



**Day 1**

	Arrival to Tallinn Airport Transfer to the hotel; check-in
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**Day 2**

	11:55 Gathering in the hotel lobby 12:00 - 14:00 City Tour (1 hour bus, 1 hour foot) 14:15 Lunch at hotel
	Free Afternoon

## Day 3

	General ICT frameworks	
10:00 - 10:45		<p><b>Welcome to Estonia and to the e-Governance Academy!</b></p> <p>Hannes Astok, <i>Member of the Estonian Parliament, Former Deputy Mayor of Tartu</i></p>
10:50 - 11:30		<p><b>Participants' expectations, Introduction to the program</b></p> <p>Arvo Ott, <i>Member of the Management Board, e-Governance Academy (eGA)</i></p>
11.30 - 12.00		<i>Coffee Break</i>
12.00 - 13.30		<p><b>Estonian Municipal System</b></p> <p>Toomas Sepp, <i>Head of Administration in Tallinn City</i></p>
13:30 - 14:30		<i>Lunch</i>
14.30 - 15.30		<b>Presentation of Case Studies</b>
15:30 - 16:00		<i>Coffee Break</i>
16.00 - 17:00		<p><b>Presentation of Case Studies, cont.</b></p> <p><b>Discussion</b></p>
19.00		<p><i>Reception-dinner (Restaurant Olde Hansa)</i></p> <p><i>Meeting eGA staff and lecturers</i></p>

## Day 4

General ICT frameworks / ICT in local governments		
10:00 - 11:00		<b>Organisational framework for ICT</b> <i>Arvo Ott, Member of the Management Board, e-Governance Academy (eGA)</i>
11:00 - 11:30		Coffee Break
11:30 - 13:00		<b>ICT coordination in Estonia: X-Road, Legal Framework for ICT</b> <i>Arvo Ott, Member of the Management Board, e-Governance Academy (eGA)</i>
13:00 - 14:00		Lunch
14:00		<i>Transfer</i>
14:15 - 15:45		<b>Visit to the Parliament of Estonia (Riigikogu)</b> <i>Toivo Mängel, Adviser, Riigikogu</i>
15:45		<i>Transfer</i>
16:00 - 17:30		<b>Visit to the State Chancellery</b> <b>Electronic Document Management Systems</b> <i>Aivar Rahno, Head of Government Sessions Department</i> <i>The State Chancellery of the Republic of Estonia</i>
17:30		<i>Transfer to the hotel</i>

## DAY 5

ICT in local governments		
08:00		<i>Gathering at the lobby of the hotel; transfer to Viljandi (160 km from Tallinn)</i>
10:00 - 11:30		<b>ICT in local governments</b>  <b>Practical example of <a href="#">Viljandi Town Government</a></b> The development of infrastructure in Viljandi Town Government and in Viljandi; The use of ICTs for providing information, services, and participation; Main projects. Problems and challenges.
11:30		<i>Coffee break</i>
12:00 - 13:30		<b>Projects of the Estonian Ministry of the Interior to support the development of e-governance in local governments:</b> <ul style="list-style-type: none"> <li>- Information system of local government council (VOLIS)</li> </ul> Service portal for local governments (KOVTP)
13:30		<i>Lunch</i>
14:30 - 15:30		<b>Visit to <a href="#">Viljandi County Government</a></b> The role of county governments in information society development; <b>Cooperation with central and local governments</b>
15:30 - 16:00		<b>Visit to the Public Internet Access Point</b>
		<i>Free time, excursion Back to Tallinn</i>

**DAY 6**

		Practical cases
10:30 - 11:30		<b>Local e-Democracy (including the use of social media networks)</b> Kristina Reinsalu, eGA
11:30 - 11:50		Coffee Break
11:50		<i>Transfer</i>
12:00 - 14:00		<b><i>Visit to Tallinn City Government</i></b> <b>Tasks and functions of local governments in Estonia. Regulatory framework. Relations to the central governments (funding, responsibilities), development and main challenges</b>  Toomas Sepp, <i>Head of Administration in Tallinn City</i>
14:00 - 15:00		<i>Lunch</i>
15:00 - 16:30		<b>Mobile technologies and m-services</b> Rain Rannu, <i>Mobi Solutions</i>
16:30 - 18:00		<b>Field visit - Estonian ICT Democenter - m-parking, ID-ticket in public transport</b>

## DAY 7

10:30 - 12:00		<b>Visit to AS Datel</b> <b>GIS - Geographical Information Systems</b> GIS-plosion @ e-Stonia - from Land Reform to e-Commerce Villem Alango, <i>AS Datel</i>
12:00 - 13:00		<i>Lunch (hotel Olümpia)</i>
13:00 - 13:45		<b>e-Police</b> Virgo Riispapp, <i>Head of IT Department, Estonian Police Department</i>
14:00 - 15:00		<b>Closing Session</b> Arvo Ott, <i>Member of the Management Board, eGA</i>
		<i>Closing</i>

## DAY 8

	Check-out from the hotel Transfer to Tallinn Airport Departure from Tallinn
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