WORK PLAN

	Activities	2014												2015										
		1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11
Recruitment and training strategy (Component 1)	expert assessment visits (1x14 prisons)		■	■																				
	desk work (1x3 jurisdictions; int. and/or loc. consultant)				■										■							■		
	meetings with prison governors and MoJs (2x3 jur.)					■									■			■						
	coordination meetings/round tables (1x3 jur.)						■																	
	translation and distribution of standards (continuous)																							
Training security staff in operational procedures (Component 2)	expert assessment visits (1x14 prisons)		■	■																				
	desk work (2x3 jur.; int. and/or loc. consultant)					■									■							■		
	coordination meetings/round tables (1x3 jur.)				■																			
	testing new candidates for the training team (1x14 prisons)														■									
	train the trainers sessions (5)														■	■	■					■	■	
	translation and distribution of standards (continuous)																							
Training treatment staff in applying programmes (Component 3)	expert assessment visits (1x14 prisons)		■	■																				
	desk work (1x3 jur.int. and/or loc. consultant)						■								■							■		
	coordination meetings/round tables (1x3 jur.)						■								■	■								
	train the trainers sessions (5)														■	■	■					■	■	
	translation and distribution of standards (continuous)																							

Category	Activity																														
Organisation and management	coordination meetings/round tables (2x3 per jur.)		▦		▦			▦									▦		▦								▦				
	train the trainers sessions (4)				▦	▦												▦	▦												
	translation and distribution of standards (continuous)																														
Harmonisation of the State prison projects (Component 5)	coordination meetings/round tables (1x6)		▩		▩		▩										▩		▩								▩				
	training of the new recruites of the State prisons																										▩	▩			
	translation and distribution of standards (continuous)																														
SHC mtngs	Stakeholders' Committee meetings			▨							▨								▨									▨		

Notes:

1. Red colour indicates presence of the long-term consultants in BiH

2. The programme team undertakes technical preparation of activities in the periods pre and post long-term consultants' presence in BiH

3. No project activities are foreseen for August 2014 and August 2015 due to summer holiday season