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# Environment and Climate Regional Accession Network (ECRAN)

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## Report on Regional Workshop on Strategic Environmental Assessment (SEA) - 2nd Training of Trainers

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28 September – 01 October 2015,  
Istanbul, Turkey

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**ENVIRONMENTAL AND CLIMA REGIONAL NETWORK FOR ACCESSION - ECRAN**

**TRAINING REPORT**

**Activity No. 2.4, Task 2.4.4.**

**WORKSHOP ON STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA)**

**2<sup>ND</sup> TRAINING OF TRAINERS**

**28 September – 01 October 2015**



This Project is funded by the  
European Union



A project implemented by  
Human Dynamics Consortium

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#### LIST OF ABBREVIATIONS

EA	Environmental Assessments
ECRAN	Environment and Climate Regional Accession Network
EIA	Environmental Impact Assessment
EC	European Commission
EU	European Union
KE	Key Expert
MS	Member State
NKE	Non Key Expert
PPP	Plans, Programmes and Projects
RENA	Regional Environmental Network for Accession
SEA	Strategic Environmental Assessment
ToT	Training of Trainers
WG	Working Group



## I. Background/Rationale

### *General information about the training*

The training was the 2<sup>nd</sup> session of the Training of Trainers on SEA and EIA scheme as one of the activities of the Environmental Assessment Working group (WG). The whole ToT scheme includes altogether three training sessions:

- 1<sup>st</sup> Training of Trainers (September 2014): 4-days introductory training session focusing mainly on developing the first drafts of the country specific SEA/EIA training material as well as on training techniques and skills and planning of the local SEA/EIA training events;
- 2<sup>nd</sup> Training of Trainers (September-October 2015): 4-days event was used to review the experience gained through the local trainings and further enhance the training materials as well as to improve the training techniques and skills of the trainers;
- 3<sup>rd</sup> Training of Trainers (tentatively September 2016): This 2-days final event will focus on finalizing the training materials and further planning of the SEA/EIA capacity building in the beneficiary countries.

Between the ToT events, the trainers nominated by the beneficiary countries are supposed to deliver the SEA/EIA trainings at the local level in their countries.

The 2<sup>nd</sup> ToT was held in Istanbul, Turkey, from September 28th until October 1<sup>st</sup> 2015. The ToT was facilitated by a team of ECRAN and TAIEX experts, namely Martin Smutny (ECRAN Key Expert), Klemen Strmšnik (ECRAN Non-Key Expert), Daniel J. Swartz (TAIEX Expert), and Matthew Cashmore (TAIEX Expert).

Current state of the affairs in the beneficiary countries in the specific sector

The SEA/EIA training relates to two EU Directives – the Directive 2001/42/EC on the assessment of the effects of certain plans and programmes on the environment (SEA Directive), and the Directive 2014/52/EU, which recently amended the Directive 2011/92/EU on the assessment of the effects of certain public and private projects on the environment (EIA Directive).

Although the process of harmonizing the national legislation with the requirements of the EIA and SEA Directives has been initiated in all ECRAN countries, and some of the countries have already achieved full compliance with both Directives (Croatia, Montenegro, Kosovo<sup>1\*</sup>, Serbia, the FYR of Macedonia), the implementation of these two directives is still in many countries in an early stage. Almost all ECRAN countries are facing a lack of capacity for appropriate implementation both at the national and sub-national levels. The situation is more advanced in case of EIA, which has in all ECRAN countries longer history compare to SEA.

While there are national SEA/EIA authorities well established in ECRAN countries, the situation at the regional and local level requires further support. Since the local authorities/municipalities and other

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<sup>1</sup> This designation is without prejudice to positions on status, and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.

local stakeholders have an important role in SEA/EIA implementation, it is important to create a core group of the trainers in the ECRAN countries to ensure the knowledge transfer to the local level.

However, it is obvious from the discussions during the 2<sup>nd</sup> ToT that since the 1<sup>st</sup> ToT session (i.e. during one year period) the practice, especially with SEA is growing, and the beneficiary countries are more and more aware of necessity to further develop a good SEA and EIA practice.

Summary of the main topics covered as per Training Needs Assessment

The ToT scheme was launched in September 2014 by organizing the 1<sup>st</sup> ToT session aiming at:

- (i) introducing the key SEA/Environmental Impact Assessment (EIA) principles;
- (ii) developing the first drafts of the country specific SEA/EIA training material;
- (iii) enhancing the training techniques and skills.

Following the 1<sup>st</sup> ToT, several national trainings were organized in 2015, where national trainers acted as the main lecturers supported by ECRAN and TAIEX experts. So far, following trainings were organized:

- Albania: National workshop on SEA (March 2015);
- Croatia: Two national workshops on SEA and EIA (May 2015);
- Serbia: National workshop on SEA and EIA (June 2015).

Besides ECRAN trainings, other countries indicated the SEA and/or EIA trainings are supposed to be or already have been supported by other projects and donors (Kosovo, Montenegro, Turkey) e.g. UNDP, EC.

As it can be concluded from the national trainings, the knowledge of SEA/EIA-related issues is on high level among the ToT participants; however there is still a room for improving the training skills including overall coordination and arrangements of the trainings.



## II. Objectives of the training

### *General objectives*

To support a good SEA and EIA practice in the country by increasing understanding of the regional authorities and environmental experts on the approaches to SEA and EIA practical application.

### *Specific objectives*

The 2<sup>nd</sup> ToT session shall be based on the experience gained through the national trainings equally addressing both SEA/EIA 'knowledge' as well as the training skills and techniques. It should result in:

- Further developed country-specific training materials;
- Enhanced training and presentation skills of the participants.

