

Waste Wise: Enhancing Governance for Sustainable Waste Management

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EDUCATIONAL WORKSHOP PLAN AND CONTENT

Activity 2





WASTE WISE

Enhancing Governance for Sustainable Waste Management

Document Title: Educational Workshop Plan and Content

Countries Involved: Slovakia & Italy (Sicily Region)

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Summary: This document presents the organizational and operational framework for the implementation of 12 educational workshops designed for employees in the public and private waste management sectors. Based on the outcomes of previous research and national analyses, it includes detailed planning templates, workshop objectives, and logistical structures for each session. The aim is to ensure effective knowledge transfer, inclusive participation, and alignment with EU sustainability goals.



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INTRODUCTION

The Educational Workshop Plan and Content document is a comprehensive framework developed to guide the organization and delivery of a series of targeted workshops in Slovakia and Italy (Sicily). These educational workshops are specifically designed for employees working in both public and private waste management companies. The document serves as a strategic and operational guide, detailing the methodology, scheduling, thematic content, logistical and technical requirements, learning objectives, and anticipated outcomes of each workshop session.

This document is rooted in the evidence-based findings of Activity 1: Comparative Analysis, which was conducted through a structured questionnaire survey during the period of April 2025 to June 2025. The survey engaged waste management employees and wide public in both Slovakia and Sicily and aimed to gather insights into their current levels of knowledge, professional challenges, and learning expectations. The results of this comparative study were carefully analyzed to identify common trends as well as country-specific gaps in knowledge, skills, and awareness. These insights directly informed the design and customization of the workshop content.

The workshops have been tailored to address the real needs of the participants, with particular attention to emerging technologies in waste management, policy and legislative implementation, environmental impact, and the challenges faced by marginalized communities. Moreover, the plan considers social inclusion principles by aiming to involve underrepresented groups, including women, individuals over 50 years of age, and employees with limited access to training or information.

This document functions as a practical “roadmap” for the organization and execution of educational workshops across the two countries. It ensures that all aspects of planning—content development, participant recruitment, trainer assignment, venue selection, and evaluation—are aligned with the overarching goals of the Waste Wise project.

The primary aim of these workshops is to build the knowledge and competencies of waste management employees, empowering them to implement more efficient, sustainable, and innovative practices in their daily work. In doing so, the initiative contributes not only to improved local waste management systems but also to broader environmental goals, supporting the European Union's transition to a greener and more circular economy. All workshop activities are designed in accordance with current EU strategies, policies, and legislative frameworks on waste and environmental sustainability.

By consolidating the findings of preliminary research and aligning training with practical needs, the Educational Workshop Plan and Content document ensures that this phase of the Waste Wise project delivers meaningful, high-quality educational experiences that foster professional growth and environmental stewardship among waste management professionals in Slovakia and Italy (Sicily).

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1. National Challenges and Strengths in Waste Management

Effective waste management remains a shared priority across the European Union, but implementation and outcomes vary significantly between regions due to differences in economic structures, governance capacities, infrastructure, public awareness, and environmental culture. In the context of the Waste Wise project, an analysis of Slovakia and Sicily reveals both common challenges and distinct national characteristics that inform the structure and objectives of the planned educational workshops.

1.1 Slovakia: Between Legal Progress and Practical Limitations

Slovakia has made notable strides in aligning with EU waste legislation. Policies and regulatory frameworks have been updated in recent years to meet circular economy targets and landfill reduction goals. The country benefits from increasing access to EU structural funds, which has enabled some modernization in waste infrastructure and opened opportunities for innovation through pilot programs and digital tools.

However, despite this legislative progress, practical limitations persist:

- Recycling rates remain below EU averages, with a significant proportion of municipal waste still ending up in landfills.
- Public awareness is uneven, especially in rural and marginalized areas where waste sorting and environmental education are limited.
- Infrastructure disparities exist, with smaller municipalities lacking access to modern sorting and composting facilities.
- Illegal dumping and poor monitoring continue to be problematic, reflecting gaps in both enforcement and civic responsibility.

On the positive side, grassroots initiatives by local governments and NGOs are emerging, promoting environmental awareness and sustainable habits. These efforts, however, require broader institutional support and skilled personnel to scale effectively.

1.2 Sicily (Italy): Structural Barriers and Cultural Potential

Sicily faces a different set of challenges rooted in long-standing regional disparities. Waste management systems in Sicily often lag behind those in northern Italy, with landfilling still dominating disposal methods and source separation of waste inconsistently applied. Geographic isolation, administrative complexity, and in some cases, historical mismanagement and criminal infiltration in the waste sector have created additional layers of difficulty.

Public trust in waste authorities is low in some parts of the island, largely due to negative past experiences with mismanaged landfills or waste collection services. Educational and engagement deficits are notable, particularly in economically weaker areas where civic participation is limited and environmental literacy is low.

Nonetheless, Sicily has considerable strengths that can be leveraged:

- The region's cultural legacy of reuse and repair, common in older generations, offers a foundation for circular economy education.
- Local environmental value—including biodiversity, marine ecosystems, and protected landscapes—motivates action when effectively communicated.
- Some municipalities, particularly in urban centers, have begun modernizing waste systems, supported by EU-funded projects and public-private partnerships.

1.3 Comparative Analysis: Shared Needs and Diverging Contexts

While the two regions differ in history, structure, and economic capacity, they share key challenges that can be effectively addressed through targeted educational interventions:

- Low levels of environmental literacy and limited public engagement in sustainable waste practices.
- Weak implementation of policy at the operational level, often due to inadequate staff training and inter-institutional coordination.
- Insufficient integration of digital tools, both in internal operations and in public-facing services for waste reporting or education.
- Vulnerable or underserved populations, including the elderly, low-income residents, and workers with limited access to information or training.

