THE
F.A.I.R.
PROJECT

THE F.A.I.R.
MANUAL

- THE F.A.I.R. TEAM

8one

PREFACE

The F.A.I.R. Project is an initiative of Eight Goals One Foundation (8one) which is supported by the UNESCO New Delhi Cluster Office.

F.A.I.R. as a process focuses on developing a rational understanding of the world through a series of interactions with relevant stakeholders and experts, critical engagement with the issues, personal introspection, and learning to question and being comfortable both factually and logically with your conclusions.

Using The F.A.I.R. Methodology, the objective is to help individuals arrive at a conclusion which is both fair and benefits all and not just a few. The four steps that are a part of The F.A.I.R. Methodology are:

Step 1: Fact-find and Familiarise ('F')

Fact-find and Familiarise is a process of researching, collating, organising, and thereafter analysing data to ensure that adequate amounts of facts have been found to form an initial position.

Step 2: Advocate for the Alternate Viewpoints ('A')

Advocate for the Alternate Viewpoints includes identifying all the relevant stakeholders, understanding their arguments and perspectives, and thereafter advocating for their viewpoints to compare it with one's own initial position.

Step 3: Introspection and Interrogation ('I')

Introspection and Interrogation is the process of validating and re-validating the information gathered through , 'F' and, 'A'. It involves self-criticism, accepting that one could be wrong, and acknowledging the existence of multiple perspectives to ensure an outcome that is fair.

Step 4: Reason and Rationalise ('R')

Reason and Rationalise ensures that the final conclusion is a fair conclusion which is based on factual evidence, alternative considerations, rigorous

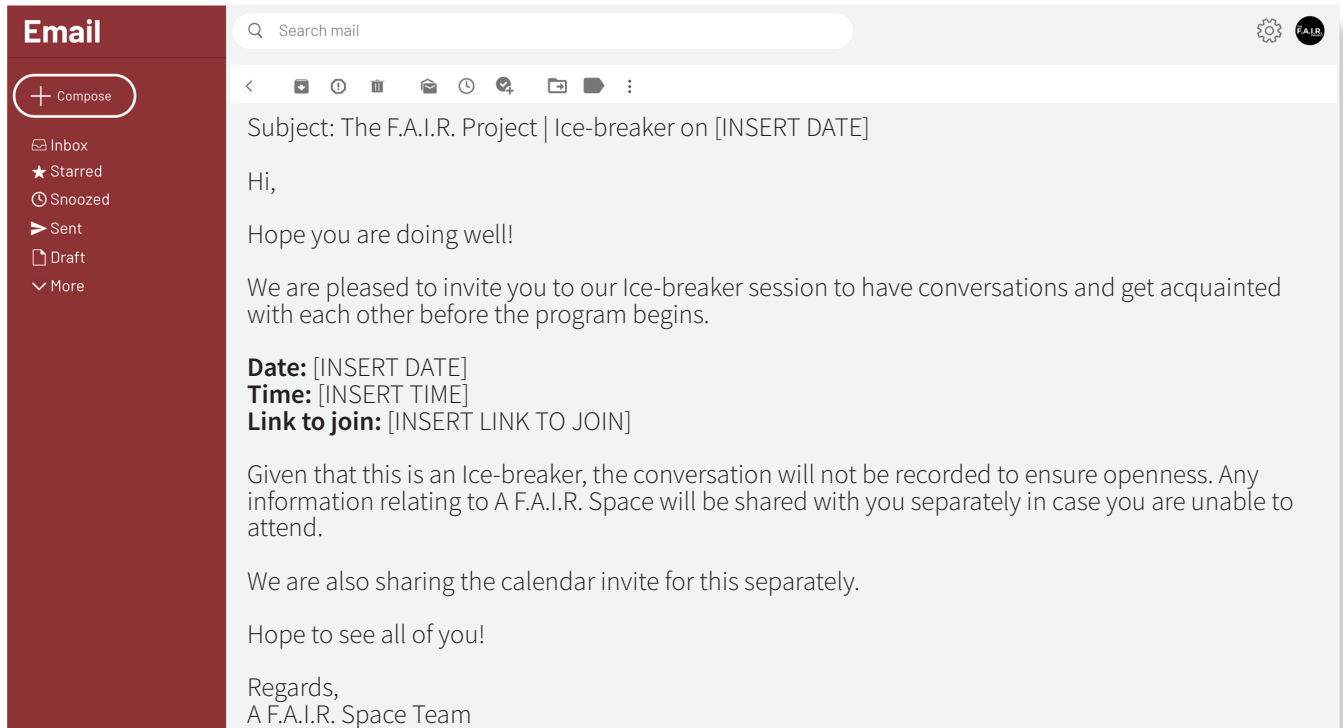introspection, logical actualisation, and effective communication.

CONTENT

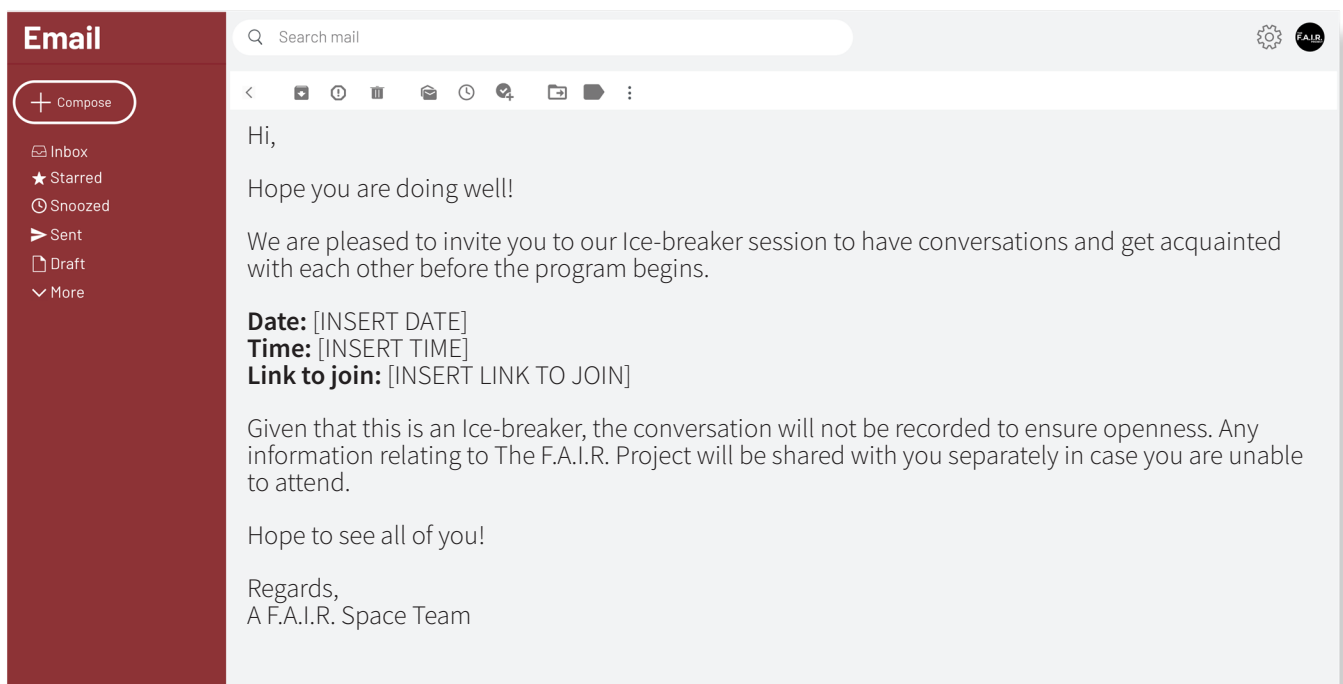# 1. Stage 2: Structuring The F.A.I.R. Sessions
1.1. Ice Breaker 1

1.1.1. Invitation Email
This is the email and message you could send to participants to invite them to attend the first Ice-breaker. To ensure that participants are notified in advance, this should be sent 1 week prior to IB1.

Email

+ Compose

✉ Inbox
★ Starred
🕘 Snoozed
➤ Sent
🗋 Draft
⌄ More

Q Search mail

Subject: The F.A.I.R. Project | Ice-breaker on [INSERT DATE]

Hi,

Hope you are doing well!

We are pleased to invite you to our Ice-breaker session to have conversations and get acquainted with each other before the program begins.

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK TO JOIN]

Given that this is an Ice-breaker, the conversation will not be recorded to ensure openness. Any information relating to A F.A.I.R. Space will be shared with you separately in case you are unable to attend.

We are also sharing the calendar invite for this separately.

Hope to see all of you!

Regards,
A F.A.I.R. Space Team

1.1.2. Calendar Invite
A calendar invite via the team Gmail account should be sent to participants 2 days prior to IB1 to both keep a track of attendance as well as to remind participants. A template for this is provided below.

Email

+ Compose

✉ Inbox
★ Starred
🕘 Snoozed
➤ Sent
🗋 Draft
⌄ More

Q Search mail

Hi,

Hope you are doing well!

We are pleased to invite you to our Ice-breaker session to have conversations and get acquainted with each other before the program begins.

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK TO JOIN]

Given that this is an Ice-breaker, the conversation will not be recorded to ensure openness. Any information relating to The F.A.I.R. Project will be shared with you separately in case you are unable to attend.

Hope to see all of you!

Regards,
A F.A.I.R. Space Team

1.1.3. WhatsApp Message

A WhatsApp message should be sent to the common group with all participants on the day of IB1. A template for this is provided below.

The F.A.I.R Project

🔍 Search or start a new chat

The F.A.I.R Project Group

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The F.A.I.R Project Group

Hi everyone,

Hope you are doing well!

We are looking forward to meeting all of you at the first Ice-breaker today! I am repasting the details to join for your reference:

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK TO JOIN]

Any information relating to A F.A.I.R. Space will be shared with you separately in case you are unable to attend.

See you soon!
A F.A.I.R. Space Team

1:21 pm

Type a message

1.2. Ice Breaker 2

1.2.1. Invitation Email

This is the email and message you could send to participants to invite them to attend the IB2. To ensure that participants are notified in advance, this should be sent 1 week prior to IB2.

Email

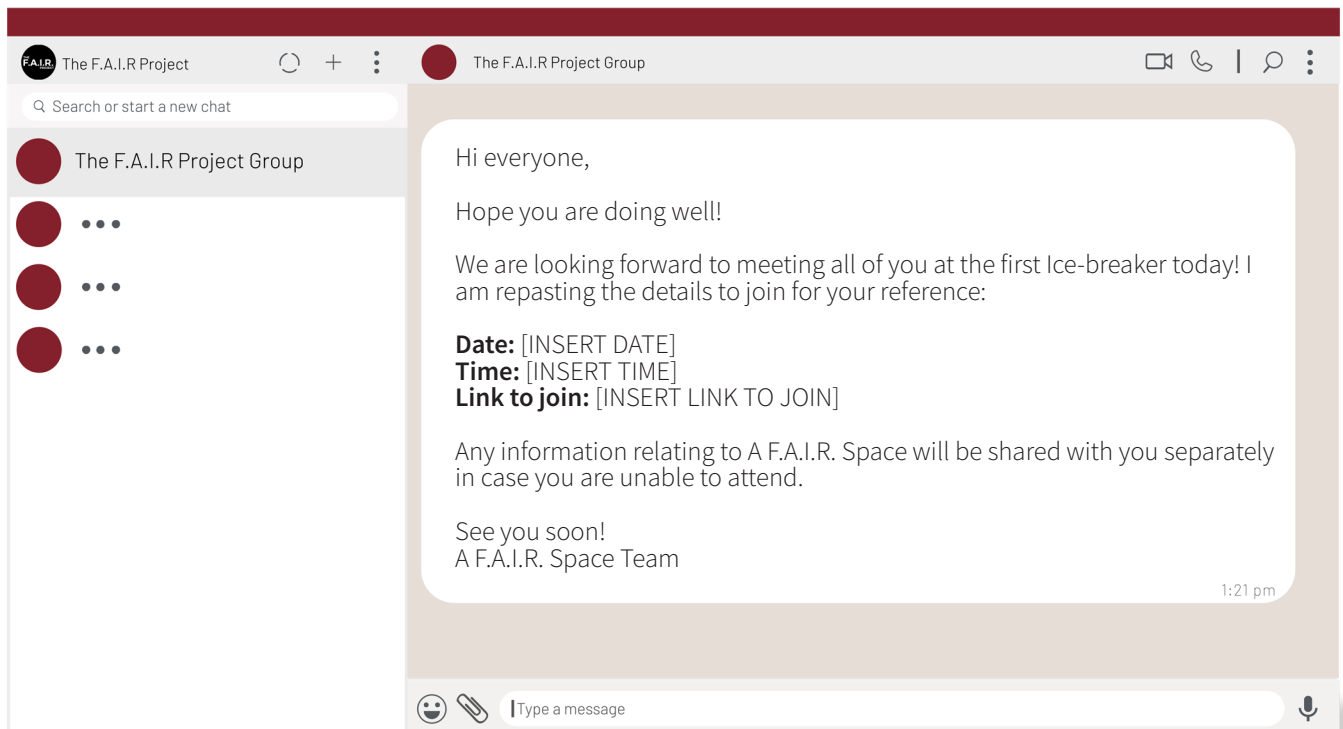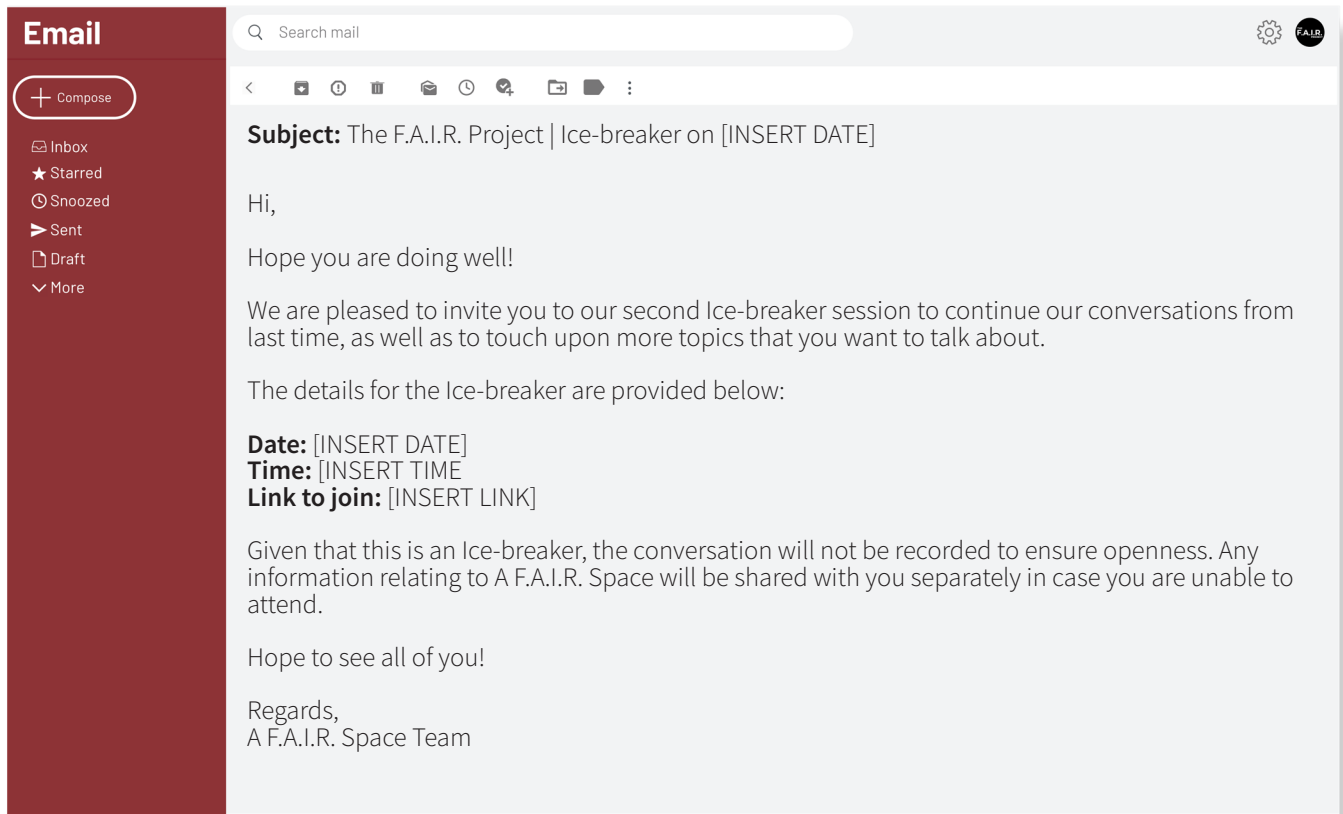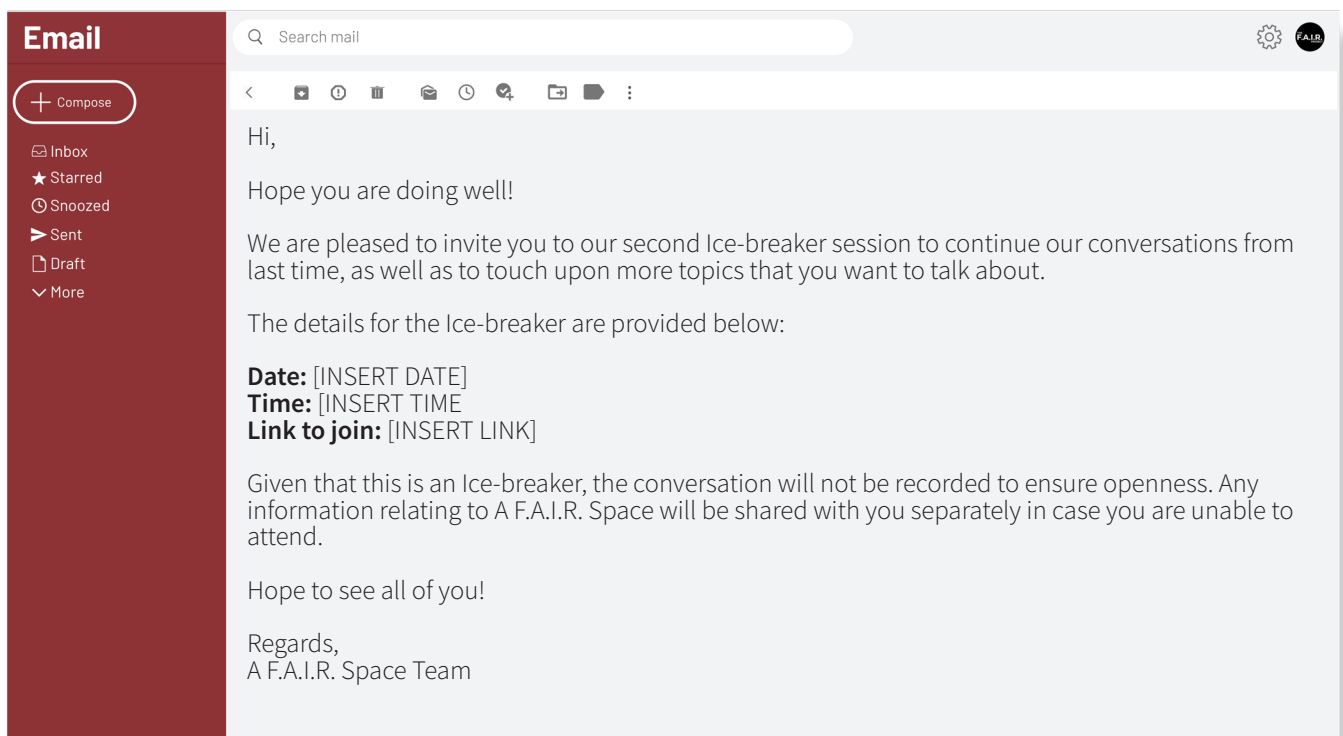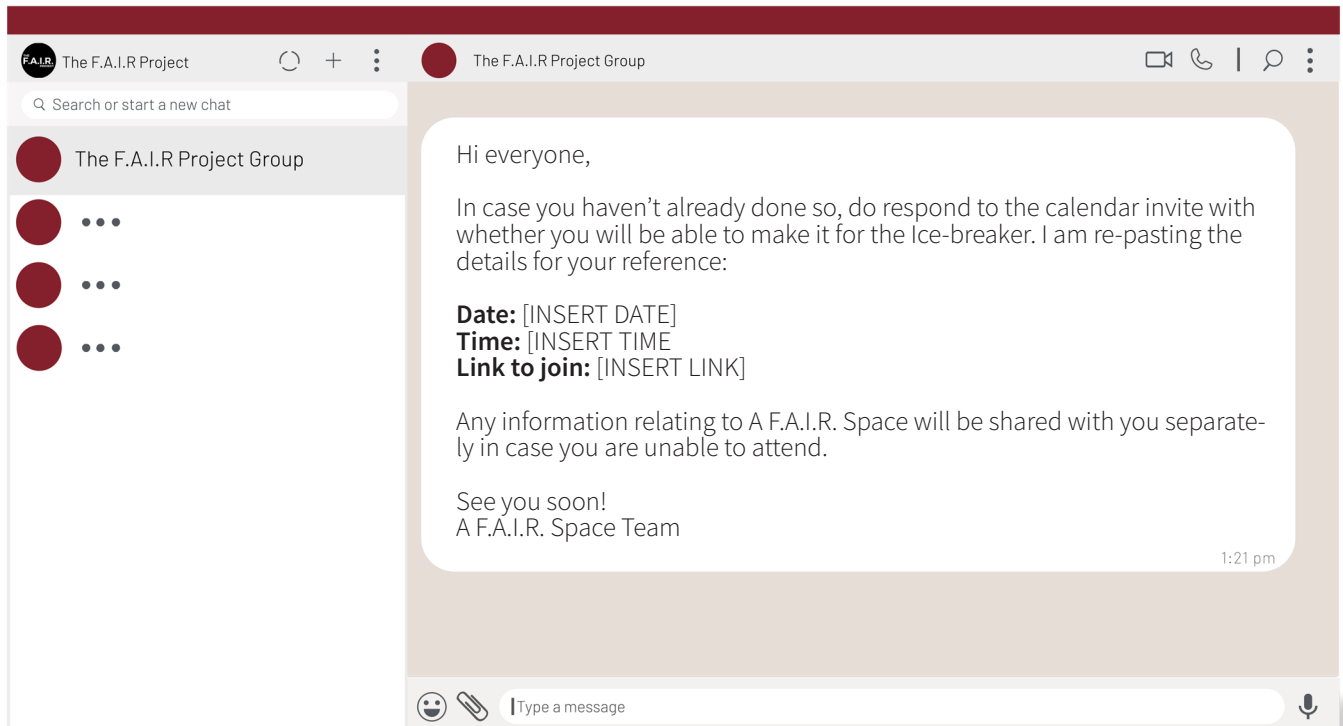+ Compose