### *Achieved results/outputs*

Considering the objectives outlined above, it can be concluded that the participants have successfully transferred theoretical knowledge from the first ToT to practical experience, either through national trainings organized within the ECRAN project or through trainings/workshops organized through other projects. Progress regarding content and practical delivery of trainings is evident; however it is the opinion of trainers as well as the participants that training skills could be further enhanced. Special attention should be put on diversification of methods used in practice by participants while delivering a training; skill for facilitation of debates; technical and organisational aspects of training/workshop organisation and dealing with un-expected situations.

The reflection of specific objectives is as follows:

- The drafts of the country-specific presentations prepared during the 1<sup>st</sup> ToT were up-graded during the first round of national trainings and cover the most of the SEA/EIA topics. However during the 2<sup>nd</sup> ToT new suggestions for improvement emerged, thus further work on presentations before the second round of national trainings in countries is needed;
- Training skills of participants have been undoubtedly further increased through the ToT, however further assistance from ECRAN/TAIEX experts will be needed to plan and conduct second round of trainings on national level (e.g. developing the agenda, delivering presentations on certain topics, etc.).

## II. EU policy and legislation covered by the training

### *Summary of the main provisions for each EU Directive/Regulation covered by the training*

As already mentioned above, the SEA/EIA training relates to two EU Directives – the Directive 2001/42/EC on the assessment of the effects of certain plans and programmes on the environment (SEA Directive), and the Directive 2014/52/EU, which recently amended the Directive 2011/92/EU on the assessment of the effects of certain public and private projects on the environment (EIA Directive).

The SEA Directive is in force since 2001 and should have been transposed by July 2004 by all EU member states. Its requirements have had to be integrated in the national legal frameworks. More information can be found at <http://ec.europa.eu/environment/eia/home.htm>

The SEA Directive stipulates the framework for SEA application in EU Member States. It defines main responsibilities of the MSs to be ensured.

The SEA Directive defines a group of plans and programmes, which shall be subject of SEA (or screening). Plans and programmes in the sense of the SEA Directive are those, which are prepared or adopted by an authority (at national, regional or local level) and be required by legislative, regulatory or administrative provisions. However, the SEA Directive does not include a list of plans and programmes (as the EIA Directive does for types of projects), it rather defines criteria to be considered when deciding if SEA should / should not be applied for a certain planning document.

In principle, SEA shall be applied mandatory for plans/programmes which:

- Are prepared for agriculture, forestry, fisheries, energy, industry, transport, waste/ water management, telecommunications, tourism, town & country planning or land use, and
- Set the framework for future development consent of projects listed in the EIA Directive, or
- Have been determined to require an assessment under the Habitats Directive.

The SEA procedure as designed by the SEA Directive includes for major steps:

- Preparation of environmental report, in which the likely significant effects on the environment and the reasonable alternatives of the proposed plan or programme are identified;
- Consultations with public and the environmental authorities on the draft plan or programme and the environmental report prepared (including transboundary consultations if relevant);
- Taking into account the environmental report and the results of the consultations when adopting the plan or programme;
- Providing information to the environmental authorities and the public on how the SEA has been taken into account in the adopted plan or programme and/or relevant decision.

The MSs are also obliged to monitor significant environmental effects of the plan or programme during its implementation.



The newly amended EIA Directive (2014/52/EU) entered into force on 15 May 2014 to simplify the rules for assessing the potential effects of projects on the environment. The main amendments are as follows:

- Member States now have a mandate to simplify their different environmental assessment procedures;
- Timeframes are introduced for the different stages of environmental assessments: screening decisions should be taken within 90 days (although extensions are possible) and public consultations should last at least 30 days. Member States also need to ensure that final decisions are taken within a "reasonable period of time";
- The screening procedure, determining whether an EIA is required, is simplified. Decisions must be duly motivated in the light of the updated screening criteria;
- EIA reports are to be made more understandable for the public, especially as regards assessments of the current state of the environment and alternatives to the proposal in question;
- The quality and the content of the reports will be improved. Competent authorities will also need to prove their objectivity to avoid conflicts of interest;
- The grounds for development consent decisions must be clear and more transparent for the public. Member States may also set timeframes for the validity of any reasoned conclusions or opinions issued as part of the EIA procedure;
- If projects do entail significant adverse effects on the environment, developers will be obliged to do the necessary to avoid, prevent or reduce such effects. These projects will need to be monitored using procedures determined by the Member States (MS). Existing monitoring arrangements may be used to avoid duplication of monitoring and unnecessary costs.

More information about new EIA Directive can be found at

<http://ec.europa.eu/environment/eia/review.htm>.

### *Useful references on practical guides or links to various web sites*

The training manual prepared for the ToT is based mainly on following documents and resources:

- A Practical Guide to the Strategic Environmental Assessment Directive. Office of the Deputy Prime Minister, UK, 2005;
- Handbook on SEA for EU Cohesion Policy 2007-2013. GRDP, 2006;
- Dusik, J., Smutny, M., Harmel, M.: Guidance for undertaking SEA: General methodological recommendations for practitioners. Prepared within EU-funded project 'Strengthening capacities for Strategic environmental assessment at regional and local level' implemented by EPTISA and DVOKUT ECRO d.o.o., 2014;
- Sadler, B., McCabe, M.: Environmental Impact Assessment Training Resource Manual. UNEP, 2002;
- United Nations' EIA Course Module (eia.unu.edu);
- Environmental Impact Assessment: A guide to good practice and procedures. Department for Communities and Local Government, 2006.



