

National Workshop and Exercise on Contingency Planning and Incident Management System (IMS)

Freetown, Sierra Leone
6 - 9 June 2016

Global Initiative for Western, Central and Southern Africa

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Hosted by:

The Sierra Leone
Maritime
Administration



NOTE

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Executive summary

The national workshop and exercise on Contingency Planning and Incident Management System (IMS) was organised in Freetown, Sierra Leone at the Sierra Leone Maritime Administration headquarters, Freetown, from 6 to 9 June 2016. It gathered delegates from different ministries and agencies as well as representatives from the private sector.

The event was hosted by the Sierra Leone Maritime Administration within the framework of the GI WACAF Project. The workshop was supported by the International Maritime Organization (IMO) and IPIECA, the global oil and gas association for environmental and social issues.

Around 37 participants attended the workshop. A list of participants is attached as Annex 2 of this report.

The general objective of the workshop was to test the National Oil Spill Contingency Plan (NOSCP) of Sierra Leone and to train participants on the implementation of an IMS. The specific objectives of the workshop were to:

- provide training of relevant national authorities on contingency planning;
- provide training on the implementation of a national IMS; and
- test and update the National Oil Spill Contingency Plan of Sierra Leone using a table-top exercise.

In order to address the objectives of the workshop the participants were guided through three days of presentations, case studies, working group sessions and discussions. The fourth day was dedicated to a table-top exercise. The outcomes of this work can be found in the following sections.

The main recommendations were:

- Clarify roles and responsibilities for each of the sections within the Plan;
- Establish a programme of training and exercises to strengthen technical knowledge and skills;
- Share the NOSCP with local communities;
- Establish an emergency fund to enable the initiation of the response (government, oil and shipping companies to contribute to the fund through levies). This fund could be referenced in the NOSCP for information purpose;
- Complete the NOSCP with technical annexes such as a dispersant policy; and
- Develop a national legislation on dispersant use.

The active participation and the expertise of all delegates as well as the organisation of the workshop with the support of the Sierra Leone Maritime Administration were greatly appreciated and were key to the success of this workshop.



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1. Presentation of the GI WACAF Project

Launched in 2006, the Global Initiative for West, Central and Southern Africa (GI WACAF Project) is a partnership between the International Maritime Organization (IMO) and IPIECA, the global oil and gas industry association for environmental and social issues, to enhance the capacity of countries to prepare for and respond to marine oil spills. A key innovative feature is to emphasize the promotion of public/private partnerships for effective oil spill response.

The mission is to strengthen the national oil spill response capability in 22 West, Central and Southern African countries through the establishment of a local partnership between the oil industry and the authorities in charge of oil spill preparedness and response at national level.

The Project is jointly funded by the IMO and 10 Oil Companies members (BP, Chevron, ConocoPhillips, ENI, ExxonMobil, Marathon, PERENCO, Shell, TOTAL and Woodside).



The scope is to organise workshops, training courses, seminars and deployment exercises in collaboration with the national authorities in charge of oil spill response and in partnership with local business units.

The GI WACAF Project is based on an effective management system comprising of six goals of preparedness to prepare for and respond to marine oil spills. These goals cover the requirements of the OPRC 90 Convention:

Goal 1 - Legislation: Promote the ratification of the relevant international Conventions

Goal 2 - Contingency plan: Develop National Contingency Plans for all the countries of the region

Goal 3 - Designation of authority: Obtain clarity on roles and responsibilities of all stakeholders

Goal 4 - Regional agreements: Promote the exchange of information and the provision of mutual assistance for oil spill incidents

Goal 5 - Training: Ensure that training and exercises are delivered in the participating countries on a regular basis

Goal 6 - National capabilities: Support participating countries in developing their own national response system



2. Introduction

Following the 6th biennial Regional Conference of the GI WACAF Project held in Accra, Ghana in November 2015, it was decided to organize a National workshop and Exercise on Contingency Planning and Incident Management System (IMS).

This activity follows the previous GI WACAF national workshop on oil spill preparedness and response organized in Freetown, Sierra Leone, in August 2013.

3. Objectives of the workshop

The general objective of the workshop was to test the National Oil Spill Contingency Plan (NOSCP) of Sierra Leone and to train participants on the implementation of an IMS. The specific objectives of the workshop were:

- To provide training of relevant national authorities on contingency planning;
- To provide training on the implementation of a national IMS; and
- To test and update the NOSCP of Sierra Leone using a table-top exercise.

4. Programme of the Workshop

The workshop was organised during four days, with three days dedicated to presentations, case studies and discussions on contingency planning and incident management system and one day focusing on a table-top exercise to test the NOSCP. The programme is available in Annex 1.

- Monday 6 June 2016
 - Opening ceremony and introduction of the workshop
 - Presentation of the GI WACAF Project
 - Introduction to Oil Spill Response
 - Impact of oil spills
- Tuesday 7 June 2016
 - IMO Conventions
 - Incident Management System
 - Overview of oil spill risks in Sierra Leone and presentation of the National Oil Spill Contingency Plan (NOSCP)
 - Working groups to improve the NOSCP
- Wednesday 8 June 2016
 - Technical elements of the NOSCP
 - Case studies
 - Liability and compensation
 - Working groups to improve the NOSCP
- Thursday 9 June 2016
 - Table-top exercise to test the NOSCP
 - Debriefing
 - Conclusions and recommendations
 - Closing ceremony



5. Location, dates, and participants

The workshop was held at the Sierra Leone Maritime Administration headquarters, Freetown, from 6 to 9 June 2016. 37 participants from the different ministries and agencies attended the event. Representatives from the private sector were also present during the activity.

The experts invited to facilitate this workshop were Stéphane Grenon (Triox) and Benjamin Jeanne. GI WACAF Secretariat could not attend the event due to conflicting commitments.

