



HarvestPlus
Better Crops • Better Nutrition

Staff Retreat Agenda

DRAFT 4-26-2017

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Tuesday Day 1: 8.00am - 5:30pm

When	Session #	What	Activities	Where
7.00		Buses depart from hotel		
8.00-8.30		Arrival	<ul style="list-style-type: none"> Tea and coffee 	<ul style="list-style-type: none"> Bus arrival area
8.30-9.00	1	Welcome Ruben Echeverria	<ul style="list-style-type: none"> As our host and PAC member, Welcomes everyone to Cali 	<ul style="list-style-type: none"> Kellogg
9.00-10.00	2	Setting the Scene Bev Postma	<ul style="list-style-type: none"> A look back at HarvestPlus successes and a look forward to our future 	<ul style="list-style-type: none"> Kellogg
10.00-10.30		Morning Break		<ul style="list-style-type: none"> Kellogg area
10.30-11.30	3	Knowing you, Knowing me Helen Duce & Paul Englert	<ul style="list-style-type: none"> Getting to know each other 	<ul style="list-style-type: none"> Arcos
11.30-1.00	4	Vision/Mission/Objective Helen Duce	<ul style="list-style-type: none"> Introducing the new Vision, Mission, Objectives and Impact 	<ul style="list-style-type: none"> Arcos
1.00-2.30		Lunch	<ul style="list-style-type: none"> (with tables defined by theme: communication CIAT, Finance CIAT, Climate Change, etc.) 	<ul style="list-style-type: none"> Arcos
2.30-3.45	5.1	Commitment Charter: Part 1 Paul Englert	<ul style="list-style-type: none"> An interactive session on ways of working and team work 	<ul style="list-style-type: none"> Arcos
3.45-4.15		Afternoon Break		<ul style="list-style-type: none"> Arcos
4.15- 5.15	5.2	Commitment Charter: Part 1 Paul Englert	<ul style="list-style-type: none"> Continuation of above, finishing with sharing the charter 	<ul style="list-style-type: none"> Kellogg
5.15-5.30		Wrap Up Bev Postma	<ul style="list-style-type: none"> Summarize and close the day 	<ul style="list-style-type: none"> Kellogg
5.30-7.00		Evening Reception	<ul style="list-style-type: none"> Cocktail Dinner, salsa show, mic for introductions 	<ul style="list-style-type: none"> Arcos



Tuesday Day 1: 1.00 - 2.30pm

Thematic Lunch with “CIAT Topic Tables”

Table Topic	CIAT Staff / Researchers
Finance & Contracts	• Mayumi Fuse (Finance), Johanna Bernal (Contracts)
Human Resources Management	• Mario Bernal (Head HR), Natasha Marulanda (Talent Manager)
Data Sharing	• Leroy Mwanzia, Arturo Franco
Knowledge Management	• Simone Staiger, David Abreu
Communications	• Stefanie Neno, Neil Palmer
Science Partnerships	• Andre Zandstra, Maya Rajasekharan
Bean Breeding & Seed Systems	• Steve Beebe (CIAT), Jose Restrepo (FIDAR)
Rice Breeding & Seed Systems	• Cecile Grenier (CIAT), Eduardo Graterol (FLAR)
Cassava Breeding & Seed Systems	• Luis Augusto Becerra (CIAT), Bernardo Ospina (CLAYUCA)
Maize Breeding & Genetic Resources	• Luis Narro (CIMMYT), Peter Wenzl (CIAT)
Intellectual Property & Legal Office	• Carolina Roa (CIAT IP Officer)
Market Systems	• Mark Lundy, Steve Prager
Impact Analysis	• Ricardo Labarta, Carolina Gonzalez
Decision & Policy Analysis, Climate Change	• Andy Jarvis (DAPA), Osana Bonilla-Findji (CCAFS)
Soils and Landscapes for Sustainability	• To be confirmed: Louis Verchot, Mayesse da Silva
Gender Research	• Tatiana Gumucio, Jennifer Twyman (TBC)



Wednesday Day 2: 8.00am - 5.30pm

When	Session #	What	Activities	Where
7.00		Buses depart from hotel		
8.00-8.30		Arrival	<ul style="list-style-type: none"> • Tea and coffee 	<ul style="list-style-type: none"> • Bus arrival area
8.30-10.00	6	Crop Demonstration CIAT team	<ul style="list-style-type: none"> • Crop Demonstration. Spilt into 4 groups (40) and tour 4 crops in rotation. 	<ul style="list-style-type: none"> • Meeting point: bus arrival area
10.00-10.30		Morning Break & Group Photo	<ul style="list-style-type: none"> • Group Photo (in HarvestPlus country shirts!) 	<ul style="list-style-type: none"> • Bus arrival area
10.30-11.00	7	Welcome Bev Postma	<ul style="list-style-type: none"> • Gather any overnight reflections from Day 1 from the group 	<ul style="list-style-type: none"> • Arcos
11.00-1.00	8	Commitment Charter: Part 2 Paul Englert	<ul style="list-style-type: none"> • An interactive session on how we work as individuals and our role in our teams 	<ul style="list-style-type: none"> • Arcos
1.00-2.30		Lunch	<ul style="list-style-type: none"> • with CIAT Speaker (Steve Beebe, CIAT Bean Program Leader) 	<ul style="list-style-type: none"> • Arcos
2.30-3.15	9	Feedback Paul Englert	<ul style="list-style-type: none"> • A model on how to give and receive feedback as a mechanism to help embed the new ways of working and behaviours 	<ul style="list-style-type: none"> • Arcos
3.15-5.00	10	Team Building Exercise Paul Englert & Helen Duce	<ul style="list-style-type: none"> • An interactive team building exercise 	<ul style="list-style-type: none"> • Arcos
5.00-5.30		Wrap Up Paul Englert & Helen Duce	<ul style="list-style-type: none"> • Summarize and close the day 	<ul style="list-style-type: none"> • Arcos
6.00		Dinner	<ul style="list-style-type: none"> • Restaurant Dinner (Paraiso Roza) 	<ul style="list-style-type: none"> • Outside CIAT