These shared concerns provide a strategic basis for the Waste Wise educational workshops. However, customization is essential: while Slovakia may benefit more from strengthening community-based recycling practices and enforcement awareness, Sicily might require stronger emphasis on rebuilding trust, promoting transparency, and reviving traditional sustainable behaviors through modern approaches.

The planned educational workshops in Slovakia and Sicily are not generic training events but strategically designed responses to clearly identified gaps. Their purpose is to empower waste sector employees with the knowledge, tools, and mindset needed to contribute to a more sustainable waste system. Key areas of focus include:

- Improving practical knowledge of EU waste legislation and how to implement it effectively in day-to-day operations.
- Strengthening digital skills to support modern waste tracking, public communication, and administrative efficiency.
- Raising awareness of environmental consequences of improper waste handling, particularly in vulnerable ecosystems.
- Fostering inclusion by ensuring participation of underrepresented groups such as older employees, women, and those from disadvantaged areas.
- Encouraging community involvement, behavior change, and trust in public systems.

By addressing these core challenges, the workshops aim to contribute directly to the modernization of local waste management practices and to the broader EU goal of achieving a circular and green economy through grassroots action and empowered local actors.

2. Tailoring National Workshops & Social Inclusion Needs

Based on prior research and findings, project partners have designed inclusive, country-specific educational workshops tailored for employees in the public and private waste management sectors in Slovakia and Italy. These workshops are intended to strengthen professional competencies, address identified knowledge gaps, and reflect the distinct social, cultural, and demographic characteristics of each region, while actively promoting equal participation and social inclusion.

Customization Strategy

Area of Customization	Implementation Approach
Content	Nationally relevant topics such as EU waste law, environmental impacts, and innovation.
Pedagogy	Adult learning methods, practical training, role-play, group work, and site visits.
Inclusion Criteria	Balanced gender participation, age 50+, marginalized workers, low-information access.
Accessibility	Flexible timing, local venues, translation, transport assistance.

Suggested Educational Activities for Workshops (optional)

Activity Type	Description	Purpose
Practical Demonstration	On-site or classroom-based demonstration of waste sorting, recycling technologies, or composting.	Enhance hands-on skills, understand processes.
Role-playing Simulation	Participants simulate a real-life waste management challenge (e.g., policy enforcement in a landfill).	Develop problem-solving and collaboration.
Group Work / Brainstorm	Participants work in small groups to propose solutions to local waste issues.	Encourage creativity and teamwork.
Case Study Review	Review and discussion of successful practices in the partner country (e.g., Slovakia/Italy exchange).	Learn from real-world examples, adapt strategies.
Field Visit	Visit to a local waste treatment facility or eco-centre.	Provide real-world context and inspire innovation.
Digital Tools Training	Introduction to apps, dashboards, or software used in waste tracking or reporting.	Build digital competencies among participants.

By following the recommended strategy and educational activities, project partners expect to achieve a series of impactful results.

Expected outputs include the development of customized workshop content that is specifically tailored to the national contexts and target groups in Slovakia and Italy. A strong emphasis will be placed on implementing inclusive recruitment strategies to ensure broad social representation, particularly among underrepresented groups. Furthermore, project partners will prepare comprehensive trainer guides that incorporate inclusive teaching approaches and adaptable activity templates. To support ongoing improvement and responsiveness, participant feedback tools will be introduced to systematically gather and analyze input from workshop attendees.

In the long term, these efforts are expected to lead to enhanced professional competencies across all levels of the waste management workforce, equipping participants with practical knowledge aligned with sustainable practices. Greater engagement from marginalized populations—especially individuals over 50 and those with limited access to digital resources—is anticipated, contributing to a more equitable learning environment. The workshops will also promote meaningful cross-border knowledge exchange between Slovakia and Italy, enriching the collective capacity of participating institutions. Ultimately, these outcomes will support the broader objectives of the European Union, contributing to the achievement of the EU Green Deal, the transition to a circular economy, and long-term sustainable development goals.

3. Workshop Implementation Overview and Planning Framework

Based on the considerations outlined above, this section provides an overview of the individual educational workshops, including a proposed schedule for their implementation. For each workshop, the following planning elements are presented:

- I. Proposed date
- II. Proposed time
- III. Workshop duration
- IV. Number of participants
- V. Workshop venue
- VI. Assigned facilitator/trainer(s)
- VII. Target group (background, roles, sectors)
- VIII. Workshop objective
- IX. Expected learning outcomes / outputs
- X. Participant conditions (e.g., prior knowledge, motivation)
- XI. Materials and resources needed
- XII. Workshop agenda
- XIII. Evaluation tools (e.g., feedback form, pre/post survey)
- XIV. Logistical notes (transport, refreshments, special needs)
- XV. Follow-up actions (certificates, next steps, additional support)

During the preparation and implementation phases of the workshops, the agenda, methods, structure, as well as the overall approach to delivering the workshops may change. These changes may be driven by participants' needs, which can be identified either before or during the workshops. The project implementers, led by the trainers, will regularly monitor participants' feedback, and if it becomes clear that different topics, methods, or structures are needed, these changes will be implemented.