6. Activities and proceedings

6.1. Opening ceremony

The opening ceremony took place on Monday, 6 June 2016 at 09.00. It was introduced by The Honourable Minister of Transport and Aviation, Mr Léonard Balogun Koroma. The Minister explained that Sierra Leone took a major step with the validation of the National Oil Spill Contingency Plan in January 2016. This Plan will help minimising adverse impacts on socio-economic activities and on the environment in case of an incident. His speech is attached as Annex 3.

The Chairman of the Board of Directors of the Sierra Leone Maritime Administration, Mr Lansana Dumbuya, underlined that the country has been facing increasing risks related to an intense shipping activity and exploration activities off the coast of Sierra Leone. He explained the role of the Maritime Administration and its latest efforts to improve oil spill preparedness and response in terms of legislation and training. His statement is available in Annex 4 of the report.

Mr Benjamin Jeanne delivered the IMO Opening Remarks on behalf of the GI WACAF Secretariat (attached as Annex 5). He highlighted the progress made in the region regarding oil spill preparedness and response, which should continue in order to mitigate the risks related to shipping as well as oil exploration and production activities.

6.2. Proceedings of the National Workshop

DAY 1 Monday 6 June 2016

Session 1: Introduction of the workshop objectives

Mr Stéphane Grenon, IMO consultant

Mr Stéphane Grenon introduced the programme and the objectives of the workshop to the 37 participants by explaining that the first day would be focused on an introduction to oil spill response, the second day would be focused on the NOSCP and the third day would be dedicated to technical elements of the NOSCP such as dispersants and the waste management policy. Finally the fourth and last day of the workshop would be dedicated to a table top exercise.



Session 2: Presentation of the GI WACAF Project

Mr Benjamin Jeanne, IMO consultant

Mr Benjamin Jeanne introduced the GI WACAF Project, its six core objectives and its geographical scope. The consultant explained how the GI WACAF Project was financed by the IMO and 10 oil company members of IPIECA.

He then detailed the progress achieved in the region since the launch of the Project in 2006. Finally, the consultant detailed the outcomes of the 6th Regional Conference held in Accra, Ghana in November 2015 and the action plan for 2016 and 2017 by stressing the importance of the organisation of exercises and the focus on transboundary cooperation.

Session 3: Overview of Oil Spill Response

Mr Stéphane Grenon, IMO consultant

Mr Grenon presented an overview of the various issues that may arise during an oil spill response. He presented the first response action that can be implemented as well as the challenges related to oil spill response.

Session 4: Environmental and economic impacts of oil spills

Mr Stéphane Grenon, IMO consultant

Mr Grenon detailed the environmental impacts of oil spills, notably on sensitive wildlife and sensitive ecosystems such as mangroves. He then explained the consequences of oil pollution on economic activities, such as the damages to the fisheries and the overall fishing industry, the risks to industrial sites and to water intakes as well as ports, which are of vital importance in West-African countries.

Session 5: Oil spill response strategies

Mr Stéphane Grenon, IMO consultant

Mr Grenon detailed the main response strategies that can be used offshore and onshore during an oil spill. It showed the benefits, the operational limitations and some of the important issues that may arise with regards to these response strategies. The presentation considered issues related to offshore (monitor and evaluate, containment and recovery, chemical dispersants) and shoreline clean-up operations (shoreline types, management, logistics) as well as standards for clean-up efforts, termination of response and waste management.

DAY 2 Tuesday, 7 June 2016

Session 6: Relevant international Conventions for oil spill preparedness and response

Mr Benjamin Jeanne, IMO consultant

Mr Benjamin Jeanne detailed the relevant IMO conventions for oil spill response and preparedness. He first explained the requirements of the Annex 1 of the MARPOL Convention (prevention of pollution by oil) and explained the objectives of the Bunkers Convention and the Nairobi International Convention on the Removal of Wrecks, which is particularly relevant in West Africa.

The consultant then detailed the obligation of parties to the OPRC 90 Convention at the national and international level, as well as the role of the IMO. He stressed the importance of effective



cooperation between the public and the private sector on matters such as oil spill preparedness and response. Finally, he detailed the guidelines on international offers of assistance and introduced the Abidjan Convention and its emergency protocol to the participants.

Session 7: Overview of oil spill risks in Sierra Leone

*Mr Ronald N. Moore, Head, Shipping & Marine Environment Protection Department,
Sierra Leone Maritime Administration*

Mr Moore introduced the oil spill risks of Sierra Leone that are detailed in the NOSCP such as the importance of tanker traffic in Sierra Leone territorial waters, coming from Nigeria and the Middle-East, as well as bunkering activities in the port of Freetown.

Finally, the risks of ship grounding at the entrance of the port of Freetown were also assessed.

Session 8: Incident Management System (IMS)

Mr Stéphane Grenon, IMO consultant

Mr Stéphane Grenon stressed the importance of clarifying the roles and responsibilities within the plan and having an effective incident management system. Mr Grenon and the participants noted that roles and responsibilities in Sierra Leone were already divided in sub-sections (planning, operations, logistic and finance).

Session 9: Planning concepts, National Oil Spill Contingency Plan

Mr Benjamin Jeanne, IMO consultant

Mr Benjamin Jeanne explained the objectives of a contingency plan and the pre requisites before starting the development of a plan. He then detailed the different parts of the plan such as the risk assessment, the strategic policy, the operational procedures and finally, the information directory.

The main objective of this presentation was for the participants to identify any gap in Sierra Leone's NOSCP, before the beginning of session 10 and the presentation of the plan.

