

ANNEX 1 – Tentative Agenda for MEPSL Trainings.

Day 1 – Monday 31st July 2023

08:30	Registration	Facilitator /Presenter
Opening Session		
9:00am – 9:30	Welcoming Remarks	Mr. Simona Kilei
	Statement by PCREEE	PCREEE
Session 1: Introduction to the Workshop		
9:30am – 9:50am	<ul style="list-style-type: none"> • Participants introduction • Setting the scenes, <ul style="list-style-type: none"> - Overview of the training objectives and what will be covered in Day 1, 2 and 3 	PCREEE
Group Photo and Tea Break		
Session 2: Overview on Tuvalu Energy Sector		
10:15 – 11:00am	<ul style="list-style-type: none"> - Tuvalu National Energy Strategies Plan – NDCs etc – what are RE and EE targets, progress to date, etc - Tuvalu Energy Législations – EE Act 2016 	Tuvalu DoE
Session 3: Opportunities for governments, private sectors, NGOs, Women and Youth		
11:00 – 11:30	<ul style="list-style-type: none"> ○ PCREEE supported initiatives to PICs – experiences, challenges, and achievements 	PCREEE
Session 4: MEPSL Implementation in Tuvalu		
12:00 – 12:30	<p>Tuvalu experiences with administering and enforcing MEPSL</p> <ul style="list-style-type: none"> ○ Key responsibilities of the Regulator (Tuvalu DoE), Department of Customs and other relevant stakeholders such as importers ○ Procedures with product registration, application for import ○ Non-compliant Products – Current situation and actions 	Tuvalu DoE
12:30 LUNCH		
Session 5: MEPSL in the PICTs		
1:30 – 2:00pm	<p>MEPSL implementation, what are experiences in:</p> <ul style="list-style-type: none"> ○ Fiji ○ Samoa ○ Vanuatu ○ Kiribati (currently supported by PCREEE) 	PCREEE
Session 6: Standard Operating Procedures (SOPs) /manuals for MEPSL in the PICTs		
2:00 - 3:15pm	<p>Recap /refresher on the MEPSL SOPs (drafted back in 2016) for regulators and Customs</p> <ul style="list-style-type: none"> - Procedures with product registration, application for import, destruction /re-exporting of non-compliance appliances. 	PCREEE
3:15pm – 3:30pm Afternoon Tea		
Session 7: Wrap Up Discussions		
3:30 – 4:00pm	Wrap up Discussions	PCREEE

Day 2 – Tuesday 1st August 2023 | PAD Training for Suppliers and Importers

08:30	Registration	Facilitator /Presenter
Session 8: Recap from Day 1 and Agenda for Day 2		
9:00am – 9:45am	Recap from Day 1 and overview on Day 2	PCREEE
Tea Break		
Session 9: Overview of the PAD system structure and its general principle		
10:15 – 12:30pm	<ul style="list-style-type: none"> • Overview of the PAD system structure • General Principles <ul style="list-style-type: none"> ○ Type of users ○ Product registrations and import applications ○ Categories of registration ○ Categories of importers ○ Other key system features • Facilities for applicants <ul style="list-style-type: none"> ○ How to open an account ○ Logging in ○ The “home page” ○ How to register a product (Cat A, B or C) ○ Sections of a registration application ○ Warning and errors. ○ Uploading files. ○ Submitting an application ○ Managing brand names ○ How to apply to import a product ○ Searching for records ○ Copying records ○ Printing records ○ Managing your account <p>User guide.</p>	PCREEE
Session 10: Hands-On session as an applicant user (importers, suppliers etc.)		
12:30 – 3:15pm	Group of 2 or 3 participants will work through a number of mock applications for both product registration and import permits. At least one participant in each group will need to have a Wi-Fi-connected laptop.	
3:15pm – 3:30pm Afternoon Tea		
Session 11: Wrap Up and Discussion Way Forward		
3:30pm – 4:00pm		

