

**SUMMARY REPORT OF THE 1<sup>st</sup> STEERING COMMITTEE MEETING FOR THE  
TECHNICAL ASSISTANCE PROGRAMME  
FOR SUSTAINABLE ENERGY IN THE CARIBBEAN (TAPSEC)  
BARBADOS, 28.11.2017**

KEY POINTS OF DISCUSSION	DECISIONS/ RECOMMENDATIONS	ACTIONS
<b>ITEM 1: WELCOME AND OPENING REMARKS</b>		
The first TAPSEC Steering Committee (SC) Meeting was opened by the Chair, Mr. Percival Marie, Director General of the CARIFORUM Directorate. Mr. Marie emphasized the high relevance of the TAPSEC Project for the CARIFORUM Region, and its envisaged impact. The co-chair, Mr. Luis Maia, Head of Cooperation at the EU Delegation Barbados, also gave his opening remarks. He highlighted the need for a suitable Regulatory Framework to accelerate private investments for sustainable energy Projects in the Region. A clear political strategy for sustainable energies is most critical. Beside the SC members, Caribbean Media Corporation (CMC) was present at the opening session, to capture video and photo recording.	-	-
<b>ITEM 2: INTRODUCTION SC-MEMBERS &amp; ADOPTION OF THE AGENDA</b>		
SC Members (SCM) introduced themselves. A list of all SCM is composed as <i>Annex I</i> to this Summary Report. The Agenda adopted was accepted by all SCM, and can be found as <i>Annex II</i> to this Summary Report.	Decision: The Agenda was adopted.	-
<b>ITEM 3: PROCEDURAL MATTERS</b>		
Mr. Zellner informed about course of the day, coffee breaks and lunch.	-	-
<b>ITEM 4: BACKGROUND AND OVERVIEW OF THE PROJECT</b>		
<p>Mr. Green (EU Delegation) provided background information about the Project. TAPSEC is funded under the Caribbean Regional Indicative Programme (CRIP) of the 11<sup>th</sup> European Development Fund (EDF) with a <b>financial allocation of EUR9.2 Million.</b></p> <p>Dr. Gardner (CARICOM) provided further background information on the Project history and outlined some critical implementation aspects. Milestones were the development of the Project idea in 2015 and the preparation of an action document for the 11<sup>th</sup> EDF CRIP by a team of Consultants in 2016. The <i>Financing Agreement</i> between EU and CARIFORUM was signed in October 2016, and the <i>Delegation Agreement</i> between EU and GIZ was signed in September 2017.</p> <p>The Chair asked Dr. Gardner to give deeper insights to the TAPSEC Project. Dr. Gardner provided details about <b>the 3 Project components: Policy, Information and Capacity Building and Financing.</b></p> <p>Before the floor was opened to questions, Mr. Maia highlighted the complexity of coordinating the implementation of the Project. In fact, <b>actions will be implemented in 15 different countries and with multiple partners.</b> Special attention shall be given to the legal frameworks and regulatory authorities.</p>		