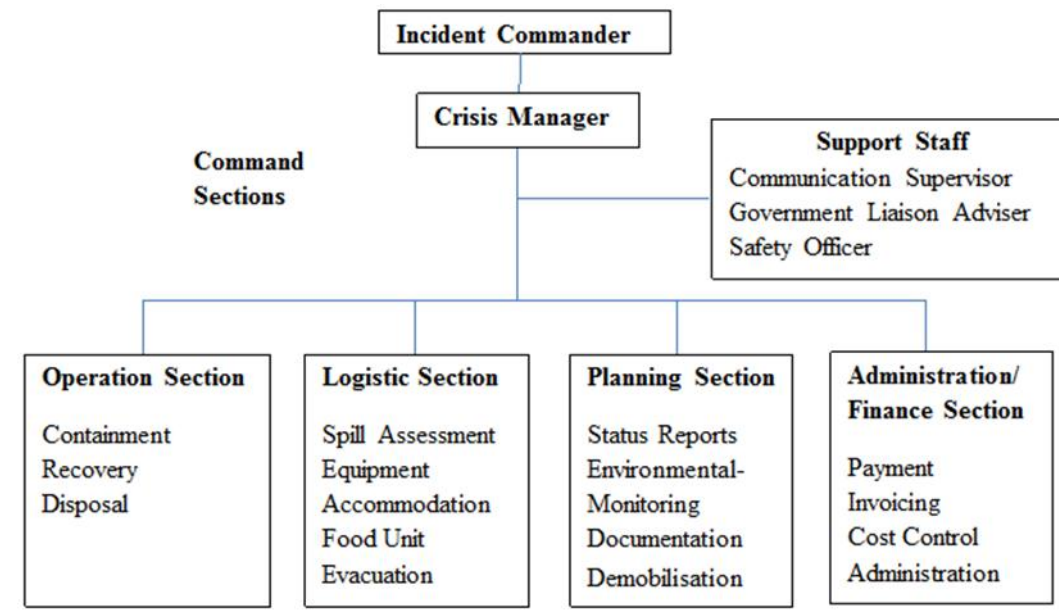
Session 10: Overview of Sierra Leone's NOSCP

*Mr Ronald N. Moore, Head, Shipping & Marine Environment Protection Department, Sierra Leone
Maritime Administration*

Mr Moore presented the recently updated National Oil Spill Contingency Plan (NOSCP) to the participants. The presentation focused on the organisational aspects of the plan, in particular the roles and responsibilities of the various governmental agencies. He also highlighted the need to complete some of the annexes to the plan such as the policy on the use of dispersant. This presentation was an opportunity for the participants to learn more about the content of the plan and to ask for clarifications.

He introduced the current NOSCP which is divided in 7 main sections: introduction; management and structure for oil spill response; preparedness; response planning; recovery; and the appendices (contact list, key personnel, Initial Oil Spill Notification report). Specifically, he detailed the management structure displayed in page 8 of the NOSCP, in order to prepare participants for the table-top exercise on the last day of the workshop.





DAY 3 Wednesday, 8 June 2016

Session 11: Sensitivity maps

Mr Benjamin Jeanne, IMO consultant

Mr Benjamin Jeanne described the process of developing oil spill sensitivity maps, from the collection of relevant data to the creation of tactical and strategic maps, using a geographic information system (GIS).

He mentioned that the Environmental Protection Agency (EPA) of Sierra Leone produced environmental sensitivity maps, and expected EPA to make the maps available in case of an oil spill.

Session 12: Sensitive resources in Sierra Leone

Mr Ronald N. Moore, Head, Shipping & Marine Environment Protection Department, Sierra Leone Maritime Administration

Mr Moore detailed the sensitive resources to an oil spill incident such as the port of Freetown where goods are imported and iron ore are exported. The Port of Freetown is indeed vital for the country. Lumley Beach is the most important touristic location in Sierra Leone. Finally, he highlighted that many fishing villages could be impacted by oil spill pollution as well as very sensitive ecosystems such as mangroves.

Session 13: The use of Dispersants

Mr Stéphane Grenon, IMO consultant

Mr Grenon stressed the importance of having a list of pre-approved dispersants in case of an oil spill incident. He also explained how to apply dispersants on an oil slick.

Session 14: Claims and Compensation

Mr Benjamin Jeanne, IMO consultant

Mr Jeanne detailed the diverse IMO conventions related to liability and compensation such as the International Convention on Civil Liability for Oil Pollution Damage (CLC 92) and the 1992 Fund Convention (Fund 92) and Supplementary Fund Protocol.

He also explained the different types of economic losses and damages that could be compensated under the conventions. Finally, the consultant then explained how to fill a claim.

Session 15: Group Discussion: Improving Sierra Leone's NOSCP

All participants

Following the presentations of the first three days, the 37 participants had the opportunity to discuss potential improvement to the NOSCP. Participants were divided into two working groups where they were asked to look at the organisational aspects of the NOSCP. These discussions mainly provided clarifications on the roles and responsibilities of the various agencies within the response structure. The results of these discussions were included in the final recommendations of the workshop.

DAY 4 Thursday, 9 June 2016

Session 16: Table-top exercise

All participants

A table top exercise was conducted to identify potential improvements to the NOSCP. Participants were divided into the following sections as identified in the NOSCP:

- Command
- Operations
- Planning
- Advisers

Participants had to manage a fictional situation where an oil tanker collided with a fishing vessel near Freetown resulting in an oil spill drifting toward the coast. Participants were asked to identify response strategies and to prioritize actions. The scenario is attached in Annex 6 of this report.

