



Country Training Course 3 / Expert Mission

Capacity Building on Long-Term Energy Planning in the Republic of Sierra Leone

December 17 – 21, 2018
Freetown, Sierra Leone

Location: Electricity Generation and Transmission Company (EGTC), Freetown

Objectives of the training: *By the end of the training sessions, the team will finalize (1) an expansion of the SPLAT-Sierra Leone model to the non-power sector, (2) development of multiple energy planning scenarios, and (3) the draft Energy Masterplan chapters.*

AGENDA

The below agenda will be implemented flexibly according to the progress the working team makes, and any additional needs that may arise during the course will be addressed as the course progresses.

DAY 1: DECEMBER 17 MONDAY

09:00 - 09:15	Welcome remarks	Sierra Leone official (Ministry of Energy)
09:15 - 11:30	Recap of Progress on draft Masterplan (incl. model, scenarios) <ul style="list-style-type: none">• Tour de Table: progress on designated parts of the draft Masterplan; problems/issues faced in completing tasks• Group Discussion: key parts missing in current draft Masterplan; next steps and responsibilities for addressing them; peer-to-peer suggestions regarding questions/issues• Group: establish a concrete to-do list for the training week• Revise the training agenda as required for the to-do list	Working Team, Mario Tot (IRENA/EIHP)
11:30 - 12:30	Work sessions to address work tasks (incl. in sub-groups) <ul style="list-style-type: none">• Each team member or sub-group to define his/her/its respective list of things to clarify/achieve during the week• Mario to work with working team members or sub-groups individually to address key issues faced in completing tasks	All participants
12:30 - 13:30	Lunch break	

13:30 - 14:00	Presentation and Tutorial: energy demand templates	Mario Tot (IRENA/EIHP)
14:00 - 16:30	Hands-on Exercise: energy demand templates <ul style="list-style-type: none"> Identify data to populate the demand template Play around with different inputs and assumptions Extract the results to be used for the draft Masterplan 	Working team

DAY 2: DECEMBER 18 TUESDAY

09:00 - 09:30	Presentation and Tutorial: Reference Energy System (RES)	Mario Tot (IRENA/EIHP)
09:30 - 10:30	Work Session: Reference Energy System	Working team
10:30 - 12:30	Recap of the SPLAT input and output templates	Mario Tot (IRENA/EIHP)
12:30 - 13:30	Lunch break	
13:30 - 15:00	Recap of the scenario approach and of the basic metrics and indicators for scenario comparison <ul style="list-style-type: none"> Recap of some scenario results from Training Course 2 Define text template for reporting scenario results (incl. format/shape of graphs and figures for presentation) 	Mario Tot (IRENA/EIHP); working team
15:00 - 15:30	Group discussion: Work distribution for scenario work <ul style="list-style-type: none"> Revisit the sub-group for scenario work; change as required 	
15:00 - 17:00	Work session: scenario work (individually or in sub-groups) <ul style="list-style-type: none"> Refine scenarios and analyse them Compare the metrics against the base case Finalize the scenario analysis and prepare graphs/figures Draft text on scenario results for the draft Masterplan 	Mario Tot (IRENA/EIHP); working team

DAY 3: DECEMBER 19 WEDNESDAY

09:00 – 09:30	Recap of the work over the first two days <ul style="list-style-type: none"> Review progress against the to-do list Define next steps and tasks for the day 	Mario Tot (IRENA/EIHP); working team
09:30 – 10:00	Presentations / Tutorials on specific topic(s) (as needed)	Mario Tot (IRENA/EIHP)
10:00 – 12:30	Work session: Draft Masterplan (individually or in sub-groups) <ul style="list-style-type: none"> Address tasks and draft text for the Draft Masterplan Support each other with information/data as needed 	Working team; with support from Mario Tot (IRENA/EIHP)
12:30 – 13:30	Lunch break	

13:30 – 17:00	Work session: Draft Masterplan (individually or in sub-groups) <ul style="list-style-type: none"> • Address tasks and draft text for the Draft Masterplan • Support each other with information/data as needed 	Working team; with support from Mario Tot (IRENA/ EIHP)
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DAY 4: DECEMBER 20 THURSDAY

09:00 – 09:30	Recap of progress on the to-do list <ul style="list-style-type: none"> • Define next steps and tasks for the day 	Mario Tot (IRENA/ EIHP); working team
09:30 – 10:00	Presentations / Tutorials on specific topic(s) (as needed)	Mario Tot (IRENA/ EIHP)
10:00 – 12:30	Work session: Draft Masterplan (individually or in sub-groups) <ul style="list-style-type: none"> • Address tasks and draft text for the Draft Masterplan • Support each other with information/data as needed • Preparation of slides for meeting with Steering Committee 	Working team; with support from Mario Tot (IRENA/ EIHP)
12:30 – 13:00	Lunch break	
13:00 – 14:00	Work session: Draft Masterplan (individually or in sub-groups) <ul style="list-style-type: none"> • Address tasks and draft text for the Draft Masterplan • Support each other with information/data as needed • Finalization of slides for meeting with Steering Committee 	Working team; with support from Mario Tot (IRENA/ EIHP)
14:00 – 17:00	Meeting with Steering Committee <ul style="list-style-type: none"> • Presentations of the scenarios [Team] • Presentation of the updated draft Masterplan [Team] • Discussion of next steps for the Working Team 	Steering Committee, working team, Mario Tot (IRENA/ EIHP)

DAY 5: DECEMBER 21 FRIDAY

09:00 – 09:30	Recap of progress on the to-do list and SC feedback <ul style="list-style-type: none"> • Assign work to address SC comments (as relevant) • Define next steps and tasks for the day 	Working team; Mario Tot (IRENA/ EIHP)
09:30 – 12:30	Group Discussion: next steps and responsibilities <ul style="list-style-type: none"> • Develop an overview of next steps and the responsibilities of working team members and submit to IRENA • Develop a to-do list of the concrete work to be done, with a target date for completion of each of the listed items • Final Comments and Discussion as per need 	Working team, Ministry; Mario Tot (IRENA/ EIHP)
12:30 -13:30	Finalize the updated draft Masterplan and the list of next steps and team responsibilities, and submit to IRENA	Working team; Mario Tot (IRENA/ EIHP)