- ✉ Inbox
- ★ Starred
- ⏱ Snoozed
- ➤ Sent
- 📄 Draft
- ⌄ More

Subject: The F.A.I.R. Project | Ice-breaker on [INSERT DATE]

Hi,

Hope you are doing well!

We are pleased to invite you to our second Ice-breaker session to continue our conversations from last time, as well as to touch upon more topics that you want to talk about.

The details for the Ice-breaker are provided below:

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK]

Given that this is an Ice-breaker, the conversation will not be recorded to ensure openness. Any information relating to A F.A.I.R. Space will be shared with you separately in case you are unable to attend.

Hope to see all of you!

Regards,
A F.A.I.R. Space Team

1.2.2. Calendar Invite

A calendar invite via the team Gmail account should be sent to participants 2 days prior to IB2 to both keep a track of attendance as well as to remind participants. A template for this is provided below.

Email

+ Compose

- ✉ Inbox
- ★ Starred
- ⏱ Snoozed
- ➤ Sent
- 📄 Draft
- ⌄ More

Hi,

Hope you are doing well!

We are pleased to invite you to our second Ice-breaker session to continue our conversations from last time, as well as to touch upon more topics that you want to talk about.

The details for the Ice-breaker are provided below:

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK]

Given that this is an Ice-breaker, the conversation will not be recorded to ensure openness. Any information relating to A F.A.I.R. Space will be shared with you separately in case you are unable to attend.

Hope to see all of you!

Regards,
A F.A.I.R. Space Team

1.2.3. WhatsApp Message

A WhatsApp message should be sent to the common group with all participants on the day of IB2. A template for this is provided below.

Within the WhatsApp interface:

The F.A.I.R Project

Search or start a new chat

The F.A.I.R Project Group

The F.A.I.R Project Group

Hi everyone,

In case you haven't already done so, do respond to the calendar invite with whether you will be able to make it for the Ice-breaker. I am re-pasting the details for your reference:

Date: [INSERT DATE]
Time: [INSERT TIME
Link to join: [INSERT LINK]

Any information relating to A F.A.I.R. Space will be shared with you separately in case you are unable to attend.

See you soon!
A F.A.I.R. Space Team

1:21 pm

Type a message

1.3. Ice Breaker 3

1.3.1. Invitation Email
This is the email and message you could send to participants to invite them to attend the IB2. To ensure that participants are notified in advance, this should be sent 1 week prior to IB2.

Email

Compose

Inbox
★ Starred
Snoozed
➤ Sent
Draft
More

Subject: The F.A.I.R. Project | Ice-breaker on [INSERT DATE]

Hi,

Hope you are doing well!

We are pleased to invite you to our third and final Ice-breaker before the formal program begins!

For this Ice-breaker, as we have before, we will run breakout room discussions and thereafter open the space for further conversations!

The details for the Ice-breaker are provided below:

Date: [INSERT DATE]
Time: [INSERT TIME
Link to join: [INSERT LINK]

Given that this is an Ice-breaker, the conversation will not be recorded to ensure openness. Any information relating to The F.A.I.R. Project will be shared with you separately in case you are unable to attend.

Hope to see all of you soon!

Regards,
A F.A.I.R. Space Team

1.3.2. Calendar Invite
A calendar invite via the team Gmail account should be sent to participants 2 days prior to IB3 to both keep a track of attendance as well as to remind participants. A template for this is provided below.

Email

Compose

Inbox
★ Starred
Snoozed
➤ Sent
Draft
More

Hi,

Hope you are doing well!

We are pleased to invite you to our third and final Ice-breaker before the formal program begins!

For this Ice-breaker, as we have before, we will run breakout room discussions and thereafter open the space for further conversations!

The details for the Ice-breaker are provided below:

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK]

Given that this is an Ice-breaker, the conversation will not be recorded to ensure openness. Any information relating to The F.A.I.R. Project will be shared with you separately in case you are unable to attend.

Hope to see all of you soon!

Regards,
A F.A.I.R. Space Team

1.4. Fact-Find and Familiarise

1.4.1. Collecting Initial Positions

An example of the email to be sent for collecting the initial positions is provided below:

Email

+ Compose

- Inbox
- ★ Starred
- Snoozed
- ➤ Sent
- Draft
- ∨ More

Q Search mail

Subject: A F.A.I.R. Space at **[ORGANISATION NAME]**

Hi,

Hope you are doing well.

Having conducted the 'F' sessions on the themes mentioned below, we need you to provide your initial positions on each of these themes. Please ensure that you send this to us by [DEADLINE].

Your position should be an answer to the query of the premise and be indicative of your initial thoughts and where you stand with respect to the premise at present, on the basis of the knowledge available to you at this point in time.
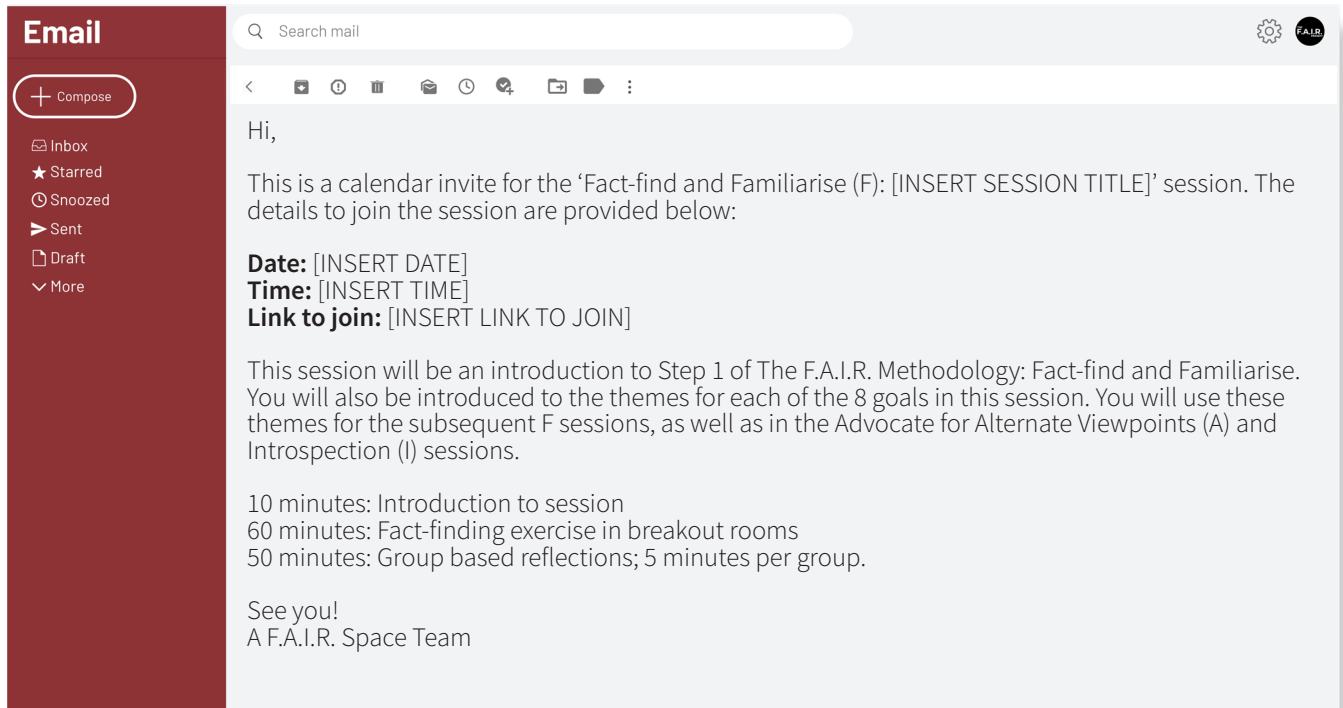
SR.NO.	GOAL	PREMISE	POSITION
1.	Well--being	Mental health assistance walks a tight rope between timely intervention and becoming a trigger. Do we need to underplay our public communication of mental health while privately engaging with individuals aggressively?	
2.	Gender Equality	In an attempt to balance the gender equality narrative are we destined to be exclusionary or is a prioritised approach the most efficient way forward?	
3.	Peace	Reconising that peace processes often originate from the existence of conflicting views between minorities and majorities, are there scenarios where the majoritarian lens is not the one through which peace is viewed?	
4.	Environment	Acknowledging that technological and industrial advances have allowed for progress that would otherwise have been unthinkable,is it right to now question our environment's ability to foster innovation?	

Do you use your colleague's help in case you have questions regarding the premise.
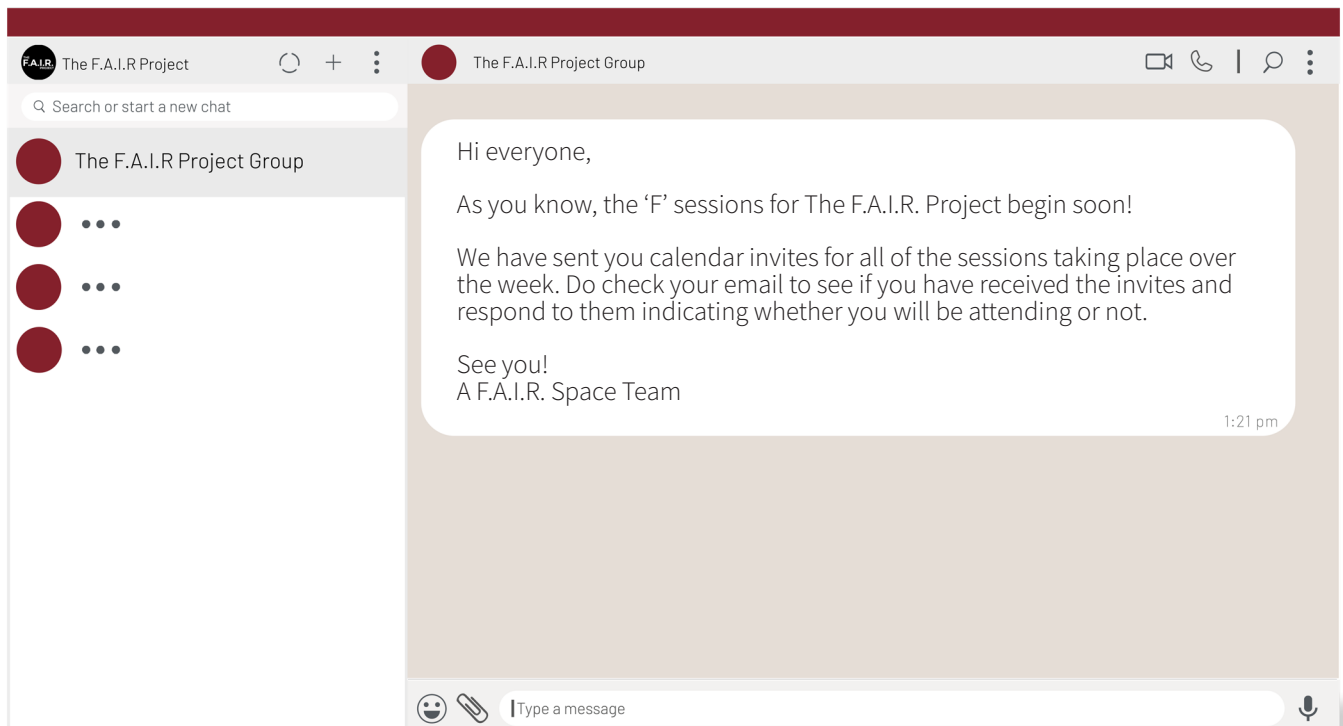
Regards,
A F.A.I.R. Space Team