Session 17: Exercise debriefing

All participants

The participants discussed the lessons learnt during the exercise and explained how each sections organised themselves in order to take decisions. The observations are summarised in the following table:

Team	Observations
Planning section	<ul style="list-style-type: none"> - Necessity to have the sensitivity maps available in the NOSCP - The Environmental Protection Agency (EPA) should make the sensitivity maps available - The environmental adviser should be within the planning team - The environmental adviser needs technical skills related to oil spill response - The environmental adviser needs to know about oil spill waste management - Necessity to have a navigation expert - Necessity to develop a dispersant policy (when and where the dispersant should be used) - The Sierra Leone Maritime Administration (SLMA) should think about acquiring skimmers and other oil spill response equipment - Communication : It was noted that there was a disconnection between the planning and operation sections - There were good and useful skills in the planning section
Operation section	<ul style="list-style-type: none"> - Exercise was very useful to identify gaps in the NOSCP - Necessity to have a marine superintendent (security and safety of the exercise and personnel) - Necessity to have the marine police to be stationed along the coast to liaise with the local communities (fishing communities) - Initial assessment was successful to report it to the crisis manager - Good coordination - Effective communication
Advisors team	<ul style="list-style-type: none"> - Disconnection between the advisors and the various sections - Only the incident commander communicated with the advisors - Advisors should not be a separate entity (they should be within sections) - The Ministry of Foreign Affairs should be liaising with international partners and assuring the mobilization of resources coming from abroad - The Ministry of Tourism needs to be involved in the response - There is a need to have non-governmental agencies involved - Necessity to clarify roles and responsibilities in the NOSCP - The agency in charge of the evacuation should be within the operation team
Incident Command team	<ul style="list-style-type: none"> - It was noted that the exercise was very useful - Necessity to update the list of institutions and contacts - Necessity to have focal points to reach in case of an incident - Importance of effective communication - The Office of National Security (ONS) is the right agency to coordinate - The lessons learnt from the Ebola crisis are useful to oil spill preparedness and response - Not effective communication among the sections (need for the sections to be updated) - Good overall coordination - Good communication with various institutions - Good familiarity with own role and responsibilities - Importance of having a leader in each section

Session 18: Identification of recommendations to improve Sierra Leone's NOSCP

All participants

The recommendations identified by the participants are available in the section 7 of this report.

6.3. Closing ceremony

Mr Ronal Moore, Head, Shipping & Marine Environment Protection Department, Sierra Leone Maritime Administration and GI WACAF Focal Point in Sierra Leone, thanked the participants for their attendance and cooperation during the workshop and the exercise. He stressed the importance of updating the National Oil Spill Contingency Plan according to the recommendations of the workshop and exercise.

The two consultants thanked the delegates for their active participation during the 4 days, and hoped that the workshop and the recommendations would help updating the National Oil Spill Contingency Plan.

7. Recommendations

Based on the presentations and the table top exercise, the following recommendations were divided in several main parts:

- Clarify roles and responsibilities:
 - The participants noted that the IMS outlined in the NOSCP was efficient, but there was a need to outline each role in the document
 - The participants noted that advisors were needed in each section
 - The participants identified the need to update the contact list to include the relevant agencies and up-to-date telephone numbers
- Training and exercises
 - The participants acknowledged the need to strengthen their technical skills
 - The participants agreed to include a programme of training and exercise in the Plan
- Complete the Annexes
 - The participants agreed to include a list of available dispersant in the Plan
 - The Environmental Protection Agency (EPA) agreed to make the sensitivity maps available; they will be included in the annexes to the Plan
- Communication
 - The participants agreed to share the Plan with local communities
- Emergency fund
 - The participants agreed to establish an emergency fund to enable the initiation of the response (government, oil and shipping companies to contribute to the fund through levies)
 - There is an existing national fund for disaster management. This fund could be referenced in the NOSCP for information purpose.

8. Conclusion

The workshop was very well received and the objectives were met. It was agreed to organize a follow-up activity to strengthen oil spill response capabilities in Sierra Leone. A majority of participants rated the activity as excellent.

Annex 1 – Programme



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National Workshop and Exercise on Contingency Planning and Incident Management System

Freetown, Sierra Leone
6 – 9 June 2016

Global Initiative for Western, Central and Southern Africa

Organised by:

The Sierra Leone
Maritime
Administration



The Global Initiative for West, Central and Southern Africa

Launched in 2006, the Global Initiative for West, Central and Southern Africa (GI WACAF Project) is a partnership between the International Maritime Organization (IMO) and IPIECA, the global oil and gas industry association for environmental and social issues, to enhance the capacity of countries to prepare for and respond to marine oil spills. A key innovative feature is to emphasise the promotion of public/private partnerships for effective oil spill response.

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The scope is to organise workshops, training courses, seminars and deployment exercises in collaboration with the national authorities in charge of oil spill response and in partnership with local business units.

The GI WACAF Project is based on an effective management system comprising of six goals of preparedness to prepare for and respond to marine oil spills. These goals cover the requirements of the OPRC 90 Convention:

Goal 1 - Legislation: Promote the ratification of the relevant international Conventions

Goal 2 - Contingency plan: Develop National Contingency Plans for all the countries of the region

Goal 3 - Designation of authority: Obtain clarity on roles and responsibilities of all stakeholders

Goal 4 - Regional agreements: Promote the exchange of information and the provision of mutual assistance for oil spill incidents

Goal 5 - Training: Ensure that training and exercises are delivered in the participating countries on a regular basis

Goal 6 - National capabilities: Support participating countries in developing their own national response system

Dates and location

This event will take place at the Sierra Leone Maritime Administration headquarters, Freetown, Sierra Leone between 6 and 9 June 2016.

Workshop Objectives

The general objective of the workshop is to test the National Oil Spill Contingency Plan of Sierra Leone and to train participants on the implementation of an Incident Management System (IMS). The specific objectives of the workshop are to:

- provide training of relevant national authorities on contingency planning;
- provide training on the implementation of a national IMS; and
- test and update the National Oil Spill Contingency Plan of Sierra Leone using a table-top exercise.

