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# Concept Note

**Regional training on Waste Water Treatment for Reuse**

**Activity Number: RW-5-REG**

*Concept Note*

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v.1.1	<i>Concept note for online regional training on WWTR</i>	<i>Suzan TAHA</i>	<i>Frank POGADE</i>

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## ABBREVIATIONS

<i>CB/MEP</i>	Capacity Building / Mediterranean Environment Programme
<i>DWWT</i>	Decentralised Wastewater Treatment
<i>DWWTP</i>	Decentralised Wastewater Treatment Plant
<i>ENI</i>	European Neighbourhood Instrument
<i>EU</i>	European Union
<i>EC</i>	European Commission
<i>ENI</i>	European Neighbourhood Instrument
<i>NKE</i>	Non-Key Expert
<i>PCs</i>	Partner Countries
<i>P2P</i>	Peer to Peer
<i>RW</i>	Regional activity on Water
<i>SWIM</i>	<i>Sustainable Water Integrated Management</i>
<i>SWIM-Horizon2020 SM</i>	Sustainable Water Integrated Management – Horizon 2020 Support Mechanism Project
<i>WES</i>	Water and Environment Support
<i>WWT</i>	Wastewater Treatment



## 1 INTRODUCTION

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As part of the WES project workplan for the third year (2021-2022) related to the Regional Activities, a 4 day regional, on-line, training focusing on “**on Wastewater Treatment for Reuse (WWTR)**” (Activity no. RW-5-REG) was planned to be organised targeting participants/ representatives from the Partner Countries (PCs). **Due to COVID19 pandemic, the training is being organised on-line** and will be carried out along different sessions of a total of 16 hours that are to be held along four different sessions during May - June 2022. (See Section 8 “**PROPOSED DATES**”).

## 2 OBJECTIVES AND EXPECTED OUTCOMES

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The **purpose of the specific regional training RW-5-REG** is to build the capacity of the project countries (PCs) on proper treatment of wastewater focusing on small WWTPs in rural zones with a view to safe effluent reuse. It includes technological aspects for reuse (best available technologies), planning for wastewater treatment, operation and maintenance aspects, financial management options of Wastewater Treatment Plants (WWTPs) in addition to identification of suitable sites to accommodate possibilities for reuse, assessment of impacts of treated wastewater reuse, and recommended mitigation measures, and incentives to improve attractiveness of reuse.

The **main objectives** of the training are:

- To supply wastewater utilities and water authorities in the partner countries with the basic knowledge, skills, methods and tools needed to self-initiate and steer target-oriented change processes within their own organization towards improved **rural** sanitation, public health and water resources management and with a specific focus on reuse in a rural setting.
- To enable wastewater utilities in the partner countries to conduct new operational tasks in an effective, performance-oriented and sustainable manner.

The “Training on Wastewater Treatment for Reuse” will focus on necessary basic knowledge and practical skills relevant for the planning, selection, design, construction and operation and maintenance **of small-scale, decentralized wastewater treatment (DWWT) plants (DWWTP)** to be implemented (or even already operational) in a number of **rural** locations all over the project region; **taking also into consideration the suitability of the treatment technologies for effluent reuse.**

After the Training, the participants will have the basic knowledge and tools at hand, enabling them to make informed decisions about the selection, design as well as operation and maintenance of the most common types of DWWT plants in a sound manner, based on comprehensive background knowledge. Moreover, they will be aware of the specific requirements that are associated with the reuse of treated wastewater under rural conditions.

They will be able to understand the underlying principles of wastewater management and treatment, basic economic challenges in sanitation as well as the legal and enabling requirements and will be able to understand typical operational challenges that will have an impact on their future wastewater management practices.

The training sessions which will target the designated participants from the project countries, will focus on the modules detailed below (See also section on Training Program).