Day 3 – Wednesday 2nd August 2023 | PAD training for Regulators

08:30	Registration	Facilitator /Presenter
Session 12: Recap from Day 2 and Agenda for Day 3		
9:00am – 9:45am	- Recap from Day 2 and overview on Day 3	PCREEE
Tea Break		
Session 13: PAD facilities for the Regulator Users		
10:15am – 11:00am	Regulator PAD facilities: <ul style="list-style-type: none"> • Overview of regulators facility • Reviewing applications • Approving applications • Returning, refusing, suspending, and cancelling applications • Auto emailing facilities • Approval certificates • Printing Records • Managing paper-based applications. • Download facilities. 	PCREEE
12:30 – 1:30PM LUNCH		
Session 6: Hands on session as a Regulator User		
1:30pm – 3:15pm	Hands on session as a regulator user. Participants will work through a number of mock applications for both product registrations and import OBO applicants. Reviewing and approving the applications.	PCREEE
3:15pm – 3:30pm Afternoon Tea		
Session 7: Wrap Up and Discussion Way Forward		
3:30pm – 4:00pm		PCREEE

ANNEX 2 – Tentative Agenda for SE Business Start-up and Entrepreneurship Workshop and Mini-grids training.

Day 4 – Thursday 3rd August 2023

08:30	Registration	Facilitator /Presenter
Opening Session		
9:00 – 9:20am	Welcoming Remarks	Mr. Simona Kilei
	Statement by PCREEE	PCREEE
Session 1: Introduction to the Workshop		
9:20am – 9:50am	<ul style="list-style-type: none"> • Participants introduction • Setting the scenes, <ul style="list-style-type: none"> - Overview of today and tomorrow workshop objectives and what will be covered 	PCREEE
Group Photo and Tea Break		
Session 2: Overview on Tuvalu Energy Sector		
10:15 – 10:45	<ul style="list-style-type: none"> - What are the current national energy sector policies /roadmap /plan and its targets? - On-going Progress and Achievements from the current National Energy Policies and roadmaps/Plans - Introducing the Tuvalu Energy Bill – brief on its contents and the progress to date? - What is the role of the Energy Department as a regulator? - On-going and planned energy projects /programs <ul style="list-style-type: none"> o SPC – biogas projects o MEPSL o Etc. 	Tuvalu DoE
10:45 – 11:15	<ul style="list-style-type: none"> - What are ongoing and upcoming RE projects - Progress toward achieving the National RE Ambitious Targets. - Private Sector business opportunities from RE (supplying, installation, and maintenance etc.) - E-bikes project – challenges and opportunities 	Tuvalu Electricity Cooperation
Session 3: Opportunities for governments, private sectors, NDOs, Women and Youth		
11:15 – 12:30	<p>PCREEE’s supporting initiatives for SE business start-up and entrepreneurship in the PICTs.</p> <ul style="list-style-type: none"> o PCREEE Sustainable Energy and Entrepreneurship Facility (PSEEF) o Provide TA to assist Energy regulators in PICTs to strengthen their roles, review 	PCREEE

	Concession Contracts, training etc. Exchange visit. <ul style="list-style-type: none"> ○ Training on Electrical contractor licensing and safety, license exam etc. 	
12:30 LUNCH		
Session 4: Experiences and achievements from local communities with implementing sustainable energy initiatives.		
1:30 – 2:00pm	Sewing Machine powered by solar – implement by a Community Women Group in Tuvalu	Mafalu
Session 5: Private Sector Participation at the Energy Transition in Tuvalu		
2:00pm – 2:30pm	Business Registration Process and requirement by the Ministry (Responsible for business licensing)	Rep from Ministry of Labour and Commerce in Tuvalu
2:30pm – 3:00pm	Local Bank supported initiatives and loan schemes to support private sector-business start-up	Rep from a Local Bank in Tuvalu
3:00pm – 3:15pm Afternoon Tea		
Session 7: Wrap Up discussion and Way Forward		
3:15 – 4:00pm		PCREEE

Day 5 – Friday 4th August 2023

08:30	Registration	Facilitator
Opening Session		
9:00 – 9:10am	Introduction and provide overview on today's training	PCREEE
Session 1: Introduction to Mini-Grids		
9:20am – 9:50am	Provide an introductory and general information about mini grids in Tuvalu <ul style="list-style-type: none"> - What are mini grids system types that have already installed in Tuvalu particularly at the outer islands? - Who manage and oversee all the mini-grid systems on the outer islands? - What are challenges and opportunities of mini-grids in Tuvalu? 	Tuvalu
9:50 – 10:15 Tea Break		
Session 2: Rooftop basic hands-on training		
10:15 – 12:30pm	Basic hands-on training on the installation and maintenance of a solar roof-top system that is being installed in one of the TEC buildings.	TEC
12:30 – 1:30PM LUNCH		
Session 3: SITE VISIT (until 4pm)		