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Day 1. Monday 6 June 2016	
08h30	Arrival and Registration of the participants
	Opening Ceremony
09h00	Opening Ceremony: Chairman's Opening Remarks Welcome Address: The Executive Director, SLMA Statement by the Chairman , SLMA Board of Directors Statement by IMO/IPIECA Statement and Official Opening by the Hon. Minister of Transport and Aviation Chairman's Closing Remarks
10h00	Coffee Break
	Introduction
11h00	Participant's introduction
11h30	Introduction of workshop objectives <i>Stephane Grenon, Consultant IMO/IPIECA</i>
12h00	Presentation of the GI WACAF Project <i>Benjamin Jeanne, Consultant IMO/IPIECA</i>
12h30	Lunch Break
	Introduction to Oil Spill Response
14h00	Overview of oil spill response <i>Stephane Grenon, Consultant IMO/IPIECA</i>
14h45	Environmental and economic impacts of oil spills <i>Stephane Grenon, Consultant IMO/IPIECA</i>
15h45	Coffee break
16h15	Oil spill response strategies <i>Stephane Grenon, Consultant IMO/IPIECA</i>
16h00	End of the day

Day 2. Tuesday 7 June 2016	
	National Oil Spill Contingency Plan (NOSCP)
09h00	Relevant international Conventions for oil spill preparedness and response <i>Benjamin Jeanne, Consultant IMO/IPIECA</i>
09h45	Overview of oil spill risks in Sierra Leone <i>Ronald N. Moore</i> <i>Head, Shipping & Marine Environment Protection Department</i> <i>Sierra Leone Maritime Administration</i>
10h30	Coffee break
11h00	Incident management system (IMS) <i>Stephane Grenon, Consultant IMO/IPIECA</i>
11h45	Planning concepts, National Oil Spill Contingency Plan <i>Benjamin Jeanne, Consultant IMO/IPIECA</i>
12h30	Lunch break
14h00	Overview of Sierra Leone's NOSCP <i>Ronald N. Moore</i> <i>Head, Shipping & Marine Environment Protection Department</i> <i>Sierra Leone Maritime Administration</i>
15h00	Coffee break
15h30	Group Discussion: Improving Sierra Leone's NOSCP Part 1 <i>All</i> Participants will work in group to identify potential improvements to Sierra Leone's NOSCP (particularly with regards to policy and organisational items)
16h30	End of the day

Day 3. Wednesday 8 June 2016	
	Technical elements, NOSCP
09h00	Sensitivity maps <i>Benjamin Jeanne, Consultant IMO/IPIECA</i>
09h45	Sensitive resources in Sierra Leone <i>Ronald N. Moore</i> <i>Head, Shipping & Marine Environment Protection Department</i> <i>Sierra Leone Maritime Administration</i>
10h30	Coffee break
11h00	The use of Dispersants <i>Stephane Grenon, Consultant IMO/IPIECA</i>
11h45	Oil Spill Waste Management <i>Benjamin Jeanne, Consultant IMO/IPIECA</i>
13h00	Lunch Break
14h00	Claims and Compensation <i>Benjamin Jeanne, Consultant IMO/IPIECA</i>
	Case studies <i>Stephane Grenon, Consultant IMO/IPIECA</i>
15h00	Coffee break
15h30	Group Discussion: Improving Sierra Leone's NOSCP Part 2 <i>All</i> Participants will work in group to identify potential improvements to Sierra Leone's NOSCP (particularly with regards to technical elements of policy and organisational items)
	End of the day

Day 4. Thursday 9 June 2016	
	Table top exercise
09h00	Table top oil spill exercise <i>All</i> Participants will exercise Sierra Leone’s NOSCP by responding to an oil spill scenario
11h00	Coffee break
11h30	Exercise Debriefing <i>All</i>
13h00	Lunch Break
	Recommendations
14h00	Identification of recommendations for the improvement of Sierra Leone’s NOSCP <i>All</i> Participants will work in small groups to identify recommendations
14h30	Plenary session: Workshop recommendations <i>All</i>
	Closing ceremony
15h00	Closing Ceremony <ul style="list-style-type: none"> - Ronald N. Moore Head, Shipping & Marine Environment Protection Department Sierra Leone Maritime Administration Workshop - IMO/IPIECA Evaluation and presentation of certificates
15h30	End of Day 4 and Workshop

Annex 2 – List of participants

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*National Workshop and Exercise on Contingency Planning and Incident Management System
Freetown, Sierra Leone – 6 -9 June 2016*

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Annex 3 – Opening speech from the Ministry of Transport and Aviation of Sierra Leone

STATEMENT BY THE HONOURABLE MINISTER OF TRANSPORT AND AVIATION ON THE OFFICIAL OPENING OF THE WORKSHOP ON INCIDENT MANAGEMENT SYSTEM AND TO CONDUCT AN EXERCISE ON CONTINGENCY PLANNING, FROM THE 6TH TO 9TH JUNE 2016

Mr. Chairman

Chairman and Directors of SLMA Board

The Executive Director SLMA

Our Distinguished Consultants from the IMO

Representatives from Ministries, Departments and Agencies

Members of the Esteemed Fourth Estate

Distinguished Ladies and Gentlemen

All protocols observed

It is indeed a great honor and pleasure to participate in the official opening of this workshop on Incident Management System and to conduct an exercise on contingency planning. Let me particularly welcome our Consultants from the International Maritime Organization (IMO), the International Petroleum Industry Environmental Conservation Association (IPIECA) and the Global Initiative for West and Central Africa (GI WACAF) to Sierra Leone and I am sure you will find your stay in Freetown enjoyable.

In January of this year, I graced the opening of a similar workshop that was held to validate the National Oil Spill Contingency Plan for Sierra Leone and I am certain the objective of that workshop was achieved. Today, we take another step in oil spill preparedness and response, by organization this workshop on Incident Management System and to conduct a table top exercise on contingency planning.

Sierra Leone is indeed in a crossroad, as we enter a new phase in our developmental aspirations. Having conquered a major obstacle in the Government of His Excellency Dr. Ernest Bai Koroma's Agenda for Prosperity, which was the Ebola Viral Disease, the President and his Government are now concentrating their efforts on advancing the pre-ebola achievements, which made Sierra Leone one of the fastest growing economy in Africa. In the coming years, we envisage an increase in vessel traffic, because of the economic growth forecasted. Therefore taking oil spill preparedness to another level is very timely, considering this phase in our nation's history.