- **Module 1:** Best low-cost wastewater treatment technologies for small villages/industries and for tertiary treatment for reuse
- **Module 2:** Assessment of impacts of treated wastewater reuse, and recommended mitigation measures
- **Module 3:** Financial management options of small WWTPs in rural zones including O&M considerations
- **Module 4:** Incentives to improve attractiveness of reuse
- **Cross Cutting Issues to be considered in all Modules:** Exercises, Complementarity, Capitalisation and Cross Fertilisation

Throughout the training event, participants will have the opportunity to:

- 1) Explore the range of wastewater treatment technologies in rural areas, typically low in population and located far from large built-up areas, and cannot be linked cost-effectively to larger network
- 2) Explore the issues and challenges related to wastewater treatment
- 3) Get introduced to solutions successfully implemented under comparable conditions
- 4) Learn about basic and underlying engineering principles
- 5) Understand internal and external factors that may result in failed projects
- 6) Get familiar with operational procedures and challenges
- 7) Get introduced to professional peers and potential cooperation partners
- 8) Review case studies and success stories
- 9) Implement rapid exercises in addressing practical problems.
- 10) Share experiences and discuss real situations in their own countries where decentralised solutions for wastewater treatment with subsequent reuse can be implemented.

**Other objectives** include promotion of north to south and south to south exchange and experience sharing through:

1. Presenting practical examples also from a European context, as needed.
2. Facilitating the exchange of experiences between participating practitioners.

### 3 INSTRUCTORS OF THE COURSE

The training will be implemented by *GOPA Infra GmbH* involving the two Non-Key Experts (NKE) listed in table 3-1 in consultation with the key experts of the WES project: Ms. Suzan TAHA (Water KE based in Amman, Jordan) and Professor Michael SCULLOS (Team Leader based in Athens, Greece).

**TABLE 3-1: NKE INVOLVED IN THE DELIVERY OF RW-3 –REG**

Frank POGADE (FP)	NKE1 - Technical Coordinator / Senior Expert on Wastewater Treatment and Reuse
Andreas SCHMIDT (AS)	NKE2 - Senior Expert on Wastewater Treatment and Reuse

Invited Speakers to date are:

- Thomas Gester / ATB Water GmbH
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## 4 ON-LINE TRAINING PLATFORM

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WES Project has selected a provider for a tailored on-line platform allowing:

- About 60 participants in video mode joining from different remote locations (home/office)
- Hosting 4 to 5 panellists
- Possibility to share training material during the session
- Possibility for all participants to take the floor and share their screens
- Simultaneous interpretation running in parallel within the same platform (EN-FR and FR-EN)
- Parallel breakout sessions (with interpretation)
- Running polls/ surveys and presentation of results live during the sessions (export of poll results as well)
- Possibility for Q&As
- Chat privately or for all the group
- Recording of sessions (MP4)
- Security and confidentiality of all data exchanged
- Automatic export of the list of participants (for each module per session and per breakout session).

The platform to be used will ensure security and confidentiality of data exchanged. Technical support will be provided during the sessions and a training of the experts to use the main functions of the tool will be organised before the actual training workshop. A test meeting with the participants and speakers before the first session will limit the time spent to resolve any arising issues during the actual training workshop.

## 5 GENERAL PRINCIPLES

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- **Short sessions:** The programme has to be divided in sessions of maximum 4 hours per training day, including focus group discussions and exercises.
- **2 days per week**, to provide time for trainees to prepare themselves for the next sessions and read background documents.
- **Overall duration is 4 weeks**, agenda is to be prepared well in advance to make sure that (most of) participants will be available for all the defined timeslots.
- **Background material provided in advance**, highlighting the most important parts of the sessions to avoid spending too much time on details during the sessions.
- **Strict time keeping:** To keep the training dynamic, **timing will be reminded** at the **beginning of the session** and **before each sub-session**. Speakers and participants will be reminded by the facilitator or timekeeper.
- **Good coordination team:** For each session, the role of the team members will be defined in advance: session facilitator, speakers, timekeeper, chat box manager, breakout sessions facilitators.