3.1 Slovakia – Workshop Planning Structure

Workshop 1: Waste Management and Contamination Issues in Slovakia

- I. Proposed Date:** February 27, 2026
- II. Proposed Time:** 9:00 CET
- III. Workshop Duration:** 1 day
- IV. Number of Participants:** 10
- V. Workshop Venue:** Nitra
- VI. Assigned Facilitator/Trainer(s):** to be nominated
- VII. Target Group:** Employees of municipalities, regional authorities, NGOs, waste management companies, and environmental professionals involved in waste administration, planning, monitoring, or service delivery.
- VIII. Workshop Objective:** This workshop addresses the key challenges of waste management in Slovakia, with a focus on environmental contamination caused by improper waste handling, illegal dumping, and inadequate infrastructure. Through expert presentations, case studies, and practical discussions, participants will deepen their understanding of contamination risks and their impacts on the environment and public health. The workshop will highlight weaknesses in existing waste management systems and present effective prevention and mitigation practices. It also aims to strengthen the practical application of national and EU waste legislation. Ultimately, the workshop seeks to enhance participants' ability to identify, report, and respond to contamination risks in their professional roles.
- IX. Expected Learning Outcomes / Outputs:** By the end of the workshop, participants will be able to:
 - Recognize the most common sources of environmental contamination related to waste mismanagement in Slovakia, including specific regional issues.
 - Understand the ecological and health impacts of various types of contamination (e.g., groundwater pollution, soil degradation, air quality deterioration).
 - Analyze real-world examples of contamination incidents and evaluate how they were addressed, including successes and failures.
 - Identify weaknesses in current municipal and regional waste management systems that may contribute to contamination risks.
 - Apply practical techniques to reduce contamination, including improved waste sorting, safe storage, transportation, and disposal practices.
 - Demonstrate familiarity with Slovak and EU regulations on waste handling and environmental protection.
 - Use risk assessment tools or checklists to identify contamination threats in their work environments.
 - Propose inter-agency collaboration measures to improve monitoring, reporting, and response mechanisms.
 - Develop an action plan or checklist for contamination prevention within their organization or locality.
 - Provide informed feedback on how policy, training, or infrastructure could be improved to reduce contamination risks.

Workshop 2: Emerging Technologies and Trends in Waste Administration and Management

- I. Proposed Date:** March 20, 2026
- II. Proposed Time:** 9:00
- III. Workshop Duration:** 1 day
- IV. Number of Participants:** 10
- V. Workshop Venue:** Nitra, Slovakia
- VI. Assigned Facilitator/Trainer(s):** to be nominated
- VII. Target group:** Employees of municipalities, regional authorities, waste management companies, and environmental professionals involved in waste administration, planning, monitoring, or service delivery.
- VIII. Workshop Objective:** The objective of this workshop is to strengthen participants' understanding of emerging technologies, digital solutions, and current trends in waste administration and management. The workshop aims to demonstrate how technological innovation can enhance efficiency, transparency, monitoring, and regulatory compliance in waste management systems, while supporting the transition towards circular economy models at local and regional levels.

Specific objectives:

- To introduce participants to emerging technologies used in waste collection, sorting, recycling, and treatment.
 - To present digital and smart solutions (e.g. data platforms, monitoring systems, automation tools) relevant to waste administration.
 - To explore current European and global trends in waste management, including digitalisation and circular economy approaches.
 - To analyse practical case studies showcasing successful technology-driven improvements.
 - To identify opportunities and constraints for implementing innovative technologies within Slovak municipalities and organizations.
 - To encourage strategic thinking on modernising administrative and operational waste management processes.
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- IX. Expected Learning Outcomes:** After completing the workshop, participants will be able to:
 - Identify and describe key technological trends shaping modern waste administration.
 - Explain the role of digital tools in improving efficiency, traceability, and decision-making.
 - Assess the advantages, limitations, and risks of selected waste management technologies.
 - Analyse real-life examples of technological innovation in waste systems.
 - Identify feasible innovation opportunities within their own organisational or municipal context.
 - Propose initial steps for the responsible and sustainable adoption of new technologies.

Workshop 3: Waste Challenges within Marginalized Communities

- I. Proposed Date:** April 17, 2026
- II. Proposed Time:** 9:00
- III. Workshop Duration:** 1 day
- IV. Number of Participants:** 10
- V. Workshop Venue:** Nitra, Slovakia
- VI. Assigned Facilitator/ Trainer(s):** to be nominated
- VII. Target Group:** Municipal employees, social workers, NGO staff, environmental educators, waste service providers working with marginalized or socially excluded communities.
- VIII. Workshop Objective:** The objective of this workshop is to increase awareness and understanding of waste management challenges faced by marginalized and socially excluded communities. The workshop seeks to promote inclusive, socially sensitive, and environmentally responsible approaches that address structural barriers, reduce environmental health risks, and improve waste management outcomes in disadvantaged areas.

Specific objectives:

- To identify waste-related challenges specific to marginalized and vulnerable communities.
 - To examine the links between social exclusion, environmental degradation, and public health risks.
 - To analyse institutional, economic, and behavioural factors influencing waste practices in marginalized areas.
 - To present community-based, participatory, and inclusive waste management approaches.
 - To strengthen cooperation between municipalities, NGOs, social services, and community representatives.
 - To promote culturally sensitive communication and environmental education strategies.
- IX. Expected Learning Outcomes:** After the workshop, participants will be able to:
- Recognise structural and social barriers affecting waste management in marginalized communities.
 - Assess environmental and health risks related to inadequate waste services.
 - Apply inclusive and culturally appropriate communication methods.
 - Design waste management solutions adapted to local social and economic conditions.
 - Strengthen collaboration with community stakeholders and support participatory approaches.

Workshop 4: Implementation of EU Waste Legislation in Slovakia

- I. Proposed Date:** May 22, 2026
- II. Proposed Time:** 9:00
- III. Workshop Duration:** 1 day
- IV. Number of Participants:** 10
- V. Workshop Venue:** Slovakia
- VI. Assigned Facilitator/ Trainer(s):** to be nominated
- VII. Target Group:** Municipal officials, waste operators, regulators, environmental inspectors, and policy implementers.
- VIII. Workshop Objective:** The objective of this workshop is to enhance participants' capacity to understand, interpret, and apply European Union waste legislation within the Slovak context. The workshop focuses on bridging the gap between legal requirements and practical implementation, improving compliance, and supporting effective enforcement at local and regional levels.