Thus, it is prudent that Sierra Leone conducts an exercise on contingency planning, which is necessary in preparing players and institutions in the Plan, to be conversant with their roles and responsibilities. This plan when completed and fully tested, would ensure that an oil spill can be quickly controlled and recovered, thereby minimizing its adverse effect on our country's socio-economic fabric and our pristine marine environment.

The Government of Sierra Leone is taking strides to ensure that our marine ecosystem, which is quite diverse in nature, is sustained and our coastline with its unique species of marine plants and animals is preserved.

Sierra Leone presently can boast of one of the finest beaches in the sub region and the tourism sector is a major contributor to our GDP and also provides meaningful employment for thousands of our youths and countrymen.

Our marine resources, which have the potential of promoting sustainable economic growth and development, is envied in the sub-region, where stocks are depleting due to bad fishing practices. Presently, the fisheries sector contributes about 10% of our national GDP, and fish is the largest single source of animal protein for the majority of Sierra Leonean.

Therefore we hold our marine resources and environment in high esteem, as its socio-economic benefits are enormous. We are well aware of the negative impacts an oil spill would have on our nation, and the Government under the leadership of his Excellency Dr. Ernest Bai Koroma, would not allow the livelihood of its people to be negatively affected.

Therefore this workshop which will help us minimize the loss a spill would have on our nation is very timely. This is why when SLMA invited the Ministry of Transport and Aviation to participate in the opening ceremony of this important workshop, I ensured that my Ministry is represented by no less a person than myself, the Honourable Minister of Transport and Aviation.

Mr. Chairman, distinguished ladies and gentlemen, I have no doubt that the present SLMA Management headed by the Executive Director and under the guidance of the Chairman and Board of Directors are very much eager to move the Administration to new heights. The Government under the leadership of His Excellency the President has great confidence in the present Management of this Institution.

I want to assure you, that the Ministry of Transport and Aviation will provide the necessary political will and the enabling environment for the Sierra Leone Maritime Administration and partners to succeed.

Having said these few words, let me thank the IMO, IPIECA and the GI WCAF Project for providing the funds for the Consultants to come to Freetown to conduct this workshop. I am sure the participants will gain tremendously from their wealth of experience in oil spill preparedness and response and that this workshop would be a huge success.

Finally, Mr. Chairman and our distinguished personalities, let me wish our distinguished Consultants and participants a fruitful four days.

Therefore on behalf of the Government of Sierra Leone and the Ministry of Transport and Aviation, I formally declare this workshop open.

Thank you all.

God bless you and

God bless Sierra Leone

Annex 4 – Opening speech from the Chairman of the Board of Directors of the Sierra Leone Maritime Administration

STATEMENT BY THE CHAIRMAN BOARD OF DIRECTORS SLMA AT THE OPENING CEREMONY OF THE WORKSHOP ON INCIDENT MANAGEMENT SYSTEM AND TO EXERCISE THE NATIONAL OIL SPILL CONTINGENCY PLAN FOR SIERRA LEONE - 6TH TO 9TH JUNE 2016

Mr. Chairman, the Honorable Minister of Transport and Aviation, Fellow Directors of SLMA's Board, our Distinguished Consultants, Management and Staff of the Sierra Leone Maritime Administration, Distinguished Guests, Media Representatives, Ladies and Gentlemen.

Let me on behalf of the Board of Directors of this Administration welcome you all, especially the Minister of Transport and Aviation to the opening ceremony of this workshop on Incident Management System and to conduct an exercise on Contingency Plan. Let me also especially welcome the Consultants first of all to Freetown, Sierra Leone and also to the Maritime Administration. It would be most un-profound if I fail to register the gratitude of the Government of Sierra Leone and the Maritime Administration to the Secretary General of the IMO, the International Petroleum Industry Environmental Association (IPIECA) and the Global Initiative for West and Central Africa (GI WACAF) for providing the funds for the Consultants to be here to conduct this workshop. We will forever be grateful to these organizations for their continued technical support to the Administration and we are certain that the long standing relationship between our organizations will continually flourish for the mutual benefit of all parties.

Oil being the driving force of the world's economy, can also be a menace to the world's environment. We are all aware of several oil spills that have occurred the world over, leading to socio-economic, ecological and environmental loss surmounting millions of dollars. Oil spill clean-up is also enormous and time consuming and its effects, affects generations.

Sierra Leone lies adjacent to an important sea route to Europe and America and this route is frequently traversed by oil tankers and other vessels, carrying millions of barrels of crude and refined oil as cargo and bunker. The country is also presently exploring for crude oil and if quantities are commercially viable, exploitation will commence in the coming years. Sierra Leone has also experienced a significant increase in shipping activities over the past years, as new sectors have emerged in the mining and energy sectors.

The above scenarios reveal the fact, that an oil disaster, although not yet experienced in our waters, has the probability of occurring in any of our maritime zones. With the high socio-economic and environmental costs associated with an oil disaster, the Sierra Leone Maritime Administration, responsible for regulating shipping activities in Sierra Leone, is leading the national preparedness for an oil spill response.

In January of this, the National Oil spill Contingency Plan was validated and today we are here for the opening ceremony of another workshop on Incident Management System and to conduct an exercise on contingency planning. This shows the fact that the Board of Directors of SLMA considers oil spill preparedness and response a priority and we will give the Administration our utmost support to adequately prepared for an oil spill.

Mr. Chairman, the Honorable Minister of Transport and Aviation, distinguished ladies and gentlemen, since the appointment of this present Board of Directors, the Board under my leadership has made the development of maritime policies and capacity building our top priorities. The maritime sector is a new and revolving one and staff have to be trained and updated to meet these evolving challenges. Presently the Administration has 2 staff undergoing cadetship at the Regional Maritime University, 6 SLMA and SLPA co-sponsored students enrolled, while 4 staff have just returned home from successfully completing various courses at the RMU. Meanwhile one female staff is presently undertaking her Master's degree at the World Maritime University in Malmo, Sweden and I am certain that more will follow these trends.

