



April 18, 2024

To: Dr. Zhou Yuguang
Associate Professor of China Agricultural University
Passport Number: PE3001664
Birth Date: March 15, 1983
Subject: Invitation to the Summary Workshop/Strategic Steering Committee Meeting for Biogas, Biomass and Solar Trilateral Cooperation Project

Dear Dr. Zhou Yuguang,

It is our pleasure to cordially invite you to attend the *Summary Workshop/Strategic Steering Committee Meeting for Biogas, Biomass and Solar Trilateral Cooperation Project*. The event will take place in 15-19 May 2024 in Sri Lanka.

As part of the deliverables under the Project titled “Biogas, Biomass and Solar Trilateral Cooperation (Transitioning to Sustainable Energy Uses in the Agro-Industry Ethiopia-China-Sri Lanka),” the workshop will involve all stakeholders including Ministry of Commerce of China (MOFCOM), Ministry of Science and Technology of China (MOST), Ministry of Water and Energy of Ethiopia (MOWE), Sri Lanka Sustainable Energy Authority (SLSEA) and United Nations Development Programme (UNDP), as well as your agency, The Administrative Center for China’s Agenda 21 and local beneficiaries.

The workshop will focus on presenting results and achievements made under the project and project evaluation that will address lessons learnt and recommendations for the projects continued sustainability, which includes one-day summary workshop and two-days field visit to completed renewable energy demonstration sites. For details, please kindly refer to the Concept Note as attached. All costs for the international travel, will be covered by the project, which should be aligned with UNDP’s relevant policy.

We look forward to hearing from you at your earliest convenience. Should you have any inquiries regarding the workshop, please contact our colleague from UNDP China Ms FANG Youxie at youxie.fang@undp.org or phone number +86 10 85320790.

Yours Sincerely,



United Nations Development Programme in China

Annex: Concept Note



Annex

Summary Workshop/Strategic Steering Committee Meeting under the Biogas, Biomass and Solar Trilateral Cooperation Project Concept Note

I. Background

In partnership with the governments of China, Ethiopia and Sri Lanka, the United Nations Development Programme (UNDP) is implementing the Biogas, Biomass and Solar Trilateral Cooperation Project (the Project) with the aim of improving local access to clean and renewable energy in Ethiopia and Sri Lanka. The project is expected to facilitate two-way exchanges of expertise and technologies, as well as mutual learning among China, Ethiopia and Sri Lanka. Leveraging the development opportunities, the Project is aimed at contributing to Goal 7 (Affordable and Clean Energy), Goal 13 (Climate Action) and Goal 17 (Partnerships for the Goals), as well as Goal 5 (Gender Equality).

Specifically, the Project is expected to catalyze and apply sustainable solutions in Ethiopia's farming and agricultural sectors; and to support Sri Lanka in achieving its national targets for reducing GHG emission through trial and demonstration of the potential of biogas and solar in the country's agro-industry sector.

The Project is a collaboration between Ministry of Commerce of the People's Republic of China (MOFCOM), Ministry of Science and Technology of China (MOST), Ministry of Water and Energy of Ethiopia (MoWE), Sri Lanka Sustainable Energy Authority (SLSEA), Administrative Center for China's Agenda 21 (ACCA21), China Agricultural University (CAU) and UNDP (in Ethiopia, Sri Lanka and China). Chinese partners (i.e. MOST-ACCA21 and CAU) provide technical support and inputs.

II. Objective and Scope

As one of the deliverables under the Project, the summary workshop will involve stakeholders sit in the board of strategic steering committee including MOFCOM, MOST, MoWE, SLSEA and UNDP, as well as other stakeholders including ACCA21, CAU and local beneficiaries. The workshop will focus on presenting results and achievements made under the project and project evaluation that will address lessons learnt and recommendations for the projects continued sustainability. The award ceremony, as one of the deliverables under the Sri Lanka Project, is expected to be held in parallel to this workshop (TBC).

III. Expected Deliverables



To be specific, the Workshop will be composed of the following interventions.

- A one-day summary workshop;
- 2-days field visit to Completed solar and biogas demonstration sites in Sri Lanka;
- Award ceremony under Sri Lanka project (TBC).

IV. Preliminary Agenda

- **Indicative Time:** 15-19 May 2024
- **Venue:** Comlobo, locations of demonstration sites, Sri Lanka
- **Participants:** The meeting will consist of approximately 30 people including representatives from MOFCOM, MOST, Chinese Embassy to Sri Lanka, ACCA21 and CAU; MoWE and University of Wolaita Soda (Ethiopia); SLSEA and Provincial Councils (Sri Lanka); and UNDP China, Ethiopia and Sri Lanka.

Day 1 (15 May): Arrival to Colombo		
Day 2 (16 May) : Summary Workshop		
Venue/Moderator: TBC		
Timings	Sessions	Details
8:00-9:00	Breakfast	
9:00-9:30	Registration of participants	
9:30-9:35	Welcome remarks (5 mins each)	- Government of Sri Lanka
9:35-10:10	Opening Remarks (5 mins each)	- MOFCOM from China - MOST from China - Chinese embassy to Sri Lanka - ACCA21 - MoWE from Ethiopia - UNDP Sri Lanka - UNDP Ethiopia - UNDP China
10:10-10:20	Group Photos	
10:20-10:55	Session 1: Presentation of Achievements, Results and lessons learnt under the project	- ExO (UNDP China and ACCA21) (15 mins) - UNDP Sri Lanka (20 mins);
10:55-11:10	Tea Break	
11:10-11:35	Session 1 Continued: Presentation of Achievements, Results and lessons learnt under the project	- MoWE (results and achievements) (15 mins) - UNDP Ethiopia (lessons learnt) (10 mins)
11:35-12:05	Session 2: Discussion on project sustainability and brainstorming on phase II Feedback and comments from Strategic Steering Committee	- Moderator for this session: ExO (UNDP China and ACCA21)



12:05-12:15	Wrap-up and summary of main points discussed	- TBC
12:15-14:00	Lunch	
14:00-14:45	Session 3: Terminal evaluation debriefing: findings, conclusions and recommendations	- Moderated by UNDP China M&E Officer as Evaluation Manager - Shared by National Evaluator from Sri Lanka; and Ethiopia.
14:45-15:00	Q&A	
15:00-16:30	Session 4: Award Ceremony under Sri Lanka Project (TBC), under SL project	
16:30-18:00	Dinner	
Day 3-4 (17-18 May): Field Visit to Completed Demonstration Sites under the project		
09:00-17:00	Field visits to solar and biogas demonstration sites	At least two days
Day 5 (19 May): Departure from Colombo		