*Case studies/examples from EU Member States to illustrate practical situations or best practices that have been covered during the training*

A number of case examples were provided by the participants and the trainers during the ToT in a form of MS PowerPoint presentations, background reading or a site visit. These include:

- Organisational and technical aspects of training/workshop organisation;
- SEA system in Turkey;
- Introductory presentation about EIA in Serbia;
- SEA legislation overview in Serbia;
- Introduction case example – EIA for Wind Power Plant on Krnovo – Municipality Nikšić (Montenegro);
- Introduction case example – SEA for Detailed Special Plan for the corridor of the power-transmission line 400kw with optical cable from Montenegro coast to Pljevlja and 500kw of submarine cable with optical fibre from Italy-to Montenegro;
- Introduction of the case example – SEA for the National Waste Management Plan in Montenegro;
- A special presentation on the case examples – Why, when and how to use them?;
- Introduction to the case example – EIA scoping for regional water pumping station and pipeline in Slovenia;
- Introduction to the case examples – SEA screening for National Integrated Water Management Strategy Albania;
- Introduction to the case example – SEA baseline for Spatial Planning Lukavac Municipality (Bosnia and Herzegovina (BiH));
- Introduction to the case example – SEA report for the Draft Amendments to the Management Plan for National Park Galichica (Macedonia);
- Introduction to the case example – SEA report for the Special purpose coastal planning of the Sava river in Belgrade (Serbia);
- Introduction to the case example – EIA report for mining project in Turkey;
- Introduction to the case example – Full EIA study with site visit for Pendik Yacht Marina (Turkey).

#### IV. Highlights from the training workshop

In comparison to the 1<sup>st</sup> ToT session, the 2<sup>nd</sup> ToT focused even more on training skills rather than SEA/EIA 'theory'. This is why the opening session was devoted to participants who already conducted the national trainings. Here they had an opportunity to share their experience and suggest any specific issue(s) to be addressed within the training.

Before the training, the participants were asked to prepare a home assignment consisting of three tasks below:

1. In order to better target the training, to indicate any specific SEA/EIA topics and/or the training 'elements' the participants would like to address within the 2<sup>nd</sup> ToT. It could be based on their experience from the national workshops or their 'daily' SEA/EIA practice, it could reflect any challenges and problems they met since the 1<sup>st</sup> ToT etc.;
2. A number of the national trainings and workshops have been organized in the participants' countries since the 1<sup>st</sup> ToT, therefore it was important to share the experience. Thus, the participants were asked to prepare a short session (up to 10 minutes) to introduce their experience from the national trainings to be delivered during introductory session at the beginning of the ToT;
3. A large part of the 2<sup>nd</sup> ToT was dedicated to the 'mock training' i.e. participants were supposed to deliver presentation, facilitate group work and discussions etc. Since proper preparation for that can be very demanding, the participants were asked to prepare two training sessions in advance following proposed division of topics below:

Day of the ToT	SEA/EIA topic	Specific training element to be delivered	Country
Day 1 (afternoon session)	Introduction to SEA/EIA	Introductory presentation	Serbia
		Case examples	Montenegro
	Screening	Exercise	Albania
Day 2 (morning session)	Scoping	Exercise	Turkey
		Facilitated discussion	Former Yugoslav Republic of Macedonia
	Baseline analysis	Introductory presentation	Bosnia and Herzegovina
Day 2 (afternoon session)	Impact assessment and mitigation measures	Case examples	Kosovo*
		Facilitated discussion	Montenegro

	SEA/EIA Report	Introductory presentation	Former Yugoslav Republic of Macedonia
		Case examples	Turkey
		Facilitated discussion	Serbia
Day 4 (morning session)	Quality control	Introductory presentation	Albania
	Stakeholders' consultation	Exercise	Kosovo*

The overall emphasis of the ToT was given to the case examples from the participants' countries i.e. how to identify, develop and use the case examples within the training to illustrate good SEA/EIA practice. This was combined with 'mock training' i.e. participants were asked to facilitate the sessions on selected SEA/EIA aspect. In order to streamline preparation of the sessions and fully exploit the potential of selected approach, the participants were asked to prepare the case examples and selected sessions in advance. The issue of training arrangement and preparation was covered as well.

To summarize, the 2<sup>nd</sup> ToT combined following types of sessions:

- Training sessions on selected 'typical' SEA/EIA issues (i.e. screening, scoping etc.) facilitated by the participants;
- Group work on case examples coordinated by international experts;
- Sessions on training skills and training arrangements;
- A site visit.

2<sup>nd</sup> ToT was organized in Grand Öztanik in Istanbul. It was chaired by Martin Smutny (ECRAN KE) and co-chaired by Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert) and Daniel J. Swartz (TAIEX expert).

Also video coaching was used i.e. the training sessions were filmed and short parts illustrating certain training elements were then showed to the participants.

*Summary of each training day with a description of the training activities (delivered presentations, small group work, plenary discussions, etc.) done during each training day*

