

**MINUTES OF WORKING GROUP MEETING**

**VENUE : GOLD REEF CITY, JOHANNESBURG, RSA**

**DATE : 21 MAY 2012**

**Attendees:**

<b>Name</b>	<b>Organisation</b>	<b>Country</b>	<b>Contact Number</b>
Jacqueline Chauke	Ekurhuleni AMEU	RSA	+27834431407
Francis Nyikayaramba	REA	Zimbabwe	+263772132110
David Mbewe	ESCOM	Malawi	+265999961066
Robert M Semsella	TANESCO	Tanzania	+255752758528
Thabiso Phathe	LEC	Lesotho	+26658883407
Hendri Geldenhuys	ESKOM	RSA	+27846255522

**Apologies:**

<b>Name</b>	<b>Organisation</b>	<b>Country</b>	<b>Contact Number</b>
Gyavira Bwalya	ZESCO	Zambia	+260977142339
Memory Nyoni	REA	Zimbabwe	memzvipore@yahoo.com

DISCUSSION ITEMS	BY WHOM	BY WHEN
<b>1. Opening/Welcome</b>		
Dr Hendri Geldenhuys (acting Chairperson) opened the meeting and welcomed all members.		
<b>2. Apologies</b>		
2.1 Gyavira Bwalya 2.2 Memory Nyoni-Francis is attending on behalf of Memory and REA will send a formal communication regarding the person that will be representing REA		
<b>3.Approval of the previous minutes of the EWG held on 29-30 August 2011 and Agenda</b>		
The agenda was approved and accepted by all present Minutes were reviewed and approved as correct recording of proceedings of EWG meeting with the following correction a. Pg 2 conveyer should be convener		
<b>4. Confirmation of Working Group Office Bearers and changes</b>		
WG Convener : Gyavira Bwalya Deputy Convener : Dr Hendri Geldenhuys Secretary : Jacqueline Chauke		
<b>5. Confirmation of Working Group Members</b>		
5.1 REA Kenya 5.2 ZESA , Zimbabwe 5.3 KPLC Kenya 5.4 SNEL DRC	Jacqueline Chauke to take it up with Paul	
<b>6. PIESA Pilot Projects</b>		
6.1 SWER in Zimbabwe- Zimbabwe to send to members a close up report that covers the experiences and challenges regarding the SWER project once it is complete. Francis gave a presentation regarding the project see Annexure B  6.2 Renewable Energy -Micro Grid Tanzania-	Francis Nyikayaramba   Robert M Semsella	

DISCUSSION ITEMS	BY WHOM	BY WHEN						
<b>6. Overview of the PIESA Plenary Meeting</b>								
Nothing was discussed								
<b>7. Specific Objectives of Working Group</b>								
Complete SWER project and give a detailed report on challenges encountered To bring in University students on board see Annexure A								
<b>8. EWG Action Plans for three year Strategic Planning 2012-2014</b>								
Could not be discussed further, awaiting outcome of research to be done by University graduates.								
<b>8. WG Training Courses</b>								
GIS Training <b>Scope of Training</b> ❖ Overview ❖ What it can do ❖ Technical elements ❖ Databases ❖ Computing platforms ❖ Communications requirements (interface) ❖ Staff training> qualifications ❖ System design, software option and compatibilities ❖ Implementation, planning ❖ Extent of information collection	All members	2 days prior to working group meeting						
<b>9. WG Budget 2012-2014</b>								
The budget below is only for training and excludes transport and accommodation costs.								
<table border="1"> <tr> <td>2012</td> <td>R30 000</td> </tr> <tr> <td>2013</td> <td>R50 000</td> </tr> <tr> <td>2014</td> <td>R70 000</td> </tr> </table>	2012	R30 000	2013	R50 000	2014	R70 000		
2012	R30 000							
2013	R50 000							
2014	R70 000							
<b>10. IERE international workshop Discussion</b>								
Nothing was discussed.								

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DISCUSSION ITEMS	BY WHOM	BY WHEN
<b>11. Working group interaction between meetings</b>		
Nothing was discussed		
<b>12. Report to the Board</b>		