1.4.2. Calendar Invite

This is the template of the calendar invite you would send to participants for the 'F' sessions. Calendar invite for a particular session should be sent at least 4 – 7 days prior to the session. Since you would have multiple 'F' sessions, you should change the date, time and link on this template to the relevant details of the session.
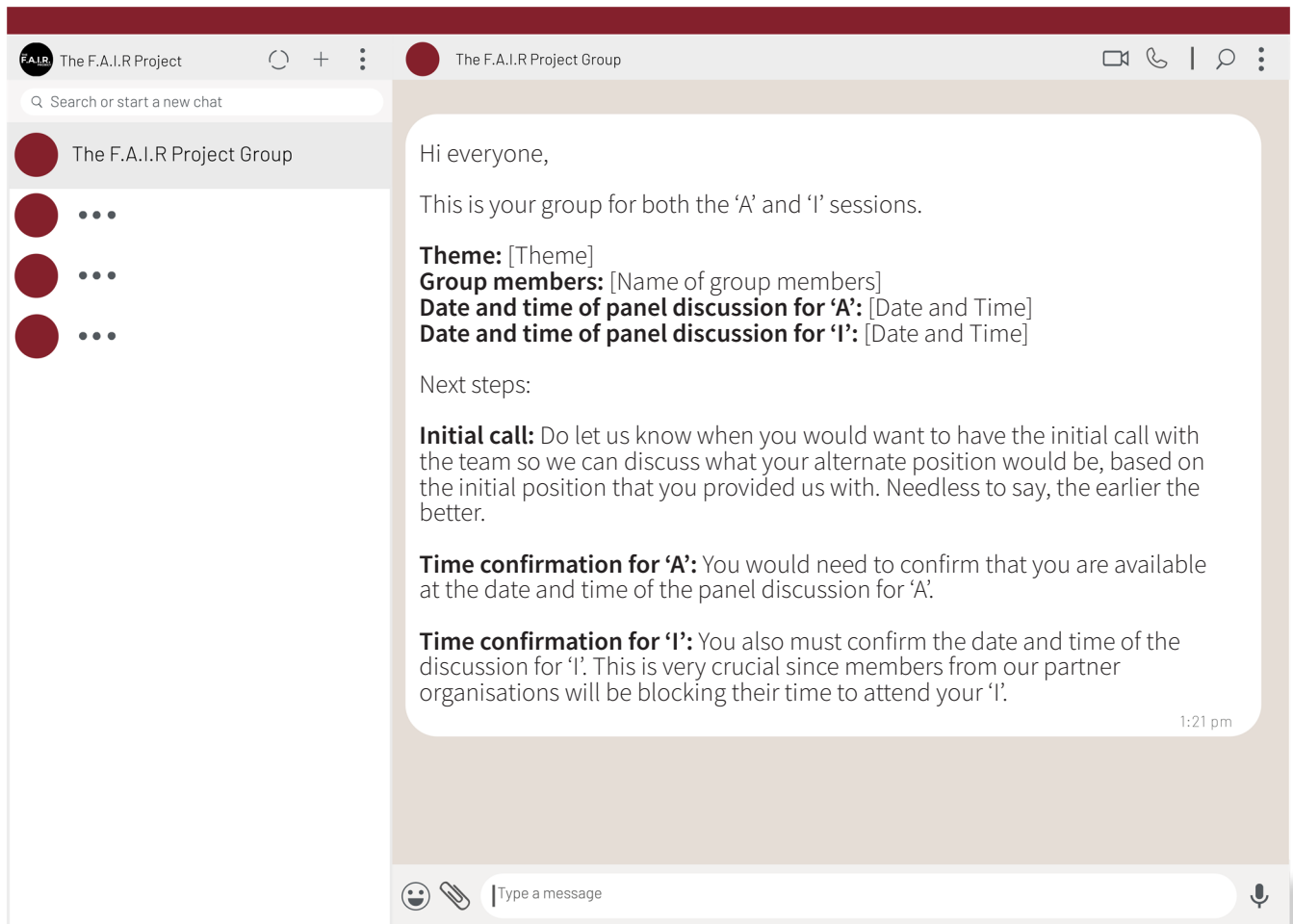
Email

+ Compose

- Inbox
- ★ Starred
- Snoozed
- Sent
- Draft
- ∨ More

Q Search mail

Hi,

This is a calendar invite for the 'Fact-find and Familiarise (F): [INSERT SESSION TITLE]' session. The details to join the session are provided below:

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK TO JOIN]

This session will be an introduction to Step 1 of The F.A.I.R. Methodology: Fact-find and Familiarise. You will also be introduced to the themes for each of the 8 goals in this session. You will use these themes for the subsequent F sessions, as well as in the Advocate for Alternate Viewpoints (A) and Introspection (I) sessions.

10 minutes: Introduction to session
60 minutes: Fact-finding exercise in breakout rooms
50 minutes: Group based reflections; 5 minutes per group.

See you!
A F.A.I.R. Space Team

1.4.3. WhatsApp Message

This is a message you could send on the WhatsApp group to inform them that the calendar invites have been sent. You should also send short messages with the link and time of the session on the day of the session. Reminder messages for when the session has started would also help.
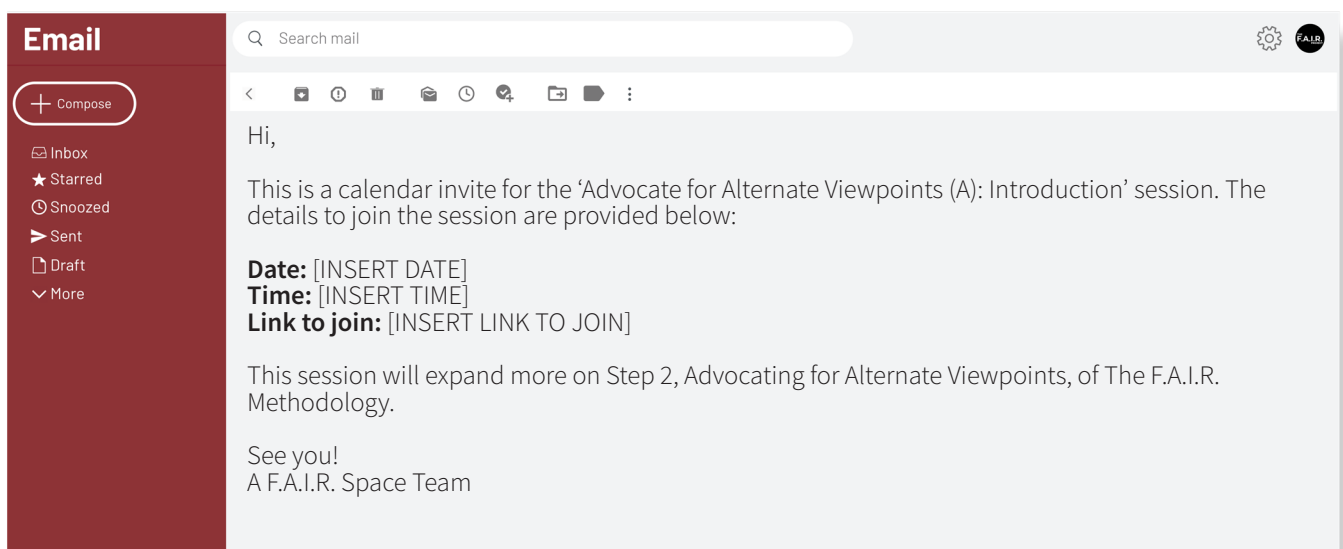
The F.A.I.R Project

Q Search or start a new chat

The F.A.I.R Project Group

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The F.A.I.R Project Group

Hi everyone,

As you know, the 'F' sessions for The F.A.I.R. Project begin soon!

We have sent you calendar invites for all of the sessions taking place over the week. Do check your email to see if you have received the invites and respond to them indicating whether you will be attending or not.

See you!
A F.A.I.R. Space Team

1:21 pm

Type a message

1.5 Advocate For Alternate Viewpoints 'A'

1.5.1. Initial Call

Hi everyone,

This is your group for both the 'A' and 'I' sessions.

Theme: [Theme]
Group members: [Name of group members]
Date and time of panel discussion for 'A': [Date and Time]
Date and time of panel discussion for 'I': [Date and Time]

Next steps:

Initial call: Do let us know when you would want to have the initial call with the team so we can discuss what your alternate position would be, based on the initial position that you provided us with. Needless to say, the earlier the better.

Time confirmation for 'A': You would need to confirm that you are available at the date and time of the panel discussion for 'A'.

Time confirmation for 'I': You also must confirm the date and time of the discussion for 'I'. This is very crucial since members from our partner organisations will be blocking their time to attend your 'I'.

1:21 pm

1.5.2. Calendar Invite

This is the calendar invite you could send for the introduction to 'A' session. This invite should be sent 4-7 days prior to the session taking place.
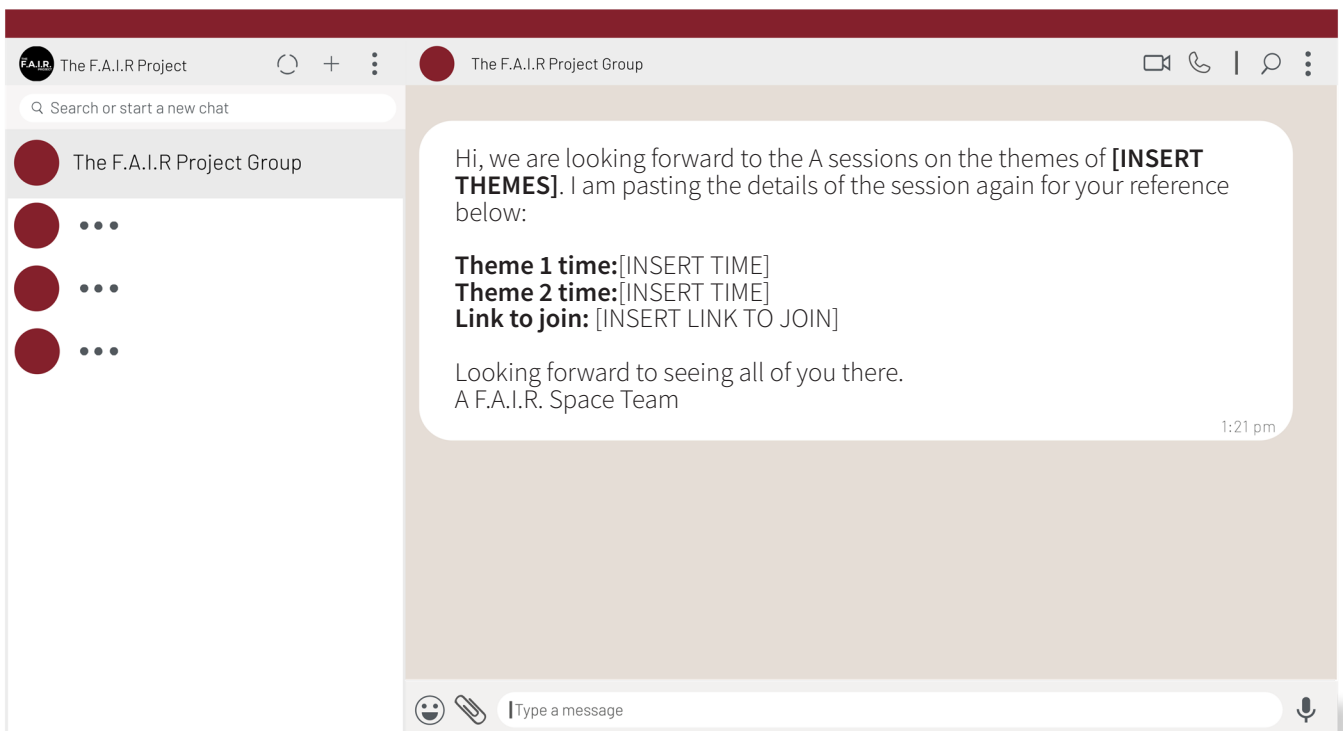

Hi,

This is a calendar invite for the 'Advocate for Alternate Viewpoints (A): Introduction' session. The details to join the session are provided below:

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK TO JOIN]

This session will expand more on Step 2, Advocating for Alternate Viewpoints, of The F.A.I.R. Methodology.

See you!
A F.A.I.R. Space Team

This is the calendar invite you could send for the group presentation sessions.

Hi,

This is a calendar invite for the group presentation of Advocate for Alternate Viewpoints (A), for the themes of **[INSERT THEMES]**. The details to join the session are provided below:

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK TO JOIN]
Theme 1 session time:
Theme 2 session time:

See you all there!
A F.A.I.R. Space Team

1.5.3. WhatsApp Message
This is a message you could send on the WhatsApp group to remind participants of the session taking place in that day. Such messages should be sent in the hours preceding the sessions.

Hi, we are looking forward to the A sessions on the themes of **[INSERT THEMES]**. I am pasting the details of the session again for your reference below:

Theme 1 time:[INSERT TIME]
Theme 2 time:[INSERT TIME]
Link to join: [INSERT LINK TO JOIN]

Looking forward to seeing all of you there.
A F.A.I.R. Space Team

1:21 pm

1.6. Introspection and Interrogation 'I'

1.6.1. Invitation to External Members

Email

Compose

✉ Inbox
★ Starred
🕐 Snoozed
➤ Sent
📄 Draft
∨ More

Subject: A F.A.I.R. Space at [ORGANISATION NAME]

Hi,

Hope you are doing well! I apologise for the intrusion, however, having known of you and your meaningful work for a while now, I hope that you will not see it as such.

I am writing to you on behalf of A F.A.I.R. Space at **[ORGANISATION NAME]** an initiative of **[ORGANISATION NAME]** which uses The F.A.I.R. Methodology to inculcate fair decision making.

I wanted to check if you would be in a position to take out 90 minutes from your schedule to interact with our participants on the theme of:
[THEME]

The date and time for the session is:

Date: [INSERT DATE]
Time: [INSERT TIME]
Structure: Combined 40 minutes of reflection (10 minutes by each of the 4 group members), followed by comments and questions from you.

Please do let me know if we can get on a quick call where I could give you more details on our initiative.

In the meantime, I am including information on our process so far to help provide you more context.

PROCESS SO FAR:

1. **The Participants:** Our participants are young adults from India who range between the ages of [age range] years, come from [number] different states, hold [number] different religious beliefs, with their areas of interests ranging from Architecture, Management and English to Human Resource Management, Social Psychology and Sociology.

2. **The F.A.I.R. Methodology:** Introspection and Interrogation ('I') is Step 3 of The F.A.I.R.Methodology which is preceded by Fact-finding and Familiarising ('F') and Advocating for Alternate Viewpoints ('A'). Through the previous steps, the Change makers have both familiarised themselves with the premise, as well as considered the view points of different stakeholders by advocating for their position.

