



Ref: SECRETARIAT/05/2020

**EREA'S SECRETARIAT REPORT
FOR THE PERIOD 1ST JULY 2019 – 31ST MAY 2020**

ZOOM Webinar

TABLE OF CONTENTS

1	SECTION 1: EXECUTIVE SUMMARY	5
2	SECTION 2: NEW LEADERSHIP OF EXCO AND GA ORGANS	7
2.1	New EXCO Chairperson.....	7
2.2	New GA Chairperson	7
3	Section 3: RESOURCES AND MANAGEMENT ISSUES	7
3.1	Human Resources Overview	7
3.2	Membership Status	10
3.3	Status of Membership Fee	11
3.4	Operational Tools.....	12
3.5	Audit Activities.....	12
3.6	Monitoring Compliance of EWURA on the MoU signed with EREA.....	13
4	SECTION 4: PROGRAM IMPLEMENTATION PROGRESS.....	15
4.1	Strategies and Outlook of EREA	15
4.2	Fundraising.....	16
4.3	Implementation of Harmonisation instruments,tools and research.....	16
4.4	Collaboration with other organizations	18
5	SECTION 5: MEETINGS COORDINATED IN FY2019/20	21
6	Key learning points.....	22

List of Tables

Table 1: Staff Cadres at the Secretariat	9
Table 2: Status of Membership Fee in FY2019/20	11
Table 3: Collaboration of EREA in activities of other bodies.....	18
Table 4: Meetings of the Association held in FY2019/20	21

List of Figures

Figure 1: EREA Staff Composition.....	8
Figure 2: EREA Overarching Goals	16

ACRONYMS

- EXCO - Executive Council
- AGA - Annual General Assembly
- NRI - National Regulatory Institutions
- DG - Director-General
- ESREM - Enhancement of a Sustainable Regional Energy Market in Eastern Africa-Southern Africa-Indian Ocean (EA-SA-IO) Region
- EPC - Economic Portfolio Committee
- TPC - Technical Portfolio Committee
- LPC - Legal Portfolio Committee
- ERA - Energy Regulatory Authority
- EWURA - Energy and Water Regulatory Authority
- AREEN - Authority for Regulation of Water and Energy Sectors
- RURA - Rwanda Utilities Regulatory Agency
- EPRA - Energy and Petroleum Regulatory Authority
- PAU - Petroleum Authority of Uganda (
- ZURA - Zanzibar Utilities Regulatory Authority




1 SECTION 1: EXECUTIVE SUMMARY







EREA has continued to execute its strategic plan (2018-2021), focusing on the harmonization of policies and regulatory frameworks. The harmonization process includes drafting of critical instruments and tools which can support the National Regulatory Institutions in achieving this ambitious vision.

EREA is keenly supporting the implementation in every NRI through various programs instituted and sharing the progress made in implementing the decisions of the Executive Council and the General Assembly.

The current activities of EREA indicate a vigorous growth in the policy harmonization process in EAC. There have been significant changes in different NRIS and, consequently, at the Secretariat. The report explores the changes and the progress of implementation of the action plans arising from the previous period's decisions. In the current quarter, EREA has welcomed a new EXCO chairperson-Eng. Chibulunje, who is the Acting DG of EWURA.

Further, the Secretariat has congratulated the new GA chairperson- Hon. Justice Prof. Jackton Boma. He is the current Chairperson of the board of directors EPRA-Kenya.

-  EREA Secretariat remains fully committed to and actively engaged, at the highest level, on the deliberate spearheading of the necessary harmonization strategies of the Association.
-  EREA has brought aboard the Petroleum Authority of Uganda (PAU), bringing total membership in EREA to seven (7) members from six (6) members in the financial year 2018/19.
-  EREA contacted the Ministry of Mines and Dams for the possibility of bringing them on board. They have responded by nominating one country liaison officer who will be working closely with the Secretariat on issues relating to regulation in Southern Sudan.