Specific objectives:

- To provide an overview of key EU waste directives and regulations.
 - To explain the process of transposition and implementation of EU waste legislation in Slovakia.
 - To clarify roles, responsibilities, and competencies of public authorities and waste operators.
 - To identify common challenges and gaps in legislative compliance.
 - To support practical application of legal requirements through examples and tools.
 - To improve coordination between regulatory bodies and implementing actors.
- IX. Expected Learning Outcomes:** After completing the workshop, participants will be able to:
- Identify the most relevant EU waste legislation applicable to their professional roles.
 - Explain how EU legal requirements are implemented in Slovakia.
 - Apply legislative obligations in daily operational and administrative practice.
 - Improve compliance, documentation, and reporting procedures.
 - Reduce legal, environmental, and reputational risks within their organisations.

Workshop 5: Environmental Concerns Associated with Waste

- I. *Proposed Date:*** June 26, 2026
- II. *Proposed Time:*** 9:00
- III. *Workshop Duration:*** 1 day
- IV. *Number of Participants:*** 10
- V. *Workshop Venue:*** Slovakia
- VI. *Assigned Facilitator/ Trainer(s):*** to be nominated
- VII. *Target Group:*** Environmental professionals, municipal staff, NGOs, waste sector employees.
- VIII. *Workshop Objective:*** The objective of this workshop is to deepen participants' understanding of the environmental impacts associated with waste generation and management, including pollution, climate change, biodiversity loss, and resource depletion. The workshop promotes prevention-oriented and environmentally sustainable approaches aligned with EU environmental and climate objectives.

Specific objectives:

- To explain environmental pathways of waste-related pollution affecting soil, water, air, and ecosystems.
 - To examine the relationship between waste management, greenhouse gas emissions, and climate change.
 - To analyse the cumulative impacts of waste on biodiversity and human health.
 - To promote waste prevention, reuse, recycling, and environmentally sound disposal practices.
 - To support integration of environmental considerations into waste planning and decision-making.
- IX. *Expected Learning Outcomes:*** After the workshop, participants will be able to:
- Assess environmental risks associated with different waste streams.
 - Understand links between waste management practices and climate objectives.
 - Identify measures to prevent or mitigate environmental damage caused by waste.
 - Promote sustainable waste practices within their professional roles.
 - Integrate environmental impact considerations into waste-related strategies and policies.

Workshop 6: Showcasing Best Practices in Waste Management: Insights from Italy (workshop language: English)

- I. Proposed Date:** September 25, 2026
- II. Proposed Time:** 9:00
- III. Workshop Duration:** 1 day
- IV. Number of Participants:** 10
- V. Workshop Venue:** Slovakia
- VI. Assigned Facilitator/ Trainer(s):** Guest lecturer from Catania, Italy
- VII. Target Group:** Waste management professionals, municipal employees, project partners with basic English proficiency.
- VIII. Workshop Objective:** The objective of this workshop is to present best practices in waste management from Italy and facilitate the transfer of knowledge, experience, and innovative solutions to the Slovak context. The workshop supports international knowledge exchange and highlights successful approaches at municipal and regional levels.

Specific objectives:

- To showcase effective Italian waste management models and practices.
 - To present real-life experiences and lessons learned from Italian municipalities.
 - To compare Italian and Slovak waste management systems and policy approaches.
 - To identify success factors and conditions for effective waste management.
 - To explore the transferability of selected best practices to Slovak conditions.
 - To strengthen international cooperation and professional networking.
- IX. Expected Learning Outcomes:** After completing the workshop, participants will be able to:
- Identify key elements of successful waste management practices implemented in Italy.
 - Critically compare different national and regional approaches to waste management.
 - Extract transferable solutions applicable to their own local or organisational context.
 - Apply international best practices while considering local legal and social conditions.
 - Improve professional communication and terminology related to waste management in English.

All six workshops implemented in Slovakia share the following common conditions and requirements:

- X. Participant Conditions:** To ensure the effectiveness of the workshop, participants should ideally meet the following conditions:
- Basic understanding of waste management practices in their local or organizational context.
 - Current employment or active role in a public or private waste management organization, municipality, environmental NGO, or related regulatory body.
 - Motivation to improve environmental outcomes and implement safer, more sustainable waste handling procedures.
 - Openness to cross-sector collaboration and willingness to share experiences and challenges from their local context.
 - While technical expertise is not mandatory, familiarity with environmental protection or sanitation regulations will be an advantage.

Special consideration should be given to:

- Including participants over 50 years of age who may have long-term practical experience.
- Involving individuals from underserved or rural areas, where contamination risks are often higher and less regulated.
- Ensuring gender balance and diverse representation among participants.

XI. *Materials and Resources Needed:* To deliver the workshop effectively, the following materials and resources are recommended:

- Projector and screen for presentations.
- Printed workshop manuals or handouts, including legislation summaries, checklists, and visual aids on contamination risks.
- Flip charts and markers for group exercises and brainstorming sessions.
- Case study sheets or scenario cards for incident analysis and discussion.
- Evaluation forms for participant feedback (paper or digital).
- Name tags and sign-in sheets for participant tracking.
- Access to internet or computers
- Refreshments and seating arrangements suitable for an interactive, full-day session.
- Case studies
- Interpretation support if needed

XII. *Workshop Agenda:*

1. Registration and welcome
2. Presentation of Italian best practices
3. Case studies from municipalities and regions
4. Comparative discussion: Italy and Slovakia
5. Interactive discussion and Q&A
6. Transferability of best practices
7. Wrap-up and conclusions

XIII. *Evaluation Tools:* To ensure the effectiveness of the workshop and gather valuable insights for continuous improvement, a structured set of evaluation tools will be used before, during, and after the training. These tools are designed to measure participant learning, engagement, satisfaction, and the long-term applicability of the knowledge gained.