3. **Introspection and Interrogation:** As part of 'I' the Changemakers will review facts and information, and consider the viewpoints of different stakeholders. They will look inwards to examine any pre-existing biases or opinions that they have, which could prevent them from arriving at a fair conclusion.
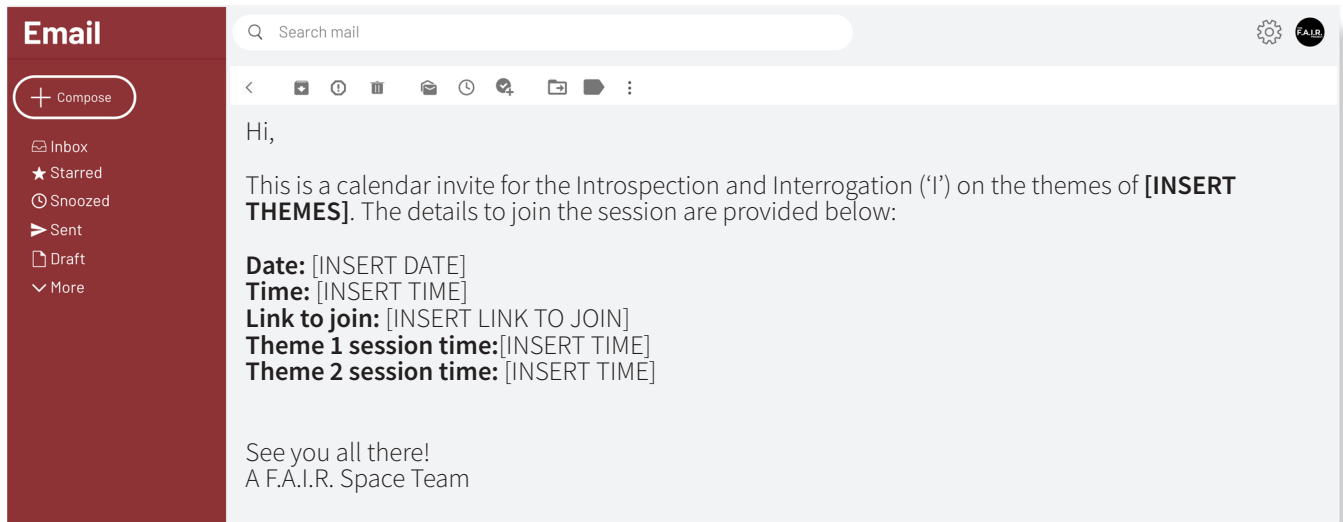
In the meantime, I am pasting a few relevant links which provide information on The F.A.I.R. Project below:

1. **Website:** https://thefairproject.org/
2. **The F.A.I.R. Project 2021:** https://thefairproject.org/TFP2021.pdf
3. **The F.A.I.R. Methodology:** https://thefairproject.org/thefairmethodology.pdf
4. **The F.A.I.R Dialogue:** https://www.youtube.com/playlist?list=PLj8OcaF8bt3kRVZF0ApoF8DB-6wxuqJdeu
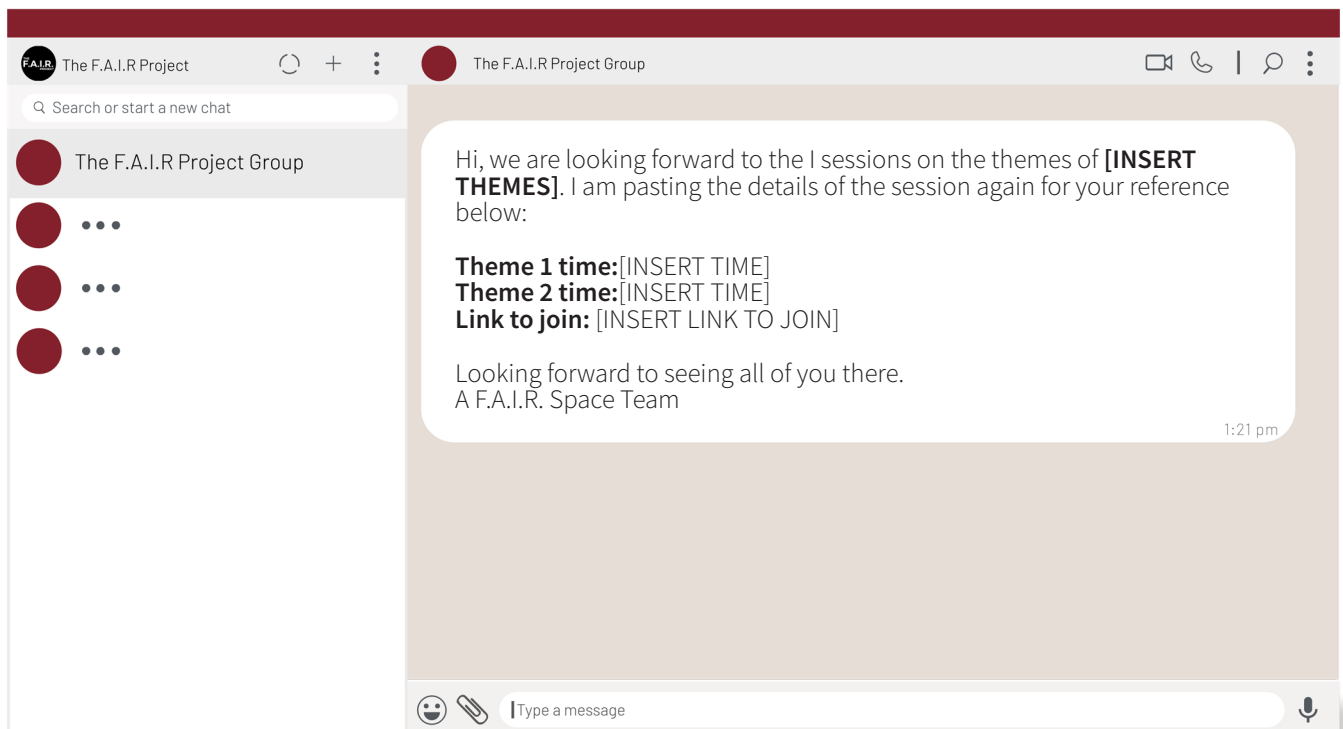
Regards,
A F.A.I.R. Space Team

1.6.2. Calendar Invite

This is the calendar invite you could send for the 'I' sessions on the themes. This invite should be sent 4-7 days prior to the session taking place.
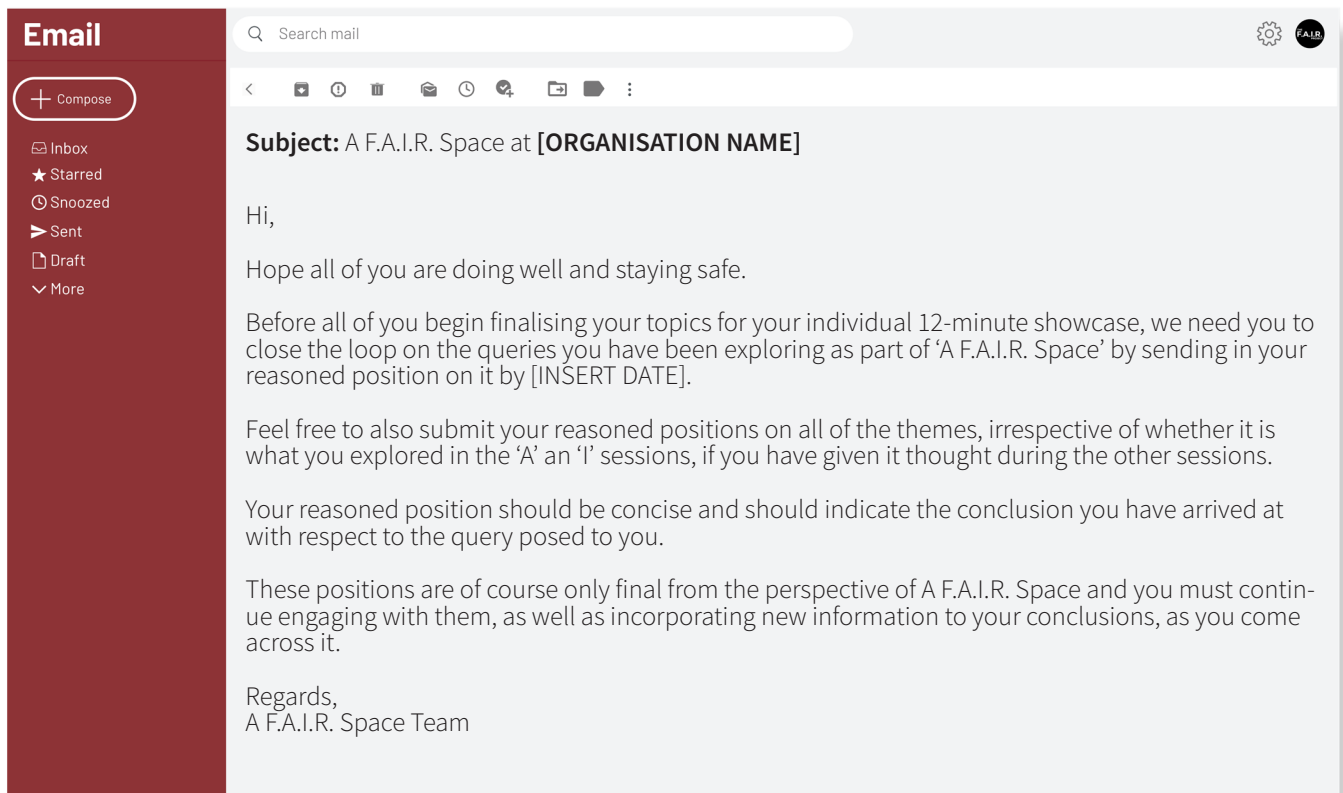
Email

+ Compose

✉ Inbox
★ Starred
⏱ Snoozed
➤ Sent
🗋 Draft
⌄ More

🔍 Search mail

Hi,

This is a calendar invite for the Introspection and Interrogation ('I') on the themes of **[INSERT THEMES]**. The details to join the session are provided below:

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK TO JOIN]
Theme 1 session time:[INSERT TIME]
Theme 2 session time: [INSERT TIME]

See you all there!
A F.A.I.R. Space Team

1.6.3. WhatsApp Message

This is a message you could send on the WhatsApp group to remind participants of the session taking place in that day. Such messages should be sent in the hours preceding the sessions.
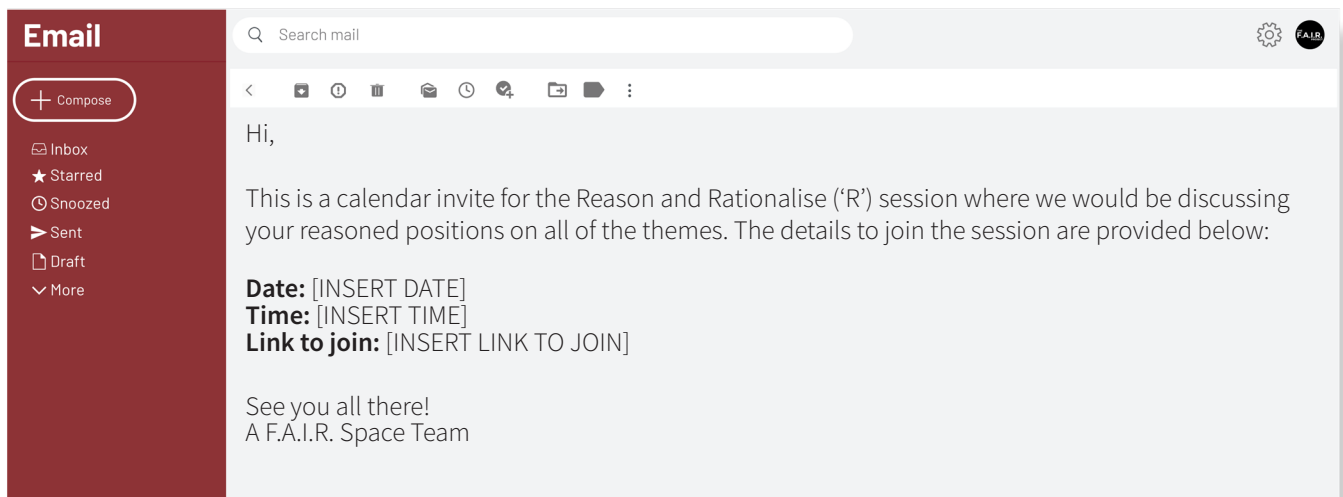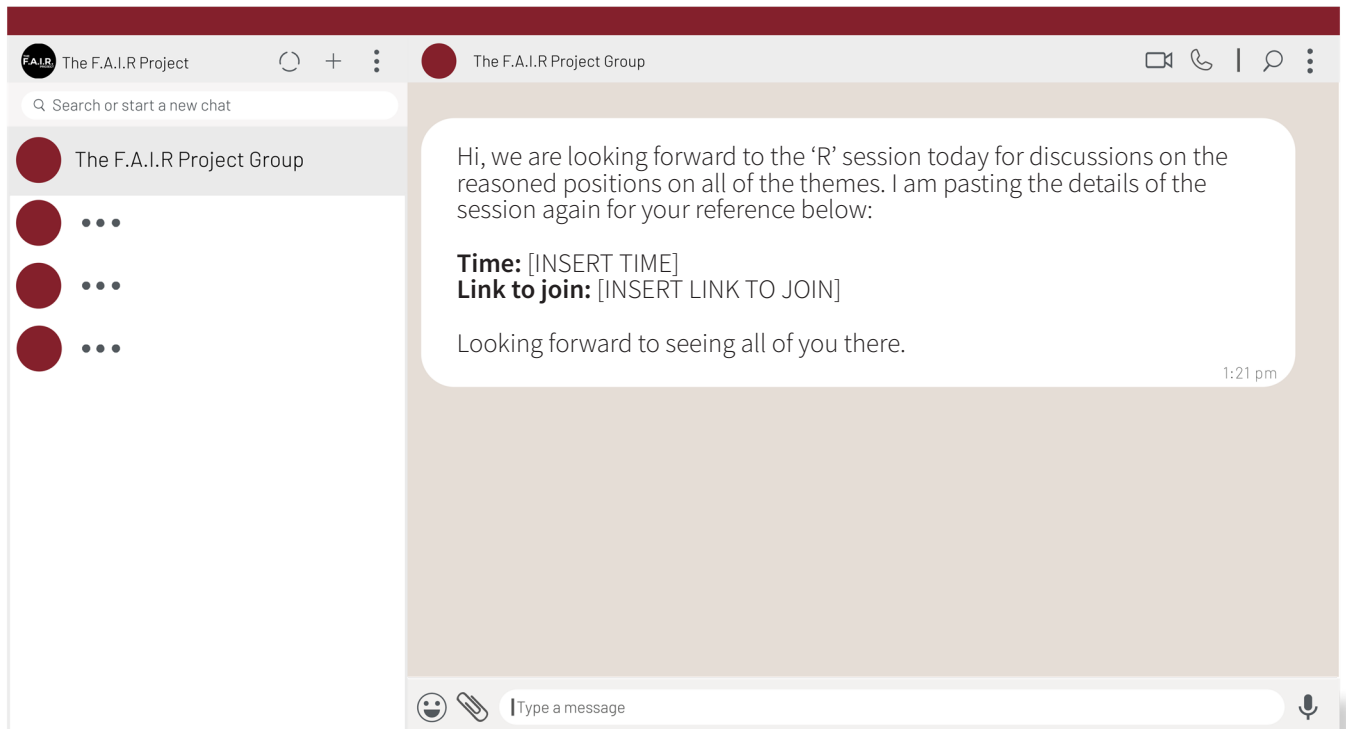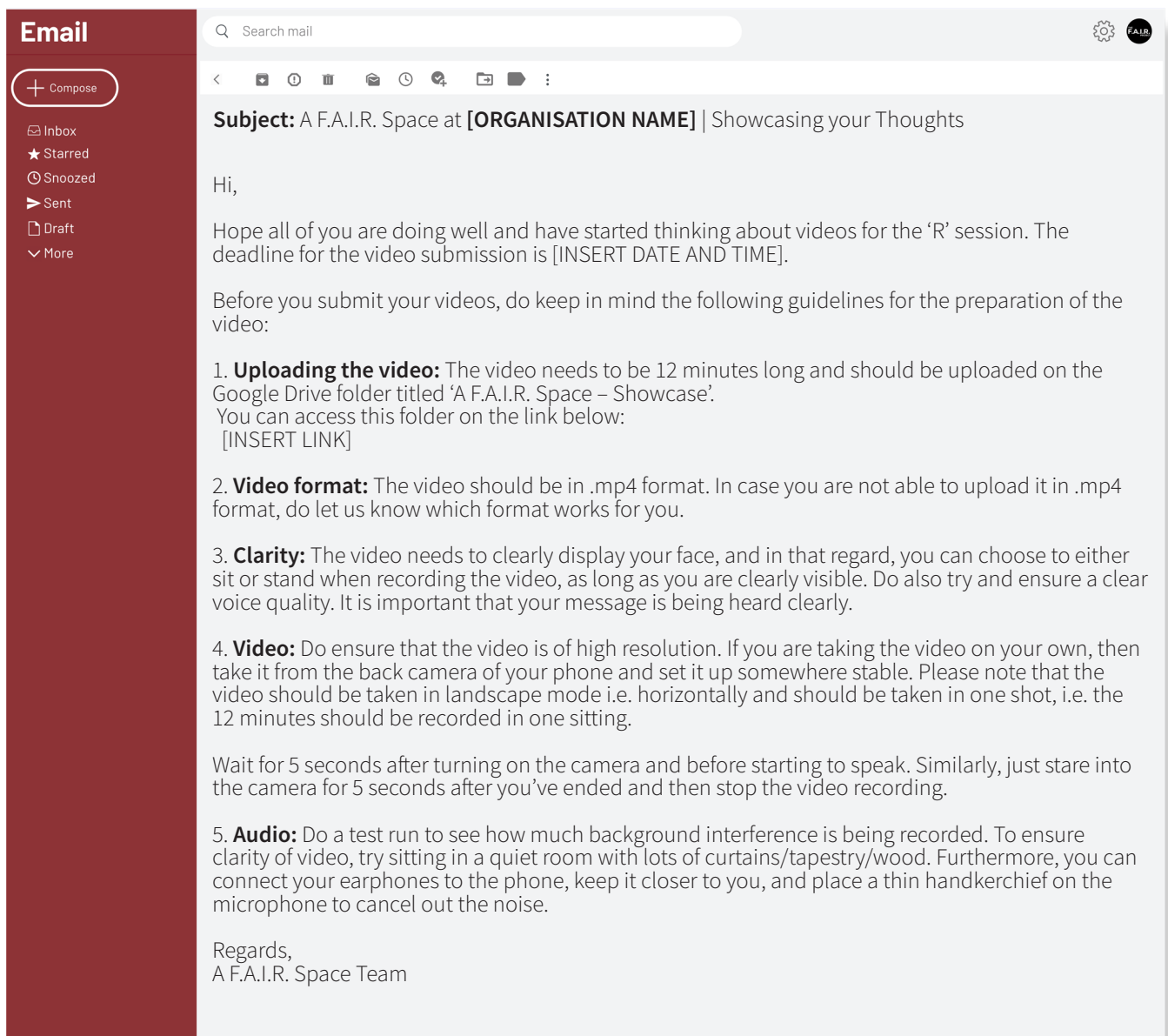
The F.A.I.R Project

🔍 Search or start a new chat

The F.A.I.R Project Group

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The F.A.I.R Project Group

Hi, we are looking forward to the I sessions on the themes of **[INSERT THEMES]**. I am pasting the details of the session again for your reference below:

Theme 1 time:[INSERT TIME]
Theme 2 time:[INSERT TIME]
Link to join: [INSERT LINK TO JOIN]

Looking forward to seeing all of you there.
A F.A.I.R. Space Team

1:21 pm

Type a message

1.7. Reason and Rationalise 'R'

1.7.1. Submit Reasoned Positions

Email

🔍 Search mail

Compose

✉ Inbox
★ Starred
🕐 Snoozed
➤ Sent
📄 Draft
⌄ More

Subject: A F.A.I.R. Space at **[ORGANISATION NAME]**

Hi,

Hope all of you are doing well and staying safe.