Day 1 (28 <sup>th</sup> September): Identification of specific SEA/EIA issues		
Topic	Content	Comments
Participants' experience from the national trainings and specific issues to be addressed	<ul style="list-style-type: none"> <li>Sharing experience from the national trainings conducted since the 1<sup>st</sup> ToT and suggesting specific topics to be addressed within the 2<sup>nd</sup> ToT</li> </ul>	<p>Organizing the national trainings significantly raised experience of the national trainers (i.e. participants of the ToT) both in terms of coordination of the training as well as regarding presentation and lecturing skills</p> <p>The approach applied within ECRAN i.e. 'only' support provided by the international experts, while the main responsibility belongs to the national trainers, was found useful and efficient.</p>
Training skills	<ul style="list-style-type: none"> <li>Introduction to the sessions to be organized within the 2<sup>nd</sup> ToT</li> </ul>	<p>Following topics were addressed</p> <ul style="list-style-type: none"> <li>Energizers</li> <li>Evaluation of feedback from questions</li> <li>Evaluation techniques</li> </ul>
Group work on selected SEA/EIA aspects	<ul style="list-style-type: none"> <li>Introduction to the group work</li> <li>Selection of the topics</li> <li>Working on the assignment</li> </ul>	<p>During the group work, the participants discussed with lecturers the approach and 'fine-tuned' what they prepare in advance</p>
'Mock' training	<ul style="list-style-type: none"> <li>Sessions on selected topics facilitated by the participants</li> </ul>	<p>As divided before the training in the 'home assignment' following sessions were delivered:</p> <ul style="list-style-type: none"> <li>Introduction to SEA/EIA – Serbia (introductory presentation and case example)</li> <li>Screening – Turkey (exercise)</li> </ul> <p>Each session was followed by immediate 'evaluation' and comments by the ToT trainers focusing both on the content as well as on the training performance.</p>
Concluding discussion and evaluation	<ul style="list-style-type: none"> <li>What has worked well</li> <li>Suggestions for following days</li> <li>Evaluation using various methods and tools</li> </ul>	<p>Evaluation at the end of the day was always conducted by selected participants using various techniques (short questionnaires, facilitated discussions, poster sessions etc.).</p>

[illegible]

Picture 1: Example of evaluation





Picture 2: Example of the tool to facilitate discussion and record conclusions ('problem tree')

Day 2 (29 <sup>th</sup> September): Enhancing training skills		
Topic	Content	Comments
Training skills	<ul style="list-style-type: none"> <li>Effective Meetings – interactive session and group work</li> </ul>	Generally it can be noted that participants highly appreciated sessions on training skills and training design.
'Mock' training	<ul style="list-style-type: none"> <li>Sessions on selected topics facilitated by the participants</li> <li>Video coaching</li> </ul>	As divided before the training in the 'home assignment' following sessions were delivered: <ul style="list-style-type: none"> <li>Baseline analysis – Macedonia (introductory presentation and case examples)</li> <li>Impact assessment and mitigation measures – Albania (exercise) and Montenegro (facilitated discussion)</li> </ul>
Case examples	<ul style="list-style-type: none"> <li>Main principles of preparation and use of the case examples in training</li> <li>Harvard Case Study Approach</li> <li>Group work</li> </ul>	The presentation introduced main principles of preparing and using case examples and addressed following specific topics: <ul style="list-style-type: none"> <li>Too much / too little detail</li> <li>Length of presentation</li> <li>Focus and 'understandability' of the cases</li> <li>Linking cases to the 'theory'</li> </ul>
'Mock' training	<ul style="list-style-type: none"> <li>Sessions on selected topics facilitated by the participants</li> <li>Video coaching</li> </ul>	As divided before the training in the 'home assignment' following sessions were delivered: <ul style="list-style-type: none"> <li>Impact assessment and mitigation measures – Kosovo (introductory presentation)</li> <li>SEA/EIA report – Macedonia (introductory presentation, Turkey (case example), Serbia (facilitated discussion)</li> </ul>
Concluding discussion and evaluation	<ul style="list-style-type: none"> <li>What has worked well</li> <li>Suggestions for following days</li> <li>Evaluation using various methods and tools</li> </ul>	



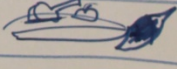

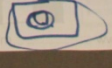


Day 3 (30 <sup>th</sup> September): SEA/EIA practice		
Topic	Content	Summary / Conclusions
Training skills	<ul style="list-style-type: none"> <li>Delivering presentation and lecturing</li> </ul>	
Site visit	<ul style="list-style-type: none"> <li>Site visit to Milten Tourism Resort, Marina and Boatyard (Arnavutköy, İstanbul)</li> </ul>	<p>The site visit was organized by the Turkish participants of the ToT. The facility of Milten Tourism Resort, Marina and Boatyard was selected due to the fact that EIA was applied for marina. Before site visit, the EIA was introduced by the expert involved in the assessment, who provided detailed information about EIA process and the key issues addressed. The site visit was focused on the waste and waste-water management system in marina, which belonged to the aspects where EIA provided significant inputs (i.e. it proposed design of waste and waste water management).</p>

Day 4 (1 <sup>st</sup> October): Training design		
Topic	Content	Summary / Conclusions
Training skills	<ul style="list-style-type: none"> <li>Group dynamics – ‘Power Flower’</li> </ul>	
‘Mock’ training	<ul style="list-style-type: none"> <li>Sessions on selected topics facilitated by the participants</li> <li>Video coaching</li> </ul>	<p>As divided before the training in the ‘home assignment’ following sessions were delivered:</p> <ul style="list-style-type: none"> <li>Stakeholders consultations – Kosovo (exercise), Albania (facilitated discussion)</li> </ul>
Training skills	<ul style="list-style-type: none"> <li>Training design and arrangement</li> <li>Practical aspects of training coordination</li> </ul>	<p>The task to prepare the agenda for the SEA/EIA training was assigned to the participants using the flipchart. The exercise initiated an extensive discussion on various approaches to the training arrangements.</p> <p>Participants were also provided by practical advices on the training preparation and arrangement (e.g. list of items and issues not to be forgotten etc.)</p>
Further planning	<ul style="list-style-type: none"> <li>Planning of national trainings to be conducted within the ToT scheme</li> </ul>	<p>The initial discussion was open to get indication of the countries’ interests in further national trainings. The conclusions will be used to develop the work plan for 2016 to be presented and discussed at the 3<sup>rd</sup> Annual Meeting (Vienna, November 24, 2015).</p>
Concluding discussion and evaluation End of training	<ul style="list-style-type: none"> <li>What has worked well</li> <li>Evaluation using various methods and tools</li> </ul>	<p>The participants were asked to evaluate the ToT through several techniques.</p>