Thursday Day 3: 8.00am - 5.30pm

When	Session #	What	Activities	Where
7.00		Buses depart from hotel		
8.00-8.30		Arrival	<ul style="list-style-type: none"> Tea and coffee 	<ul style="list-style-type: none"> Bus arrival area
8.30-9.15	11	Feedback Paul Englert	<ul style="list-style-type: none"> Observations and feedback from previous days session 	<ul style="list-style-type: none"> Kellogg
9.15-10.15	12	Introduction to Strategy Bev Postma & Division Heads	<ul style="list-style-type: none"> Shares top level Where to Play and How to Win and Division Directors share simplified version of each pillar with a short Q&A 	<ul style="list-style-type: none"> Kellogg
10.15-10.30	13	Strategy Exercise Briefing Helen Duce	<ul style="list-style-type: none"> Introduce the strategy process and brief in the rest of the day exercises 	<ul style="list-style-type: none"> Kellogg
10.30-11.00		Morning Break		<ul style="list-style-type: none"> Kellogg area
11.00-1.00	13.1	Team Break Outs Division Heads	<ul style="list-style-type: none"> Working in teams to understand and enhance team strategies 	<ul style="list-style-type: none"> Conference Rooms (Asia + Ecoefficiency)
1.00-2.30		Lunch	<ul style="list-style-type: none"> With Divisional/Functional teams 	<ul style="list-style-type: none"> Arcos
2.30-3.45	13.2	Team Break Outs Division Heads	<ul style="list-style-type: none"> As above plus prepare to feedback to whole team in a fun and exciting way. 	<ul style="list-style-type: none"> Conference Rooms
3.45-4.00		Afternoon Break (to be taken in team break outs)		<ul style="list-style-type: none"> Kellogg area
4.00-5.15	14	Team Feedback Division Heads	<ul style="list-style-type: none"> Each team presents back. Prize for most interesting and engaging presentation. 	<ul style="list-style-type: none"> Kellogg
5.15-5.30		Wrap Up Helen Duce & Paul Englert	<ul style="list-style-type: none"> Final observation, feedback and next steps 	<ul style="list-style-type: none"> Kellogg
6.00-8.00		Dinner	<ul style="list-style-type: none"> Gala Dinner, Motivational Speaker, Awards Ceremony 	<ul style="list-style-type: none"> Arcos
9.00-10.30		Cali Tour (optional)	<ul style="list-style-type: none"> Cali Chiva Tour 	<ul style="list-style-type: none"> Buses leave from hotel in Cali



Friday Day 4: 8.30am - 1.00pm

Country Managers and Division Directors only

When	What	Activities	
7.30	Buses depart from hotel		
8.30-8.45	Arrival	<ul style="list-style-type: none"> • Tea and coffee 	<ul style="list-style-type: none"> • Bus arrival area
8.45-9.00	Welcome Bev Postma	<ul style="list-style-type: none"> • Reflections from previous days 	<ul style="list-style-type: none"> • Tropics Room
9.00-9.15	Briefing Country Strategy Process Helen Duce	<ul style="list-style-type: none"> • Briefing the Country Team managers on the process and expectations for developing Country Team strategies 	<ul style="list-style-type: none"> • Tropics Room
9.15-10.45	Country Team Manager Lessons Learned Country Managers	<ul style="list-style-type: none"> • This session is designed to enable country managers to learn from one another and build a support network. It will be based on pre-work. 	<ul style="list-style-type: none"> • Ecoefficiency Room
10.45-11.00	Morning Break		<ul style="list-style-type: none"> • Kellogg area
11.00-12.30	Country Team Manager Issues & Opportunity Session Country Managers	<ul style="list-style-type: none"> • This session is designed to enable country managers to learn from one another and build a support network. It will be based on pre-work. 	<ul style="list-style-type: none"> • Ecoefficiency Room
12.30-1.00	Next Steps and Actions Wrap up Helen Duce & Bev Postma	<ul style="list-style-type: none"> • Actions will be captured and next steps defined 	<ul style="list-style-type: none"> • Tropics Room
1.00-2.00	Lunch		



Friday Day 4: 8.30am - 1.00pm

All others (OPTIONAL)

When	What	Activities	
7.30	Buses depart from hotel		
8.30-8.45	Arrival	<ul style="list-style-type: none"> • Tea and coffee 	<ul style="list-style-type: none"> • Bus arrival area
8.45-1.00	Functional Team Meetings (length depending on team agenda)	<ul style="list-style-type: none"> • Communications • Crop Development and Seed Systems • Finance • Food, Health and Nutrition • Marketing • MLA 	<ul style="list-style-type: none"> • Latin America Room • Colombia Room • Asia Room • Africa Room • Kenya Room • Vietnam Room
1.00-2.00	Lunch		

When	What	Activities	
8.30	Buses depart from hotel		
9.30	Arrival	<ul style="list-style-type: none"> • Tea and coffee 	<ul style="list-style-type: none"> • Bus arrival area
10.00-12.00	CIAT Tours Sign up during week, as interested	<ul style="list-style-type: none"> • HarvestPlus Nutrition lab • CIAT Gene Bank • Biotechnology facilities • Hands-on breeding demonstration (beans, rice, cassava) 	
1.00-2.00	Lunch		
2.00-3.00	CIAT Tours	Sign up during week, as interested (options as above)	