-  During the year, EREA increased its visibility by continuously revamping and upgrading its website with a renewed outlook and information.
-  EREA is actively monitoring and contributing to the implementation of the various tools and instruments developed from the previous GA and EXCO meetings, particularly its tracking in various NRIs.
-  The NRIs have taken significant steps to mitigate the impact of COVID-19; the Secretariat shared the steps across all NRIs.
-  EREA continues to explore ways of increasing capacity building in the region, particularly in mobilizing funds for the establishment of the Centre of Excellence/School of Regulation.
-  The Secretariat submitted a funding proposal to the World Bank amounting to USD\$13MUSD for the development of a centre of excellence. The proposal is under review by the World Bank. Secretariat also submitted proposals to AfDB for funding a feasibility study to establish a centre of excellence in EAC and for the development of an Energy Hub. Advanced discussions are ongoing to bring onboard the TradeMark East Africa (TMEA) as development partners in capacity building.
-  During the review period, EREA increased its human resource capacity from one staff in the previous period to the current five (5) staff. Consequently, significantly impacting on the FY2020/21 budget.

Sections 2 to 5 provide a detailed review of activities completed by the Association in the financial year ending 30th June 2019/20.

2 SECTION 2: NEW LEADERSHIP OF EXCO AND GA ORGANS

During the reporting period, there has been a change of leadership in two NRIs. Subsequently, the change implied actual representation shift in EXCO and GA of the Association as follows:

2.1 New EXCO Chairperson

EREA received the appointment of the new Acting DG for EWURA. Eng. Godfrey Hezekiah Chibulunje, therefore, takes over from Mr. Nzinyangwa E. Mchany as the EXCO Chairperson of EREA.

Subsequently, the Secretariat was delighted to welcome him in our offices in Arusha on 14th May 2020. The 18th EXCO meeting deliberated on the current and plans for EREA as a regional entity and the need to establish a regional Institution for capacity building, among others.

2.2 New GA Chairperson

The Secretariat appreciated the appointment of the new Board Chairperson of EPRA-Kenya. Hon. Justice Prof. Jackton Ojwang replaces Mr. Joshua Oigara as the Chairperson of the EREA General Assembly.

We are looking forward to gaining from his vast experience in the judiciary and policymaking.

3 Section 3: RESOURCES AND MANAGEMENT ISSUES

During the period 1st July 2019 – 30th June 2020, the Association completed activities leading to an increase in EREA members, annual fee collection, budget expenditure, and human resources. The subsections that follow present the details of the activities completed by the Association during the review period.

3.1 Human Resources Overview

As at 30th June 2020, the number of staff at the Secretariat Office in Arusha-Tanzania grew from one (1) in 2019 to four (5) full-time staff on contract terms of employment (including outsourced security staff).

However, and unfortunately, the 6-Month secondment contract for the EREA Programme Officer comes to an end on 30th June 2020.

The current staffing at the Secretariat comprises of three (3) professional, one (1) general service personnel and one (1) security officer. Figure -1 shows that the Secretariat has made efforts towards achieving the gender global gender parity targets. The staffs are both from Tanzania and Kenya.

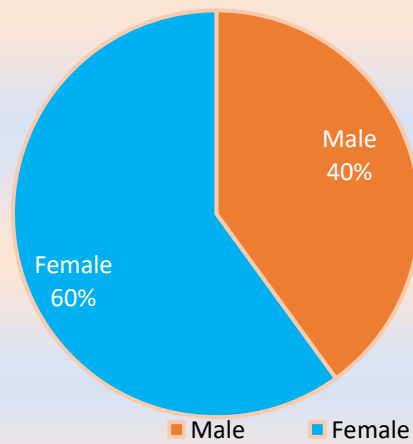


Figure 1: EREA Staff Composition

Since the Executive Secretary is a non-citizen of Tanzania; and as per the labour laws of Tanzania, the Secretariat secured the following permits to enable him to reside and work in Tanzania-

- i) Work Permit Ref. No: WPC/3697/19 for Dr. Geoffrey Aori Mabea – issued by the Commissioner for Labour at the PMO in Tanzania. The Work Permit is for 2-year commencing from 1st October 2019 to 30th September 2021.
- ii) Class B Residence permits No: RPB1008726B for Dr. Geoffrey Aori Mabea and his family issued on 12th November 2019.

EREA envisages obtaining diplomatic status in due course. However, the acquisition of the status is not feasible in the short term until critical

requirements are met. Additionally, these requirements may trigger a realignment of the organs of EREA as an entity.

Error! Reference source not found. shows the staff and their designation. Additionally, the Secretariat engaged the services of a day-time Security guard from M/s SUMA JKT of Tanzania.

