



### MINUTES OF WORKING GROUP MEETING

**VENUE : MOUNT MERU, TANZANIA**

**DATE : 23 SEPTEMBER 2013**

#### Attendees:

Name	Position/Utility	Email	Country	Registry	Contact Number
Jacqueline Chauke	Secretary/ AMEU	Jacqueline.chauke@ekurhuleni.gov.za	RSA	✓	+27834431407
Francis Nyikayaramba	Member/ REA	hamadziripo@yahoo.com	Zimbabwe	✗	+263772132110
David Mbewe	Member/ ESCOM	dmbewe@escom.mw	Malawi	✓	+265999961066
Robert M Semsella	Member/ TANESCO	Robert.semsella@tanESCO.co.tz	Tanzania	✓	+255752758528
Mmatholo Mabotja	Member/Landis & Gyr	Mmatholo.mabotja@lansisgyr.com	RSA	✗	+27126453100
Patricia Ocan	Member/Umeme LTD	Patricia.ocan@umeme.co.ug	Uganda	✗	+256772668163
Thabiso Phate	Member/LEC	phate@lec.co.ls	Lesotho	✗	+26658883407
Gyavira Bwalya	Convener/ ZESCO	gybwalya@zesco.co.zm	Zambia	✓	+260977142339
Benson B Oungo	Member/ REA	bbunde@rea.co.ke	Kenya	✓	+254722805428
Uresh Singh	Member/Reinhausen	u.singh@za.reinhausen.com	RSA	✗	+27823162664
David Bavin	Member/TE Connectivity	David.bavin@te.com	RSA	✗	+27784513506
Dr Hendri Geldenhuys	Deputy/ ESKOM	Geldenhuys.hendri@eskom.co.za	RSA	✗	+27846255522
Naomi Kariuki	Member/ KPLC	NGichuhiKariuki@kplc.co.ke	Kenya	✗	+254722816147
Timothy Mathenge	Member/ KPLC	Timothy.mathenge@te.com	Kenya	✓	+254 03601900

DISCUSSION ITEMS	BY WHOM	BY WHEN
<b>1. Opening/Welcome</b>		
<ul style="list-style-type: none"> <li>Gyavira Bwalya the convener opened the meeting and welcomed all members.</li> </ul>		
<b>2. Apologies</b>		
<ul style="list-style-type: none"> <li>Thabiso Phathe- No apology</li> <li>Dr Hendri Geldenhuys- No apology</li> <li>Mmatholo Mabotja-No apology</li> <li>Benson B Oungo</li> <li>Patricia Ocan</li> <li>Francis Nyikayaramba</li> <li>Naomi Kariuki</li> </ul>		
<b>3. Approval of the previous minutes of the EWG meeting held on 18 October 2012 and Agenda</b>		
<ul style="list-style-type: none"> <li>The agenda was approved and accepted by all present</li> <li>Minutes were reviewed and approved as correct recording of proceedings of EWG meeting with the following correction               <ul style="list-style-type: none"> <li>❖ Mr Mbewe email address corrected</li> </ul> </li> </ul>		

DISCUSSION ITEMS	BY WHOM	BY WHEN						
<b>4. Confirmation of Working Group Office Bearers and changes</b>								
<ul style="list-style-type: none"> <li>• Convener : Gyavira Bwalya</li> <li>• Deputy Convener : Dr Hendri Geldenhuys</li> <li>• Secretary : Jacqueline Chauke</li> <li>• Change in Membership,One new members joined the EWG,TE, Kenya - Mr Timothy N Mathenge</li> </ul>								
<b>5. Confirmation of Active Working Group Members</b>								
<ul style="list-style-type: none"> <li>• The attendance at this sitting has been very low, only 5 members were present and this is less than 50%.</li> <li>• To request the secretariat to formally communicate with ZESA and SNEL regarding membership in EWG</li> </ul> <table border="1" data-bbox="191 894 1100 1019"> <thead> <tr> <th data-bbox="191 894 646 938">Utility</th> <th data-bbox="646 894 1100 938">Last Attendance</th> </tr> </thead> <tbody> <tr> <td data-bbox="191 938 646 982">SNEL - DRC</td> <td data-bbox="646 938 1100 982">2010</td> </tr> <tr> <td data-bbox="191 982 646 1019">ZESA - ZIMBABWE</td> <td data-bbox="646 982 1100 1019">2010</td> </tr> </tbody> </table>	Utility	Last Attendance	SNEL - DRC	2010	ZESA - ZIMBABWE	2010	Jacqueline Chauke to take it up with Secretariat	Before next meeting
Utility	Last Attendance							
SNEL - DRC	2010							
ZESA - ZIMBABWE	2010							
<b>6. PIESA Pilot Projects</b>								
<ul style="list-style-type: none"> <li>• SWER in Zimbabwe- Mudzi SWER project in Zimbabwe was finally completed and commissioned in July 2013 instead of the anticipated December 2012. A detailed report is attached.</li> </ul>	Francis Nyikayaramba							



