

# UNITED NATIONS DEVELOPMENT PROGRAMME

## Asia-Pacific Regional Energy Programme for Poverty Reduction (REP-PoR) Planning Meeting for the Pacific Component of the Rapid Assessment and Gap Analysis

5-6 September 2005, Apia, Samoa

### Preliminary Draft Agenda for comments – 29 Sept 2005

Objectives of the planning meeting:

1. Provide an introduction to and overview of the REP-PoR;
2. Discuss and plan the REP-PoR Rapid Assessment and Gap Analysis including: a) agree on the methodology, framework and structure for the Pacific gap analysis and report; and b) discuss the management and implementation arrangements for the rapid assessment; and
3. Discuss status of on-going sub-regional programmes and explore possible joint activities and areas of cooperation.

Monday 5 September 2005	
<b>Session 1:</b>	<b>Registration and Opening</b>
8.00 – 8.30	Registration
8.30 – 8.45	Opening Remarks by Ms. Joyce Yu, Resident Representative, UNDP Samoa
8.45 – 9.00	Address by Ms. Elizabeth Fong, Regional Manager, UNDP Regional Center in Bangkok
<b>Session 2:</b>	<b>Introduction to REP-PoR</b>
9.00 – 9.15	General overview of REP-PoR and activities for 2005, Mr. Thiyagarajan Velumail, Programme Specialist, REP-PoR
9.15 – 9.30	Pacific component of REP-PoR – Operational setup and principles, Mr. Thomas Lynge Jensen, Associate Programme Specialist, REP-PoR
9.30 – 9.45	Mainstreaming gender in energy, Ms. Roohi Metcalfe, Gender and Governance Specialist, UNDP Regional Center Bangkok
9.45 – 10.00	Governance and energy, Ms. Roohi Metcalfe, Gender and Governance Specialist, UNDP Regional Center Bangkok
10.00 – 10.15	Questions and discussion
10.15 – 10.45	Morning tea
<b>Session 3:</b>	<b>Consultancies for REP-PoR Preparatory Activities</b>
10.45 – 11.15	Overview of REP-PoR Rapid base-line Assessment and Gap Analysis, Mr. Hafeezur Rehman, Lead consultant
11.15 – 11.45	Presentation of Pacific Rapid base-line Assessment and Gap Analysis including Inception Report, Mr. Herbert A. Wade, energy consultant

11.45 – 12.45	Preliminary summary overview of the energy situation in the each of the PICs with regard to REP-PoR focus areas, Mr. Herbert A. Wade, energy consultant
12.45 – 13.45	Lunch
13.45 – 14.15	Questions and discussion
<b>Session 4: Status in the context of REP-PoR</b>	
14.15 – 14.30	Samoa, Ms. Silia Ualesi, Energy Coordinator, Ministry of Finance, Government of Samoa
14.30 – 14.45	Cook Islands, Mr. Mata Nooroa, Director, Energy Division, Government of the Cook Islands
14.45 – 15.00	UNDP Fiji, Mr. Alvin Chandra, Environment/GEF/Energy Associate
15.00 – 15.15	UNDP PNG
15.15 – 15.30	UNDP Samoa, Ms. Easter Galuvao, Assistant Resident Representative (ARR), Energy and Environment Unit
15.30 – 15.50	Afternoon tea
15.50 – 16.10	Pacific Islands Renewable Energy Project (PIREP) & Pacific Islands Greenhouse Gas Abatement through Renewable Energy Project (PIGGAREP), Mr. Solomone Fifita, PIREP Chief Technical Advisor, SPREP
16.10 – 16.30	Pacific Islands Energy Policy and Strategic Action Planning Project (PIEPSAP), Mr. Anare Matakiviti, Energy Advisor, SOPAC
16.40 – 17.00	Wrap Up of Day 1
<b>Tuesday 6 September 2005</b>	
<b>Session 6: Framework of the Rapid base-line Assessment and Gap Analysis</b>	
8.30 – 9.00	Institutional Arrangement
9.00 – 9.30	Programme framework
9.30 – 10.00	Technology efficiency and fuel options
10.00 – 10.15	Morning tea
10.15 – 10.45	Access to energy services
10.45 – 11.15	Energy based entrepreneurship
11.15 – 11.45	Access to finance
11.45 – 12.15	Energy service indicators – M&E
12.15 – 12.45	Access to information
12.45 – 13.45	Lunch
13.45 – 14.15	Discussions and sum-up
<b>Session 7: Work Arrangements for the Rapid Assessment and Gap Analysis</b>	
14.15 – 15.15	Management structure and implementation strategy, Mr. Thomas Lynge Jensen and Mr. Thiyagarajan Velumail
15.15 – 15.45	Structure of the Rapid base-line Assessment and Gap Analysis Report, Mr. Herbert A. Wade
15.45 – 16.00	Afternoon Tea
<b>Session 8: Closing</b>	
16.00 – 16.30	Discussions and Sum-up
16.30 – 16.45	Closing remarks by Ms. Joyce Yu, Resident Representative, UNDP Samoa

18.30 – 21.30	Reception hosted by REP-PoR
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