Before all of you begin finalising your topics for your individual 12-minute showcase, we need you to close the loop on the queries you have been exploring as part of 'A F.A.I.R. Space' by sending in your reasoned position on it by [INSERT DATE].

Feel free to also submit your reasoned positions on all of the themes, irrespective of whether it is what you explored in the 'A' an 'I' sessions, if you have given it thought during the other sessions.

Your reasoned position should be concise and should indicate the conclusion you have arrived at with respect to the query posed to you.

These positions are of course only final from the perspective of A F.A.I.R. Space and you must continue engaging with them, as well as incorporating new information to your conclusions, as you come across it.

Regards,
A F.A.I.R. Space Team

1.7.2. Calendar Invite

This is the calendar invite you could send for the 'R' sessions on the themes. This invite should be sent 4-7 days prior to the session taking place.

Email

🔍 Search mail

Compose

✉ Inbox
★ Starred
🕐 Snoozed
➤ Sent
📄 Draft
⌄ More

Hi,

This is a calendar invite for the Reason and Rationalise ('R') session where we would be discussing your reasoned positions on all of the themes. The details to join the session are provided below:

Date: [INSERT DATE]
Time: [INSERT TIME]
Link to join: [INSERT LINK TO JOIN]

See you all there!
A F.A.I.R. Space Team

1.7.3. WhatsApp Message

This is a message you could send on the WhatsApp group to remind participants of the session taking place in that day. Such messages should be sent in the hours preceding the session.
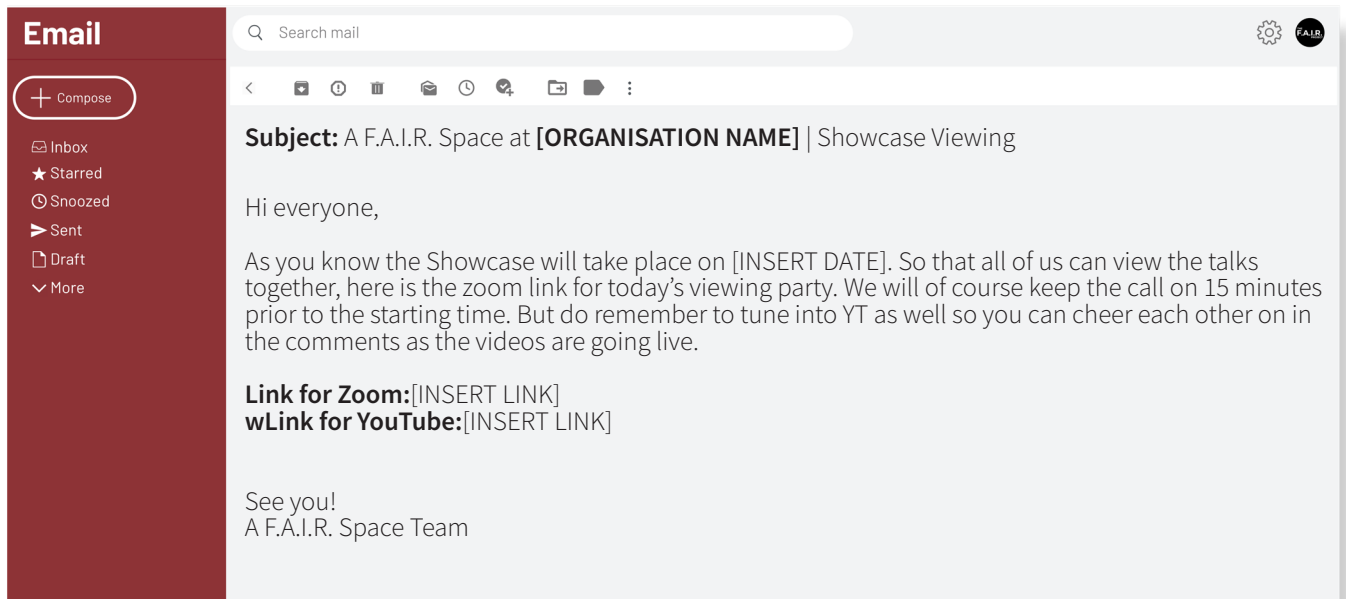
Within the mockup image, the following text appears:

The F.A.I.R Project

Search or start a new chat

The F.A.I.R Project Group

Hi, we are looking forward to the 'R' session today for discussions on the reasoned positions on all of the themes. I am pasting the details of the session again for your reference below:

Time: [INSERT TIME]
Link to join: [INSERT LINK TO JOIN]

Looking forward to seeing all of you there.

1:21 pm

Type a message

1.8. Applying F.A.I.R.

1.8.1. Showcase Requirements

Email

+ Compose

⊠ Inbox
★ Starred
⊙ Snoozed
➤ Sent
🗋 Draft
∨ More

Subject: A F.A.I.R. Space at **[ORGANISATION NAME]** | Showcasing your Thoughts

Hi,

Hope all of you are doing well and have started thinking about videos for the 'R' session. The deadline for the video submission is [INSERT DATE AND TIME].

Before you submit your videos, do keep in mind the following guidelines for the preparation of the video:

1. **Uploading the video:** The video needs to be 12 minutes long and should be uploaded on the Google Drive folder titled 'A F.A.I.R. Space – Showcase'.
You can access this folder on the link below:
  [INSERT LINK]

2. **Video format:** The video should be in .mp4 format. In case you are not able to upload it in .mp4 format, do let us know which format works for you.

3. **Clarity:** The video needs to clearly display your face, and in that regard, you can choose to either sit or stand when recording the video, as long as you are clearly visible. Do also try and ensure a clear voice quality. It is important that your message is being heard clearly.

4. **Video:** Do ensure that the video is of high resolution. If you are taking the video on your own, then take it from the back camera of your phone and set it up somewhere stable. Please note that the video should be taken in landscape mode i.e. horizontally and should be taken in one shot, i.e. the 12 minutes should be recorded in one sitting.

Wait for 5 seconds after turning on the camera and before starting to speak. Similarly, just stare into the camera for 5 seconds after you've ended and then stop the video recording.

5. **Audio:** Do a test run to see how much background interference is being recorded. To ensure clarity of video, try sitting in a quiet room with lots of curtains/tapestry/wood. Furthermore, you can connect your earphones to the phone, keep it closer to you, and place a thin handkerchief on the microphone to cancel out the noise.

Regards,
A F.A.I.R. Space Team

1.8.2. Showcase Viewing

Email

+ Compose

✉ Inbox
★ Starred
🕒 Snoozed
➤ Sent
🗋 Draft
⌄ More

🔍 Search mail

Subject: A F.A.I.R. Space at **[ORGANISATION NAME]** | Showcase Viewing

Hi everyone,

As you know the Showcase will take place on [INSERT DATE]. So that all of us can view the talks together, here is the zoom link for today's viewing party. We will of course keep the call on 15 minutes prior to the starting time. But do remember to tune into YT as well so you can cheer each other on in the comments as the videos are going live.

Link for Zoom:[INSERT LINK]
wLink for YouTube:[INSERT LINK]

See you!
A F.A.I.R. Space Team

2. Stage 3: Selecting the Right Participants

2.1. Call for Applications

2.1.1. Brochure
Here is link to a sample brochure that was created for The F.A.I.R. Project.

2.1.2. Emails
Examples of emails for calls to application are included below:

2.1.2.1. Applications Are Open

Subject: A F.A.I.R. Space at **[ORGANISATION NAME]** | Applications Open

Greetings from **[ORGANISATION NAME]**

I hope that you and those around you have kept safe in the past year, and continue to do so.

We are writing this email to invite you to participate in A F.A.I.R. Space, a fully funded, online experiential program, organised by us using The F.A.I.R. Methodology

The F.A.I.R. Methodology has received acknowledgement and recognition from experts that include Rosalia Arteaga (former President of the Republic of Ecuador), Violeta Bulc (Former Deputy Prime Minister of Slovenia), Juan Pablo Ramirez-Miranda (Head of Social and Human Sciences at the UNESCO New Delhi Cluster Office), Krishnendu Bose (National Award winning filmmaker), Caroline Casey (Founder of The Valuable 500), Zainah Anwar (Director of Musawah), Sonia Randhawa (Founder of Coalition of Everyone), Rajesh Awasthi (Principal of Choithram School), Julia Rucklidge (Professor at the University of Canterbury), Kamla Bhasin (Advisor to Sangat), and Paula S Williams (LGBTQIA+ Speaker).

The objective of this program is to introduce participants to the F.A.I.R. way of thinking, a methodology developed to focus on social and inclusive development. Participants will implement the methodology, which includes researching and separating facts from opinions, debating and introspecting their position, and arriving to a rational conclusion that can lead to action that is sustainable and beneficial for all.

In doing so, the participants will be encouraged to understand and assess the 8 goals that we have identified to be pertinent for development, through the F.A.I.R. lens. These goals include: Well-Being, Gender Equality, Peace, Environment, Hygiene, Nutrition, Education and Employment.

To that effect, we want to invite applications from motivated and open-minded young individuals (between 18-27 years of age) who are driven by their inquisitiveness and the willingness to learn and lead, and are not limited by their level and field of qualification. Please do feel free to share this opportunity with your colleagues and friends.

Important dates: [INSERT DATE]
Application deadline: [INSERT DATE]
 Program Dates: [INSERT DATE]

Apply here: [LINK]

For more information:
https://thefairproject.org/thefairmethodology.pdf

Social media handles:
LinkedIn:
Facebook:
Instagram:
Twitter:
YouTube: https://www.youtube.com/c/8oneFoundation/

We look forward to receiving your application. Do let us know if you have any queries or clarifications by replying to this email.

Regards,
A F.A.I.R. Space Team

2.1.2.2. Applications Deadline: 6 Days To Go

Email

+ Compose

✉ Inbox
★ Starred
🕐 Snoozed
➤ Sent
📄 Draft
∨ More

🔍 Search mail

⚙

Subject: A F.A.I.R. Space at **[ORGANISATION NAME] |** Application Close in 6 Days.

Hi,

Hope you have been keeping well and staying safe!

The application deadline for A F.A.I.R. Space is fast approaching on [Deadline]!

In case you missed our previous email, please do share the following information on **A F.A.I.R. Space at [ORGANISATION NAME]**

Important dates:

Application deadline:
Program Dates:

Apply here: [LINK]

For more information:
https://thefairproject.org/thefairmethodology.pdf

Social media handles:
LinkedIn:
Facebook:
Instagram:
Twitter:
YouTube: https://www.youtube.com/c/8oneFoundation/

We look forward to receiving your application. Do let us know if you have any queries or clarifications by replying to this email.

We look forward to receiving applications from your students!

---------- Forwarded message ---------

From: <**[EMAIL ID]**>
Subject: The F.A.I.R. Project 2021 | 8one | UNESCO
Greetings from **[ORGANISATION NAME]**

I hope that you and those around you have kept safe in the past year, and continue to do so.

We are writing this email to invite you to participate in A F.A.I.R. Space, a fully funded, online experiential program, organised by us using The F.A.I.R. Methodology

The F.A.I.R. Methodology has received acknowledgement and recognition from experts that include Rosalia Arteaga (former President of the Republic of Ecuador), Violeta Bulc (Former Deputy Prime Minister of Slovenia), Juan Pablo Ramirez-Miranda (Head of Social and Human Sciences at the UNESCO New Delhi Cluster Office), Krishnendu Bose (National Award winning filmmaker), Caroline Casey (Founder of The Valuable 500), Zainah Anwar (Director of Musawah), Sonia Randhawa (Founder of Coalition of Everyone), Rajesh Awasthi (Principal of Choithram School), Julia Rucklidge (Professor at the University of Canterbury), Kamla Bhasin (Advisor to Sangat), and Paula S Williams (LGBTQIA+ Speaker).

The objective of this program is to introduce participants to the F.A.I.R. way of thinking, a methodology developed to focus on social and inclusive development. Participants will implement the methodology, which includes researching and separating facts from opinions, debating and introspecting their position, and arriving to a rational conclusion that can lead to action that is sustainable and beneficial for all.

In doing so, the participants will be encouraged to understand and assess the 8 goals that we have identified to be pertinent for development, through the F.A.I.R. lens. These goals include:
Well-Being, Gender Equality, Peace, Environment, Hygiene, Nutrition, Education and Employment.

To that effect, we want to invite applications from motivated and open-minded young individuals (between 18-27 years of age) who are driven by their inquisitiveness and the willingness to learn and lead, and are not limited by their level and field of qualification. Please do feel free to share this opportunity with your colleagues and friends.

Important dates:
Application deadline:
Program Dates:

mportant dates:
Application deadline:
Program Dates:

Apply here:[LINK]

For more information:
https://thefairproject.org/thefairmethodology.pdf

Social media handles:
LinkedIn:
Facebook:
Instagram:
Twitter:
YouTube: https://www.youtube.com/c/8oneFoundation/
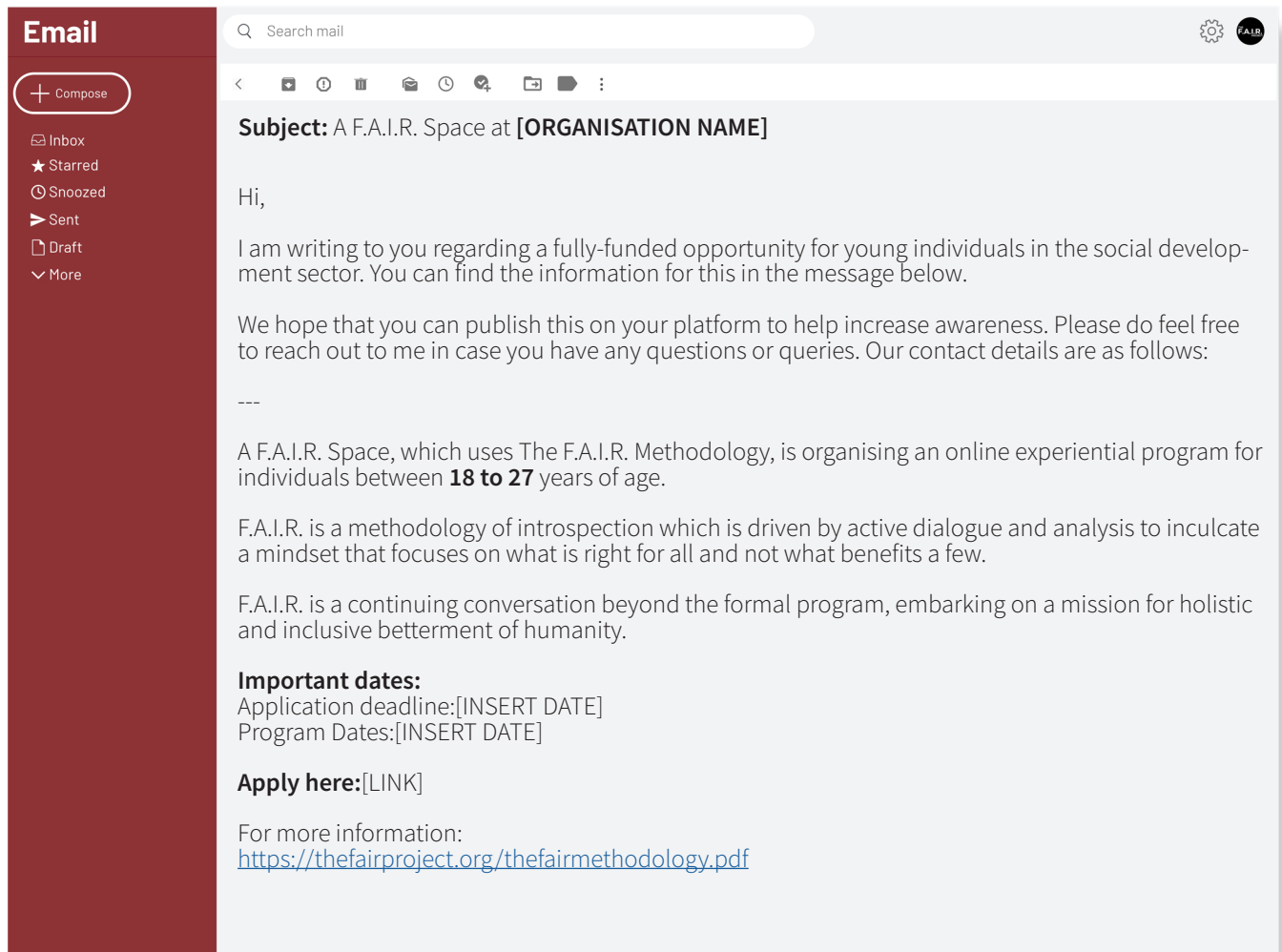
We look forward to receiving your application. Do let us know if you have any queries or clarifications by replying to this email.