- **Presentations will allow interactions:** Making references to the background materials, focusing on the understanding of key concepts, introducing breakout sessions and Wrap-ups.
- **Breakout meetings maximum 45 mins:** Organised around role games, exercises, and discussions with feedback to the plenary session when relevant.
- **Short polls after/during presentation:** to keep the attention of participants and get direct feedback (using tools such as Mentimeter, Slido, etc.),
- **Quiz at the beginning and end of the training (after all sessions have ended):** A general “baseline” quiz for all sessions - to check if concepts are familiar to the participants and/or well understood - will be performed **prior to the start of the training** and **another quiz after all sessions are completed** allowing to check the progress in knowledge acquisition through the educational/training interventions
- **Building a community:** it is important to develop relationships between participants, from the same country and from different countries to allow exchange of experiences during, between and after the sessions (e.g. with a forum on WES website).
- **Training duration:** About 16 hours on-line (equivalent to about 3 days of face to face training) including screening of relevant video materials, questions and answers, case study presentations.
- **Provision of material:** pdf version of slides, hands-out for breakout sessions, workbooks and background documents

## 6 TARGET AUDIENCE

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Each partner country is invited to **nominate six (6) participants (whose CVs will be reviewed to ensure its adequacy for the training).**

To take full advantage of the training, the following profiles are suggested:

- Experience in planning, design and operation and maintenance of wastewater treatment plants,
- Representing, as much as possible, different stakeholders: Ministries of Water, Irrigation Authorities, River Basin Authorities, Geological Survey Agencies, Water/Wastewater utilities, local authorities/municipalities. Emphasis will be given to those responsible for small communities. The combinations will be tailor-made to the conditions of each country
- Involvement in the planning, design and operation of Wastewater treatment plants as part of the IWRM plans and programmes aiming to safeguard the health and environment in the PCs.
- Computer literacy (in particular MS-Excel file)
- Familiarity with national and local water policies
- Fluency in English or French with adequate English reading skills<sup>1</sup>

Participation of national experts with good knowledge in WWT and reuse is encouraged, in order to strengthen the exchange of experiences with the other participants of the group and enhance capitalisation on work already developed at national level.

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<sup>1</sup> Understanding written English will be necessary as most of existing background material will be in English



The regional training will target civil and mechanical and environment engineers. It will address decision makers, technical directors and managers, heads of engineering, O&M and planning departments, academicians/experts/consultants from private businesses and stakeholders involved in wastewater treatment at different scales and contributing to improved environmental flows in the PCs and effluent reuse. **NGOs will also be invited** and selected through the Bluegreen project and its network.

## 7 REQUIREMENTS FROM THE PARTICIPANTS

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Participants must have the equipment and connection necessary:

- PC with good Internet connection (cable connection is preferred to wireless)
- Microphone headset

Each participant must be in a quiet environment during the training sessions.

## 8 PROPOSED DATES AND TIMES

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The regional training is to be carried out along **four sessions** of a total of 16 hours that are to be held during May and June 2022. The agreed dates for each session of the on-line training are listed below:

- Session 1: Tuesday, 17 May 2022
- Session 2: Thursday, 19 May 2022
- Session 3: Tuesday, 7 June 2022
- Session 4: Thursday, 9 June 2022.

The starting and ending time of the training sessions is as follows:

- Algeria, Morocco, and Tunisia: 9:30 AM - 1:30 PM
- For Egypt, Libya & Germany: 10:30 AM - 2:30 PM
- Jordan, Israel, Lebanon, Palestine & Greece: 11:30 AM - 3:30 PM
- Vietnam: 3:30 PM - 7:30 PM

**For the 1<sup>st</sup> session, participants will be invited to connect 30 minutes before the start in order to test their connection and equipment.**

**For the other sessions, all participants will be required to connect 15 minutes before the start in order to test their equipment.**

## 9 TRAINING PROGRAMME

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As indicated earlier, the regional training is to be carried out along four sessions of approximately four (4) hours each. The overarching topics of the sessions are:

**Session 1:** Best low-cost wastewater treatment technologies for small villages/industries and for tertiary treatment for reuse

**Session 2:** Assessment of impacts of treated wastewater reuse, and recommended mitigation measures

**Session 3:** Financial management options of small WWTPs in rural zones

**Session 4:** Incentives to improve attractiveness of reuse

All the sessions will be supported with video screening to enhance understanding of concepts, technological solutions, best practices, etc.