Table 1: Staff Cadres at the Secretariat

SN	Name of Staff	Designation	Date of Employment	Contract Term
1)	Dr. Geoffrey Aori Mabea	Executive Secretary	2 nd January 2020	Three ¹ years
2)	Mr Augustina Massawe	Accountant/Administrator	To report on 3 rd August 2020	Two years
3)	Ms. Khadija Suleiman Hassan	Secretary/Receptionist	1 st June 2020	Two years
4)	Ms. Neema Alfred Molllel	Office Attendant	2 nd March 2020	Two years

¹ The contract for the Executive Secretary has a six (6) months probationary period ending 1st July 2020.

3.2 Membership Status

During the reporting period, the members of EREA increased from six (6) in financial year 2019/20 to seven (7) following the registration of the Petroleum Authority of Uganda (PAU) as a new member of EREA. PAU accented to the EREA Constitution, paid annual fees for the financial year 2019/20, and attended the activities of the Association.

The Petroleum Upstream Regulatory Authority (PURA) of Tanzania accented to the EREA Constitution. However, due to financial constraints facing them, PURA neither paid annual fees for the financial year 2019/20 nor attended the activities of EREA for the current financial year.

During the reporting period, the Association took a step to bring the following new members aboard:

- i) **ZPRA:** The Annual General Assembly, through a Circular Resolution (AGA/CIRCULAR/1/2019), approved the admission of the Zanzibar Petroleum Regulatory Authority (ZPRA) as an observer member of EREA activities
- ii) **South-Sudan:** The Secretariat Invited the Ministry of Energy and Dams, Southern Sudan, to the activities of EREA. The initiative has subsequently occasioned the Ministry to confirm Eng. Jacob M. Deng -the Director-General of Energy as the country liaison officer to EREA. The Secretariat, through the EXCO, will proceed to assist Southern Sudan in establishing its regulatory authority in the coming year.

3.3 Status of Membership Fee

During the reporting period, all seven active members paid their membership fee for the financial year 2019/20. Error! Reference source not found. shows a total collection of US\$ 139,896.20 or 87.44% of the annual target fee collection of US\$ 160,000.00. Each NRI directly deposited the fees into EREA's Bank Account at the KCB Bank Tanzania Limited.

Table 2: Status of Membership Fee in FY2019/20

NATIONAL REGULATORY INSTITUTION	BUDGET FEE FY2019/20	FEES PAID 23RD OCT. 2019	PERFORMANCE - %
AREEN-BURUNDI	\$20,000.00	\$20,000.00	100
EPRA-KENYA	\$20,000.00	\$19,931.20 ²	99.66
RURA-RWANDA	\$20,000.00	\$19,965.00 ³	99.83
EWURA-TANZANIA	\$20,000.00	\$20,000.00	100
PURA-TANZANIA	\$20,000.00	\$0.00	0
PAU-UGANDA	\$20,000.00	\$20,000.00	100
ERA-UGANDA	\$20,000.00	\$20,000.00	100
ZURA-ZANZIBAR	\$20,000.00	\$20,000.00	100
TOTAL	\$160,000.00	\$139,896.20	87.44

3.4 Expenditure performance review

Table 3 summarises the approved expenditure versus the expenditure for the year 2019/2020. The full utilisation of the approved budget is attributed to increase in staff cost, office rent expenses, and initial capital to set up the new EREA office in Arusha.

Table 3: Expenditure performance review for FY2019/20

	APPROVED EXPENDITURE FOR FY2019/20	ACTUAL EXPENDITURE 30TH JUNE 2020	PERFORMANCE - %
Recurrent Expenditure	\$218,074.28	\$192,693.45	88
Capital Expenditure	\$11,060.00	\$36,440.83	329
Total Expenditure	\$229,134.28	\$229,134.28	100

² The balance of US\$ 68.8 is due to bank charges for fund transfer

³ The balance of US\$ 35 is due to bank charges for fund transfer

3.5 Operational Tools

During the financial year 2019/20, the Association completed other activities leading to the improvement of the operational performance of the Secretariat. The tools are:

- i) Drafted its Human Resources Manual as a tool for guiding and regulating human resources of the Association.
- ii) Secretariat drafted a Procurement Guidelines and procurement plan for the year. The procurement guideline was benchmarked with the Procurement Guidelines of NRIs, and those of similar organization in the region.
- iii) The Association developed a Performance contract matrix with associated notes for review by the LPC. Also, an Excel tracking system has been developed to ensure that the Secretariat is moving towards achieving the expected deliverables within the stipulated financial year.
- iv) Developed the monitoring system and dashboard to assist in the tracking of activities of EREA. The system is based on the adherence to the timelines such that the Secretariat is well-positioned to advise accordingly on any challenges arising from a delay in executing the directives.