DISCUSSION ITEMS	BY WHOM	BY WHEN								
<b>10. WG Training Courses</b>										
<ul style="list-style-type: none"> <li>• Geographically Information System Training</li> </ul> <p><b>Scope of Training</b></p> <ul style="list-style-type: none"> <li>❖ Overview</li> <li>❖ What it can do</li> <li>❖ Technical elements</li> <li>❖ Databases</li> <li>❖ Computing platforms</li> <li>❖ Communications requirements (interface)</li> <li>❖ Staff training &gt; qualifications</li> <li>❖ System design, software option and compatibilities</li> <li>❖ Implementation, planning</li> <li>❖ Extent of information collection</li> <li>❖</li> </ul>	<p>Has not taken place, discussed in great length. The objectives remain the same, the Convener will follow up through the secretariat and unsure that training takes place by May 2014. Only one training to be done first and that will be GIS training</p>	<p>May 2014</p>								
<p>o</p> <p><b>11. WG Budget 2012-2014</b></p>										
<ul style="list-style-type: none"> <li>• The budget below is only for training and excludes transport and accommodation costs.</li> </ul> <table border="1" data-bbox="191 1092 1094 1268"> <thead> <tr> <th>Period</th> <th>Amount in Rands</th> </tr> </thead> <tbody> <tr> <td>2012</td> <td>30 000</td> </tr> <tr> <td>2013</td> <td>50 000</td> </tr> <tr> <td>2014</td> <td>80 000</td> </tr> </tbody> </table>	Period	Amount in Rands	2012	30 000	2013	50 000	2014	80 000		
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<b>12. IERE international workshop Discussion</b>										

DISCUSSION ITEMS	BY WHOM	BY WHEN
<ul style="list-style-type: none"> <li>Paper about lessons learned on the SWER project in Zimbabwe to be presented at the next Convention</li> <li>PIESA to liaise with SWER manufactures to attend PIESEA conferences and any other manufacture that can bring in a new technology that can assist with Electrification projects</li> </ul>	<p>All members to assist Francis Francis to liaise with the secretariat about the paper.</p> <p>Jacqueline to liaise with the deputy for details of the manufactures and send to PIESEA for inviting them</p>	<p>May 2014</p>
<b>13. Working group interaction between meetings</b>		
<ul style="list-style-type: none"> <li>Members are encouraged to comment on minutes sent and send any information that may benefit the utilities</li> <li>Members indicated that a full day is required for EWG meeting before presenting to the board.</li> <li>Members also requested to find out about the possibility of teleconferencing in their respective utilities so that matters can be discussed prior to the meeting</li> </ul>	<p>All members</p> <p>All members</p> <p>David Bavin</p>	<p>May 2014</p>
<b>14. Report to the Board</b>		
<ul style="list-style-type: none"> <li>Nothing reported</li> </ul>		
<b>15. Additional Items</b>		
<ul style="list-style-type: none"> <li>A need for earthing training was identified</li> </ul>	<p>All members</p>	
<b>16. Date of next meeting</b>		

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DISCUSSION ITEMS	BY WHOM	BY WHEN
• May 2014	All members	May 2014
<b>17. Closure</b>		
• Meeting closed at 15h00		