



### Attachment 01: Communication on Events

During the TC-RPPO meetings, the group noticed that there is a great amount of important and interesting events being organized and taking place in different regions. In order to make this information available and to promote participation across regions, the TC-RPPO prepared a draft to put in place a mechanism with that purpose.

It was agreed that each RPPO contact point will communicate to the TC-RPPO future regional events using this draft, considering enough time to facilitate other NPPOs or RPPOs participation. The regional events may include Workshops, Webinars, Symposiums, etc. organized by the RPPOs.

The information about those regional events should include, at least, the information in the table below.

RPPO'S ACTIVITIES OR EVENTS OF INTEREST	
<b>RPPO</b>	
<b>Activity Title</b>	
<b>Date and Time (TIME ZONE)</b>	dd / mm / yyyy - 00:00 to 00:00 (X Time Zone)
<b>Format</b>	Face-to-face / Virtual / Hybrid
<b>Location or Link</b>	
<b>Objectives</b>	
<b>Target Audience</b>	
<b>Languages</b>	
<b>Open to other NPPO / RPPO</b>	Yes / No
<b>Deadline for enrolment</b>	dd / mm / yyyy
<b>Enrolment method</b>	Link / e-mail
Results of the event published/available	Yes/No - Indicate where to find them
<b>Further information</b>	
<b>e-mail for enquiries regarding the event</b>	