3.6 Audit Activities

The 16th EXCO and 10th AGA held in 2018/2019 directed the Secretariat to spearhead the audits of EREA fund for the financial year that ended on 30th June 2018 and 2019, respectively.

The Auditors, M/s Reliable Consultants, completed the audit of EREA fund in the reporting period.

The Secretariat and the Chairperson of EXCO convened a meeting with the auditor (reliable consultants) 12th June 2020. The meeting highlighted

the concern of the 18th EXCO session regarding the FY2017/2018 and FY2018/19 audit. Consequently, the auditor agreed to adjust the language used in the FY2017/18 report and to fast-track the exit meeting of the audit report for the FY 2018/2019.

3.7 Monitoring Compliance of EWURA on the MoU signed with EREA

On 28th June 2019, EREA and EWURA signed a Memorandum of Understanding (MoU) as an interim framework to monitor cooperation between the two institutions. The MoU underscored three areas of cooperation, namely,

- iii) EWURA shall support the EREA Secretariat through appointing one of its Senior Officer in EWURA to administer the Secretariat Office in Arusha at a token of not more than US\$1,000 per month pending the recruitment of an Executive Secretary of EREA;
- iv) EWURA shall support the EREA Secretariat through the Northern Zonal Office to implement the EPICOR System of EREA in making necessary payments and tracking financial reports; and
- v) EWURA shall support the EREA Secretariat by competitively soliciting 60 m² of an EREA office space in Arusha at a maximum rental cost of not more than US\$450 per month.

During the reporting period, EWURA has satisfactorily complied with the MoU by completing activities as outlined below-

a) General Support Activities under the MoU

- i) On 22nd June 2019, the EWURA Board of Directors appointed its senior staff, Eng. Charles Omujuni to oversee the Programme Officer in administering the EREA Secretariat from July 2019 to December 2019 pending the recruitment of the Executive Secretary;
- ii) EWURA supported EREA in the competitive procurement of EREA Office in Arusha, (including office equipment, ICT and furniture);

- iii) EWURA has been supporting the Secretariat to manage finances of EREA by maintaining the EPICOR Module of EREA within the Accounting system of EWURA. The principal activities included the posting of EREA financial transactions; process and writing cheques; custody of EREAs cheque-book and petty cash; preparing periodic financial accounting reports as well as to conduct monthly bank reconciliations up to 30th May 2020.
- iv) A liaison officer in EWURA is a member of a Secretarial Bureau (SB) of EREA. The Bureau supports the Secretariat in reviewing various reports.

b) Support in procuring, partition, furnishing the EREA Office in Arusha

- i) EWURA supported EREA by assigning its Procurement Management Unit (PMU) to spearhead procurement of the EREA office (160 square meters) on the 8th Floor of NSSF Mafao House in Arusha.
- ii) EWURA oversaw the signature of a 2-year lease contract between EREA and the NSSF. The term of the lease contract is renewable.
- iii) On 28th November 2019, EWURA, as the Chairperson of EXCO, signed a contract with NSSF for leasing 160 square meters of EREA office space on the Eighth Floor of NSSF Mafao Building, along the Old Moshi Road in Arusha City in Tanzania. Consequently, the National Social Security Fund (NSSF) issued respective Invoices and a control number to effect rental payment, including 18% VAT.
- iv) The Management of EWURA has engaged the PMU and internal experts of EWURA to design and partition the EREA Office in Arusha with completion expected before 31st December 2019.
- v) During the reporting period, the Secretariat paid to NSSF a total of US\$15,266.7 broken down as US\$ 2,517 - security deposit, and US\$12,748 as 12-months' rent up to 31st December 2020. The payment of security deposit is equivalent to the rent of three months. The NSSF shall refund the deposit amount to EREA on vacating the build at the end of the 2-year lease term.

vi) Under the Framework Contract arrangements, the EWURA PMU supported EREA to competitively procure office furniture (Tables, Chairs, and steel cabinets) at the cost of US\$4,844.79. EWURA also supported the Secretariat to competitively purchase office equipment (laptop and desktop computers, printers, and a projector) for the EREA office in Arusha at a total cost of US\$8,947.48.