Picture 3: Example of agendas developed by participants

 <b>SEA AWARENESS RAISING WORKSHOP</b> October 6, 2015 ANKARA	
8:30-9:00	Registration
9:00-9:30	Welcome words and introduction of the participants <sup>Taking Photo (opening photo)</sup>
9:30-10:00	Energizer
10:00-10:20	Expectations of the WS. (discussions) ↕ 4th
10:20-10:35	SEA in TURKEY *Current Situation and Implementation (front lecture) Ms. Nilhan SAHIN HANMAZCI (MoEF)
10:35-10:50	Introduction on sustainable development and SEA
10:50-11:10	 Coffee Break
11:10-11:35	SEA process: General Outline
11:35-11:50	Draft By-Law in Turkey (SEA by-Law)
11:50-12:30	(Case study presentation): Pilot SEA Regional Dev. Plan.
12:30-13:30	Lunch Break (Pome Petitte) 
13:30-13:45	Energizer
13:45-15:00	Benefits for SEA <sup>SEA Simulation</sup> & Process (Group Working)
15:00-15:20	 Coffee Break and Networking
15:20-17:00	Presentation of results of the Group Work.
17:00-17:30	* Wrap-Up of the Workshop * Collection of evaluation forms * THANK YOU FOR ATTENTION. / 😊 / PARTICIPATIONS * Please Closing Photos 

Picture 4: Example of agenda developed by participants

## Conclusions

Following discussions and evaluation sessions during the ToT it can be concluded that participants appreciated the training and found it useful. Regarding the training arrangements and approached it can be noted that:

- Especially case examples and group exercises worked very well (i.e. delivered and facilitated by the participants), while ‘facilitated discussions’ can be seen as the approach which needs to be further developed especially in terms of preparation in advance (i.e. formulating questions, development topics for discussion etc.);
- The approach to assign ‘home work’ has proven to be very efficient and the most the sessions were delivered in a very high standard;
- Video coaching technique was found very useful and efficient;
- During initial discussions, participants expressed certain concerns about using new training techniques during the national trainings providing that ‘people are used to standard approaches’ – however through the ToT they could realize that these methods (if properly employed) work.

It needs to be again emphasized that a significant progress can be seen in participants’ training skills compare to their performance at the 1<sup>st</sup> ToT session. It is obvious that especially those involved in the national trainings are aware of challenges with the training implementation.

Also, the interest to organize further trainings in the beneficiary countries is growing and the planning for 2016 will be discussed at the 3<sup>rd</sup> Annual Meeting of the EA Working Group.





## V. Evaluation

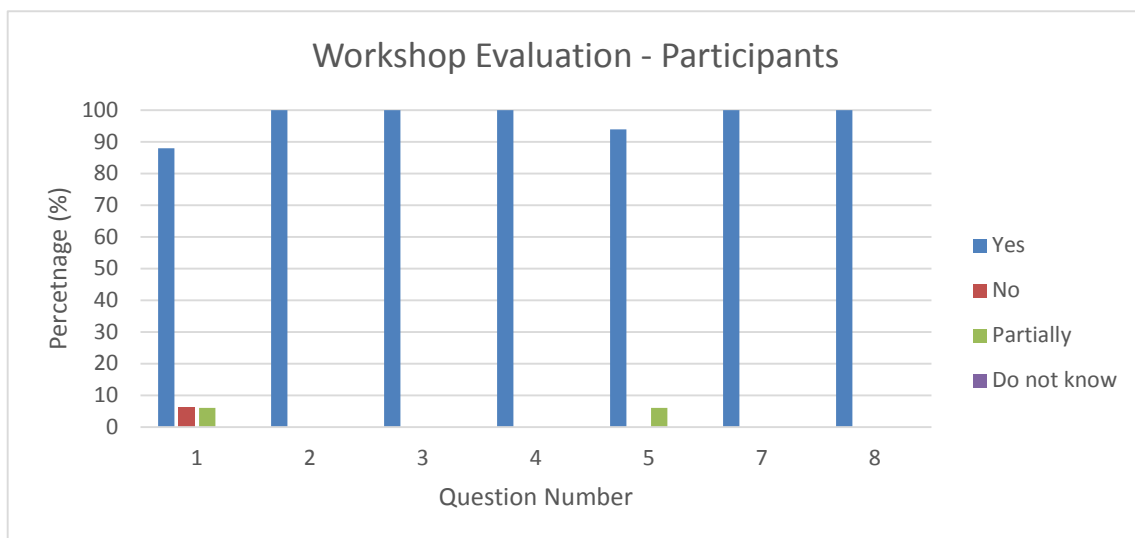
### Workshop - participant Evaluation

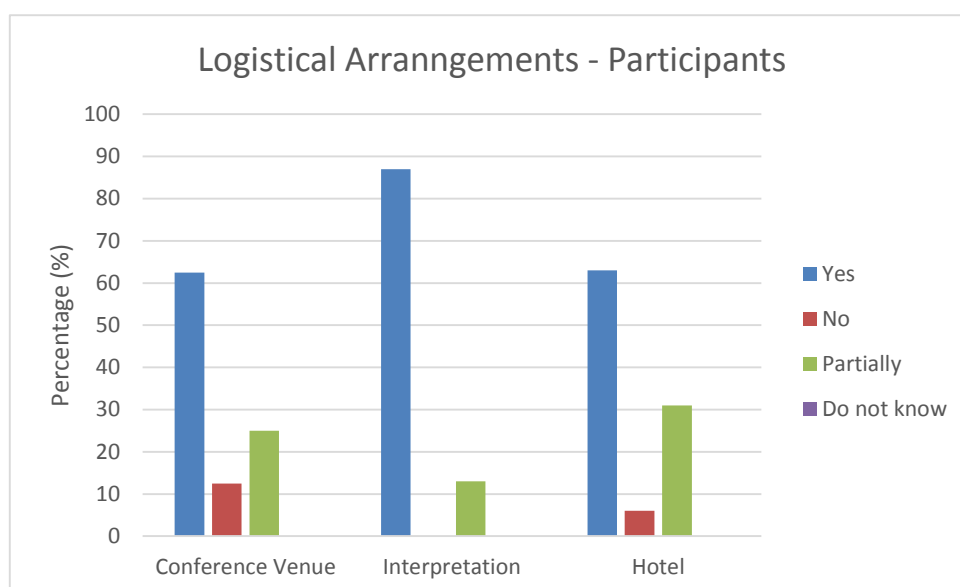
#### 60426 - ECRAN - TAIEX ECRAN Regional Workshop on Strategic Environmental Assessment (Istanbul - 28/09/2015 to 01/10/2015)

