



## PIESA Standardization Working Group Minutes

<b>Meeting No 2: 2011</b>	<b>Date:</b> 29-30 August 2011	<b>Venue:</b> Malawi Crossroads Hotel Lilongwe - Nyika Boardroom
<b>Present:</b>	<b>Names:</b>	<b>Utility/Company</b>
	Kelvis Kasonkomona (KK) - Chairperson	<b>ZESCO</b>
	Kgopisho Mahunonyane (KM) – Secretariat	<b>ESKOM</b>
	Alfred Kaponda (AK) - Member	<b>ESCOM</b>
	Johan Jordaan (JJ) - Member	<b>Powertech Transformers</b>
	Lerato Mpobole (LM) - Member	<b>LEC</b>
	Gibson Kasipo (GK) - Member	<b>ZESA</b>
	Ackson Mwale (AM) - Member	<b>ZESCO</b>
	Francis Madyegasva – FM - Member	<b>SIEMENS</b>
	Isaac Kruger – (IK) – Member	<b>SCHNEIDER ELECTRIC</b>
	Kedrick Mulemwa – (KMu) – Member	<b>ZESCO</b>
	Roy Wienand – (RW) - Member	<b>AMEU eThekwini Munic</b>
	George S Owuor – (GO) - Member	<b>KPLC</b>
	Michael K Wanjagi (MW) - Member	<b>REA</b>
<b>Apologies</b>	<b>Names:</b>	
	Thandiwe Nkambule	<b>ESKOM</b>

Item	Description	Action By
1.	<b>Opening &amp; Welcoming</b>	
	<ul style="list-style-type: none"> <li>• The chairperson (KK) welcomed all current and new members to the meeting.</li> <li>• New Agenda items were added i.e. Documents management systems and Asset management. These items will be discussed as Agenda item 10 and 11 respectively. The sequence of the Agenda was hence amended accordingly.</li> </ul>	KK
2.	<b>Apologies and Introduction</b>	
	<ul style="list-style-type: none"> <li>• Thandiwe Nkambule</li> <li>• Leana Kente (represented in this current meeting by LM)</li> </ul>	LD
3.	<b>Confirmation of Agenda</b>	KM
	<ul style="list-style-type: none"> <li>• The agenda items were accepted with the addition of the two items as stated in item 1 above.</li> </ul>	
4.	<b>Minutes of the previous meeting (only for sign off and correction)</b>	KM
	<ul style="list-style-type: none"> <li>• NONE. No minutes of the previous meeting exists. Reference was made from the minutes of the meeting of the 30<sup>th</sup> September 2010. KM presented that feedback</li> </ul>	
5.	<b>Matters Arising from Previous Meeting</b>	KM
	<ul style="list-style-type: none"> <li>• Finalization of the Document Management System (DMS).</li> <li>• KM presented the proposal of the DMS system which was accepted by the members.</li> <li>• In addition the proposed “wiki” internet system was all presented. The “wiki” is to be used as the official system to support the DMS process.</li> <li>• Attached to the minutes is a presentation of the functionality of the “wiki”</li> </ul>	
6.	<b>Appointment of the working group office bearers</b>	
	<ul style="list-style-type: none"> <li>• WG Convenor – KK will still continue as work group chairperson;</li> <li>• Deputy Convenor – New deputy was duly elected as AK. The chairperson thanked the outgoing deputy Mr Roy Wienand (RW) for the guidance and input he provided to the working group during his tenure. RW guidance and input will not be lost as he will still continue as member of the working group</li> <li>• Secretariat – KM will take over as new secretariat;</li> <li>• These new roles will continue forward for at least two years unless the advised differently by the office bearers.</li> <li>• The committee wished the new office bearers good luck in their new roles</li> </ul>	KK

