



Checklist on the QPE policy revision process

to be completed by the pilot countries

Country: Zambia

Representatives' names: Hikabwa Chipande
and Mrs. Bessie Chelemu

Please fill in the form below, based on the steps already taken or on your anticipations regarding the roll-out of the QPE policy revision process at national level. This will be useful to identify the strengths, weaknesses, opportunities and threats of the policy revision process for the forthcoming months and help the workshop participants to focus on responding to the specific needs of the QPE pilot countries.

QUESTIONS		REPLIES		COMMENTS
		YES	NO	
Preparation to the QPE policy revision process				
1	Has the current physical education framework (policies/ curricula) been analysed (in terms of strengths and gaps) prior to the participation in the QPE policy project?	Yes		While the national policy has not, the implementation framework has been revised, leading to PE. Becoming an examinable subject
2	Has the QPE policy package been thoroughly reviewed and analysed by the engaged stakeholders at national level?	Yes		Stakeholders have read and the package has been explained in the Training Workshop
3	Did the engaged stakeholders have the opportunity to discuss together the content of the QPE policy package (Guidelines and Methodology) and raise potential questions to the UNESCO QPE focal points?	Yes		This was done during the training workshop, although questions might start coming out when they start using the QPE Policy package.
4	Has the participation in the QPE policy revision process been formally announced at national level?		No	No official launch of the QPE project was done but the QPE project and Training Workshop was on the news – television and
Engagement of the concerned stakeholders				
5	Is the Ministry responsible for physical education engaged in somehow in the QPE policy revision process at national level?	Yes		It is involved. It provided an office for the NC and financially supported the Training Workshop.
6	Are there several Ministries engaged in/ and cooperating on the QPE policy revision process at national level (i.e. Ministry of Education, Ministry of Health, Ministry of Youth and Sport, etc.)?	Yes		The two line ministries: Ministry of General Education and Ministry of Sport, Youth and Child Development are actively involved in the whole process. There are also discussion to involve Ministry of Higher education
7	Has a common contact database been established for the QPE policy revision process, gathering the networks of all the stakeholders at national level?	Yes		The database has been established for most stakeholders and networks related to the QPE policy revision process.
8	Have meetings already been organized between the different stakeholders engaged in the QPE policy revision process at national level (Ministry focal points, Lead country partner, National coordinator, etc.)?	Yes		Yes, all these meetings have been held apart from the Steering Committee.
9	Have the roles of the engaged stakeholders been clearly defined from the start at national level?		No	The roles of stakeholders such as Lead Country Partner, focal points etc. still need to be explained.
10	Has the national coordinator been selected through a transparent and consultative process (i.e. interview panel composed of a broad range of expert/ and at least 3 candidates interviewed)?	Yes		All stakeholders were involved in the selection process.
11	Has the selected National coordinator been presented to all engaged stakeholders in the QPE policy project at national level?	Yes		He has been presented to the lead country partner, Ministry of General Education, Ministry of Sport, and the technical working group members

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12	Have national coordinator's deliverables and/or other national reports been already uploaded the QPE UNESTEAMS platform?		No	Not yet, will be uploaded before the meeting on 29 September in Paris
13	Has the list of the Steering Committee members been established according to a consensus?	Yes		The two line ministries have both agreed on the composition of the Steering Committee.
14	Has a list of potential members of the Technical Working Group already been established and experts from different areas (PE, health, curriculum drafting, etc.) been identified?	Yes		All have already been contacted and official letters sent to them. Only Ministry of health is yet to appointed an expert to the TWG.
15	Are the authorities responsible for the adoption of the revised QPE policy - and of the corresponding budgeted implementation plan - aware of/ engaged in the QPE policy revision process at national level?		No	The two Permanent Secretaries from the Ministry of General Education and Ministry of Sport, Youth and Child Development are aware, but yet to meet and discuss.
Establishment of a national roadmap				
16	Has the generic QPE policy revision process timeline been adapted to the national context with concrete deadlines?		No	Not Yet
17	Have concrete deadlines been established between the national coordinator and the other engaged stakeholders regarding the delivery of expected deliverables?		No	Not yet
Ensuring a consultative and multi-participatory process				
18	Have the Training workshop's notes shared by UNESCO HQ been adapted to the national context?	Yes		They have been adapted to the national context and used in the Training Workshop
19	Have the modalities of organization of the consultations been already considered?		No	
20	Have you already identified which categories of population from the civil society you would like to include in the policy revision process through consultations?	Yes		Sport NGOs have been identified and are part of the technical working group,
21	Do you think that national associations and civil society individuals will be willing to be involved in the consultations?	Yes		Both national associations and civil society organizations will be willing to participate in the consultation process.
22	Have you anticipated a strategy to contact those who should be consulted?	Yes		By phone and formal letters.
23	Have you contacted potential local partners/associations able to provide you with additional support during the policy revision process (logistical, intellectual, financial, etc.)?	Yes		The Sports for Hope Center will provide the venue and refreshments at a subsidized price.
24	Have the necessary human and financial resources been secured from the start to enable a fully participatory process during the revision of the PE policy (i.e. notably for the organization of consultations, workshop, etc. with a broad range of audiences)?	Yes	No	Human resource (TWG) is readily available, but there might be a challenge with financial resources.
Endorsement of the revised QPE policy				
25	Has a strategy already been considered regarding the mobilization of funds dedicated to the implementation of the revised policy at national level?		No	

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Considering the above answers and your analysis of the roll-out of the policy revision process, which are, according to you, the existing or potential strengths, weaknesses, opportunities and threats¹ regarding the policy revision process to come in your country?

Strengths:

The policy revision process has began well so far with a lot of stakeholders showing eagerness to participate play as seen in their enthusiasm being part of the Technical Working Group and line ministries appointing experts to be part of the process. The TWG members are also overly impressed with the QPE policy development package.

Weaknesses:

Some stakeholders have not shown pro-activeness towards fulfilling their roles or responsibilities.

Opportunities:

There is consensus among most stakeholders on the need for strengthening the existing PE policies and on the appointment of the Steering Committee and Technical Working Group.

Threats:

Failing to come up with an effective strategy for mobilizing fund might threaten the whole policy revision process and piloting.

Would you need feedback on any specific aspect mentioned above during the workshop? If so, please explain.

No

Would you like to share any advice lesson learnt on the policy revision process? If so, please ex

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Please return the completed form to m.leroy@unesco.org by **Thursday 22 September COB** (Paris time). Thank you for your contribution.

¹ E.g. in terms of human/ financial/ logistical/ intellectual resources, internal procedures, risks of delayed implementation, opportunities of partnerships, in-kind contributions, etc.