In terms of policy development, we are assiduously working on revising the SLMA and Merchant Shipping Acts, whilst the Maritime Zones Bill and the Sierra Leone Maritime Administration (Charges and Levies) Regulation 2015 have been developed. In that light, we will be having another technical mission from the IMO at the end of this month to help us finalize these documents. We will not relent as a Board, until all the maritime regulations necessary to enforce our Administration's mandates have been developed and ratified.

Be rest assured of our unflinching support as a Board, in ensuring that SLMA undertakes its responsibilities successfully and surmounts its challenges regarding maritime safety, security and environmental protection.

I am of the firm conviction that the IMO, IPIECA and GI WACAF have selected the best Consultants in the field of oil spill preparedness and response to conduct this workshop. I am also of the firm belief that the participants representing the major organizations in the oil and gas industry, maritime and environmental institutions and Government Ministries, have what it takes to fully participate in the discussions of this important workshop.

Finally, Mr. Chairman, Honorable Minister, ladies and gentlemen, let me on behalf of the Board of Directors of the Sierra Leone Maritime Administration wish our esteemed consultants and participants a successful workshop.

Thank you all for your kind attention.

Annex 5 – Opening remarks from the IMO/IPIECA representative

Honourable Minister of Transport and Aviation, Mr Balogun Koroma

Chairman, Captain Sawyer

Chairman SLMA Board of Directors, Mr Lansana Dumbuya

Executive Director of the SLMA, Mr Alhaji Jalloh

The Deputy General Manager, Sierra Leone Ports Authority, Mr Yarah Kargbo

Distinguished delegates,

Ladies and Gentlemen,

It is an honour for me to deliver this opening speech on behalf of the International Maritime Organization (IMO) and IPIECA, the global oil and gas association for environmental and social issues. I would like to welcome all of you to this National workshop and exercise on Contingency Planning and Incident Management System, organised under the framework of the Global Initiative for West, Central and Southern Africa (GI WACAF).

The foundation of the GI WACAF project is entrenched in the various elements of the International Convention on Oil Pollution Preparedness, Response and Co-operation or OPRC Convention. This Convention provides a global framework to facilitate international co-operation and mutual assistance in preparing for and responding to major oil pollutions. Its effective implementation is the major focus area for the project, concentrating on six core goals that include assisting with the ratification and implementation of the various IMO Conventions related to all aspects of spill preparedness and response. Since its launch in 2006, GI WACAF has implemented over 90 workshops, training courses and conferences in the 22 countries of the Project.

Whilst strong progress in preparedness has been made, the risk of oil spills remains present in the region. The picture today is one of substantially expanding oil and gas activity across West Africa. The growing levels of oil and gas activity have coincided with, and contributed to, a large increase in the level of shipping activity in the region. This means that the level of risks of an oil spill are higher for a country like Sierra Leone.

This is why the authorities of Sierra Leone have decided in 2015 to update the National Oil Spill Contingency Plan. The GI WACAF Project welcomed this initiative during the Regional Conference organised in November. It is our sincere hope that this workshop will help you to implement the updated National Plan by testing it with a table-top exercise and by training participants on the implementation of an effective Incident Management System in case of an oil spill.

To assist with this goal, we have invited two international experts, Mr Stéphane Grenon and Mr Benjamin Jeanne, who are here to share their knowledge and answer any questions that this group might have.

I have no doubt that the following four days will prove successful in providing each of you with the opportunity to gain an increased understanding of these important topics and to identify recommendations to strengthen oil spill preparedness and response in Sierra Leone.

In concluding, I have the pleasure in conveying to all of you the very best wishes of the IMO Secretary-General, Mr. Kitack Lim, and Mr Brian Sullivan, Executive Director of IPIECA. I would also like to express sincerest thanks to the Sierra Leone Maritime Administration for the organisation and hosting of this special event.

Thank you for your attention.

Annex 6 – Exercise scenario



Oil spill exercise

National Workshop on Contingency Planning
and Incident Management System
6-9 June 2016
Freetown, Sierra Leone

