

Private Sector Commission

Workshop on Negotiation Skills

Wednesday 13th July, 2011

Herdmanston Lodge, Queenstown, Georgetown

| From | To | Topic | Responsible |
|------------|------------|---|-----------------------|
| 09:00 a.m. | 09:10 a.m. | Welcome and Introduction | Chandradat Chintamani |
| 09:10 a.m. | 09:25 a.m. | Delegates indicate their involvement in negotiation | Keisha Baptiste |
| 09:25 a.m. | 10:25 a.m. | Section 1: Negotiation: Basic Concepts, Objective and Interests. Alternatives vs. Options in Negotiation | Keisha Baptiste |
| 10:25 a.m. | 10:30 a.m. | <u>Section 2: Workshop 1</u> | Keisha Baptiste |
| 10:30 a.m. | 10:45 a.m. | BREAK | |
| 10:45 a.m. | 11:15 a.m. | <u>Section 2: Workshop 1</u> | Keisha Baptiste |
| 11:15 a.m. | 12:00 p.m. | Section 3: The Power of Negotiation. Strategic Capacity - Negotiation Factors | Keisha Baptiste |
| 12:00 p.m. | 01:00 p.m. | LUNCH | |
| 01:00 p.m. | 01:15 p.m. | Activity | Chris Dainty |
| 01:15 p.m. | 02:00 p.m. | Section 4: The Negotiator's Profile - An assessment of our profile as negotiators | Chris Dainty |
| 02:00 p.m. | 02:45 p.m. | Section 5: What do we negotiate? Issues to be negotiated | Chris Dainty |
| 02:45 p.m. | 03:00 p.m. | BREAK | |
| 03:00 p.m. | 03:45 p.m. | Section 6: Negotiation Limits - Area for Negotiation | Chris Dainty |
| 03:45 p.m. | 04:30 p.m. | <u>Section 7: Workshop 2</u> | Chris Dainty |
| 04:30 p.m. | 04:45 p.m. | Wrap Up & Evaluation | Chandradat Chintamani |
| 04:45 p.m. | 05:00 p.m. | Closing Remarks | Ramesh Dookhoo |
| 05:00 p.m. | 05:10 p.m. | Vote of Thanks | Roubinder Rambarran |