KEY POINTS OF DISCUSSION	DECISIONS/ RECOMMENDATIONS	ACTIONS
<p>The Chair opened the floor for comments and questions. Dr. Khan highlighted the demand for regulatory training. He suggested, that UWI could provide capacity building in that area. Dr. Webber responded, that UWI is ready to offer opportunities for training. He informed further, that the available Renewable Energy Master Programme is currently offered as an online course.</p> <p>Dr. Bertin added that based on his recent experience of serving on a selection panel for the position of Managing Director of ECTEL (Eastern Caribbean Telecommunications Authority) well trained regional utility regulatory experts are hard to find.</p> <p>The Chair suggested, that the need for trained persons be cross-referenced with the Institutions which currently exist, to those which provide training. It is recommended to use existing structures for capacity building, rather than developing and implementing new ones. It was common understanding between CARICOM and CARILEC particularly, as well as between all other SCM, to identify synergies and to use existing Modalities, instead of developing new ones. It was further suggested, to include a scan of all relevant Institutions (stakeholder mapping) in the developing of a Work Plan.</p> <p>Mr. Zellner raised his concerns about the two (2) different circulating <i>Annexes I (Description of Action)</i> of the <i>Financing Agreement</i> and the <i>Delegation Agreement</i>. He suggested to use as basis for Project implementation, the <i>Annex I</i> of the <i>Delegation Agreement</i>. <i>Annex I</i> to the <i>Delegation Agreement</i> is only a further developed version of the <i>Annex I</i> to the <i>Financing Agreement</i>, as this was signed 1 year before the <i>Delegation Agreement</i>.</p> <p>The Chair also suggested to use the <i>Delegation Agreement</i> between EU and GIZ for the Project implementation. CARIFORUM's legal experts will compare the 2 different Documents. If anything outside of the scope is identified, then CARIFORUM and EU will need to discuss and solve related issues. The TAPSEC Steering Committee, and particularly the Project implementation, shall be guided by the <i>Delegation Agreement</i>. However, the binding legal Agreement for CARIFORUM is the <i>Financing Agreement</i> and its <i>Annex I</i>. The binding legal Document for GIZ (Project implementation) is the <i>Delegation Agreement</i>.</p>	<p><b>Recommendation:</b> Work Plan should include an update and new scan of all relevant Regional Institutions.</p> <p><b>Decision:</b> <i>Annex I (Description of Action)</i> of the <i>Delegation Agreement</i> between EU and GIZ will be the reference Document for implementation.</p>	<p>GIZ to scan relevant Regional Institutions, and update their relevance for TAPSEC.</p> <p>GIZ should provide <i>Annex I Delegation Agreement</i> to SCM.</p> <p>Legal experts from CARIFORUM should compare the different <i>Annexes</i> and give recommendations.</p>
<b>ITEM 5: FINALIZATION OF THE TERMS OF REFERENCES (ToR) OF THE STEERING COMMITTEE</b>		
<p>The Chair asked SCM to give feedback on the ToR.</p> <p><b>ToR Item 3: COMPOSITION OF THE STEERING COMMITTEE</b></p> <p>There was a short discussion, lead by Mr. Zellner and Dr. Gardner, about the role of Caribbean Community Climate Change Centre (CCCCC). It was common understanding between SCM, not to overload the Steering Committee with too many Institutions. The Caribbean Center for Renewable Energy and Energy Efficiency (CCREEE), in its role as the implementing CARICOM Organisation, will be important for</p>		

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<p>TAPSEC implementation, while CCCCC is recognised for Climate, and not solely energy matters. It was agreed, that CCCCC should not be a permanent SCM. However, CCCCC is a relevant Regional Institution, and should be invited as an Observer, when climate-related matters are scheduled for discussion at the SC.</p> <p>Mr. Brown enquired about the role of St. Kitts and Nevis (SKN), and whether SKN is a permanent SCM. It was discussed and recommended by the Chair, that SKN is only on the SCM in its current role as Chair of CARIFORUM. Mr. Marie suggested an amendment of the text in the ToR under item 3. (e), the serving Chair (country) of CARIFORUM would be a member of the SCM. SCM agreed to the suggested change.</p> <p>Dr. Gardner noted, that representatives from Trinidad and Tobago (T&amp;T) did not receive permission from its Ministry to attend SC Meeting. Furthermore, no official nomination of dedicated persons (permanent and alternative) for SC was sent to CARIFORUM. The Chair also noted the relevance of T&amp;T in terms of Regional decision taking for COTED Meetings. It was suggested to reach out to T&amp;T again, addressing the importance for participation in TAPSEC SC.</p> <p><b>Item 4. MEETINGS OF THE STEERING COMMITTEE</b> The Chair described the interpretation of 4. (e), particularly the word “consensus”. Consensus is made when there is no violent objection given to discussion points. If there is any objection, SCM should discuss the concerns. If no violent objection was given, item 4 (e) has been accepted.</p> <p>It was furthermore outlined by the Chair, that Institutions were invited to the SCM, not individuals. If Institutions are represented with more than one participant, they would be members of the same delegation. In terms of internal disagreement, the person who was named by the Institution as focal point, shall be the voting person. Observers do not have an additional vote.</p>	<p><b>Decision:</b> CCCCC will be invited to SC Meeting from time to time as an Observer, but not as a permanent SCM.</p> <p><b>Decision:</b> ToR, item 3. (e) - removal of the country SKN from the wording of specific representatives.</p> <p><b>Recommendation:</b> CARIFORUM should intervene to receive official nomination of a SCM from T&amp;T.</p> <p><b>Decision:</b> Consensus is made when no SCM objects.</p> <p><b>Decision:</b> The ToR have been adopted.</p>	<p>CARIFORUM to amend ToR 3. (e) “Chair of CARIFORUM”.</p> <p>CARIFORUM should reach out to T&amp;T to encourage participation on TAPSEC SC.</p> <p>See changes above.</p>
<b>ITEM 6: DECISION MAKING ON PROJECT IMPLEMENTATION</b>		
<p>Mr. Zellner gave a presentation about GIZ in the Region, GIZ’s working Modalities and Instruments, as well as an introduction to a possible implementation structure for TAPSEC. Beside the Steering Committee for strategic orientation and decision making, a <i>Project Management Committee</i> was suggested for activity planning and implementation. This Committee would meet at the Planning Workshop, to identify, discuss and decide on activity implementation. Further details about the proposed <i>Project Management Committee</i> are to be found under item 9 of this Summary Report.</p> <p>There was a short discussion around the general Budget. EU provides EUR9.2m for TAPSEC, EUR9.0m for implementation through GIZ, and EURO.2m for auditing, etc. In 2017, the German Federal Ministry for Economic Cooperation and Development (BMZ) provided EUR2.3m for</p>		