Question	N°. Responses	Yes	No	Partially	Do not know	
1. Was the workshop carried out according to the agenda	16	14 (87)%	1 (6)%	1 (6)%	N/A	
2. Was the programme well structured?	16	16 (100)%	0 (0)%	0 (0)%	N/A	
3. Were the key issues related to the topics addressed?	16	16 (100)%	0 (0)%	0 (0)%	N/A	
4. Did the workshop enable you to improve your knowledge?	16	16 (100)%	0 (0)%	0 (0)%	N/A	
5. Was enough time allowed for questions and discussions?	16	15 (93)%	0 (0)%	1 (6)%	N/A	
6. How do you assess the quality of the speakers?						
	Speaker/Expert	N°. Responses	Excellent	Good	Satisfactory	Poor
	5	78	68 (87)%	9 (11)%	1 (1)%	0 (0)%
Question	N°. Responses	Yes	No	Partially	Do not know	
7. Do you expect any follow-up based on the results of the workshop (new legislation, new administrative approach, etc.)?	16	16 (100)%	0 (0)%	N/A	N/A	
8. Do you think that further TAIEX assistance is needed (workshop, expert mission, study visit, assessment mission) on the topic of this workshop?	14	14 (100)%	0 (0)%	N/A	N/A	
9. Were you satisfied with the logistical arrangements, if applicable?						
	Conference venue	16	10 (62)%	2 (12)%	4 (25)%	0 (0)%
	Interpretation	15	13 (86)%	0 (0)%	2 (13)%	0 (0)%
	Hotel	16	10 (62)%	1 (6)%	5 (31)%	0 (0)%

#### Comments:

- Unacceptable is the way the organization to us by the organizers book a plane ticket to return home, so we have to leave the workshop before the end, to get on a flight.
- One of the things i am not satisfied with is that our flight tickets were booked one day earlier, and we left in the middle of the workshop just to catch our flights. This also happened in Montenegro last time, we left the workshop earlier due to catch the flight. We didn't hear the conclusions of the workshop.
- I am not satisfied with the ultimatum of my traveling organization for returnee to Macedonia. It was given to me one option to live Istanbul on Thursday (01.10.) on 19.30 flight, and I was forced to miss afternoon session. I can not see the purpose of such organization instead of attending the complete event and to live Istanbul next day (02.10.)
- the travel arrangement (fly ticket) was not very comfortable as I miss all the day traveling and it was Sunday that I always dedicate it to my family. we ask for the latest fly but was not possible because was more expensive for TAIEX and I'm not in that situation to pay it with my money.
- It was a pleasure and honor to be part of that training! The trainers are excellent and we have learned a lot from that training and We hope to continue with that training in next years.
- Hotel room have a strange smell.
- The TOT Programme was organised very well.
- The reason I did not give any feedback on Masa Stojkovic is that Masa was not a speaker.





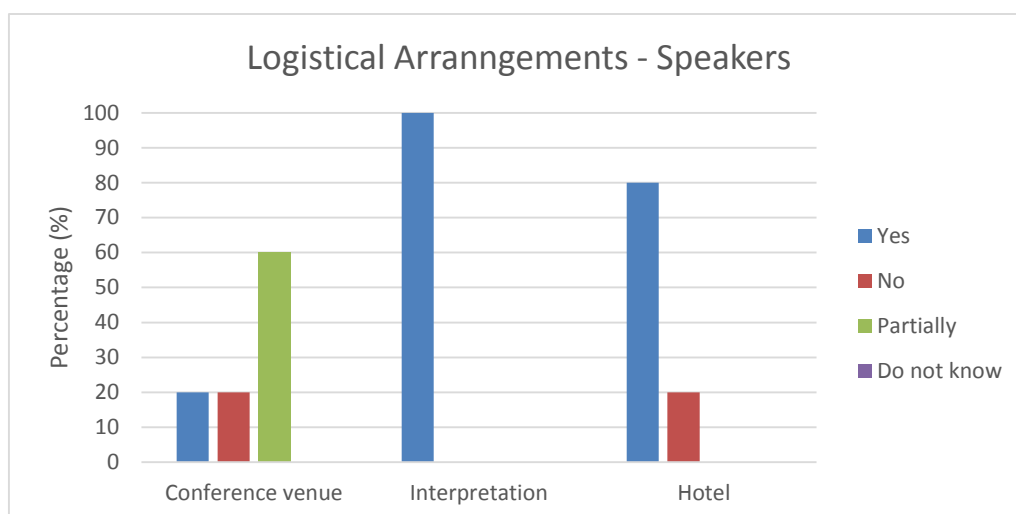
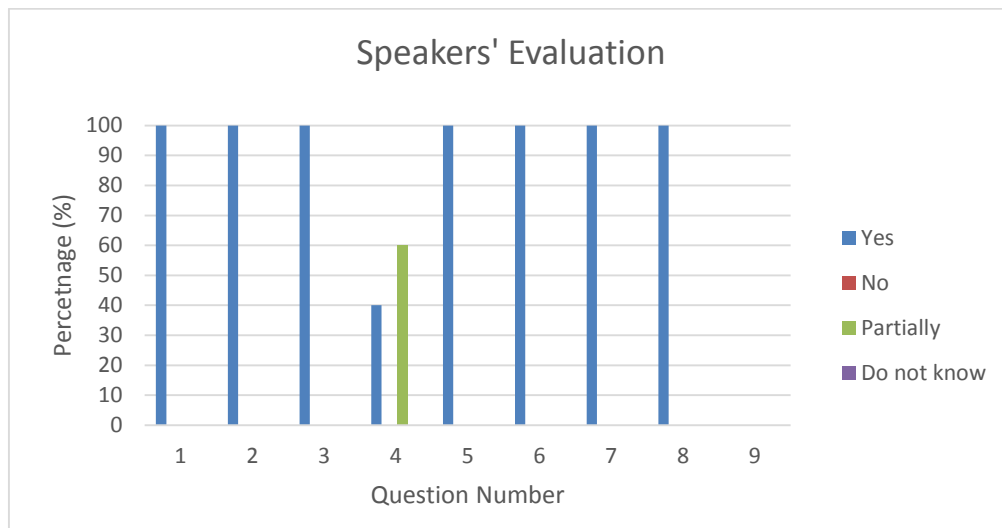
## Workshop - speaker Evaluation