- *Pre-workshop survey:* Prior to the workshop, participants will complete a brief survey to assess their baseline knowledge, previous experience, and expectations. This tool helps facilitators understand the group's starting point and tailor the delivery accordingly. It may include self-assessments on key topics such as sources of contamination, relevant legislation, and waste management practices, as well as questions about participant motivations and preferred learning styles.
- *Post-workshop feedback form:* At the end of the session, participants will be asked to complete a standardized feedback form to evaluate the workshop's content, structure, facilitation, and logistics. The form will include both quantitative rating scales and qualitative open-ended questions to capture impressions of what was most valuable, areas for improvement, and suggestions for future training. A self-reflection section will encourage participants to note what they have learned and how they plan to apply it in their professional roles.

- *Facilitator observation checklist:* During the workshop, facilitators may use an observation checklist to monitor participant engagement, group dynamics, and comprehension levels. This informal tool provides supplementary insights that can enhance the final evaluation and inform future facilitation strategies.
- *Follow-up survey (2–3 months post-workshop):* To assess the long-term impact of the training, participants will be invited to complete a follow-up survey several weeks after the workshop. This tool will help evaluate whether participants have applied what they learned, what changes (if any) occurred in their practices, and what additional support or training might be needed.

Together, these evaluation tools form a comprehensive system for quality assurance, enabling the project team to measure success, report on outcomes, and improve future project initiatives.

XIV. Logistical Notes: To ensure inclusive and equitable access to the workshop for all participants, especially those from underserved or marginalized backgrounds, the following logistical considerations are recommended:

1. Transport Support

- Reimbursement or organized group transport (e.g., buses or carpool coordination) should be offered for participants traveling from rural areas or remote municipalities.
- Clear information about transportation options, directions, and reimbursement procedures should be communicated well in advance.
- Public transport timetables should be considered when scheduling the workshop start and end times.

2. Refreshments and Meals

- Provide free refreshments and a light lunch, particularly important for participants with limited financial resources.
- Accommodate dietary restrictions and cultural preferences through pre-registration forms (e.g., vegetarian, gluten-free, etc.).

3. Accessibility and Special Needs

- Choose fully accessible venues that accommodate individuals with limited mobility, including elevators, ramps, and accessible restrooms.
- Ensure signage and materials are easy to read, with large-print options available upon request.
- Offer interpretation or translation support if participants speak minority languages or have limited command of the workshop language.
- Consider providing digital support or printed alternatives for participants with low digital literacy or no access to devices.

4. Welcoming Environment

- Use inclusive language and signage.
- Provide name badges and a greeter or support person at registration to assist first-time attendees or those with questions.
- Create a safe, respectful learning environment where every participant feels encouraged to contribute.

By addressing these logistical elements with care and sensitivity, the workshop will foster broader participation, reduce barriers for disadvantaged groups, and align with the project's commitment to social inclusion and equal opportunity.

XV. Follow-up Actions:

To ensure continuity of learning and reinforce the value of participation, several follow-up actions are planned following the completion of each workshop:

1. Certificates of Participation

- All participants who complete the workshop will receive a Certificate of Participation, recognizing their involvement and the competencies covered.
- Certificates may serve as proof of professional development and can be used for internal records or personal portfolios.

2. Access to Workshop Materials

- Participants will be granted ongoing access to all workshop materials, including presentations, handouts, checklists, and digital resources.
- Where applicable, materials will be available in both digital and printed formats to accommodate different preferences and levels of digital access.

3. Individual Support and Consultation

- A designated contact person or trainer will be available for follow-up consultation via email or phone for a limited period after the workshop.
- Participants will be encouraged to reach out with questions, implementation challenges, or requests for additional guidance.

4. Opportunity to Attend Additional Workshops

- Participants will be invited to attend other workshops organized within the Waste Wise project that build on or complement the content of the current session.
- This enables continued learning and allows for the reinforcement and expansion of skills across multiple topic areas (e.g., legislation, marginalized communities, best practices).
- Priority for follow-up workshops may be given to participants who show high engagement or who represent underserved regions or groups.

5. Ongoing Communication

- Participants may opt-in to a mailing list or communication group to receive updates on future workshops, project news, and relevant resources.
- Periodic follow-up surveys may be sent to measure long-term impact and offer additional learning opportunities.

These follow-up actions not only support sustained engagement but also contribute to creating a network of informed and empowered waste sector professionals who can drive sustainable change at the local and regional levels.

3.2 Italy (Sicily) – Workshop Planning Structure

Workshop 1: Waste Management and Contamination Issues in Italy

- I. Proposed Date:** February 27, 2026
- II. Proposed Time:** 10 am (CET)
- III. Workshop Duration:** 1 day
- IV. Number of Participants:** 12
- V. Workshop Venue:** online, video conferencing platform (E.G. Zoom, Google Meets)
- VI. Assigned Facilitator/Trainer(s):** Valentina Amato (environmental educator from 350° association), Giuliana Pitino (WasteWise project manager)
- VII. Target Group** (background, roles, sectors): educators and youth workers, representatives of local associations and NGOs, local government administrators or technicians (where possible), teachers and school staff.
- VIII. Workshop Objective:** To provide a critical overview of waste management systems in Italy, with a specific focus on contamination issues, regional disparities, and the environmental, social and health impacts on vulnerable territories.
- IX. Expected Learning Outcomes/Outputs:** By the end of the workshop, participants will be able to:
 - understand the structure of waste management systems in Italy,
 - identify major sources of waste-related environmental contamination,
 - analyze Italian case studies, with a focus on Sicily,
 - recognize the links between waste management, public health and social inequalities,
 - develop preliminary recommendations or local action ideas
- X. Participant Conditions** (e.g., prior knowledge, motivation): no advanced technical knowledge required, interest in environmental, social and civic issues, willingness to engage in participatory activities and discussion
- XI. Materials and Resources Needed:**
 - powerPoint presentations,
 - case studies,
 - flipcharts,
 - online tools (Mentimeter),
 - games
 - programmes evaluation questionnaires (digital)
- XII. Workshop Agenda (main topics, methods, structure):**
 1. Introduction and icebreaking: presentation of the WasteWise project, collection of participants' expectations
 2. Overview of waste management in Italy: legal and organizational framework, national data and regional focus
 3. Environmental contamination and case studies: landfills, hazardous waste, illegal dumping and burning, soil and water pollution, case studies from Sicily
 4. Break
 5. Participatory group work: analysis of local waste-related challenges, mapping environmental and social impacts;
 6. Feedback and conclusions: live feedback through polls or word clouds, final feedback questionnaire, closing discussion.