Each training session will last for around 4 hours. Sessions may comprise of the following components and related timelines (times are indicative only):

- Presentation: 120 minutes
- Questions and Answers: 10-15 minutes
- Breakout sessions: 30-40 minutes
- Wrap-up from breakout sessions: 15 minutes
- Discussions 15 minutes
- Evaluation quiz at the beginning and end of training 10 minutes
- short quiz/polls 10 minutes
- Conclusion of each training day: 10 minutes
- 2 Breaks 15 minutes each
- Workshop Evaluation at the end of the training 15 minutes

**A summary document with the detailed, final agenda, background documents and workbooks for the breakout sessions will be provided in advance for each session.**

Table 9-1 below provides a synthetic view of the training programme. **The day-by-day detailed agenda will be provided to registered participants 2 weeks in advance of the actual implementation of the training.**

**TABLE 9-1 PROGRAMME OVERVIEW BY SESSION/MODULE                      MODULE 1: BEST LOW-COST WASTEWATER TREATMENT TECHNOLOGIES FOR SMALL VILLAGES/INDUSTRIES AND FOR TERTIARY TREATMENT FOR REUSE (MAY 17, 2022)**

Content of Module	Objective	Remarks on Content/ Methodology	Interactions
Pre-training baseline evaluation Test	<ul style="list-style-type: none"> <li>• Assess the level of baseline knowledge amongst the participants</li> </ul>	<ul style="list-style-type: none"> <li>• Quiz</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Characteristics of wastewater and sanitation management in rural areas	<ul style="list-style-type: none"> <li>• Defining rural areas and decentralized wastewater treatment in different countries</li> <li>• Defining Onsite/ decentral/central wastewater management and which solution fits where</li> <li>• Defining wastewater streams and common management concepts</li> </ul>	<ul style="list-style-type: none"> <li>• Sanitation value chain &amp; institutional responsibility, outlining examples for selection criteria</li> <li>• Grey water, black water, mixed WW, stormwater and different collection and management concepts</li> </ul>	<ul style="list-style-type: none"> <li>• Participants typing into the chat room or white board examples for definitions (in some countries it is clearly defined with legal references if any), moderator is briefly grouping them</li> <li>• 2. participants can contribute</li> </ul>
Distinction between wastewater and (fecal) sludge (FS)	<ul style="list-style-type: none"> <li>• Understanding the waste streams characteristics and influencing parameter</li> </ul>	<ul style="list-style-type: none"> <li>• Table for municipal wastewater, grey water and FS parameters with variation ranges and influencing parameters</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>



Content of Module	Objective	Remarks on Content/ Methodology	Interactions
Considerations of sewerage and unsewered catchment areas	<ul style="list-style-type: none"> <li>Understanding the principles of the different sewer concepts</li> </ul>	<ul style="list-style-type: none"> <li>Overview to gravity and simplified sewer, pressured and vacuum system with key feature on principles, application and O&amp;M requirements</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Overview of available low-cost technologies for application under arid conditions	<ul style="list-style-type: none"> <li>Technology overview to develop an understanding between technology concept and application requirements</li> </ul>	<ul style="list-style-type: none"> <li>Technology overview with key features on principles, application, treatment objectives, O&amp;M requirements, supply source for parts and skills</li> </ul>	<ul style="list-style-type: none"> <li>max. 3 participants can briefly share their experiences with certain technologies and the term low-cost</li> </ul>
Technical and non-technical selection criteria (locations, technology, operation modes, etc.)	<ul style="list-style-type: none"> <li>Summarising 5. By converting the technology requirements into selection criteria</li> </ul>	<ul style="list-style-type: none"> <li>Table for recommended technical and non-technical selection criteria and example for a weighting selection criteria</li> </ul>	<ul style="list-style-type: none"> <li>max 3 participants can contribute if something is missing</li> </ul>
Comparison of technological features, investment and operation costs	<ul style="list-style-type: none"> <li>Understanding the main cost positions for investment and operation cost;</li> </ul>	<ul style="list-style-type: none"> <li>Table of positions with brief considerations per technology</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Design and engineering consideration	<ul style="list-style-type: none"> <li>Informing about standard planning tools like the DWA Standards (German Association for Water and Sewage)</li> </ul>	<ul style="list-style-type: none"> <li>Short overview of available DWA tools for sewer and treatment, and explaining one sheet in detail</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
“Typical” challenges and potentials for failure (including construction quality and design.	<ul style="list-style-type: none"> <li>Mapping typical failure and main reasons</li> </ul>	<ul style="list-style-type: none"> <li>Group work with online pin-boards and internal group discussions</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Introduction of a “Case Study”	<ul style="list-style-type: none"> <li>IDRA – decentralized wastewater treatment with reuse</li> </ul>	<ul style="list-style-type: none"> <li>Guest speaker</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Wrap-up of Session 1 / Q&A	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>