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<p>the Project <i>Climate Resilient and Sustainable Energy Supply in the Caribbean (Cli-RES)</i>. The amount of EUR1.5m from Cli-RES are allocated to TAPSEC (not in-kind), and additional EURO.8m are for activities in the field of Climate Resilience as a separate Project component. It is planned that an additional EUR4.0m for Climate Resilience would be provided by BMZ in 2018. The additional Budget would not be allocated to TAPSEC.</p> <p>The PowerPoint presentation is available as <i>Annex IV</i>.</p> <p>The Chair suggested to endorse the role of CARIFORUM Directorate and other different stakeholders, as stated in <i>Annex I</i> of the <i>Delegation Agreement</i> (page 27/28).</p>	<p><b>Decision:</b> Endorsement of Steering Committee Structure.</p>	
<b>ITEM 7: COMMUNICATION ON PROJECT IMPLEMENTATION</b>		
<p>Mr. Zellner provided a short input about communication. The external Project communication is summarized in Annex VI to the <i>Delegation Agreement</i>, and will be shared with SCM. Decisions about internal communication between SCMs and the use of Information-Sharing Platforms were discussed. Dr. Gardner suggested the use of the CARICOM IT and Document Storage System to share and store relevant Files. A password-protected TAPSEC Folder can be created, and a link sent to the SCM. The Chair and SCM agreed. Mrs. Williams-Robertson requested that Emails be sent to SCM once new Documents have been uploaded. It should also be possible to quickly identify new Documents in the Folder.</p>	<p><b>Decision:</b> CARICOM IT and Document Storage System will be used as the <i>Online Information-Sharing Platform</i>.</p> <p><b>Recommendation:</b> Email to SCM once new Documents have been uploaded.</p>	<p>Dr. Gardner to create password-protected TAPSEC Folder, and send link and password to GIZ.</p>
<b>ITEM 8: REPORTING AND MONITORING</b>		
<p>Mr. Green informed SCM about the use of EURO.2m for reporting and evaluation through the EU Delegation Barbados. The introduction was followed by an overview of GIZ's Financial and Performance Monitoring and Reporting System. <b>The reporting period is one year, starting on 01 October until 30 September the following year.</b> Further details are to be found on slide 9, <i>Annex IV</i> to this Summary Report. GIZ is also intended to establish an <i>Online Monitoring Platform</i> for the Project, meeting all relevant GIZ <i>Monitoring Guidelines</i>, and providing access for all SCM. Critical for the Monitoring System is a Situation Analysis (status quo/baseline), to which the Project progress can be compared. The Situation Analysis should provide information about the current status of CARIFORUM countries regarding the expected outputs and outcomes. It should also be used in the Planning Workshop as a tool.</p> <p>There was a short discussion around the deadlines for sending <i>Audit Opinion, Management Declaration and Payment Request</i>. Details about the pre-payment and Payment Request can be found in <i>Annex II</i>, Article 19 to the <i>Delegation Agreement</i>.</p> <p>Mr. Zellner presented GIZ's <i>Annual Progress Report</i> Template for reporting to the EU. The Chair suggested that the SCM agree to the use of the Template, as all relevant aspects are sufficiently covered. The Template is attached as <i>Annex III</i> to this Summary Report.</p>	<p><b>Decision:</b> Preparation of a Situation Analysis, along TAPSEC's Logical Framework.</p> <p><b>Decision:</b> SCM endorse the format for the Annual Progress Report.</p>	<p>GIZ to conduct Situation Analysis.</p>