- XIII. *Evaluation Tools:*** initial questionnaire, final questionnaire on Google form.
- XIV. *Logistical Notes:*** clear technical guidelines sent in advance via e-mail, platform accessibility features enabled (captions, chat), technical support available during the session, recording available for participants (if consent is given)
- XV. *Follow-up Actions:*** digital certificates of participation, access to shared folder with materials and recordings, invitation to future WasteWise online or in-person workshops, follow-up email with key outputs and resources

Workshop 2: Emerging Technologies and Trends in Waste Administration and Management

- I. **Proposed Date:** To be defined (March 2026)
- II. **Proposed Time:** 10 am (CET)
- III. **Workshop Duration:** 1 day
- IV. **Number of Participants:** 12
- V. **Workshop Venue:** online, video conferencing platform (E.G. Zoom, Google Meets)
- VI. **Assigned Facilitator/Trainer(s):** Samuele Castorina (environmental educator), Giuliana Pitino (WasteWise project manager)
- VII. **Target Group:** educators and youth workers, representatives of local associations and NGOs, local government administrators or technicians (where possible), teachers and school staff.
- VIII. **Workshop Objective:** to provide a critical overview of waste management systems in Italy, focusing on contamination risks, regional inequalities and impacts on vulnerable territories.
- IX. **Expected Learning Outcomes / Outputs:** Participants will understand Italian waste management structures, identify contamination sources, analyze Sicilian case studies, link waste issues to health and social inequality;
- X. **Participant Conditions:** Video platform, digital presentations, collaborative boards, online surveys
- XI. **Materials and Resources Needed:** powerPoint presentations, case studies, flipcharts, online tools (Mentimeter), games and programmes evaluation questionnaires (digital)
- XII. **Workshop Agenda:**
 1. Introduction & online icebreaker
 2. Waste management system overview
 3. Contamination issues and case studies
 4. Break
 5. Breakout group work
 6. Plenary feedback and conclusions
- XIII. **Evaluation Tools:** Pre/post online surveys, live polls, final feedback form
- XIV. **Logistical Notes:** clear technical guidelines sent in advance via e-mail, platform accessibility features enabled (captions, chat), technical support available during the session, recording available for participants (if consent is given);
- XV. **Follow-up Actions:** digital certificates of participation, access to shared folder with materials and recordings, invitation to future WasteWise online or in-person workshops, follow-up email with key outputs and resources.

Workshop 3: Waste Challenges within Marginalized Communities

- I. **Proposed Date:** January 27, 2026
- II. **Proposed Time:** 10 am (CET)
- III. **Workshop Duration:** 1 day
- IV. **Number of Participants:** 12
- V. **Workshop Venue:** Catania, Italy
- VI. **Assigned Facilitator/Trainer(s):** Samuele Castorina (environmental educator), Giuliana Pitino (WasteWise project manager)
- VII. **Target Group:** educators and youth workers, representatives of local associations and NGOs, local government administrators or technicians (where possible), teachers and school staff.
- VIII. **Workshop Objective:** to analyze how waste-related issues disproportionately affect marginalized communities, especially in the suburban areas of Catania, focusing on environmental justice and social inclusion.
- IX. **Expected Learning Outcomes/Outputs:** participants will understand environmental injustice dynamics, identify vulnerable groups affected by waste mismanagement, develop inclusive and community-based approaches;
- X. **Participant Conditions:** no advanced technical knowledge required, interest in environmental, social and civic issues, willingness to engage in participatory activities and discussion
- XI. **Materials and Resources Needed:** case studies, videos, collaborative boards, digital storytelling tools
- XII. **Workshop Agenda:**
 1. Introduction and values-based icebreaker
 2. Environmental justice and issues;
 3. Case studies in Sicily
 4. Break
 5. Group work on inclusive solutions;
 6. Plenary reflection and conclusions.
- XIII. **Evaluation Tools:** Pre/post online surveys, live polls, final feedback form
- XIV. **Logistical Notes:** clear technical guidelines sent in advance via e-mail, platform accessibility features enabled (captions, chat), technical support available during the session, recording available for participants (if consent is given);
- XV. **Follow-up Actions:** digital certificates of participation, access to shared folder with materials and recordings, invitation to future WasteWise online or in-person workshops, follow-up email with key outputs and resources.