Stéphane Grenon
Consultant IMO /IPIECA
GI WACAF

Objective

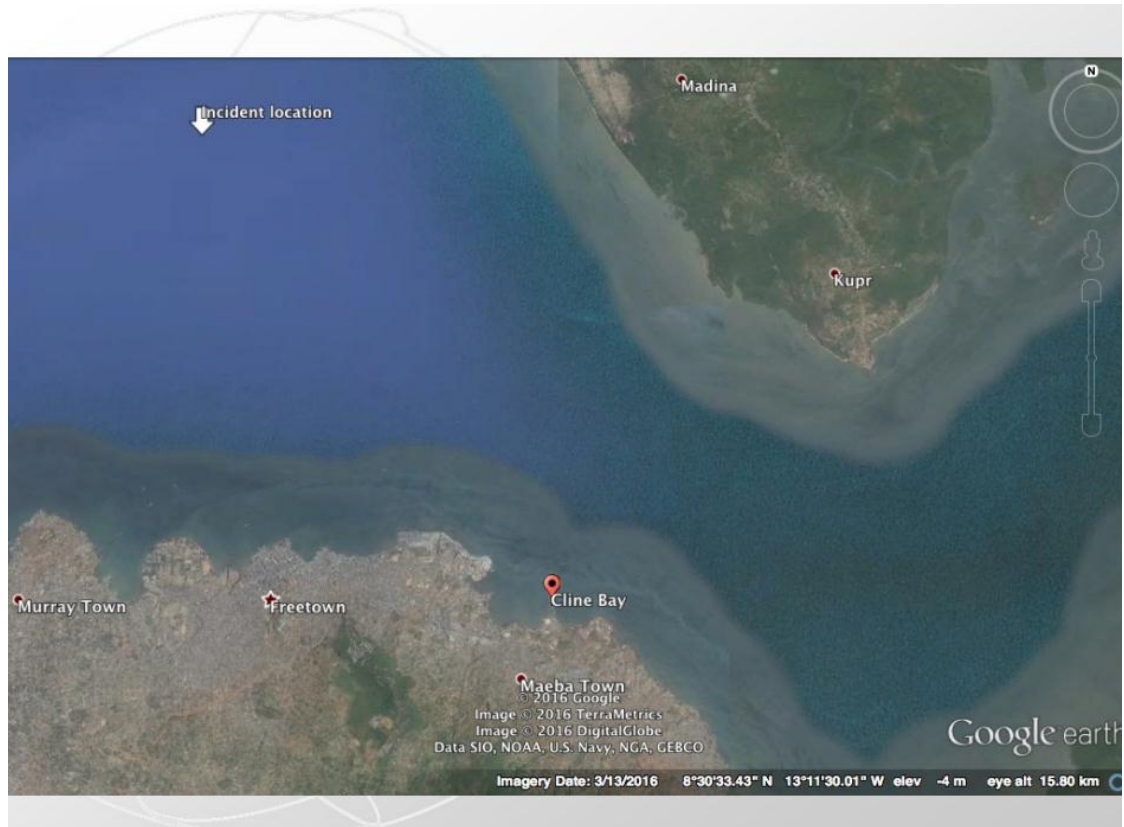
- To consolidate the lessons from previous modules
- To exercise the selection of the most appropriate strategic response to the incident

Instructions

- A spill scenario will be presented on the screen
- Analyze the situation and identify the most appropriate strategic response using the information provided

Scenario

- At 0830hrs the tanker NEPTUNE TRIDENT collided with a fishing trawler approximately 10km NW of Cline Bay.
- The NEPTUNE TRIDENT is partly loaded with 58,000 tonnes of Iranian Light Crude Oil



Scenario

What are your initial actions?

Scenario

- Large oil patches have been reported around the tanker
- Spill is estimated to approximately 200 tonnes
- Weather
 - 1m waves
 - Winds: W 4 knots
 - Forecast: in 12hrs SW 2 knots
 - Temperature: 29°C

Scenario

- A large slick of 2km by 1km is moving towards the coast

Exercise

- What environmental-economical and social sensitivities could be affected?
- What actions would you, as the government, employ?

Annex 7 – Evaluation questionnaire

EVALUATION QUESTIONNAIRE

National workshop and Exercise on Contingency Planning and Incident Management System
 Freetown, Sierra Leone, 6-9 June 2016

Arrangements prior to the activity

- | | | | | |
|---|--|------------------------------|-----------------------------|-----|
| 1 | Was the invitation received in good time? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | |
| 2 | Did you receive the information listed below about the event before your participation | | | |
| | • on its objective and scope | Yes <input type="checkbox"/> | No <input type="checkbox"/> | |
| | • subject areas and programme | Yes <input type="checkbox"/> | No <input type="checkbox"/> | |
| 3 | Were the instructions on the following clear and easy to understand? | | | |
| | • profile required of participant | Yes <input type="checkbox"/> | No <input type="checkbox"/> | |
| | • completion and submission of the nomination form | Yes <input type="checkbox"/> | No <input type="checkbox"/> | |
| 4 | Did you receive logistical information on | | | |
| | • venue | Yes <input type="checkbox"/> | No <input type="checkbox"/> | |
| | • travel arrangements | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A |
| | • DSA payments | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A |
| | • accommodation | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A |
| 5 | If you were given any pre-event assignment, was it useful? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A |

During the activity

- 6 To cover the topics fully, was the event (*please check the appropriate box*)
 (1) too long (2) just right (3) too short
- 7 How do you rate the event with regard to the following? (*tick one box in each case*)
- | | excellent | good | satisfactory | poor |
|------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Venue | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Facilities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Equipment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- 8 How do you rate the following aspects of the materials? (*tick one box in each case*)
- | | excellent | good | satisfactory | poor |
|-------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Presentation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Clarity | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Technical content | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comprehensiveness | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Quantity | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- 9 How would you rate the following aspects of the presentations? (*tick one box in each case*)
- | | excellent | good | satisfactory | poor |
|--|-----------|------|--------------|------|
|--|-----------|------|--------------|------|

Design and structure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clarity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Technical contents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comprehensiveness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	How would you rate the use of the following? <i>(tick one box in each case)</i>			
	excellent	good	satisfactory	poor
Course materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IMO reference materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other resource materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Group and practical activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> N/A
Field trips	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> N/A

At the end of the activity

11 Please rate each lecturer with regard to the following *(check one box in each case)*

	excellent	good	satisfactory	poor
--	-----------	------	--------------	------

.1 **Stéphane Grenon**

content of lecture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
delivery of presentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ability to transfer knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
effectiveness in:				
• answering questions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• suggesting solutions to issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	excellent	good	satisfactory	poor
--	-----------	------	--------------	------

.2 **Benjamin Jeanne**

content of lecture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
delivery of presentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ability to transfer knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
effectiveness in:				
• answering questions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• suggesting solutions to issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12 What topics were of most interest and relevance to you?

13 Are there any topics which should be added? Yes No

If yes, please list them:

- | | | | | | |
|----|--|-----|--------------------------|----|--------------------------|
| 14 | Do you consider that the objective of the event was met? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 15 | Are you likely to use the information you gained on the course when you return to work? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 16 | Will you have the opportunity to transfer the knowledge gained to your colleagues at work? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |

Comments:

We greatly appreciate your time in completing this evaluation questionnaire. It contains important information that will assist IMO in determining the success and impact of the activity. Thank you.

Annex 8 – Pictures