7.	<b>Confirmation of working group members (list attached) and frequency of meetings</b>	
	<ul style="list-style-type: none"> <li>• The members from each member utility and/or affiliate were confirmed.</li> <li>• The list is attached to these minutes.</li> <li>• The committee agreed that each utility must sent atleast two members for continuity.</li> <li>• There shall be atleast two meeting 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 IERE/PIESA joint meetings.</li> <li>• The “wiki” will be extensively used as the system of communication for new standards or proposal for changes to existing standards or specifications.</li> </ul>	<b>KK</b>
8.	<b>Overview of PIESA plenary meeting</b>	
	<ul style="list-style-type: none"> <li>• The list of standard up for review is attached to this minutes;</li> <li>• The secretariat will issue important and/or urgent and/or frequently used standards for review by the members. This will be available on the Piesa “wiki” site. <a href="http://piesawiki.wikispaces.com/HOME">http://piesawiki.wikispaces.com/HOME</a></li> <li>• A table of usage of the standards by the member utilities will be sent out as part of these minutes. Each member utility needs to comment whether frequently used (number of times per year), never used, occasionally ( used at-least ones per year) etc;</li> <li>• <b>Energy saving initiative</b> <ul style="list-style-type: none"> <li>○ EThekwini munic (RW) distributed the strategy document used by them to Piesa (contact Paul van Niekerk).</li> <li>○ The intension is developing a generic document for usage by all PIESA member countries.</li> </ul> </li> <li>• <b>Solar Water Geysers</b> <ul style="list-style-type: none"> <li>○ Southern Africa gas higher degrees of solar radiation than most other countries and the intensity of radiation is almost twice that of Europe;</li> <li>○ Specifically South Africa’s water heating load is primarily electricity and there would be great benefits in freeing up electrical capacity if electric geysers could be replace with solar equivalents. The cost per kw is reported to be as low as R22,500.</li> <li>○ Eskom has such created pilot sites around the country.</li> <li>○ Info can be obtained from <b>SANS 1307:2009 Domestic Solar water heaters</b></li> </ul> </li> </ul>	<b>All</b>
9.	<b>Specific objectives of the working group</b>	<b>Action by</b>
	<p><b><u>The objectives below where accepted by the members:</u></b></p> <ul style="list-style-type: none"> <li>• Give feedback on usage of standards</li> <li>• Facilitate the formulation and review of harmonized standards, as indicated by member utilities commitment to implement in their entities;</li> <li>• Develop and maintain the mechanism for publication of approved documents via an authoritative regional entity;</li> </ul>	<b>All</b>

	<ul style="list-style-type: none"> <li>Promote awareness of standards and Ensure that a master index of approved documents is maintained.</li> <li>Maintain links with local, regional, continental and international standards entities and organizations similarly concerned with standardisation to facilitate access to standards;</li> <li>Facilitate knowledge transfer and training needs by establishing a network of Centres of Excellence.</li> </ul>	
10.	<b>Asset management</b>	<b>Action by</b>
	<p><b>Asset management is defined as:</b></p> <ul style="list-style-type: none"> <li>A system process of maintaining, upgrading, and operating physical assets <ul style="list-style-type: none"> <li>Enhances knowledge of capital assets and their respective values;</li> <li>Establishes standard processes for investment decision-making;</li> </ul> </li> <li>It was highlighted that new asset management systems are based on GIS technology, the member utilities were asked to comment on the status of implementation of asset management policies and/or standards in their utilities; <ul style="list-style-type: none"> <li><b>LEC:</b> New system called Bentley Map for GIS is used. Currently no LV network is captured by the system.</li> <li><b>KPLC:</b> Process for retiring of assets is working well. The utility will be introducing GIS based technology in the new future.</li> <li><b>ESCOM:</b> Manual operation for commercial operation of assets. Cispro is used as a standard system for financial management of assets.</li> <li><b>ZESA:</b> Integrated asset management system exists but not utilised. The intention is for the company to introduce SAP as the new asset management system.</li> <li><b>Manufacturing (Powertech):</b> Cispro is used in some of the factory operations. Currently a Sap based system is being piloted.</li> <li><b>Eskom Dx:</b> The asset management system is Maximo supported by the GIS based Smallworld system and FMS. Eskom is piloting SAP at the moment with the intention with introducing asset management via the SAP system.</li> </ul> </li> </ul>	<b>All</b>
11.	<b>Document management system</b>	<b>Action by</b>
	<ul style="list-style-type: none"> <li>As per the action items from the meeting on the 30<sup>th</sup> September 2010, KM was requested to develop a DMS system to be used by the working group;</li> <li>KM presented the proposal at the meeting. (see attached presentation)</li> <li>The DMS process in conjunction with the “wiki” will be used as official channels of communication.</li> <li>The list of standard up for review is attached to this minutes;</li> <li>The secretariat will issue important and/or urgent and/or frequently used standards for review by the members. This will be available on the Piesa “wiki” site. <a href="http://piesawiki.wikispaces.com/HOME">http://piesawiki.wikispaces.com/HOME</a></li> <li>For access to the “wiki” please contact <a href="mailto:Yoni@vdw.co.za">Yoni@vdw.co.za</a>. Please state your full name, member utility name, contact details etc.</li> </ul>	<b>KM</b>

