strategies to the participant’s goals and issues to be addressed**

- Presentation of some good practices
- Group work to compare the good practices with institutional practice
- Preparation of organization-based presentations

\* *Coffee break during the afternoon*

**Friday, 26 July 2019**

09:00–09:15 **Day 2 reflections**

09:15–12:00\* **Presentations**

- Organization-based presentations

**Wrap-up**

- Lessons learnt
- How can the ISSA support you?
- Feedback from the participants

\* *Coffee break during the morning*

12:00–12:30 **Final summary and closing**