60426 - ECRAN - TAIEX ECRAN Regional Workshop on  
Strategic Environmental Assessment (Istanbul - 28/09/2015 to  
01/10/2015)

Question		N°. Responses	Yes	No	Partially	Do not know
1. Did you receive all the information necessary for the preparation of your contribution?		5	5 (100)%	0 (0)%	0 (0)%	N/A
2. Has the overall aim of the workshop been achieved?		5	5 (100)%	0 (0)%	0 (0)%	N/A
3. Was the agenda well structured?		5	5 (100)%	0 (0)%	0 (0)%	N/A
4. Were the participants present throughout the scheduled workshop?		5	2 (40)%	0 (0)%	3 (60)%	N/A
5. Was the beneficiary represented by the appropriate participants?		5	5 (100)%	0 (0)%	0 (0)%	N/A
6. Did the participants actively take part in the discussions?		5	5 (100)%	0 (0)%	0 (0)%	N/A
7. Do you expect that the beneficiary will undertake follow-up based on the results of the workshop (new legislation, new administrative approach etc.)		5	5 (100)%	0 (0)%	N/A	0 (0)%
8. Do you think that the beneficiary needs further TAIEX assistance (workshop, expert mission, study visit, assessment mission) on the topic of this workshop?		5	5 (100)%	0 (0)%	N/A	N/A
9. Would you be ready to participate in future TAIEX workshops?		5	5 (100)%	0 (0)%	N/A	N/A
10. If applicable, were you satisfied with the logistical arrangements?						
	Conference venue	5	1 (20)%	1 (20)%	3 (60)%	0 (0)%
	Interpretation	5	5 (100)%	0 (0)%	0 (0)%	0 (0)%
	Hotel	5	4 (80)%	1 (20)%	0 (0)%	0 (0)%
Comments:						



- TAIEX arranged flights for some participants which meant they had to leave early on the final day. This was a great shame.
- It is very hard to deliver high quality training when being locked in an underground room without any natural light for 4 days - next time please pay attention to request a room with windows. 2) It makes no sense to bring all participants to 1 location for 4 full days and then book return plane tickets for 1/3 of the group in a way that they miss more than 1/2 of the last day. It is also unacceptable to decline their request for full participation - please respect the agenda.
- Training room lacked windows (light, fresh air). For some reason the Montenegrans and the Macedonians were not allowed by Taixex to stay 1 more night, and in effect were forced to leave before the training was over and participate only a half-day on the last day. The food was excellent and (too) plentiful!
- Due to flight arrangements, several participants had to leave the workshop during the last afternoon session. The meeting room was in the basement without windows, which is for 4-day long event a bit inconvenient.



## ANNEX I – Agenda

### Day 1: Monday 28 September 2015

**Topic: Identification of specific SEA/EIA issues**

**Chair and Co-Chairs: Martin Smutny (ECRAN KE), Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert), Daniel J. Swartz (TAIEX expert)**

**Venue: Grand Öztanik Hotel, 9-11, Topçu Cad, Taksim, Istanbul**

Start	Finish	Topic	Speaker	Sub topic/Content
08:30	09:00	<b>Registration</b>		
09:00	09:20	Welcome and introduction to the 2 <sup>nd</sup> ToT session	Representatives of host country, EC and ECRAN Martin Smutny (ECRAN KE)	Introducing the design of the 2 <sup>nd</sup> ToT, agenda and expected inputs from the participants
09:20	11:00	Participants' experience from the national trainings and specific issues to be addressed	Facilitated by Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert)	Sharing experience from the national trainings conducted since the 1 <sup>st</sup> ToT and suggesting specific topics to be addressed within the 2 <sup>nd</sup> ToT
10:45	11:15	<b>Coffee Break</b>		
11:15	12:30	Training skills	Daniel J. Swartz (TAIEX expert)	Introduction to the sessions to be organized within the 2 <sup>nd</sup> ToT
12:30	13:30	<b>Lunch Break</b>		
13:30	15:00	Group work on selected SEA/EIA aspects	Facilitated by Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert)	Introduction to the group work Selection of the topics Working on the assignment
15:00	15:30	<b>Coffee Break</b>		