Workshop 4: Implementation of EU Waste Legislation in Italy

- I. **Proposed Date:** to be defined (Apr 2026)
- II. **Proposed Time:** 10 am (CET)
- III. **Workshop Duration:** 1 day
- IV. **Number of Participants:** 12
- V. **Workshop Venue:** online, video conferencing platform (E.G. Zoom, Google Meets)
- VI. **Assigned Facilitator/Trainer(s):** Valentina Amato (environmental educator), Giuliana Pitino (WasteWise project manager)
- VII. **Target Group:** educators and youth workers, representatives of local associations and NGOs, local government administrators or technicians (where possible), teachers and school staff.
- VIII. **Workshop Objective:** to explain EU waste legislation and analyze its implementation at national and local levels in Italy.
- IX. **Expected Learning Outcomes/Outputs:** Participants will understand key EU waste directives, analyze gaps between legislation and practice, reflect on local implementation challenges.
- X. **Participant Conditions:** no advanced technical knowledge required, interest in environmental, social and civic issues, willingness to engage in participatory activities and discussion
- XI. **Materials and Resources Needed:** case studies, videos, collaborative boards, digital storytelling tools, legal summaries, presentations, interactive quizzes
- XII. **Workshop Agenda:**
 1. Overview of EU waste framework;
 2. Italian transposition and implementation;
 3. Break
 4. Case study analysis;
 5. Policy discussion and conclusions.
- XIII. **Evaluation Tools:** Pre/post online surveys, live polls, final feedback form
- XIV. **Logistical Notes:** clear technical guidelines sent in advance via e-mail, platform accessibility features enabled (captions, chat), technical support available during the session, recording available for participants (if consent is given);
- XV. **Follow-up Actions:** digital certificates of participation, access to shared folder with materials and recordings, invitation to future WasteWise online or in-person workshops, follow-up email with key outputs and resources.

Workshop 5: Environmental Concerns Associated with Waste

- I. **Proposed Date:** to be defined (Apr-May 2026)
- II. **Proposed Time:** 10 am (CET)
- III. **Workshop Duration:** 1 day
- IV. **Number of Participants:** 12
- V. **Workshop Venue:** Catania (Italy)
- VI. **Assigned Facilitator/Trainer(s):** Valentina Amato (environmental educator), Giuliana Pitino (WasteWise project manager)
- VII. **Target Group:** educators and youth workers, representatives of local associations and NGOs, local government administrators or technicians (where possible), teachers and school staff.
- VIII. **Workshop Objective:** to deepen understanding of the environmental impacts of waste on ecosystems, climate change and biodiversity.
- IX. **Expected Learning Outcomes/Outputs:** participants will understand links between waste, climate and ecosystems, identify long-term environmental risks, develop environmentally responsible attitudes and actions
- X. **Participant Conditions:** no advanced technical knowledge required, interest in environmental, social and civic issues, willingness to engage in participatory activities and discussion
- XI. **Materials and Resources Needed:** scientific visuals, videos, collaborative tools
- XII. **Workshop Agenda:**
 1. Introduction and environmental framing
 2. Waste and climate change
 3. Waste and biodiversity
 4. Break
 5. Group work on mitigation strategies
 6. Final reflections and project closure
- XIII. **Evaluation Tools:** Pre/post online surveys, live polls, final feedback form
- XIV. **Logistical Notes:** clear technical guidelines sent in advance via e-mail, platform accessibility features enabled (captions, chat), technical support available during the session, recording available for participants (if consent is given);
- XV. **Follow-up Actions:** digital certificates of participation, access to shared folder with materials and recordings, invitation to future WasteWise online or in-person workshops, follow-up email with key outputs and resources.

Workshop 6: Showcasing Best Practices in Waste Management: Insights from Slovakia

- I. **Proposed Date:** September 2026
- II. **Proposed Time:** 10 am (CET)
- III. **Workshop Duration:** 1 day
- IV. **Number of Participants:** 12
- V. **Workshop Venue:** Catania, Italy
- VI. **Assigned Facilitator/Trainer(s):** Guest lecturer from Catania, Italy
- VII. **Target Group:** Waste management professionals, municipal employees, project partners with basic English proficiency.
- VIII. **Workshop Objective:** The objective of this workshop is to present best practices in waste management from Slovakia and facilitate the transfer of knowledge, experience, and innovative solutions to the Italian context. The workshop supports international knowledge exchange and highlights successful approaches at municipal and regional levels.

Specific objectives:

- To showcase effective Italian waste management models and practices;
 - To present real-life experiences and lessons learned from Slovak municipalities;
 - To compare Slovak and Italian waste management systems and policy approaches;
 - To identify success factors and conditions for effective waste management;
 - To explore the transferability of selected best practices to Italian conditions;
 - To strengthen international cooperation and professional networking.
- IX. **Expected Learning Outcomes/Outputs:** After completing the workshop, participants will be able to:
 - Identify key elements of successful waste management practices implemented in Slovakia.
 - Critically compare different national and regional approaches to waste management.
 - Extract transferable solutions applicable to their own local or organisational context.
 - Apply international best practices while considering local legal and social conditions.
 - Improve professional communication and terminology related to waste management in English.
 - X. **Participant Conditions:** to ensure the effectiveness of the workshop, participants should ideally meet the following conditions:
 - Basic understanding of waste management practices in their local or organizational context.
 - Current employment or active role in a public or private waste management organization, municipality, environmental NGO, or related regulatory body.
 - Motivation to improve environmental outcomes and implement safer, more sustainable waste handling procedures.
 - Openness to cross-sector collaboration and willingness to share experiences and challenges from their local context.
 - While technical expertise is not mandatory, familiarity with environmental protection or sanitation regulations will be an advantage.
 - XI. **Materials and Resources Needed:** Projector and screen for presentations.
 - Printed workshop manuals or handouts, including legislation summaries, checklists, and visual aids on contamination risks.
 - Flip charts and markers for group exercises and brainstorming sessions.

- Case study sheets or scenario cards for incident analysis and discussion.
- Evaluation forms for participant feedback (paper or digital).
- Name tags and sign-in sheets for participant tracking.
- Access to internet or computers
- Refreshments and seating arrangements suitable for an interactive, full-day session.
- Case studies
- Interpretation support if needed

XII. **Workshop Agenda:**

1. Registration and welcome
2. Presentation of Italian best practices
3. Case studies from municipalities and regions
4. Comparative discussion: Italy and Slovakia
5. Interactive discussion and Q&A
6. Transferability of best practices
7. Wrap-up and conclusions

XIII. **Evaluation Tools:** to ensure the effectiveness of the workshop and gather valuable insights for continuous improvement, a structured set of evaluation tools will be used before, during, and after the training. These tools are designed to measure participant learning, engagement, satisfaction, and the long-term applicability of the knowledge gained.

