



PIESA Standardization Working Group Minutes

Meeting No 3: 2013	Date: 13 May 2013	Venue: CAPE TOWN
Present:	Names:	Utility/Company
	Alfred Kaponda (AK) – Convenor	ESCOM
	Daniel Sichela (DS) – Deputy Convenor	ZESCO
	Lerato Mpobole (LM) - Member	LEC
	Abby Gwaivu (AG) - Member	UMEME LTD
	Simon Kihyo (SK) - Member	TANESCO
	Antony Falcon (AF) – Affiliate member	Aberdare Cables
	Lindokhuhle Mlaba	SADCSTAN
	Tomile Norie (TN) – Affiliate Member	TE Connectivity
	Refilwe Mokgosi (RM) - Member	Ekurhuleni

Item	Description	Action By
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1.	Opening & Welcoming	
	<ul style="list-style-type: none"> The chairperson welcomed all current and new members to the meeting. 	AK
2.	Apologies and Introduction	
3.	Confirmation of Agenda	AK
	<ul style="list-style-type: none"> The agenda items were accepted as stated on the Agenda 	
4.	Minutes of the previous meeting (only for sign off and correction)	AK
	<ul style="list-style-type: none"> AK went through the minutes of the previous meeting which were accepted by all members with some corrections 	
5.	Matters Arising from Previous Meeting	AK/RM
	<ul style="list-style-type: none"> The “wiki” is to be used as the official system to support the DMS process. Some members still have an issue with access to the “wiki”. KM gave the members his password to use to log in to the system. DSM training had not taken place. Need to reconfirm with Roy whether the offer to host the training still stands. The consolidated catalogue had not yet been. RM to reconfirm with former AMEU WG member on the progress of the draft catalogue. 	
6.	Appointment of the working group office bearers	
	<ul style="list-style-type: none"> Alfred Kapanda remains convenor of the WG. Daniel Sichela remains the Deputy Convenor. Kgopisho Mahunonyanel remains secretariat These roles will continue forward for at least two years unless advised differently by the office bearers. 	ALL
7.	Confirmation of working group members (list attached) and frequency of meetings	
	<p>The following items below were reconfirmed by the Convenor (AK).</p> <ul style="list-style-type: none"> The members from each member utility and/or affiliate were confirmed. There shall be at least two meetings per annum. The meetings will circulate between the member utilities. The meeting for the second half of the year may almost always coincide with the Piesa board meetings and or the 	All

	<p>IERE/PIESA joint meetings.</p> <ul style="list-style-type: none"> The “wiki” will be extensively used as the system of communication for new standards or proposal for changes to existing standards or specifications. 	
8.	Outstanding issues from PIESA board meeting	
	<ul style="list-style-type: none"> Restructuring of the PIEA Standardization Working Group: The Working Group was briefed by Mr. Paul Johnson from the South African Bureau of Standards (SABS) that SABS had decided to discontinue the publishing of PIESA standards and that discussions to that effect had taken place with the PIESA Secretariat. In view of this there was need to review the role of the PIESA standardization working. The new role would involve transforming the PIESA Standardization working group into an advisory committee for localization of international standards such IEC standards in the SADC region. The committee will be responsible for identification of international standards and through a process of consensus agree on which of the commonly used international standards can be submitted to SADCSTAN for adoption as SADC harmonized standards. The first task of the committee would be the conversion of the over 26 existing PIESA standards into PIESA purchase documents to be used by member utilities. These purchase specifications will be maintained by the PIESA Secretariat instead of SABS. 	Board
9.	Specific objectives of the working group	Action by
	<p>The Convenor proposed that a task team be formed to draw up the new terms of reference in view of the restructuring of the WG. The following were chosen to be the task team members;</p> <ul style="list-style-type: none"> Simon Kihyo (Task Team Leader) Abby Gwaivu Refilwe Mokgosi <p>The draft terms of reference to be circulated to the rest of WG members for comments.</p>	SM
10.	WG action plans for 3 year strategic planning 2012-14	Action by
	<p>Action plan: The standardization working group action plan will be revised to take into account the new terms of reference.</p> <p>The WG will now focus on the identification of international standards for adoption as SADC harmonized standards. The committee also agreed to review the draft Memorandum of Understanding (MOU) between PIESA and SADCSTAN to reflect the new position.</p> <p>Consolidated Catalogue: In order to facilitate the process of identification of the commonly used international standards for harmonization the meeting resolved to complete the consolidated catalogue of all the distribution assets and their associated reference international/national</p>	<p>All</p> <p>RM</p>

	standards for each member utility. Review of current PIESA standards: In view of the restructuring of the working group the review process of the existing PIESA standards in its current form was discontinued and instead, as one of the new terms of reference it was resolved to commence the conversion of the existing PIESA standards into PIESA purchase specifications. The purchase specifications will be published and maintained by the Secretariat. This also entailed the need to review the 3 year strategic plan.	AK/ Secretariat
11.	WG Budget 2012-13	Action by
	<ul style="list-style-type: none"> • The following budget requirements were discussed and accepted: DSM training – R300, 000. The meeting agreed to request the PIESA secretariat to facilitate the planned training in Demand Side Management (DSM). The budget to exclude travel and accommodation as these are borne by member utilities. It was further agreed to conduct another standardization training as an ongoing process to build capacity in the area of standardization in each of the member countries <ul style="list-style-type: none"> ○ ○ Meetings and Conferences (2 per annum); R70,000 • The standard costs of R70,000 will be required per year for the successful operation of the workgroup. Some additional items may be added to the list pending the requirements of working group. <p>See attached presentation for further details</p>	AK
12.	IERE International workshop	Action by
	The WG to prepare a power point presentation on its activities	DS
13.	Working group interaction between meeting	
	<ul style="list-style-type: none"> • The Piesa website consists of valuable information regarding the currently available standards. Each member is encouraged to download the piesa standard as and when required. http://www.piesa.com/full-publications/. Note: This link is only available once logged in. For access to the PIESA website please contact Bruce@vdw.co.za and please state your full member details i.e. full name, member utility, contact details etc. • The workgroup shall have atleast two meetings per annum. 	All
14.	Documentation of new PIESA projects	
	<ul style="list-style-type: none"> • Renewable Energy micro Grids in Tanzania The draft documentation will be circulated later on by the Secretariat. The document is available from Paul Johnson • Asset Management Standard The specification used by the Utilities in South Africa is NRS 093. The document was still being awaited by the WG mebers 	AK
15.	Report to the board	
	<ul style="list-style-type: none"> • There was no presentation of the feedback report to the board. 	AK
16.	General and closure	

	<ul style="list-style-type: none">• The chairperson closed the meeting on the 13th May 2013;• The chairperson encouraged the members to make use of the Piesa platform to improve the performance of their utilities.	AK
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The next meeting will be on the.....of.....2013

Secretariat

Date:

Chairperson:

Date:
