

SOLOMON ISLANDS

PILOT TRAINING OF TRAINERS AND FEEDBACK WORKSHOP

Capacity Building to Strengthen Sustainable Implementation of Renewable Energy Technologies for Rural Energy Access

Workshop Report



25th – 26th June 2020
Rock Haven Conference Center
Honiara



Acronyms and Abbreviations

AC	Alternating Current
DC	Direct Current
EE	Energy Efficiency
EU	European Union
FREAGER	Facilitating Renewable Energy and Energy Efficiency Applications for Greenhouse Gas Emissions Reduction
FREF	Fiji Rural Electrification Fund
GE	Green Economy
GEF	Global Environment Facility
GGGI	Global Green Growth Institute
O & M	Operations and Maintenance
MMERE	Ministry of Mines Energy and Rural Electrification
KOICA	Korean International Cooperation Agency
RE	Renewable Energy
ToT	Training of Trainers



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1.0 Introduction

To strengthen informed and inclusive decision-making by resource owners and local government officials for integration of green economy (GE) and renewable energy (RE) into local level planning and to strengthen implementation of renewable energy (RE) infrastructure for rural electrification, the Global Green Growth Institute (GGGI) and the Pacific Islands Development Forum (PIDF) partnership, with funding from the Korea International Cooperation Agency (KOICA), has led to the development of a project titled ***“Capacity Building to Strengthen Sustainable Implementation of Renewable Energy Technologies for Rural Energy Access Project”***.

The direct beneficiaries of this capacity building project will be a total of 3000 trainees from 4 countries. The target groups for whom this capacity building training will be conducted (and customized) are:

- 1) Local government officials, Provincial Councils, District Councils, Town Councils, Island Councils, etc.
- 2) Traditional community/religious leaders and vulnerable groups (women, young leaders), etc.
- 3) Local electricians, people with technical aptitude, etc.
- 4) Small businesses

As part of the project implementation a Pilot Training of Trainers training workshop was conducted to get feedback from selected trainers on the draft training manuals on Solar Operations and Maintenance (Solar O & M) and Solar in the Communities (Solar Basics). This pilot ToT workshop was aimed at collecting valuable feed backs from five selected trainers & other stakeholders on two training modules (Solar in the community (Day 1- Thursday)) and Solar O & M Basics (Day 2 - Friday)) which will be used to train locals as part of the KOICA Funded Project in Solomon Islands and the feedback will assist in the tailoring of the modules to suit the needs and knowledge level of the rural population in the selected project sites in Solomon Islands.

The workshop was conducted over a full two-day period; 25th – 26th June 2020, at the Rock Haven Conference Center in Honiara, Solomon Islands.

Upon confirmation of attendance and prior to the workshop, the participants were provided with the following;

- Reaction Survey Form – to be filled by each participant as an initial individual review of the training modules before they are trained. The purpose of the *Reaction Survey Form* was to capture the first unbiased impression and thoughts of the trainers of the training modules before even attending the workshop. The results of this survey are included in Chapter 4 of this report.
- Project Introduction document – informing the participants regarding the project, its objectives, purpose of the pilot ToT and feedback workshop and the role of the trainers during the workshop.



- Drafts of both training modules; Solar in the Community and Solar O& M.
- Workshop Agenda for both days.

1.1 Workshop Objectives

The pilot ToT workshop had four main objectives:

1. To introduce the project to selected national trainers and gain their support for the training and module development phase of the project.
2. To train the trainers on the draft “Solar in the Community” training module and obtain feedback on the trainer’s guide, learners’ workbook, delivery methods and its suitability to the projects targets groups on Day 1 of the workshop for Solomon Islands.
3. To train the trainers on the draft “Solar Operation and Maintenance Basics” training module and obtain feedback on the trainer’s guide and learners’ workbook, delivery methods and its suitability to the projects targets groups on Day 2 of the workshop for Solomon Islands.
4. To further discuss on other areas of improvement in order to ensure easier knowledge transfer and acceptance of the training modules by the communities in Solomon Islands.

A good gender mix of trainers participated in the workshop, which ensured a balanced feedback for all target groups for this project.

1.2 Participants

A total of 5 participants, who are qualified trainers with experience in community training, attended the training of which 2 were female trainers and 3 were male trainers. The participants come with different background of experience to recent graduates. The Energy Division of the Ministry of Mines, Energy and Rural Electrification of Solomon Islands (MMERE) showed their strong support for the project, through the presence of the Deputy Director, Gabriel Aimaia and the Chief Energy Officer throughout the two days’ workshop. Mohammed Tazil, the GGGI Project Manager was facilitating the workshop remotely while Afsrin Ali and Nikhil Lal who are the Programme Management coordinators for PIDF and also the KOICA consultants Team joined in remotely from South Korea as well.

2.0 Workshop Opening

The workshop opened with a welcome address delivered by Gabriel Aimaia, the Deputy Director of the Energy Division of the Ministry of Mines, Energy and Rural Electrification (MMERE), Solomon Islands, articulating the importance of the project through MMERE and PIDF and linking selected communities that will benefit from the project. Deputy Director Aimaia also emphasized the importance of having qualified trainers to deliver the training to the community level as this training will enable community leaders to make more informed decisions regarding Renewable Energy.



Deputy Director Aimaea concluded his address by also acknowledging the donor agency of KOICA for the funds for this project and also the project partnership of GGGI and PIDF in bringing this much needed capacity enhancement project to the Solomon Islands.

3.0 Project Overview

3.1 Project Objective and Details

Mohammad Tazil, Project Manager for Global Green Growth Institute (GGGI), presented the project overview informing the participants on the objective of the project, joining through remote access via MS Teams.

The participants were taken through the process of the workshop for the two days, relaying that on day one the participants would be taken through the *Solar in the Community* module, which is quite basic and is meant for those trainees in the community with little or no knowledge of Solar. For the next day, which was day two of the workshop, whereby *Solar O&M basics* module will be covered, the participants would have the opportunity to have a more hands on practicum approach towards *getting the feel* of solar panels and its components and also work on the assembly and basic wiring of solar panels, trouble shooting on the operations and maintenance aspect of the panels and wiring of the various components. Day 2 exercise would also include taking the solar panels outside to measure the solar energy and other interactive and hands-on exercises.

3.2 Presentation of Solomon Islands Country Pre-implementation survey Summary

Mr Hamptan Pitu the Project Coordinator of Solomon Islands, presented on the Solomon Islands Country Pre-implementation survey results which was conducted from 11th November 2019 to 20th February 2020, with the following survey objectives:

- To visit sample target site locations of this project in order to interview approximately 10% of the project beneficiaries.
- Confirm community and target groups who will be direct beneficiaries of this project.
- Confirm baseline data for this project.

The pre-implementation survey also portrayed the necessity for the capacity enhancement and need to for developing such training materials.

A copy of the MS PowerPoint presentation slides is provided in Appendix B

3.3 Day 1 – Training of Trainers on “Solar in the Community” module

Day one of the training was quite challenging, in terms of setting up and the internet connectivity and it affected the timing of the start of the 1st day’s session. However, the training did eventuate and the participants were very keen and showed attentiveness during the training.

Some of the workshop participants who attended the training came from different backgrounds and as such they were new to most of the technical terms used during the presentations. However, about 80% of the trainers did have a strong background on solar and how useful it is in the community. The training through the emphasis of illustrations caught the attention of the trainers which caused them to ask questions. *A suggestion was put forward to capture the importance of using solar over generator linking it to the effects of using these two sources of energy for the environment.*

Technical terms were explained clearly with the assistance of great examples, by the training provider and it really provided an avenue to the participants where they got to know how and what solar energy is. With various discussion and activities, the participants were able to understand different energy sources and also different electrical parameters that could sometimes be confusing.

With continuous examples and activities provided during the training, the participants also came to understand and have knowledge on the components of a solar system, their functions and how to use them. Likewise, the trainers gained the knowledge of what to look for when purchasing solar components. *One of the notable mentions captured was that the life of a solar system in a home starts from when one purchases the component to its installation and beyond.*



3.3.1 Day 1 – Feedback from trainers on “Solar in the Community” module

- The trainers identified the need for the communities to grasp and to be able to **know the technical terms** as they were well explained using examples and **how this could be translated into the local languages, should be a strong emphasis in the modules when training people at the community level.**
- The participants also conveyed that they had acquired new knowledge that will be useful in facilitating training at the community level
- Presentations were clear and easy to follow but there is need **for further examples (illustrations) that will suit the community level**
- The participants also relayed that there should be a **feedback mechanism**, which should be in place to provide constant feedback for each chapter.

3.4 Day 2 – Training of Trainers on “Solar O&M Basics” module

Day two of the training of trainers rolled out with the participants having more interactive session's, which ignited the interest of the participants since it's was more of a practical and hands on session. The weather was fine with strong sunlight that enabled the participants to carry out the “hands on activities”. The participants came to put into practice and discover for themselves how to operate and install a simple solar system.

The participants learnt about the different types of Solar system and their components and what output they produce. This went along with the understanding of the various components required for a complete solar system setup and operation. Testing the components to make sure they are functioning and installation was the most interactive and exciting session in day two in which the participant engaged in a hands-on training. This is where the participants obtained knowledge on not only installing and assembling but also the importance of safety when doing installation and how to handle maintenance if there is a fault or as one participant stated “*basic trouble shooting*”.