15:30	16:30	'Mock' training	Facilitated by Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert)	Sessions on selected topics facilitated by the participants Video coaching
16:30	17:00	Concluding discussion and evaluation	Facilitated by Daniel J. Swartz (TAIEX expert) and Martin Smutny (ECRAN KE)	What has worked well Suggestions for following days Evaluation using various methods and tools

## Day 2: Tuesday 29 September 2015

**Topic: Enhancing training skills**

**Chair and Co-Chairs: Martin Smutny (ECRAN KE) and Klemen Strmšnik (ECRAN NKE)**

**Venue: Grand Öztanik Hotel, 9-11, Topçu Cad, Taksim, Istanbul**

Start	Finish	Topic	Speaker	Sub topic/Content
08:30	09:00	<b>Registration</b>		
9:00	9:15	Energizer	Facilitated by selected participants	
9:15	10:30	Training skills	Facilitated by Daniel J. Swartz (TAIEX expert)	Effective Meetings
10:30	11:00	<b>Coffee Break</b>		
11:00	12:30	'Mock' training	Facilitated by Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert)	Sessions on selected topics facilitated by the participants Video coaching
12:30	13:30	<b>Lunch Break</b>		



13:30	13:45	Energizer	Facilitated by selected participants	
13:45	15:00	Case examples	Martin Smutny (ECRAN KE) and Klemen Strmšnik (ECRAN NKE)	Main principles of preparation and use of the case examples in training Harvard Case Study Approach Group work
15:00	15:30	<b>Coffee Break</b>		
15:30	16:30	'Mock' training	Facilitated by Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert), and Martin Smutny (ECRAN KE)	Sessions on selected topics facilitated by the participants Video coaching
16:30	17:00	Concluding discussion and evaluation	Facilitated by Daniel J. Swartz (TAIEX expert) and Martin Smutny (ECRAN KE)	What has worked well Suggestions for following days Evaluation using various methods and tools

### Day 3: Wednesday 30 September 2015

**Topic: SEA/EIA practice**

**Chair and Co-Chairs: Martin Smutny (ECRAN KE), Matthew Cashmore (TAIEX expert), Daniel J. Swartz (TAIEX expert)**

**Venue: Grand Öztanik Hotel, 9-11, Topçu Cad, Taksim, Istanbul**

Start	Finish	Topic	Speaker	Sub topic/Content
08:00	08:30	<b>Registration</b>		
8:30	8:40	Energizer	Facilitated by selected participants	



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08:40	09:00	Training skills	Facilitated by Daniel J. Swartz (TAIEX expert)	Delivering presentation and lecturing
09:00	10:45	'Mock' training	Facilitated by Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert), and Martin Smutny (ECRAN KE)	Sessions on selected topics facilitated by the participants  Video coaching
10:45	11:00	<b>Coffee Break</b>		
11:00	12:30	'Mock' training	Facilitated by Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert), and Martin Smutny (ECRAN KE)	Sessions on selected topics facilitated by the participants
12:30	13:00	<b>Lunch Break</b>		
13:30	14:30	<b>Transport from the hotel to pilot site</b>		
14:30	17:00	Site visit to Pendik City Port Marina, Bati Neighborhood, Coastal Landfill/İstanbul	Facilitated by Klemen Strmšnik (ECRAN NKE), Matthew Cashmore (TAIEX expert), and Martin Smutny (ECRAN KE)	Site visit on the project which was a subject of EIA
17:00	18:00	<b>Transport back to the hotel</b>		

## Day 4: Thursday 1 October 2015

**Topic: Training design**

**Chair and Co-Chairs: Martin Smutny (ECRAN KE) and Klemen Strmšnik (ECRAN NKE)**

**Venue: Grand Öztanik Hotel, 9-11, Topçu Cad, Taksim, Istanbul**

Start	Finish	Topic	Speaker	Sub topic/Content
08:30	09:00	<b>Registration</b>		
9:00	9:15	Energizer	Facilitated by selected participants	
9:00	10:30	Training skills	Facilitated by Daniel J. Swartz (TAIEX expert)	Group dynamics – ‘Power Flower’
10:30	11:00	<b>Coffee Break</b>		
11:00	12:30	‘Mock’ training	Facilitated by Martin Smutny (ECRAN KE) and Matthew Cashmore (TAIEX expert)	Sessions on selected topics facilitated by the participants Video coaching
12:30	13:30	<b>Lunch Break</b>		
13:30	15:00	Training skills	Facilitated by Klemen Strmšnik (ECRAN NKE) and Daniel J. Swartz (TAIEX expert)	Training design and arrangement Practical aspects of training coordination
15:00	15:30	<b>Coffee Break</b>		
15:30	16:30	Further planning	Facilitated by Martin Smutny (ECRAN KE)	Planning of national trainings to be conducted within the ToT scheme
16:30	17:00	Concluding discussion and evaluation End of training	Facilitated by Daniel J. Swartz (TAIEX expert) and Martin Smutny (ECRAN KE)	What has worked well Evaluation using various methods and tools

## ANNEX II – Participants

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Sabina	Ivanovic	Ministry of Agriculture and	Serbia	<a href="mailto:Slobodan.Sremcevic@eko.minpolj.gov.rs">Slobodan.Sremcevic@eko.minpolj.gov.rs</a>

First Name	Family Name	Institution Name	Country	Email
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### **ANNEX III – Presentations (under separate cover)**

Presentations can be downloaded from:

[http://www.ecranetwork.org/Files/2nd\\_TOT\\_September-october\\_2015\\_Istanbul\\_presentations.zip](http://www.ecranetwork.org/Files/2nd_TOT_September-october_2015_Istanbul_presentations.zip)



This Project is funded by the  
European Union



A project implemented by  
Human Dynamics Consortium