Regards,
A F.A.I.R. Space Team

2.1.3. Promotion on Third Party Platforms

A standard message with the essential information is illustrated below:

Email

+ Compose

✉ Inbox
★ Starred
🕓 Snoozed
➤ Sent
📄 Draft
⌄ More

🔍 Search mail

Subject: A F.A.I.R. Space at **[ORGANISATION NAME]**

Hi,

I am writing to you regarding a fully-funded opportunity for young individuals in the social development sector. You can find the information for this in the message below.

We hope that you can publish this on your platform to help increase awareness. Please do feel free to reach out to me in case you have any questions or queries. Our contact details are as follows:

A F.A.I.R. Space, which uses The F.A.I.R. Methodology, is organising an online experiential program for individuals between **18 to 27** years of age.

F.A.I.R. is a methodology of introspection which is driven by active dialogue and analysis to inculcate a mindset that focuses on what is right for all and not what benefits a few.

F.A.I.R. is a continuing conversation beyond the formal program, embarking on a mission for holistic and inclusive betterment of humanity.

Important dates:
Application deadline:[INSERT DATE]
Program Dates:[INSERT DATE]

Apply here:[LINK]

For more information:
https://thefairproject.org/thefairmethodology.pdf

2.2. Application Review Process
2.2.1. Round 1: Form
2.2.1.1. Example form

SECTION 1: A F.A.I.R. SPACE | APPLICATION PORTAL

Welcome to the application portal of A F.A.I.R. Space.

For more details, you can access the brochure on the link below: [INSERT LINK]

Applications close on [INSERT DEADLINE, DATE AND TIME].

Please read all notes and guidelines carefully before you proceed with the form. Please do note that:

1. You will not be able to proceed to the next section if you have not filled in the required fields of the previous section.

2. You will have to finish the application in one sitting, as progress isn't saved mid-submission.

   This application form consists of the following sections:

   Section 1: Notes and Guidelines - Program

   Section 2: Notes and Guidelines - Video/Audio Submission

   Section 3: Applicant Information (required)

   Section 4: Contact Details (required)

   Section 5: Current Educational/Professional Details (required)

   Section 6: Application Questions (required)

   Section 7A: Video/Audio Submission (option 1 of 2 - depending on mode of submission)

   Section 7B: Text Submission (option 2 of 2 - depending on mode of submission)

   Section 8: Social Media Handles (optional)

Interviews for shortlisted applicants will begin from [INSERT DATE] through Skype. All applicants will be informed of the final status of their applications by [INSERT DATE].

SECTION 2: NOTES AND GUIDELINES – PROGRAM

Pre-Program:

1. You must respond to all communication and be present for the induction program sessions, either through your phone or laptop.

2. You must ensure that the F.A.I.R. Team is notified in advance if you are unable to attend any of the induction sessions due to personal/other reasons.

During Program:

1. We retain the right to terminate any participant from the program if they are involved in disruptive, insulting or offensive behaviour.

2. [INSERT ORGANISATION NAME], nor its affiliates, shall be liable for any direct, indirect, special, incidental, or consequential costs, damages or losses, arising directly or indirectly from the program or other aspects related thereto or in connection with this Agreement.

3. You agree to indemnify us, our members and our affiliates, and to hold us harmless to the fullest extent permitted by law, against all losses, costs, claims or expenses of any kind arising from any act or omission by you during or otherwise in relation to the program.

4. You acknowledge that the timings, speakers and program of A F.A.I.R. Space are subject to reasonable changes.

Copyright:

We reserve the right to record, film and photograph, and hereafter develop and distribute, broadcast, use or otherwise globally to disseminate, in perpetuity, such media without any further approval from you or any payment to you.

☐ I agree to the Notes and Guidelines of the Program.

SECTION 3: NOTES AND GUIDELINES - VIDEO/AUDIO SUBMISSION

1. You are required to answer only ONE of the following questions through a Video/Audio submission:

    Q1. What would your ideal position be with respect to the way the world looks at any of the 8 goals (Well-being, Gender Equality, Peace, Environment, Hygiene, Nutrition, Education and Employment)?

    Q2. According to you, what is the biggest challenge our world faces today, and why?

    Q3. Which human achievement are you most proud of, and why?

    NOTE: Since the application process entails a video/audio submission, and therefore, it is recommended that you record the video/audio answer to the question of your choice from above, and have it ready to be uploaded on the device (smartphone/computer) before you proceed with filling this form.

2. Please note that you MUST answer either of the above questions in either format, i.e. video/audio OR text. If you are unable to give the video/audio submission please select "Text" as your mode of answer in Section 7, and thereafter answer the following two questions:

    Q1 Reason for not submitting a video file (not more than 350 characters)

    Q2 Text submission for your chosen question (not more than 2500 characters)

3. While we respect every language, for the purpose of standardisation of all content, the video/audio must be in either English or Hindi.

4. Video/audio duration should be a minimum of 120 seconds, and up to a maximum of 180 seconds.

5. Video/audio should be submitted in .mpeg, .mp4, or .mp3 file format.

6. Please adhere to the following filename format for the video submission: FAIR_(FULL NAME OF THE APPLICANT)_Q1 or FAIR_(FULL NAME OF THE APPLICANT)_Q2 or FAIR_(FULL NAME OF THE APPLICANT)_Q3 (Depending on the choice of your question).

7. All content uploaded must be original, with necessary credit given to the relevant sources for cited material.

8. Video/audio content should not be edited, or contain music or visual effects.

9. Applicants should ensure the video and audio are stable, visible and audible.

10. The quality of the video should be at least 720p.

11. The submission must be appropriate and must not contain:

    a. Vulgar language

    b. Violence and disturbing imagery

    c. Nudity and sexually suggestive content

    d. Portrayal of harmful or dangerous activities

    e. Threats

    f. Defamatory Material

12. Content promoting violence or hatred against individuals or groups based on any of the following attributes will disqualify your application: (The following list is indicative and not exhaustive)

    a. Age

    b. Caste

    c. Disability

    d. Ethnicity

    e. Gender Identity and Expression

    f. Nationality

    g. Race

    h. Immigration Status

    i. Religion

    j. Sexual Orientation

    13. The video/audio should not be marked private or be embedded in a manner that will prevent its upload on public platforms such as YouTube, other social networks (Instagram, Facebook, Twitter, LinkedIn) and The F.A.I.R. Project Website.

13. 14. Candidates may submit their answers in text, only under special circumstances, and provide clear reasons for the same.

14. 15. Candidates must bear in mind that the video/audio submitted as a part of the application will not waiver their accountability of the content, and does not grant them indemnity against claims.

    o I agree to the Notes and Guidelines of the Video/Audio Submission process, and have understood the application process instructions.

SECTION 4: APPLICANT INFORMATION

First Name:

Middle Name:

Last Name:

Date of Birth:

Gender:

Place of Birth (State/UT):

Place of Current Residence (State/UT):

Place of Permanent Residence (State/UT):

Religious Preference:

- Agnosticism
- Atheism
- Buddhism
- Christianity
- Hinduism
- Islam
- Sikhism
- Jain
- Baha'i
- Zoroastrianism
- Prefer not to say

SECTION 5: CONTACT DETAILS

Correspondence Address:

Permanent Address:

Mobile Number:

E-Mail Address:

Skype ID:

SECTION 6: CURRENT EDUCATIONAL/PROFESSIONAL DETAILS

College/University/Organisation:

City of College/University/Organisation:

State of College/University/Organisation:

Field of Study/Work:

SECTION 7: APPLICATION QUESTION SUBMISSION

Please read the following guidelines before uploading your video. Do ensure that you have the video prepared ready for upload before proceeding.

• Please indicate the question being answered by you.

• You must answer only ONE of the following three questions through video/audio or text.

• Please note that you MUST answer either of the above questions through either format, i.e. video/audio OR text. If you are unable to give the video/audio submission please select "Text" as your mode of answer in Section 7, and thereafter answer the following two questions:

> Q1 Reason for not submitting a video file (not more than to 350 characters)

> Q2 Text submission for your chosen question (not more than 2500 characters)

• The content of the video/audio must be in either English or Hindi.

•All videos/audio must be between the time frame of 120 seconds and 180 seconds and NOT beyond it.

• Videos/audio should be uploaded in the following formats: mpeg, .mp4 or .mp3 file extension.

• The video/audio file name must contain your name in the format provided in the guidelines.

• You may only make your submission through text under special circumstances.

Please select the question being answered by you:

> Q1. What would your ideal position be with respect to the way the world looks at any of the 8 goals, mentioned in the brochure?

> Q2. According to you, what is the biggest challenge our world faces today and why?

> Q3. Which human achievement are you most proud of, and why?

Please select the mode of your submission:

> oVideo/Audio

> oText Submission

[**Note**: This is a conditional question. Candidates should be directed to section 7A if they choose video/audio and 7B if they choose text submission]

SECTION 7A: VIDEO/AUDIO SUBMISSION - UPLOAD

Please upload your video/audio submission:

SECTION 7B: TEXT SUBMISSION

Please provide your reason for not submitting a video/audio file and thereafter answer your chosen question from the list below (in not more than 2500 characters).

- Your answer to the first question should highlight your reason for not providing a video/audio file.

- Your second answer should be the answer to one of the 3 questions below.

Q1. What would your ideal position be with respect to the way the world looks at any of the 8 goals (Well-being, Gender Equality, Peace, Environment, Hygiene, Nutrition, Education and Employment)?

Q2. According to you, what is the biggest challenge our world faces today, and why?

Q3. Which human achievement are you most proud of, and why?

Reason for not submitting a video file (not more than to 350 characters):

Text submission (not more than 2500 characters):

SECTION 8: SOCIAL MEDIA HANDLES

Twitter (Optional):

LinkedIn Profile:

Facebook (Optional):

Instagram (Optional):

2.2.1.2. Rejection email post Round 1

This is the email you could send to those individuals who weren't shortlisted after reviewing the form responses.

Email

Compose

📩 Inbox
★ Starred
🕐 Snoozed
➤ Sent
📄 Draft
⌄ More

Search mail

Subject: A F.A.I.R. Space at **[ORGANISATION NAME] |** Your Application

Hi,

We hope that you and all those around you are safe and healthy.

We would like to commend your application and the admirable thought process behind it.

We have received an overwhelming number of responses which we have been reviewing on a rolling basis. Over these past months, it has been incredible to witness the evolved thought process that our youth has developed in today's social, cultural and geo-political environment.

Unfortunately, since we can only call upon limited participants for A F.A.I.R. Space, we will not be able to proceed further with your application.

However, having gone through your application, we strongly believe in your potential to impact change around you and make a difference. It has been a pleasure to have gone through your application.

We wish you the very best in all that you do here on. Hopefully, an opportunity for us to collaborate will arise soon.

Stay safe!
A F.A.I.R. Space Team

2.2.2. Round 2: Open House

2.2.2.1. Email to the first shortlist
This is the email you would send to those individuals who have been shortlisted for the Open House.

Email

Search mail

Subject: A F.A.I.R. Space at **[ORGANISATION NAME]** | Open House

Dear Applicant,

The thought process that you have displayed as part of your application for A F.A.I.R. Space is both commendable and admirable.

We have received an overwhelming number of responses which we have been reviewing on a rolling basis. Over these past months, it has been incredible to witness the evolved thought process that our youth has developed in today's social, cultural and geo-political environment.

Your submission has been chosen amongst the pool of candidates for the next round of our selection process.

We are extremely glad to be engaging with you in your endeavour to becoming a Changemaker and playing our part in equipping you with the requisite skills and experiences.

The next round is scheduled on [INSERT DATE] wherein each of you will take part in a 30 – 40 minute Open House discussion. In order to choose your preferred slot, please click on the following link: [INSERT LINK]

Please note that each time slot has limited availability and is on a first come first serve basis. Hence, we would urge you to be as prompt as possible with your response.

The above link will be active till [INSERT DATE AND TIME], post which, due to logistical constraints, we will not be able to allocate you your preferred slot.

We look forward to receiving your preference and interacting with you!

Regards,
A F.A.I.R. Space Team

2.2.2.2. Email to confirm time slot
This is the email you send to participants once they have registered their time slot interest on the form.

Email

Search mail

Subject: A F.A.I.R. Space at **[ORGANISATION NAME]** | Open House - Round II
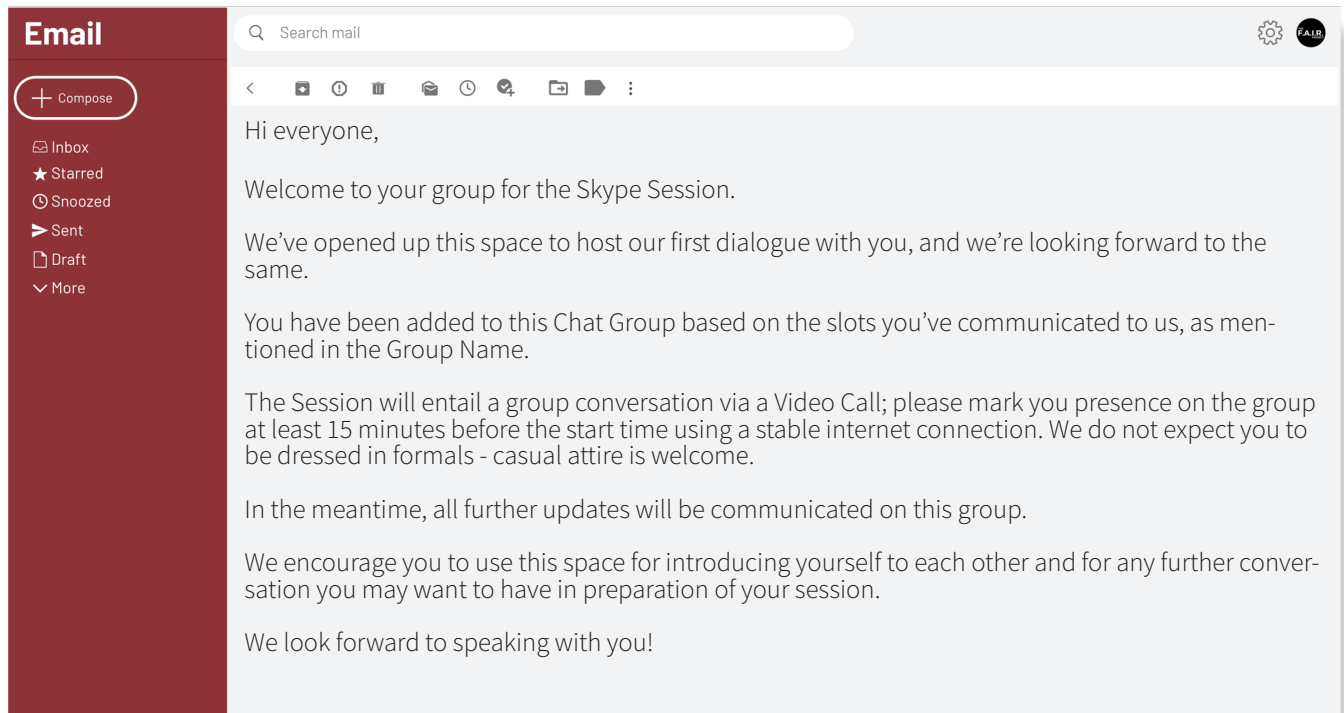
Hi,

Thank you for confirming your interest in Round II of The F.A.I.R. Project.

