



Funded by
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International Network
of Evaluators & Guideline for a Methodological Approach
in Exercise (INEGMA-E²)



INEGMA-E²

September, the 5th, 2022

**Invitation
to the INEGMA-E² End User Workshop**

Dear Sir/Madam,

On behalf of the INEGMA-E² consortium, I am pleased to invite you to the upcoming **End User Workshop of the INEGMA-E² project**. A main target of the project INEGMA-E² is to develop an optimized **Methodological Approach for Exercise Evaluation**. In order to reach this target, it is imperative **to identify the requirements of end users when evaluating exercises**. Having in mind your long-lasting involvement in the field, we would appreciate if you would share your experiences with us during the workshop. You can find more details in the attached Workshop Agenda.

The workshop will be online and will start on September, the 16th, 2022, at 10:00 a.m. CET. Please inform us on your possibilities to participate until September, the 12th, 2022, by sending us a reply to the following email address: **office@inegma-e2.eu**

We are looking forward to meeting you at the workshop!

Best regards,

Dr. Bogdan Pop
Deputy General Director – Department for Emergency Situations
Ministry of Internal Affairs, Romania
INEGMA-E² Project Director

Attachments:

a) INEGMA-E2 Workshop Agenda





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Agenda – INEGMA-E2 End User Workshop

Date: 16.09.2022 **Time Zone:** CET
Location: Microsoft Teams meeting
Link: will be provided upon registration



Concept note for INEGMA-E2 End User Workshop

Objective: To improve common understanding of end-user requirements for exercise evaluation



INEGMA-E2 is a project funded by Directorate-General for European Civil Protection and Humanitarian Aid Operations (DG ECHO)



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Background: In the context of national and international civil protection exercises such as EU MODEX and other formats, structured, well-designed, and comprehensive evaluation plays a critical role in documenting best practices and mistakes that occur during these exercises. By recording lessons learned, evaluation is essential for continuous improvement of training efforts and thus for advancing the capacity of responders in the European Union and its neighbouring countries to deal with real-world disaster scenarios in a world challenged by an ever-increasing number of climate change-related hazards.

INEGMA-E² builds on the independent evaluation approach and aims at a new level of exercise evaluation that meets high standards in terms of documentation, replicability and goal orientation. A goal is the development of an adequate and versatile evaluation methodology that addresses the different types of existing exercises - from tabletop and discussion-based exercises to command posts and full-scale exercises. Each of these exercises has different needs and objectives and therefore requires different evaluation approaches.

The main target audience is experts with experience in participating in TTX, CPX, FSX, both on EU/international level as well as on a national level.

Concrete goals to be achieved during the workshop:

1. To familiarize participants with the INEGMA E2 project's base requirements for exercise evaluation.
2. To introduce and validate the taxonomy for describing end-user requirements.
3. To introduce the Gaps Explorer software solution, which automatically matches user requirements with available solutions.
4. To have a group discussion on initial entries and experiences to gain a common understanding of the proposed methodology for gathering user requirements in exercise evaluation.

Outputs

A report with the main conclusions of the workshop will be written and a concept for the user requirements gathering regarding the evaluation of the exercise will be elaborated. A plan for additional workshops will be developed.





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PROGRAMME

Time	Item	Lead
10:00 – 10:20	Workshop Introduction, overview basis end user requirements	Georg Neubauer (AIT)
10:20 – 10:40	Introduction to the taxonomy for end user requirements	Bernhard Bürger (AIT)
10:40 – 11:15	Gaps Explorer demonstration	Dražen Ignjatović (AIT)
11:15 – 11:30	Coffee break	
11:30 – 12:15	Workshop Part I – Start: specifying end user requirements based on own experiences	Dražen Ignjatović (AIT)
12:15 – 13:15	Lunch break	
13:15 – 14:00	Workshop Part II – Continuation: specifying end user requirements based on own experiences	Dražen Ignjatović (AIT)
14:00 – 14:30	Discussion and reflections, setting of working groups	Georg Neubauer (AIT)
14:30 – 15:45	Workshop Part III – Working Groups. revision and harmonisation of first entries Based on common reflections	Bernhard Bürger (AIT)
15:45 – 16:00	Closing	Georg Neubauer (AIT)