- *Pre-workshop survey:* Prior to the workshop, participants will complete a brief survey to assess their baseline knowledge, previous experience, and expectations. This tool helps facilitators understand the group's starting point and tailor the delivery accordingly. It may include self-assessments on key topics such as sources of contamination, relevant legislation, and waste management practices, as well as questions about participant motivations and preferred learning styles.
- *Post-workshop feedback form:* At the end of the session, participants will be asked to complete a standardized feedback form to evaluate the workshop's content, structure, facilitation, and logistics. The form will include both quantitative rating scales and qualitative open-ended questions to capture impressions of what was most valuable, areas for improvement, and suggestions for future training. A self-reflection section will encourage participants to note what they have learned and how they plan to apply it in their professional roles.
- *Facilitator observation checklist:* During the workshop, facilitators may use an observation checklist to monitor participant engagement, group dynamics, and comprehension levels. This informal tool provides supplementary insights that can enhance the final evaluation and inform future facilitation strategies.
- *Follow-up survey (2–3 months post-workshop):* To assess the long-term impact of the training, participants will be invited to complete a follow-up survey several weeks after the workshop. This tool will help evaluate whether participants have applied what they learned, what changes (if any) occurred in their practices, and what additional support or training might be needed.

XIV. **Logistical Notes:** To ensure inclusive and equitable access to the workshop for all participants, especially those from underserved or marginalized backgrounds, the following logistical considerations are recommended:

1. Transport Support

- Reimbursement or organized group transport (e.g., buses or carpool coordination) should be offered for participants traveling from rural areas or remote municipalities.

- Clear information about transportation options, directions, and reimbursement procedures should be communicated well in advance.
- Public transport timetables should be considered when scheduling the workshop start and end times.

2. Refreshments and Meals

- Provide free refreshments and a light lunch, particularly important for participants with limited financial resources.
- Accommodate dietary restrictions and cultural preferences through pre-registration forms (e.g., vegetarian, gluten-free, etc.).

3. Accessibility and Special Needs

- Choose fully accessible venues that accommodate individuals with limited mobility, including elevators, ramps, and accessible restrooms.
- Ensure signage and materials are easy to read, with large-print options available upon request.
- Offer interpretation or translation support if participants speak minority languages or have limited command of the workshop language.
- Consider providing digital support or printed alternatives for participants with low digital literacy or no access to devices.

4. Welcoming Environment

- Use inclusive language and signage.
- Provide name badges and a greeter or support person at registration to assist first-time attendees or those with questions.
- Create a safe, respectful learning environment where every participant feels encouraged to contribute.

By addressing these logistical elements with care and sensitivity, the workshop will foster broader participation, reduce barriers for disadvantaged groups, and align with the project's commitment to social inclusion and equal opportunity.

XV. ***Follow-up Actions:*** To ensure continuity of learning and reinforce the value of participation, several follow-up actions are planned following the completion of each workshop:

1. Certificates of Participation

- All participants who complete the workshop will receive a Certificate of Participation, recognizing their involvement and the competencies covered.
- Certificates may serve as proof of professional development and can be used for internal records or personal portfolios.

2. Access to Workshop Materials

- Participants will be granted ongoing access to all workshop materials, including presentations, handouts, checklists, and digital resources.
- Where applicable, materials will be available in both digital and printed formats to accommodate different preferences and levels of digital access.

3. Individual Support and Consultation

- A designated contact person or trainer will be available for follow-up consultation via email or phone for a limited period after the workshop.
- Participants will be encouraged to reach out with questions, implementation challenges, or requests for additional guidance.

4. Opportunity to Attend Additional Workshops

- Participants will be invited to attend other workshops organized within the Waste Wise project that build on or complement the content of the current session.
- This enables continued learning and allows for the reinforcement and expansion of skills across multiple topic areas (e.g., legislation, marginalized communities, best practices).
- Priority for follow-up workshops may be given to participants who show high engagement or who represent underserved regions or groups.

5. Ongoing Communication

- Participants may opt-in to a mailing list or communication group to receive updates on future workshops, project news, and relevant resources.
- Periodic follow-up surveys may be sent to measure long-term impact and offer additional learning opportunities.

4. Evaluation and Reporting – Common recommendations for all workshops

To ensure quality, transparency, and continuous improvement, each workshop should incorporate a structured evaluation and reporting process. Project partners are encouraged to implement the following standardized approach:

Evaluation and Monitoring

- Collect structured feedback from participants at the end of each workshop using standardized evaluation forms (e.g., satisfaction surveys, learning reflection tools).
- Monitor key inclusivity indicators, including gender balance, participation of individuals
-
- aged 50+, and involvement of individuals from disadvantaged or underrepresented groups.
- Track levels of engagement, learning outcomes achieved, and overall participant satisfaction.

Reporting and Documentation

- Prepare a detailed workshop summary report, outlining key aspects such as attendance, main activities, participant feedback, and any logistical issues encountered.
- Compile statistical data on participant diversity and inclusion, comparing it to targeted recruitment goals.
- Contribute to the creation of a comprehensive final synthesis report, which will consolidate lessons learned, highlight best practices from both countries, and provide actionable recommendations for future training and replication.

These evaluation steps are essential to assess the effectiveness of the training workshops and to ensure alignment with the broader objectives of the Waste Wise project and the EU's commitments to social inclusion, professional development, and environmental sustainability.