KEY POINTS OF DISCUSSION	DECISIONS/ RECOMMENDATIONS	ACTIONS
<p>Mrs. Williams-Robertson raised the question, as to, at what point the SC can be made familiar with the Logical Framework/Results Matrix of the Project. It will be introduced at the Planning Workshop, but shared before with SCM, after the SC Meeting. Mr. Zellner informed SCM, that some adjustments of the <i>target values</i> may be necessary. These have not been discussed with implementing Institutions as yet. EU referred to previous discussions with GIZ, and the possibility of an amendment of the Logical Framework. The Chair agreed, that in principle, adjustments of the Logical Framework are possible, if they are recommended by technical experts to the SC.</p> <p>The Chair raised the question, as to whether, if an annual reporting period is sufficient enough for SCM, or an additional interim Monitoring Report should be provided by GIZ. SCM discussed and agreed, that a Monitoring Report should be provided every 6 months. The Monitoring Report should inform about:</p> <ul style="list-style-type: none"> <li>• the current status of the Project in terms of the results,</li> <li>• implemented and planned actions,</li> <li>• achieved outputs, and</li> <li>• risks and challenges, incl. recommendations to lower risk.</li> </ul> <p>The Chair suggested, that SCM be informed about any major scheduled Events in their country. SCM should be able to present and promote the Project on these occasions.</p>	<p><b>Recommendation:</b> Scan and preparations of recommendations to SC for necessary adjustments of Logical Framework by technical experts. If necessary, amendment of Logical Framework (EU – GIZ).</p> <p><b>Decision:</b> Beside extensive annual Project Progress Report, additionally, an interim Monitoring Report will be provided by GIZ (after 6 months).</p>	<p>GIZ to coordinate review of the Logical Framework by technical experts, prior to Planning Workshop.</p> <p>GIZ to develop a draft Template for a Monitoring Report and sent it to SCM.</p> <p>GIZ will inform SCM about major Events in their countries.</p>
<b>ITEM 9: PLAN OF ACTION FOR IMPLEMENTATION</b>		
<p>Mr. Zellner informed, that a planning Meeting with implementing Institutions is required, to discuss and agree on specific activities, within the context of GIZ's Implementation Procedures; and subsequently, to develop a Work Plan (Operational Plan). Also discussed was how the implementation and its involvement of technical experts from different Institutions could look. Dr. Gardner suggested a Committee, including CARICOM, CCREEE, UWI, CDB and CARILEC, as main implementing Institutions. The Committee should be chaired by GIZ. Mr Marie noted the relevance of such a Committee. SCM discussed the name for the Committee, and concluded with "Technical Advisory Committee" (TAC). The TAC should provide technical advice to SC, and, <i>inter alia</i>, coordinate and manage the Project implementation. Further details about the TAC should be summarized in a paper (Concept Note) for SCM, developed by CARICOM and GIZ.</p> <p>The first Meeting of the TAC should be at the Planning Workshop. Dr. Gardner suggested that it be held in the Dominican Republic during the 1<sup>st</sup> week of March 2018 (07/08 March). The Chair referred to the role of the SC. Decisions about Venue and date of the Planning Workshop are not to be taken at the SC Meeting. Only a deadline to present the Report of the Planning Workshop to SCM can be taken. He suggested, to provide the Report of the Planning Workshop to SC by end of the first Quarter 2018. EU</p>	<p><b>Decision:</b> A Technical Advisory Committee should be established, with responsibility for, <i>inter alia</i>, coordination and management of implementation activities; chaired by GIZ.</p> <p><b>Decision:</b> Report of the Planning Workshop has to</p>	<p>Dr. Gardner and Mr. Zellner to develop a Concept Note for the TAC; outlining members, role and working Modalities.</p> <p>CARIFORUM will invite Institutions (no individuals) to participate in the TAC.</p> <p>CARICOM and GIZ to suggest a Venue and date for the Planning Workshop to CARIFORUM.</p>



**ANNEX I - LIST OF DELEGATES**  
**FIRST MEETING OF THE TAPSEC STEERING COMMITTEE**  
**28 NOVEMBER 2017, BARBADOS**

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Commission

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## **CARIFORUM Directorate - Caribbean Community (CARICOM) Secretariat**

Chair TAPSEC Steering Committee

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### **Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)**

TAPSEC Steering Committee Secretariat

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## **Delegation of the European Union - BARBADOS**