12.	<b>WG action plans for 3 year strategic planning 2012-14</b>	<b>Action by</b>
	<ul style="list-style-type: none"> <li>• <b>Items discussed includes:</b> <ul style="list-style-type: none"> <li>○ Document management process document to be developed;</li> <li>○ Document management schedule to be introduced to track progress of documents;</li> <li>○ Permanent Document Management Controller services proposals to be received from Piesa secretariat;</li> <li>○ <b>Training:</b> <ul style="list-style-type: none"> <li>▪ Energy efficiency(DSM) training by end Feb 2012</li> <li>▪ Standardization course (DMP to be included) to be presented to all members of the committee by end Aug 2012;</li> </ul> </li> </ul> </li> </ul> <p><b>See attached Presentation for further details</b></p>	<b>All</b>
13.	<b>WG Training courses</b>	<b>Action by</b>
	<ul style="list-style-type: none"> <li>• <b>Proposed training needs include:</b> <ul style="list-style-type: none"> <li>○ <b>Part 1:</b> Demand side management overview (Feb 2012) <ul style="list-style-type: none"> <li>▪ Venue: Proposed Durban SA</li> <li>▪ Host: Durban AMEU</li> </ul> </li> <li>○ <b>Part 2:</b> Energy efficiency with a special focus on solar water heaters and CFL's (Feb 2012) <ul style="list-style-type: none"> <li>▪ Venue: Proposed Durban SA</li> </ul> </li> <li>○ <b>Costs:</b> R300,000 <ul style="list-style-type: none"> <li>▪ refreshments, training material;</li> <li>▪ Accommodation, travel? Board decision;</li> <li>▪ DVD of the training? Board decision;</li> </ul> </li> <li>○ <b>Target no:</b></li> <li>○ 30 delegates;</li> </ul> </li> </ul> <p><b>See attached presentation for further details</b></p>	<b>All</b>
14.	<b>WG Budget 2012-13</b>	<b>Action by</b>
	<ul style="list-style-type: none"> <li>• <b>The following budget requirements were discussed and accepted:</b> <ul style="list-style-type: none"> <li>○ Document Management Controller;</li> <li>○ Proposal and costs from the PIESA secretariat</li> <li>○ Training: <ul style="list-style-type: none"> <li>○ Standardization training - R55,000;</li> <li>○ DMS training – R300,000</li> <li>○ Meetings and Conferences (2 per annum); R70,000</li> </ul> </li> </ul> </li> <li>• It should be noted 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.</li> </ul> <p><b>See attached presentation for further details</b></p>	<b>All</b>

15.	<b><i>IERE International workshop discussion</i></b>	<b>Action by</b>
	<ul style="list-style-type: none"> <li>Chairperson highlighted the need to include a slide re-collaboration issues of PIESA and IERE</li> </ul>	KK
16.	<b><i>Working group interaction between meeting</i></b>	
	<ul style="list-style-type: none"> <li>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. <a href="http://www.piesa.com/full-publications/">http://www.piesa.com/full-publications/</a>. Note: This link is only available once logged in. For access to the PIESA website please contact <a href="mailto:Bruce@vdw.co.za">Bruce@vdw.co.za</a> and please state your full member details i.e. full name, member utility, contact details etc.</li> <li>The workgroup shall have atleast two meetings per annum.</li> </ul>	All
17.	<b><i>Report to the board</i></b>	
	<ul style="list-style-type: none"> <li>The chairperson presented the feedback report to the board as required on the 30<sup>th</sup> August 2011</li> </ul>	KK
18.	<b><i>General and closure</i></b>	
	<ul style="list-style-type: none"> <li>The chairperson closed the meeting on the 30<sup>th</sup> August 2011 by 11am;</li> <li>The chairperson encouraged the members to make use of the Piesa platform to improve the performance of their utilities.</li> <li>Once again on behalf of the chairperson, thanks to Mr Roy Wienand for all the support he provided the workgroup and in general Piesa over the years.</li> </ul>	KK

The next meeting will be on the.....of.....2012

Secretariat

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Date:

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Chairperson:

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Date:

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