4 SECTION 4: PROGRAM IMPLEMENTATION PROGRESS

During the reporting period, EREA has continued to deliver on the following five activities that are in line EREA 5-Year Strategic Plan:

1. Fundraising
2. Coordinating the EXCO Meeting
3. Coordinating implementation of instruments and tools
4. Collaboration

The key highlights concerning the activities are presented below. The activities are interwoven into various achievements and elements arising from the current action plans.

4.1 Strategies and Outlook of EREA

The organs of the Association (EXCO, and GA) passed various directives and actions that aim to spearhead the harmonization of the remaining segments of the policies across the region. The action plans of the work support the resolutions and directives from the EXCO and the General assembly.

EREA is looking into carrying out midterm review of the strategic plan to develop concrete and targeted actions that would address any gaps or overlaps in the current strategic plan. The review will also separate the operational plans from the strategic ones.

Towards an EAC Energy Union: EREA programs provide technical and substantive support to the organs of the organization to ensure an EAC

Energy union. The Secretariat does this through regular reporting and information sharing on the data hub on our website. AREA overarching goals can be summarised as capacity building, harmonization of regulatory frameworks, and monitoring of the implementation process.

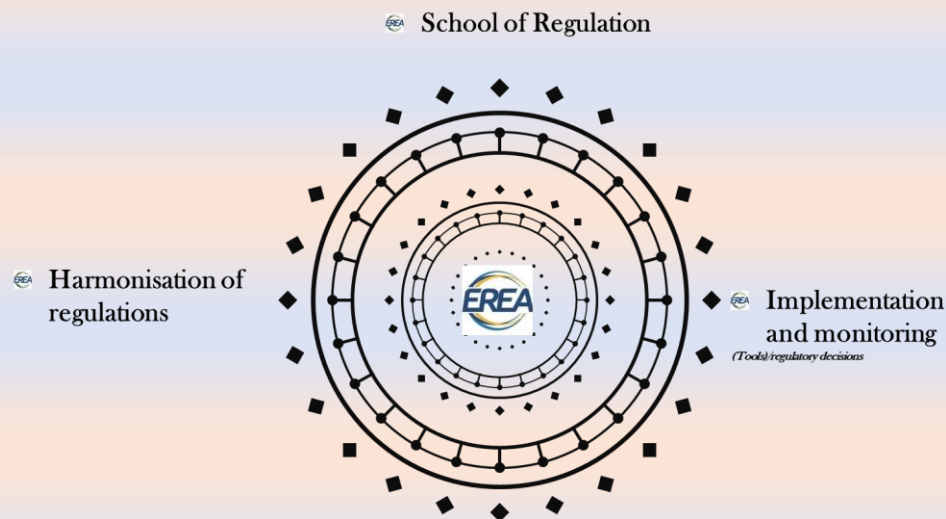


Figure 2: EREA Overarching Goals

EREA emphasizes on the adoption of the developed tools and instruments to ensure an integrated approach in various NRIs. The adoption of these tools is a reliable indicator that the region is integrating and moving towards a harmonized energy regulatory environment.

4.2 Fundraising

EREA increasingly advances its fundraising strategy for the development of the Centre of Excellence/ School of regulation. The Secretariat began the process of drafting the funding proposal in February 2020 and submitted to the World Bank for possible consideration. Another proposal has been submitted to AfDB for possible consideration for funding a feasibility study for establishing a centre of excellence. Advanced discussions are ongoing to bring onboard the TradeMark East Africa (TMEA) as development partners in capacity building. Further, the Secretariat continued to enhance the capacity building of the NRIs through arranging for online training spearheaded by the University of Dundee.