You have been added to a Skype group for the Open House discussion tomorrow. Please confirm that you have been added by introducing yourself on the group.
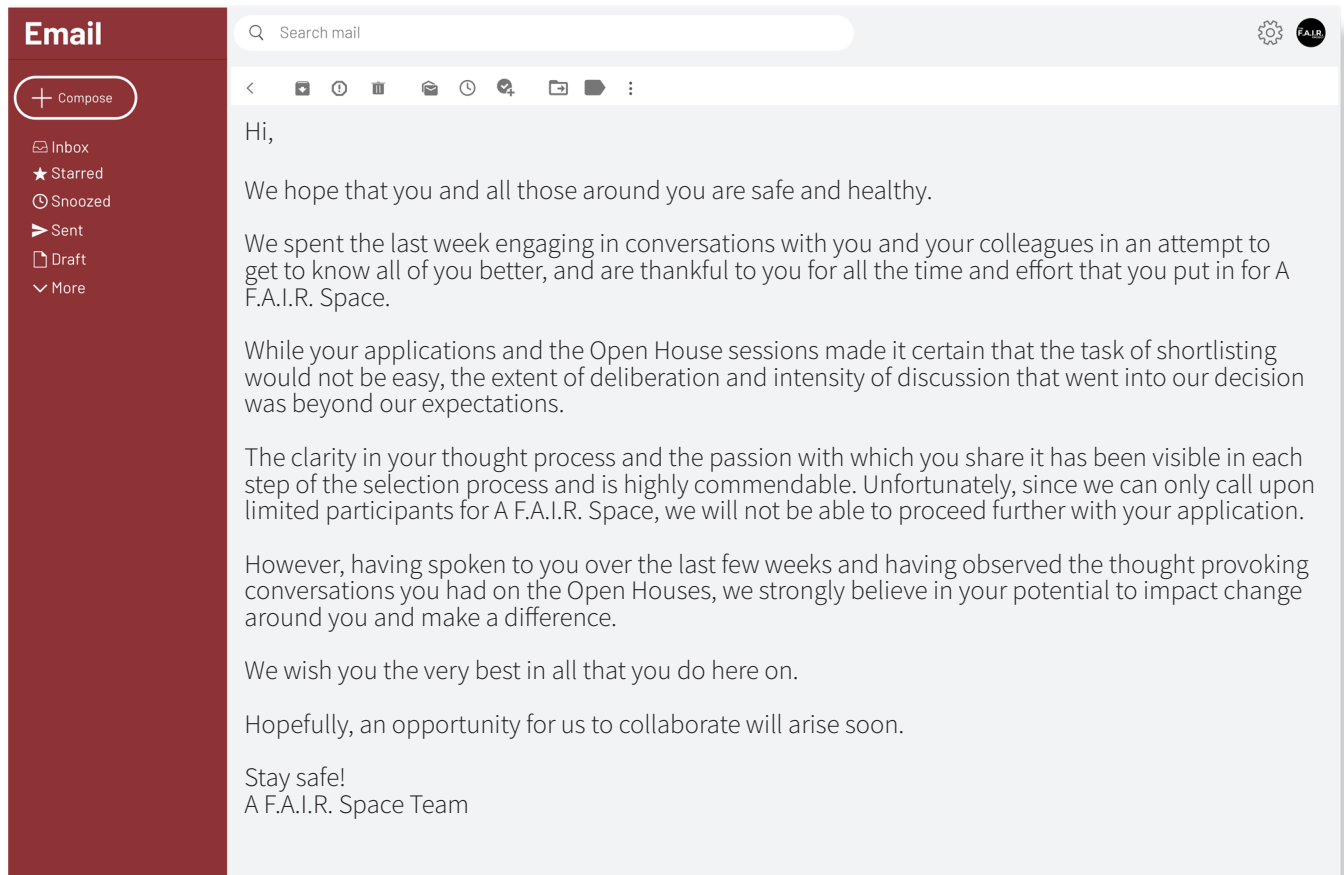
Regards,
A F.A.I.R. Space Team

2.2.2.3. Message on the Open House Skype groups

This is the first message you would send to the Open House Skype group to set the context.

Email

+ Compose

☐ Inbox
★ Starred
🕙 Snoozed
➤ Sent
🗋 Draft
∨ More

Hi everyone,

Welcome to your group for the Skype Session.

We've opened up this space to host our first dialogue with you, and we're looking forward to the same.

You have been added to this Chat Group based on the slots you've communicated to us, as mentioned in the Group Name.

The Session will entail a group conversation via a Video Call; please mark you presence on the group at least 15 minutes before the start time using a stable internet connection. We do not expect you to be dressed in formals - casual attire is welcome.

In the meantime, all further updates will be communicated on this group.

We encourage you to use this space for introducing yourself to each other and for any further conversation you may want to have in preparation of your session.

We look forward to speaking with you!

2.2.2.4. Rejection email post Round 2

This is the email you could send to those individuals who weren't shortlisted after the Open House discussions.

Email

+ Compose

☐ Inbox
★ Starred
🕙 Snoozed
➤ Sent
🗋 Draft
∨ More

Hi,

We hope that you and all those around you are safe and healthy.

We spent the last week engaging in conversations with you and your colleagues in an attempt to get to know all of you better, and are thankful to you for all the time and effort that you put in for A F.A.I.R. Space.

While your applications and the Open House sessions made it certain that the task of shortlisting would not be easy, the extent of deliberation and intensity of discussion that went into our decision was beyond our expectations.

The clarity in your thought process and the passion with which you share it has been visible in each step of the selection process and is highly commendable. Unfortunately, since we can only call upon limited participants for A F.A.I.R. Space, we will not be able to proceed further with your application.

However, having spoken to you over the last few weeks and having observed the thought provoking conversations you had on the Open Houses, we strongly believe in your potential to impact change around you and make a difference.

We wish you the very best in all that you do here on.

Hopefully, an opportunity for us to collaborate will arise soon.
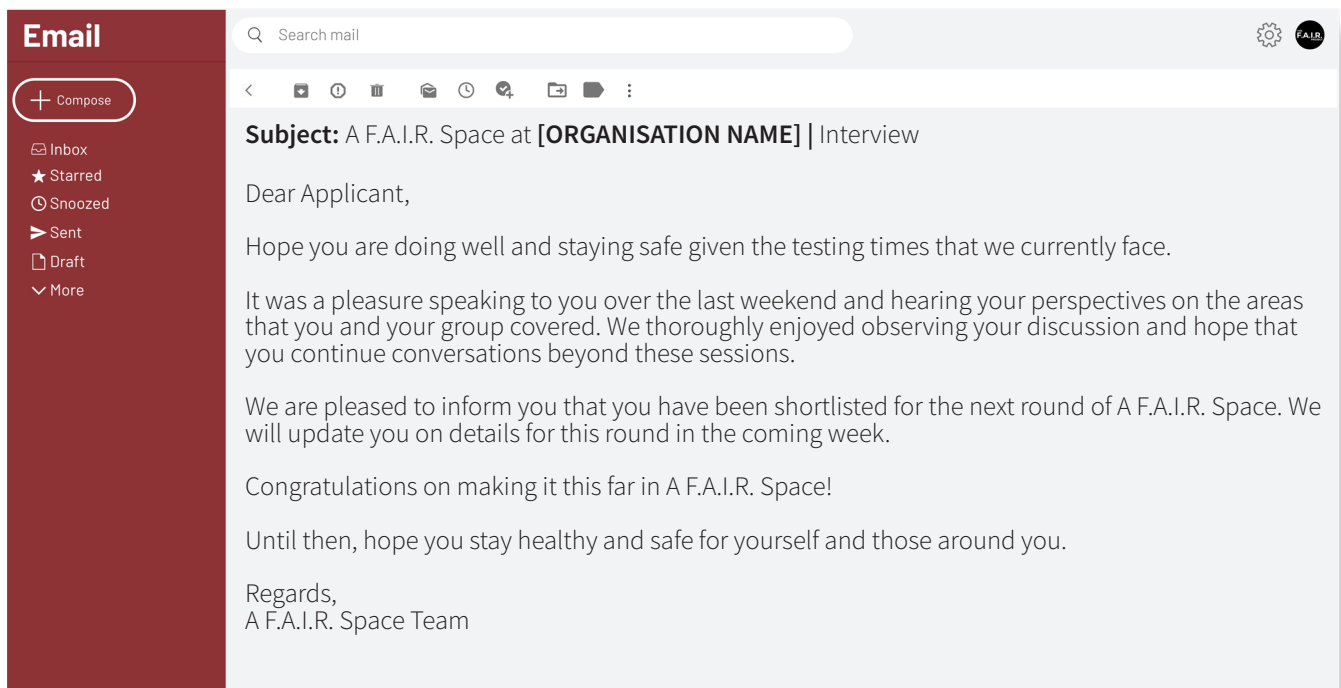
Stay safe!
A F.A.I.R. Space Team
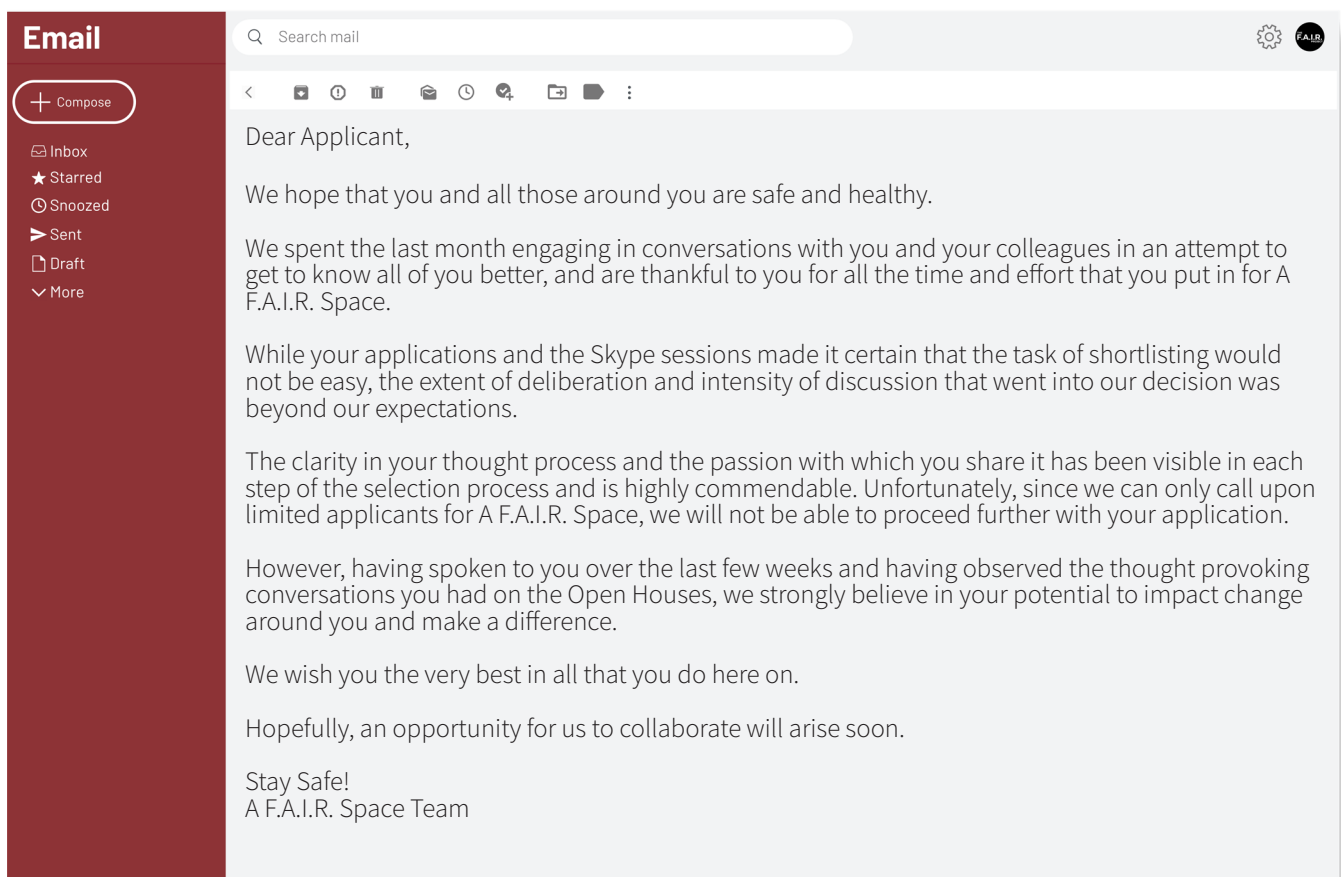
2.2.3. Round 3: Personal Interviews

2.2.3.1. Email to the second shortlist
This is the email you would send to those individuals who have been shortlisted for the Personal Interview.

Email

Q Search mail

Subject: A F.A.I.R. Space at **[ORGANISATION NAME]** | Interview

Dear Applicant,

Hope you are doing well and staying safe given the testing times that we currently face.

It was a pleasure speaking to you over the last weekend and hearing your perspectives on the areas that you and your group covered. We thoroughly enjoyed observing your discussion and hope that you continue conversations beyond these sessions.

We are pleased to inform you that you have been shortlisted for the next round of A F.A.I.R. Space. We will update you on details for this round in the coming week.

Congratulations on making it this far in A F.A.I.R. Space!

Until then, hope you stay healthy and safe for yourself and those around you.

Regards,
A F.A.I.R. Space Team

- ✉ Inbox
- ★ Starred
- 🕘 Snoozed
- ➤ Sent
- 🗋 Draft
- ⌄ More

+ Compose

2.2.3.2. Rejection email post Round 3
This is the email you could send to those individuals who weren't shortlisted after Personal Interviews.

Email

Q Search mail

Dear Applicant,

We hope that you and all those around you are safe and healthy.

We spent the last month engaging in conversations with you and your colleagues in an attempt to get to know all of you better, and are thankful to you for all the time and effort that you put in for A F.A.I.R. Space.

While your applications and the Skype sessions made it certain that the task of shortlisting would not be easy, the extent of deliberation and intensity of discussion that went into our decision was beyond our expectations.

The clarity in your thought process and the passion with which you share it has been visible in each step of the selection process and is highly commendable. Unfortunately, since we can only call upon limited applicants for A F.A.I.R. Space, we will not be able to proceed further with your application.

However, having spoken to you over the last few weeks and having observed the thought provoking conversations you had on the Open Houses, we strongly believe in your potential to impact change around you and make a difference.

We wish you the very best in all that you do here on.

Hopefully, an opportunity for us to collaborate will arise soon.

Stay Safe!
A F.A.I.R. Space Team

- ✉ Inbox
- ★ Starred
- 🕘 Snoozed
- ➤ Sent
- 🗋 Draft
- ⌄ More

+ Compose

2.3. Onboarding Selected Applicants
2.3.1. Selection Mail

Email

+ Compose

✉ Inbox
★ Starred
🕐 Snoozed
➤ Sent
📄 Draft
∨ More

Search mail

Hi,

We hope that you and all those around you are safe and healthy.

We spent the last week engaging in conversations with you and your colleagues in an attempt to get to know all of you better, as well as to shortlist the applicants who will be invited for the program.

While your applications and the Skype sessions made it certain that the task of shortlisting would not be easy, the extent of deliberation and intensity of discussions that went into our decision was beyond our expectations.

The clarity in your thought process and the passion with which you share it has been visible in each step of the selection process and is highly commendable.

Post speaking with all of you, the key questions that we asked ourselves were whether we could add value to your thoughts in an effort to help you gain experience that you could thereafter use for the rest of your life, and whether you showcased attributes that will help you make the most of what we have to offer.

To that effect, we would like extend a formal invitation to you for the online experiential program. We are hopeful that you will accept our invitation as we are certain that your life experiences, thoughts and wisdom, will add tremendous value to your colleagues.

We congratulate you and look forward to receiving your confirmation.

In order to finalise your place in the residential program of A F.A.I.R. Space, please provide us with the information below by replying to this email no later than [INSERT DATE AND TIME]:
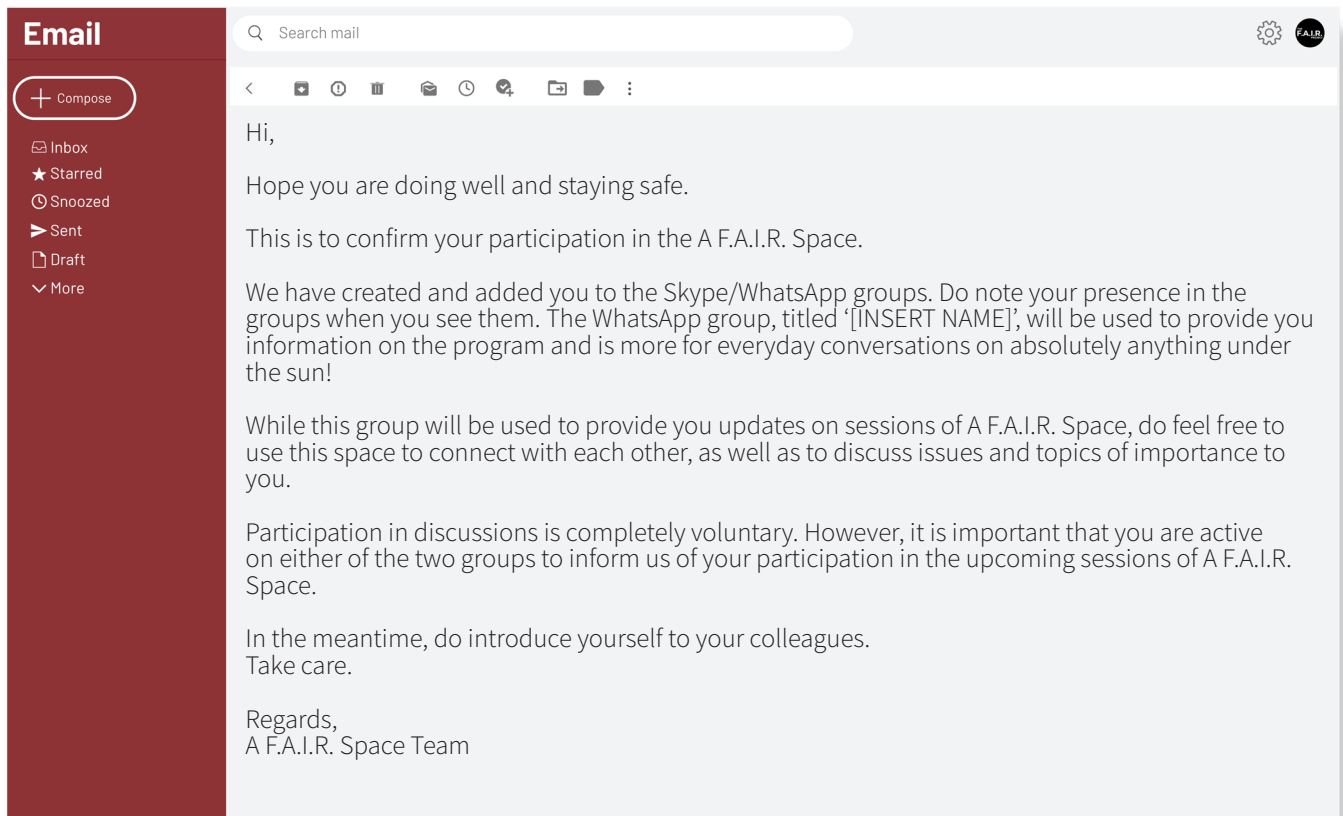
1. A high-resolution photograph and a 100-word bio about you, both of which will be used to introduce you.
2. A copy of your official photo ID with address proof for our records.