**Module 2: Assessment of impacts of treated wastewater reuse, and recommended mitigation measures (May 19, 2022)**

Content of Module	Objective	Remarks on Content/ Methodology	Interactions
Non-technical, institutional and organizational preconditions for decentralized wastewater treatment and reuse	<ul style="list-style-type: none"> <li>To raise the understanding of the importance of the enabling framework</li> <li>Addressing the practical difficulties in reusing wastewater</li> </ul>	<ul style="list-style-type: none"> <li>Presentation outlining and discussing the key questions: Who owns? Who operates? Who pays? Who controls?</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Features and characteristics of treated wastewater and environmental impacts (soil, groundwater, air, surface waters, climate change potential, etc.)	<ul style="list-style-type: none"> <li>Effluent characteristics vs. legal effluent standard vs. irrigation standards vs. type of reuse application</li> </ul>	<ul style="list-style-type: none"> <li>Tables for parameter with considerations (treatment requirement and environmental and public health impact)</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Potential applications for the reuse of treated wastewater (advantages / disadvantages)	<ul style="list-style-type: none"> <li>Overview about reuse option and irrigation system</li> </ul>	<ul style="list-style-type: none"> <li>Option overview with considerations vs requisites</li> </ul>	<ul style="list-style-type: none"> <li>participants moderated discussion</li> </ul>
Mitigating risks to the environment and public health	<ul style="list-style-type: none"> <li>Outlining health and environmental aspects</li> </ul>	<ul style="list-style-type: none"> <li>Presentation in facts and case studies</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Performance monitoring	<ul style="list-style-type: none"> <li>Outlining legal and organisational monitoring frameworks</li> </ul>	<ul style="list-style-type: none"> <li>Presentation in facts and case studies</li> </ul>	<ul style="list-style-type: none"> <li>participants to be engaged / discussion</li> </ul>
Introduction of a "Case Study".	<ul style="list-style-type: none"> <li>Learning from experiences:</li> <li>Police Headquarters PSD Moqabalane near Amman / Jordan (2014) - In the frame of SWIM-SM project and</li> <li>Nursing Home "Sisters of the Cross" in Fuheis near Amman / Jordan (2013-2018) - In the frame of SMART project</li> </ul>	<ul style="list-style-type: none"> <li>Guest Speaker: Thomas Gester, ATB Water GmbH</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
Exercise Session 2	<ul style="list-style-type: none"> <li>Strengthening the understanding of the above-mentioned topics</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Participants meeting in working groups and developing an enabling framework for a case study</li> </ul>
Wrap-up of Session 2 / Q&A	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>



