



## South African Photovoltaic Industry Association

### SAPVIA – Gender and Economic Working Group

**Date: 19 November 2024**

**Time: 10:00 – 11:00**

**Chairperson: Zimkita Bilibana**

<b>Facilitator</b>	Zimkita Bilibana (ZB)	<b>Attendees:</b>
<b>Note taker</b>	Thabang Molai (TM)	Janelle Krishna (JK) Katlego Modisane (KM) Cecillia Mulenga (CM) Helmut Hertzog (HH) Jennefer Gopane (JG)

### Notes

1.	<b>Welcome and Introduction</b>  The Chairperson began the meeting by extending a warm welcome to all attendees and thanking them for joining.  <b>Apologies</b> Agreepa Neduvhuledza Mxolisi Nkosi	<b>Chairperson</b>
	<b>Meeting's Objective</b>  <ul style="list-style-type: none"><li>The objective of the meeting was to introduce the reactivated SAPVIA Gender and Economic Development Working Group, provide context and background information, and outline the group's structure and objectives.</li><li>ZB provided context on the working group's history, including its previous collaboration with SEWEA and its reactivation as a standalone working group.</li><li>The working group will have a chairperson and deputy chairperson, who will be nominated by the group.</li><li>The group will focus on solar-related activities and work towards achieving specific targets and KPIs for the financial year.</li><li>The group will decide on the frequency of meetings, which may be quarterly or bimonthly.</li></ul>	

	<ul style="list-style-type: none"> <li>The Terms of Reference will be shared, which will guide the working group's activities and structure.</li> </ul>	
2.	<p><b>Working Group TOR</b></p> <ul style="list-style-type: none"> <li>ZB reviewed the terms of reference document, highlighting key points:</li> <li>The working group is accountable to the SAPVIA Governing Committee (Board).</li> <li>The chairperson will report on initiatives, activities, and achievements at the Annual General Meeting (AGM).</li> <li>The working group's mandate includes economic development and gender diversity.</li> <li>Economic Development Mandate: <ul style="list-style-type: none"> <li>Establish robust guidelines for community development.</li> <li>Collaborate on regional functional task teams.</li> <li>Analyze impacts and initiate industry conversations.</li> <li>Lead dialogue on the Triple P/E EE Industry Charter.</li> <li>Develop a comprehensive industry position paper for public dissemination.</li> <li>Provide regular feedback to the association.</li> <li>Address technical requests for information.</li> <li>Create a compelling networking event or webinar.</li> </ul> </li> <li>Gender Diversity Mandate: <ul style="list-style-type: none"> <li>Adopt the DMRE Women Empowerment and Gender Equity strategy.</li> <li>Focus on creating an enabling environment and policies for gender equality.</li> <li>Work on the Agenda Diversity Charter.</li> </ul> </li> </ul>	
3.	<p><b>Focus Areas for The Year</b></p> <p><b>3.1 Financial Inclusion</b> (proposed by Janelle and Katlego)</p> <ul style="list-style-type: none"> <li>ZB opened the discussion by inviting members to highlight any specific challenges they are facing or areas the working group should address.</li> <li>JK shared her experience working with incubation hubs and supporting entrepreneurs, particularly in the renewable energy sector.</li> <li>Incubation hubs support entrepreneurs from ideation to revenue generation phases.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Hubs provide non-financial support, such as registration, tax certification, accounting, and marketing.</li> <li>• There is a need to identify and support entrepreneurs with innovative ideas in the renewable energy sector.</li> </ul> <p><b>3.2 Digital Transformation</b> (proposed by Janelle and Katlego)</p> <ul style="list-style-type: none"> <li>• JK:</li> <li>• Introduced the topic of digital transformation, highlighting its growing importance across industries.</li> <li>• Referenced a recent event she attended where businesses discussed industry spending on digitalization and tech.</li> <li>• Suggested digital transformation as a key focus area for discussion.</li> <li>• KM:</li> <li>• Linked digital transformation to financial inclusion, emphasizing its role in business sustainability.</li> <li>• Noted the necessity for businesses to have the skill set to navigate digital changes.</li> <li>• Stressed the importance of inclusivity in digital transformation efforts to ensure success for SMEs, particularly women-owned SMEs.</li> <li>• Mentioned an existing product that supports SMEs in financial inclusion and digital transformation.</li> <li>• Highlighted additional benefits such as access to training and mentorship for women entrepreneurs.</li> <li>• ZB:</li> <li>• Identified two separate focus areas: <ul style="list-style-type: none"> <li>• 1. Digital Transformation</li> <li>• 2. Financial Inclusion</li> </ul> </li> <li>• Proposed defining key performance indicators (KPIs) and expected outcomes for both areas.</li> <li>• Requested attendees to draft their insights on these focus areas for consolidation.</li> </ul>	
4.	<p><b>Call for Chairperson and Deputy Chairperson</b></p> <ul style="list-style-type: none"> <li>• A formal note will be sent out for a call for nominations.</li> <li>• Nominations:</li> <li>• Janelle</li> <li>• Katlego</li> </ul>	

5.	<p><b>Meetings for The Year</b></p> <ul style="list-style-type: none"> <li>• A vote was conducted to finalize the meeting frequency:</li> <li>• Monthly Meetings: 2 votes</li> <li>• Bi-Monthly Meetings: 0 votes</li> <li>• Quarterly Meetings: 1 vote</li> <li>• Based on the voting outcome, the working group decided to hold monthly meetings.</li> </ul>	
6.	<p><b>Closure</b></p> <p>With a vote of thanks ZB adjourned the meeting.</p> <p><i>Next meeting: 18 February 2025</i></p>	<b>Chairperson</b>

#### **Action Items**

No:	Action	By Whom
1.	Circulate the Terms of Reference and Gender Diversity Charter to all the working group members for review and inputs.	<b>ZB/TM</b>