Post your confirmation, we will add you to a Skype/WhatsApp group for further discussions and online sessions.
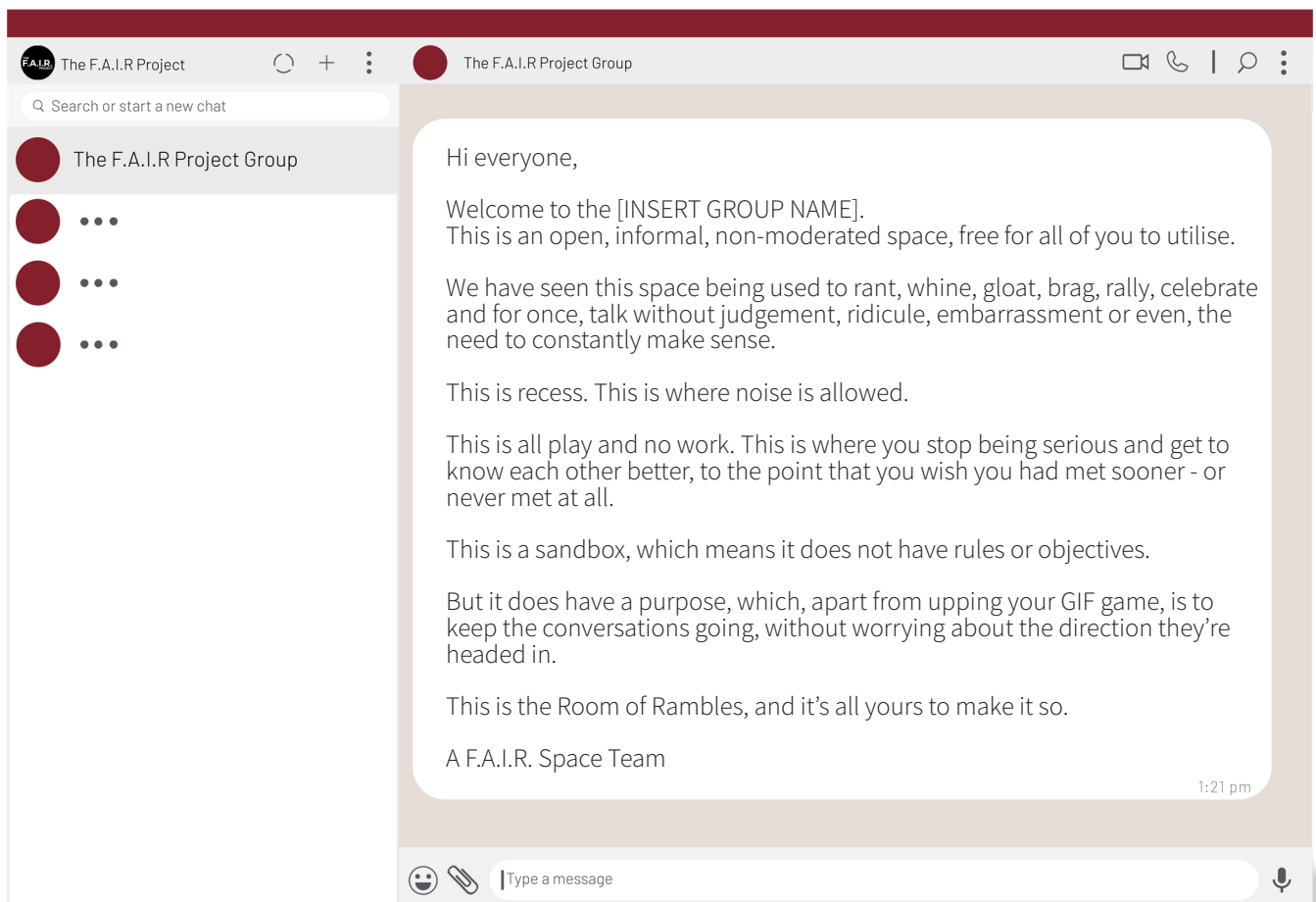
We look forward to your prompt response.

Regards,
A F.A.I.R. Space Team

2.3.2. Confirmation Mail

Search mail

+ Compose

📧 Inbox
★ Starred
🕐 Snoozed
➤ Sent
📄 Draft
∨ More

Hi,

Hope you are doing well and staying safe.

This is to confirm your participation in the A F.A.I.R. Space.

We have created and added you to the Skype/WhatsApp groups. Do note your presence in the groups when you see them. The WhatsApp group, titled '[INSERT NAME]', will be used to provide you information on the program and is more for everyday conversations on absolutely anything under the sun!

While this group will be used to provide you updates on sessions of A F.A.I.R. Space, do feel free to use this space to connect with each other, as well as to discuss issues and topics of importance to you.

Participation in discussions is completely voluntary. However, it is important that you are active on either of the two groups to inform us of your participation in the upcoming sessions of A F.A.I.R. Space.

In the meantime, do introduce yourself to your colleagues.
Take care.

Regards,
A F.A.I.R. Space Team

2.3.3. WhatsApp Group Message

The F.A.I.R Project

Search or start a new chat

The F.A.I.R Project Group

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The F.A.I.R Project Group

Hi everyone,

Welcome to the [INSERT GROUP NAME].
This is an open, informal, non-moderated space, free for all of you to utilise.

We have seen this space being used to rant, whine, gloat, brag, rally, celebrate and for once, talk without judgement, ridicule, embarrassment or even, the need to constantly make sense.

This is recess. This is where noise is allowed.

This is all play and no work. This is where you stop being serious and get to know each other better, to the point that you wish you had met sooner - or never met at all.

This is a sandbox, which means it does not have rules or objectives.

But it does have a purpose, which, apart from upping your GIF game, is to keep the conversations going, without worrying about the direction they're headed in.

This is the Room of Rambles, and it's all yours to make it so.

A F.A.I.R. Space Team

1:21 pm

Type a message

3.Stage 4: Planning Your Calendar

2022 CALENDER

DATE	TIME	MODULE	SESSION
Monday, 13 June 2022	6 PM – 7 PM	Fact-find and Familiarise (F): Introduction	This will be an introduction to Step 1 of The F.A.I.R. Methodology: Fact-find and Familiarise. You will also be introduced to the themes for each of the 8 goals in this session. You will use these themes for the subsequent F sessions, as well as in the Advocate for Alternate Viewpoints (A) and Introspection (I) sessions. All Changemakers will conduct 'F' for all 8 goals.
Tuesday, 14 June 2022	6 PM – 8 PM	Fact-find and Familiarise (F): Well-being	This session will expand more on the theme of Well-being, and will be structured as follows: Introduction: 20 minutes Fact-finding exercises (including primary and secondary source research) in breakout rooms: 60 minutes Breakout group summaries: 5 minutes per group i.e., 40 minutes in total.
Wednesday, 15 June 2022	6 PM – 8 PM	Fact-find and Familiarise (F): Gender Equality	This session will expand more on the theme of Gender Equality, and will be structured as follows: Introduction: 20 minutes Fact-finding exercises (including primary and secondary source research) in breakout rooms: 60 minutes Breakout group summaries: 5 minutes per group i.e., 40 minutes in total.
Thursday, 16 June 2022	6 PM – 8 PM	Fact-find and Familiarise (F): Peace	This session will expand more on the theme of Peace, and will be structured as follows: Introduction: 20 minutes Fact-finding exercises (including primary and secondary source research) in breakout rooms: 60 minutes Breakout group summaries: 5 minutes per group i.e., 40 minutes in total.
Friday, 17 June 2022	6 PM – 8 PM	Fact-find and Familiarise (F): Environment	This session will expand more on the theme of Environment, and will be structured as follows: Introduction: 20 minutes Fact-finding exercises (including primary and secondary source research) in breakout rooms: 60 minutes Breakout group summaries: 5 minutes per group i.e., 40 minutes in total.
Saturday, 18 June 2022	6 PM – 8 PM	Fact-find and Familiarise (F): Hygiene	This session will expand more on the theme of Hygiene, and will be structured as follows: Introduction: 20 minutes Fact-finding exercises (including primary and secondary source research) in breakout rooms: 60 minutes Breakout group summaries: 5 minutes per group i.e., 40 minutes in total.
Tuesday, 21 June 2022	6 PM – 8 PM	Fact-find and Familiarise (F): Education	This session will expand more on the theme of Education, and will be structured as follows: Introduction: 20 minutes Fact-finding exercises (including primary and secondary source research) in breakout rooms: 60 minutes Breakout group summaries: 5 minutes per group i.e., 40 minutes in total.
Wednesday, 22 June 2022	6 PM – 8 PM	Fact-find and Familiarise (F): Employment	This session will expand more on the theme of Employment, and will be structured as follows: Introduction: 20 minutes Fact-finding exercises (including primary and secondary source research) in breakout rooms: 60 minutes Breakout group summaries: 5 minutes per group i.e., 40 minutes in total.
Thursday, 23 June 2022	6 PM – 7 PM	Advocate for Alternate Viewpoints (A): Introduction	This will be an introduction to Step 2 of The F.A.I.R. Methodology: Advocate for Alternate Viewpoints. In this step, you will be divided into 8 groups. Each group will work on one of the 8 goals. The group presentation for 'A' will include 40 minutes of panel discussion conducted by the relevant group's members, followed by 30 minutes of Q&As wherein each panel member will host a separate breakout room. The session will end with each panel member summarising the conversation held in their respective breakout rooms
24/06/2022 - 27/06/2022 (Friday - Sunday)	At a mutually agreed time.	Advocate for Alternate Viewpoints (A): Introduction	The F.A.I.R. Project team will conduct separate group calls for discussions with each group. The date and time will be coordinated separately with the group members.
Tuesday, 28 June 2022	5:30 PM – 7 PM	Advocate for Alternate Viewpoints (A): Well-being	The group for Well-being will conduct the session in the following format: Panel discussion: 40 minutes Q&A's in breakout rooms: 30 minutes Individual summary by panellists: 20 minutes
Tuesday, 28 June 2022	7:15 PM – 8:45 PM	Advocate for Alternate Viewpoints (A): Gender Equality	The group for Gender Equality will conduct the session in the following format: Panel discussion: 40 minutes Q&A's in breakout rooms: 30 minutes Individual summary by panellists: 20 minutes
Wednesday, 29 June 2022	5:30 PM – 7 PM	Advocate for Alternate Viewpoints (A): Peace	The group for Peace will conduct the session in the following format: Panel discussion: 40 minutes Q&A's in breakout rooms: 30 minutes Individual summary by panellists: 20 minutes

Date	Time	Session	Details
Wednesday, 29 June 2022	7:15 PM – 8:45 PM	Advocate for Alternate Viewpoints (A): Environment	The group for Environment will conduct the session in the following format: Panel discussion: 40 minutes Q&A's in breakout rooms: 30 minutes Individual summary by panellists: 20 minutes
Thursday, 30 June 2022	5:30 PM – 7 PM	Advocate for Alternate Viewpoints (A): Hygiene	The group for Hygiene will conduct the session in the following format: Panel discussion: 40 minutes Q&A's in breakout rooms: 30 minutes Individual summary by panellists: 20 minutes
Thursday, 30 June 2022	7:15 PM – 8:45 PM	Advocate for Alternate Viewpoints (A): Nutrition	The group for Nutrition will conduct the session in the following format: Panel discussion: 40 minutes Q&A's in breakout rooms: 30 minutes Individual summary by panellists: 20 minutes
Friday, 1 July 2022	5:30 PM – 7 PM	Advocate for Alternate Viewpoints (A): Education	The group for Education will conduct the session in the following format: Panel discussion: 40 minutes Q&A's in breakout rooms: 30 minutes Individual summary by panellists: 20 minutes
Friday, 1 July 2022	7:15 PM – 8:45 PM	Advocate for Alternate Viewpoints (A): Employment	The group for Employment will conduct the session in the following format: Panel discussion: 40 minutes Q&A's in breakout rooms: 30 minutes Individual summary by panellists: 20 minutes
02/07/2022 - 04/07/2022 (Saturday - Monday)	At a mutually agreed time.	Introspection and Interrogation (I): Introduction	This will be an introduction to Step 3 of The F.A.I.R. Methodology: Introspection and Interrogation. In this step, you will continue with the groups made during 'A' sessions and will work on the same themes. For introducing 'I', The F.A.I.R. Project team will conduct separate group calls for discussions. The date and time will be coordinated separately with each group. The group presentation in 'I' will include 10 minutes of individual reflections by each panellist followed by interaction with a guest from our partner organisations.
Tuesday, 5 July 2022	5:30 PM – 6:45 PM	Introspection and Interrogation (I): Well-being	The group for Well-being will conduct the session in the following format: Individual reflections: 40 minutes (10 minutes per panellist) Interaction with member from partner organisations: 35 minutes
Tuesday, 5 July 2022	7:00 PM – 8:15 PM	Introspection and Interrogation (I): Gender Equality	The group for Gender Equality will conduct the session in the following format: Individual reflections: 40 minutes (10 minutes per panellist) Interaction with member from partner organisations: 35 minutes
Wednesday, 6 July 2022	5:30 PM – 6:45 PM	Introspection and Interrogation (I): Peace	The group for Peace will conduct the session in the following format: Individual reflections: 40 minutes (10 minutes per panellist) Interaction with member from partner organisations: 35 minutes
Wednesday, 6 July 2022	7:00 PM – 8:15 PM	Introspection and Interrogation (I): Environment	The group for Environment will conduct the session in the following format: Individual reflections: 40 minutes (10 minutes per panellist) Interaction with member from partner organisations: 35 minutes
Thursday, 7 July 2022	5:30 PM – 6:45 PM	Introspection and Interrogation (I): Hygiene	The group for Hygiene will conduct the session in the following format: Individual reflections: 40 minutes (10 minutes per panellist) Interaction with member from partner organisations: 35 minutes
Thursday, 7 July 2022	7:00 PM – 8:15 PM	Introspection and Interrogation (I): Nutrition	The group for Nutrition will conduct the session in the following format: Individual reflections: 40 minutes (10 minutes per panellist) Interaction with member from partner organisations: 35 minutes
Friday, 8 July 2022	5:30 PM – 6:45 PM	Introspection and Interrogation (I): Education	The group for Education will conduct the session in the following format: Individual reflections: 40 minutes (10 minutes per panellist) Interaction with member from partner organisations: 35 minutes
Friday, 8 July 2022	7:00 PM – 8:15 PM	Introspection and Interrogation (I): Employment	The group for Employment will conduct the session in the following format: Individual reflections: 40 minutes (10 minutes per panellist) Interaction with member from partner organisations: 35 minutes
09/07/2022 - 11/07/2022	By 11:59 PM on 11/07	Reason and Rationalise (R): Submitting Final Position on 'R'	Each individual will submit their final position on the goal they have worked on via email.
Tuesday, 12 July 2022	6 PM - 8 PM	Reason and Rationalise (R): Discussion	A combined session where each individual discusses the final position that they submitted for 'R' on email. This session would be structured as follows: Introduction: 10 minutes Breakout room 1: 15 minutes Breakout room 2: 15 minutes Breakout room 3: 15 minutes Breakout room 4: 15 minutes Breakout group summaries: 5 minutes per individual.

THE
F.A.I.R.
PROJECT

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