### **Co-Chair TAPSEC Steering Committee**

- |                 |   |
|-----------------|---|
| Mr. Luis Maia   | -      Head of Cooperation (Co-chair)<br>Delegation of the European Union to Barbados, The<br>Eastern Caribbean States,<br>The OECS and CARICOM/CARIFORUM<br>Hastings Main Rd, Bridgetown<br><b>Tel:</b> +1 246 434 8501 (Delegation switchboard)<br><b>Email:</b> <a href="mailto:Luis.MAIA@eeas.europa.eu">Luis.MAIA@eeas.europa.eu</a> |
| Mr. David Green | -      Programme Manager Energy<br>Delegation of the European Union to Barbados, The<br>Eastern Caribbean States,<br>The OECS and CARICOM/CARIFORUM<br>Hastings Main Rd, Bridgetown<br><b>Tel:</b> +1 246 434 8501 (Delegation switchboard)<br><b>Email:</b> <a href="mailto:david.green@eeas.europa.eu">david.green@eeas.europa.eu</a>   |

## ANNEX II - AGENDA

**RESTRICTED**

**FIRST MEETING OF THE STEERING COMMITTEE  
OF THE 11<sup>TH</sup> EUROPEAN DEVELOPMENT FUND  
TECHNICAL ASSISTANCE PROGRAMME FOR  
SUSTAINABLE ENERGY IN THE CARIBBEAN**

**Barbados  
28 November 2017**

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<b>Time</b>	<b>Session</b>	
09:00 – 09:30	Registration	
09:30 – 09:45	1. WELCOME AND OPENING REMARKS	CARIFORUM, EU
09:45 – 10:15	2. INTRODUCTION SC-MEMBERS & ADOPTION OF THE AGENDA	CARIFORUM
10:15 – 10:30	3. PROCEDURAL MATTERS	CARIFORUM
10:30 – 11:15	4. BACKGROUND AND OVERVIEW TO THE PROJECT - Project History - Introduction to entire project (TAPSEC and BMZ) - Introduction to TAPSEC Annex 1 of delegated cooperation agreement between EU and GIZ - Establishment of Steering Committee	EU  CARIFORUM (Dr. Gardner)
11:15 – 11:30	Coffee Break	
11:30 – 12:00	5. FINALISATION OF THE TERMS OF REFERENCE OF THE STEERING COMMITTEE	CARIFORUM
12:00 – 12:30	6. DECISION MAKING ON PROJECT IMPLEMENTATION - TAPSEC Steering structure - GIZ working and implementation modalities	CARIFORUM, EU, GIZ
12:30 – 13:00	7. COMMUNICATIONS ON PROJECT IMPLEMENTATION - Online information sharing - Frequency	GIZ
13:00 – 14:00	Lunch	

14:00 – 15:00	<b>8. REPORTING AND MONITORING</b> <ul style="list-style-type: none"> <li>- EU Auditing and Monitoring</li> <li>- GIZ Reporting formats and timelines</li> <li>- Result based monitoring</li> </ul>	CARIFORUM, EU, GIZ
15:00 – 15:30	<b>9. PLAN OF ACTION FOR IMPLEMENTATION</b> <ul style="list-style-type: none"> <li>- Next Steps</li> <li>- Preparation Planning Workshop</li> <li>- Regulator Forum</li> </ul>	GIZ
15:30 – 15:45	Coffee Break	
15:45 – 16:30	<b>10. FOLLOW-UP ACTION</b> <ul style="list-style-type: none"> <li>- Planning Workshop (February 2018)</li> <li>- Next SC-Meeting (place &amp; date)</li> </ul>	GIZ
16:30 – 16:45	<b>11. ANY OTHER BUSINESS</b>	All
16:45 – 17:00	<b>12. CLOSING REMARCS</b>	CARIFORUM

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## ANNEX III – GIZ Template Annual Progress Report

[Template Annual Progress Report – Stand: 14.11.2017]

[Allgemeine Hinweise:]

[Bitte gelb markierte Hinweise/Passagen löschen.]