4.3 Implementation of Harmonisation instruments, tools and research

During the reporting period, the Association carried out research and developed harmonisation tools as follows:

- i) Data sharing tool (Demand and Supply (Saidi & Saifi, Losses, Connectivity Rate, Etc)
- ii) Research viability on Net metering viability
- iii) Review the National Electrification Master Plan for Acceleration of Access to Clean Energy
- iv) Review the NRIs Grid Code and Interconnection Procedures
- v) Comparative Analysis of Petroleum Pricing Regulations of NRIs
- vi) Concept Note on the Research on Regulation of Improved Fuel Supply to Remote Areas and Motor out Boards/Vessels in East Africa
- vii) Improvement of Liquefied Petroleum Gas (LPG) Cylinder Inter-Change Model (LPG Cylinder Exchange Pool) for EAC
- viii) Petroleum Facilities, Import and Price Progression in EAC (tool)
- ix) Technical Research Extract 2020: Research Proposal on Regulation of Strategic Reserve Model for EAC
- x) Review of Petroleum Retail Station Regulations/Rules of NRIs in EAC

The reports have already been uploaded onto our website. Each report, research and tool have been given a special attribution (reference) and dedicated contact for any queries as:

("All queries on rights and licenses should be addressed to EREA Data Hub, EREA Secretariat, 8th Floor, NSSF Mafao House, Old Moshi Road P.O. Box 1669, Arusha, Tanzania: email: EREAhub@energyregulators.org")

In the financial year 2020/21, the Secretariat will assist the NRIs to carry out an audit of the utilization of tools and instruments that have already been developed by EREA. The audit is a vital exercise to evaluate our status in

the harmonization process as it impacts on the energy regulation activities in the region.

4.4 Collaboration with other organizations

As at the end of the financial year, four (4) institutions had an informal collaboration with EREA, thereby invited the Association to participate in their activities. The institutions are the African Union Commission (AU), COMESA Secretariat under the ESREM Project, the East African Centre of Excellence for Renewable Energy and Efficiency (EACREE), and Eastern Africa Power Pool (EAPP).

The involvement of EREA in such activities is by the principle of rotation whereby the Secretariat requested member NRIs to nominate expert(s) to represent EREA in the activities of other bodies. So far, fifteen (15) experts of EREA participated in such activities. The inviting institutions fully sponsored the delegates of EREA by paying economy air tickets and daily subsistence allowances applicable in the inviting institutions. **Error! Reference source not found.** shows the type of activities, institutions, and NRIs' participation.

Table 4: Collaboration of EREA in activities of other bodies

Inviting Institution	Activity Type/ Date	No. of Sponsored Delegates	Name of Expert /NRIs	Remarks
The African Union Commission (AU)	Workshop for Harmonization of the Regulatory Framework for the Electricity Markets in Africa held from 2 – 4 October in Addis Ababa, Ethiopia	1	EPRA: Mr. Lee Okombe of EPRA, Kenya	The expert shared back to office report and shared with NRIs.
	Workshop on Scaling Up Renewable Energy (SURE) "Unlocking Africa's Mini-Grids Market" to be held from 17-18 October 2019 Arusha, TANZANIA	1	AREE: Mr. Balthazar Nganikiye, the Director-General of AREEN,	The expert shared back to office report and shared

Inviting Institution	Activity Type/ Date	No. of Sponsored Delegates	Name of Expert /NRIs	Remarks
			Burundi.	with NRIs.
	Validation Meeting regarding Harmonized Regulatory Framework for Electricity Market in Africa- Phase 4 (Lot 1 - Validation of the Digital platform and the final list of Indicators) on 26 th May 2020	1	Secretariat: Dr. Geoffrey Aori Mabea	Virtual Meeting
	<i>Frameworks and Guide for Policy-makers for Off-grid Appliances (lot 4) & Guidelines & Strategies for Reduction of Electricity Losses (lot 6)" on 13th May 2020.</i>	2	Secretariat: Dr. Geoffrey Aori Mabea	Virtual Meeting
EAPP	Bank-sponsored EAPP Conference in Nairobi on 23-24 January 2020. The agenda of the workshop is to report on the development of the operationalization of the EAPP.	1	Secretariat: Dr. Geoffrey Aori Mabea	Reported in the quarterly reports
EAPP	The Africa Union in collaboration with AU organized a Capacity Building and Training on Transmission Tariffs Calculation Tool in the Eastern Africa Power Pool (EAPP), 10-14 February 2020	1	Secretariat: Dr. Geoffrey Aori Mabea	Reported in the quarterly reports
The COMESA/ESREM Project Activities	Validation Workshop on the Development of Synthesized Renewable Energy and Energy Efficiency, held from 21 - 22 August 2019 In Lusaka Zambia	1	EWURA: Eng. Erick Rugabera of EWURA	The expert shared back to office report and shared with NRIs.
	A Consultative Meeting of EAPP-SAPP Coordination Committee, held on 3rd	1	ERA: Eng. Ziria Tibalwa Waako the Chief	The expert shared back to