**Module 3: Financial management options of small WWTPs in rural zones including O&M considerations (June 7, 2022)**

Content of Module	Objective	Remarks on Content/ Methodology	Interactions
The role of wastewater fees	<ul style="list-style-type: none"> <li>Understanding the importance of a sustainable financial concept</li> <li>Funding sources for CAPEX and OPEX</li> <li>International Examples</li> </ul>	<ul style="list-style-type: none"> <li>Outlining and discussing financial instruments (wastewater fees, ratio of wastewater/water fee, property tax, carbon financing, life cycle cost analysis...)</li> </ul>	<ul style="list-style-type: none"> <li>Participants sharing challenges and success stories in group works</li> </ul>
“Making Sanitation a Business” – economic considerations	<ul style="list-style-type: none"> <li>Mapping the public and private responsibilities and business opportunities along the sanitation value chain</li> <li>Contractual relationships between public bodies and private sector</li> </ul>	<ul style="list-style-type: none"> <li>Providing an overview and case studies along the sanitation chain</li> <li>Outlining and discussing concepts like PPP and BOT</li> </ul>	
O&M and HR considerations and their impact on financial issues	<ul style="list-style-type: none"> <li>Informing about O&amp;M requirements for small WW treatment plants</li> </ul>	<ul style="list-style-type: none"> <li>O&amp;M and HR considerations and their impact on financial performance</li> <li>Introduction of an O&amp;M / HR study from Jordan</li> </ul>	
Carbon Credits	<ul style="list-style-type: none"> <li>The potential role of carbon credits in sanitation and decentralised rural wastewater treatment</li> </ul>	<ul style="list-style-type: none"> <li>Providing an overview and case studies</li> </ul>	
Exercise Session 3	<ul style="list-style-type: none"> <li>Development of a Business Model</li> </ul>	<ul style="list-style-type: none"> <li>Individual exercise</li> </ul>	
Wrap-up of Session 3 / Q&A			



**Module 4: Incentives to improve attractiveness of reuse (June 9, 2022)**

Content of Module	Objective	Remarks on Content/ Methodology	Interactions
Required legal and regulatory environment	<ul style="list-style-type: none"> <li>Informing about relevant regulator frameworks in the relevant countries and addressing the needs for law harmonization</li> </ul>	<ul style="list-style-type: none"> <li>Outlining frameworks in the relevant countries</li> <li>Outlining the EU water framework directive (an incremental approach)</li> </ul>	
The “Polluter Pays Principle” applied to wastewater reuse	<ul style="list-style-type: none"> <li>Informing about internationally established concepts</li> </ul>	<ul style="list-style-type: none"> <li>Outlining and discussing the concept</li> </ul>	
Law enforcement	<ul style="list-style-type: none"> <li>Understanding the role water authorities’ in law enforcement; related training and education needs</li> </ul>		
The water, energy and food security nexus	<ul style="list-style-type: none"> <li>Understanding the interlinkages between water, energy and food supply, and potentials for holistic solutions</li> </ul>	<ul style="list-style-type: none"> <li>Case Study</li> </ul>	
Exercise Session 4	<ul style="list-style-type: none"> <li>Strengthening the understanding of the above-mentioned topics</li> </ul>		<ul style="list-style-type: none"> <li>Participants meeting in working groups and developing an enabling framework for a case study</li> <li>Development of a “check-list” for a successful project implementation</li> </ul>
Knowledge Management and institutional learning	Rationale for the introduction of a KM&IL system		
Wrap-up of Session 4 / Q&A			
Post-training evaluation Test	Assess the progress in knowledge acquisition amongst the participants as a result of the training	Quiz	
Workshop Evaluation	Assess the organisational/administrative and technical quality of the workshop	Form to be filled by the participants	

## 10 CROSS-CUTTING ISSUES

A number of cross-cutting issues and topics will be presented and discussed in each module to facilitate common understanding as well as to provide a structured example of using the WES approaches and measures to a country specific context, such as

- Case studies
- Exemplary presentations from WES countries (e.g., Israel, Jordan, Morocco, Tunisia)



Moreover, each session will include at least one exercise. This exercise can be based on a virtual country case study to facilitate common understanding as well as to provide a structured example of using best practices to a country specific context.

The **case studies** will be presented by **invited speakers** to illustrate the different topics (both from North Mediterranean countries and from WES countries (e.g., Israel, Jordan, Morocco, Tunisia) to be decided as applicable, in addition to the presentations of related WES and SWIM-H2020 Demos.