[Anforderungen an Progress Reports laut General Conditions (PAGODA 2 – Stand: Januar 2017):

**Art. 3.7 The progress report(s) shall directly relate to this Agreement and shall at least include:**

- a) summary and context of the Action;
- b) actual Results: an updated table based on a logical framework matrix including reporting of Results achieved by the Action (Outcomes or Outputs) as measured by their corresponding Indicators, agreed baselines and targets, and relevant data sources;
- c) activities carried out during the reporting period (i.e. directly related to the Action and described in this Agreement);
- d) information on the difficulties encountered and measures taken to overcome problems and eventual changes introduced;
- e) information on the implementation of the Visibility and Communication Plan (Annex VI) and any additional measures taken to identify the EU as source of financing;
- i) work plan for the next reporting period ]

For the **progress made in the achievement of the results** (Article 3.7.b)), information on Outputs and/or Outcomes should be provided.

The **Logical Framework** presented for the Description of the Action should be updated for reporting purposes by adding one column providing the actual value of the results/indicators for each relevant level of the chain of the results. Any necessary update/modification of the targets, baselines or sources of verification related to these indicators should be made in the same Logical Framework of the Action with due consideration to the rules for amendments (see Article 11).

[Projektlogos gemäß vereinbarter *Project visibility* einfügen.]

# Annual Progress Report 20XX

for

[Title of the Project]

Reporting Period:

[Enter Reporting Period]

CRIS Number:

[Enter CRIS Number (Contract number)]

Implemented by:

**giz**

## Project Details

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Project Title:

CRIS No:

Country:

Starting date:

End date:

Implementing partner(s):

Project Duration:

Total budget:

BMZ financial  
contribution:

European Commission  
financial contribution:

Implemented by:

Deutsche Gesellschaft für Internationale Zusammenarbeit  
(GIZ) GmbH

Reporting period/ No. of  
report:

Submitted to:

*EU Delegation XYZ bzw. European Commission - DG  
DEVCO/DG NEAR and  
The Federal Ministry for Economic Cooperation and  
Development (BMZ)*

GIZ Project Manager/  
contacts



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## List of Abbreviations

BMZ	German Federal Ministry for Economic Cooperation and Development
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

## 1 Executive Summary

## 2 Context of the Action

[If applicable, briefly explain any changes in the political, socioeconomic or environmental context which may influence the action. Please provide an update on developments in the political and sectoral contexts. ]

## 3 Main activities and achievements in the reporting period

[Please report on the all developments/topics (achievements/milestones/activities under each Result) in the reporting period. Please list and comment on the status of implementation of each output/activities in the reporting period.]

### Summary of project activities according to results

Reporting period: [xxxx - xxxx]		
Result	Activities and outputs	Status
Result 1:		[Date/Completed/Ongoing etc.]
Result 2:		
Result 3:		

## 4 Assessment of progress towards planned results

[Following the above reporting on activities and achievements in the reporting period, please briefly elaborate on the progress made by the project towards achievement of planned results as measured by their corresponding indicators (agreed baselines, targets and relevant data sources) in the logical framework. Please explain any difficulties encountered (e.g. delay, cancellation, postponement of activities) and how they have been addressed (mitigating measures to overcome problems - if applicable). Please list any risks that might have jeopardised the realisation of some activities and explain how they have been tackled (if applicable).]

Result Area [(Outcome/Output)]	Progress
Result 1:	[Progress towards achieving this result (Outcome/Output)]
Result 2:	
Result 3:	
...	

## 5 Safeguards and Gender

[Please describe your activities to implement cross-cutting issues (gender, do no harm approach, protection, corruption, human rights, health, environment) under each Component of the project.]

## 6 Update on the risk assessments

[Please refer to the current risk assessments of the project and point out any relevant developments which require updating of the risks including proposed mitigating measures to reduce such risks.]

## 7 Main challenges and key messages from the reporting period

[Summary of the main difficulties encountered and measures taken to overcome problems and eventual changes introduced, optionally including an outlook to the next reporting period. Please also include justification for proposed changes to the contract with the EU such as modification of the log frame indicators, budget variation or contract duration. Please note: Proposals for changes which necessitate contractual amendments shall also be submitted by separate letter to the EU (Request for Addendum)(see Art. 11 General Conditions: Amendment to the Agreement).]

## 8 Implementation of the Visibility and Communication Plan (Annex VI)



[illegible]



## Annex - Updated Logical Framework

*[The **Logical Framework** presented for the Description of the Action should be updated for reporting purposes by adding one column providing the actual value of the results/indicators for each relevant level of the chain of the results. Any necessary update/modification of the targets, baselines or sources of verification related to these indicators should be made in the same Logical Framework of the Action with due consideration to the rules for amendments (see Article 11).]*



**ANNEX IV – GIZ PowerPoint Presentation, held by Simon Zellner**