Inviting Institution	Activity Type/ Date	No. of Sponsored Delegates	Name of Expert /NRIs	Remarks
	September 2019 in Lusaka Zambia		Executive Officer of ERA, Uganda	office report and shared with NRIs.
	A Study Tour and Specialised training on Promoting Gender Balance and Diversity, held from 14 - 18 October 2019 IN BRUSSELS, BELGIUM.	2	ZURA: Mr. Haji Kali Haji, Director General of ZURA, Zanzibar; and PAU: Ms. Peninah Aheebwa, Director Technical Support Services at PAU, Uganda	The expert shared back to office report and shared with NRIs.
	Inception Meeting on Regulatory Oversight, held on 14th November 2019 in Lusaka Zambia.	3	EPRA: Mr. Lee Okombe of EPRA Kenya; Eng. Melania Kamugisha of EWURA Tanzania; and Mr. Vianney Mutyaba of ERA Uganda	The expert shared back to office report and shared with NRIs.
	PTSC – Fifth (5 th) Meeting of the Programme Technical Steering Committee (PTSC) on the 21 st May 2020 to review and adoption of the Third Progress Annual Report (2019 – 2020) and adoption of the Year 4 Work Plan.	2	Secretariat: Dr. Geoffrey A. Mabea; and Mr. Ephata J. Lolubo	The workshop was held via a Virtual platform.
The East African Centre of Excellence for Renewable Energy and Efficiency (EACREE)	A Training on Energy Policy for Sub-Saharan Africa held from 14-17 October 2019 in Pretoria, South Africa	1	RURA: Mr. Jimmy Christian MUNYEMANZI of RURA, Rwanda	The expert shared back to office report and shared with NRIs.

Inviting Institution	Activity Type/ Date	No. of Sponsored Delegates	Name of Expert /NRIs	Remarks
	First Technical Committee (TC) Meeting for Development of EAC Harmonized Minimum Energy Performance Standards (MEPS) for Lighting, held on 29th November 2019, Nairobi, Kenya	1	RURA: Mr. Jimmy Christian MUNYEMANZI of RURA, Rwanda	The expert shared back to office report and shared with NRIs.
ICER	The EXCO members had an online workshop on the strategies to mitigate the impact of COVID-19 in their respective NRIs. ICER organized this online seminar.		EPRAs; ERAs; EWURAs SECRETARIAT;	Virtual Workshop

5 SECTION 5: MEETINGS COORDINATED IN FY2019/20




During the financial year, the Secretariat had coordinated the planned meetings of EREA organs on dates shown in **Error! Reference source not found.** The meetings resolved several issues and directives. **Annex-1** shows the progress of the implementation of matters arising from such meetings.

Table 5: Meetings of the Association held in FY2019/20

MEETING DATE	MEETING TYPE, LOCATION
10 - 13 December 2019	All PCs Meeting, Kampala-Uganda
4 th March 2020	4 th CFA - EXCO Meeting, Arusha-Tanzania
5 th March 2020	4 th SPHRC - EXCO Meeting, Arusha-Tanzania
6 th March 2020	18 th EXCO Meeting, Arusha-Tanzania
19 th June 2020	5 th CFA - EXCO Meeting – Virtual through ZOOM
23 rd June 2020	5 th SPHRC - EXCO Meeting – Virtual through ZOOM

MEETING DATE	MEETING TYPE, LOCATION
25 th June 2020	19 th EXCO Meeting – Virtual through ZOOM
30 th June 2020	12 th AGA– Virtual through ZOOM

6 KEY LEARNING POINTS

-  The Secretariat will continue to collaborate, research, generate ideas and mobilize funds and subsequently facilitate capacity building for the region.
-  The Secretariat is looking forward to carrying out training courses to the staff in NRIs and utilities in EAC.
-  The Secretariat has prioritised the funding activities for the development of the Centre of Excellence.