Another very interesting aspect of day 2 is the knowing of the functions of each component and its functionality in supporting the whole solar system. *An interesting thing here is the use of the charge controller where its major function is to protect the battery from over charging and discharging and also the inverter where it converts DC to AC. These two components are usually missing or bypassed/removed in a solar setup in most rural Solomon Islands community and thus the demonstrations during the training is very handy and will be able to transfer the knowledge to the rural community and can be utilized for future setups of solar systems.*

Other simple yet useful information on how to mount the PV Panel is also acquired here in which sometimes people assume that their system is not working and need repair, however it all comes back to how they do their installation of the system. For example, the PV Panel might be tilted in a wrong angle or installed in a wrong direction which does not capture adequate sunlight and therefore it does not harvest the total energy from the sun to charge the battery.

3.4.1 Day 2 – Feedback from trainers on “Solar O&M Basics” module

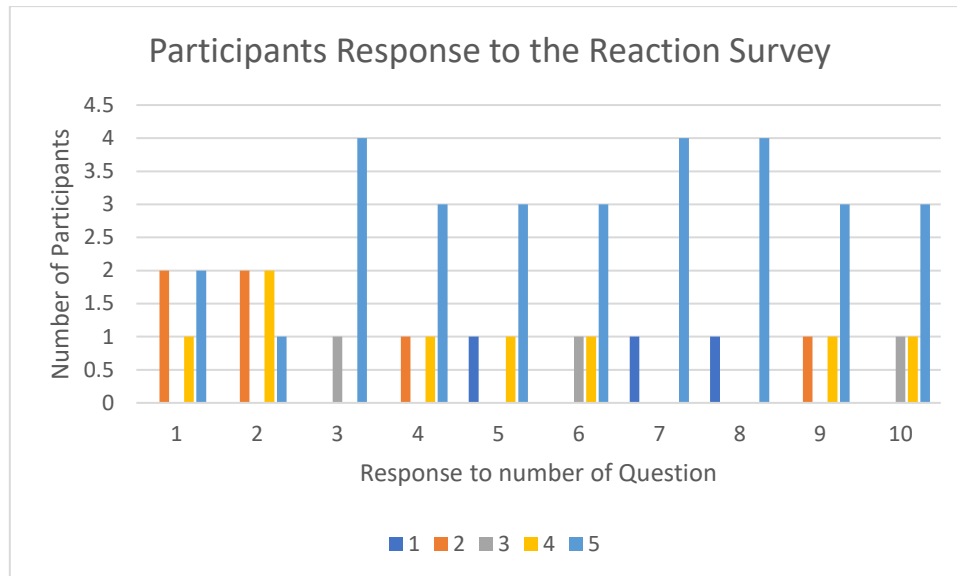
Day 2 of the training was really interesting and the participants were very enthusiastic. From following theory and written instructions, they are able to now utilize these knowledges and carry out the practice where the actual wiring is done.

Below are some of the important comments and suggestions, which were also discussed during the day 2 of the training.

- **Simplification of draft Module content** - Information needs to be simplified in order to enable transfer of knowledge through training material to the community, to be able to operate and maintain the system and troubleshoot when there is a fault in the Solar setup.
- Need for training for women in cleaning of the batteries, alternative means of cleaning batteries at the community level if the recommended is not available.
- Need more knowledge on the off-grid set-up.
- Choosing of Solar panels must be emphasized to help rural community when they are planning to purchase solar panels. It was responses back that this is a specific chapter in the module regarding purchasing of solar systems.
- Benefits of solar power in the community, more awareness if needed in conveying the benefits of transiting from a grid power supply and fossil fuels sources of energy to solar.
- A very important question was also raised regarding the difference between the Pure Sine Wave and Quasi Wave inverter. This was explained in detail by the facilitator but mentioned, to not go in this detail with the communities, as this level of detail is not required at community levels, unless it is specifically requested.
- During the training there is an emphasis and preference on the pure sine wave inverter over the quasi wave in that both are good for special appliances. It was clarified that though they are made for their intended purpose they also have their disadvantage which will affect the life of solar PV system and its component.

4 Results from the Reaction Survey Form

Before the workshop the reaction survey was sent out with the draft manuals for the participants pre-reading and capture of their first reaction of the draft training manuals prior to attending the training of trainers.



The graph above shows the level of understanding of the participants prior to the workshop with regards to their pre-reading. As can be seen in the graph the participant in their ranking for each questions/statement range from 4 to 5 rating which means they have read and understand the content of the manual. Likewise, as per the survey it is evident that the quality of the instructions and illustration from the manual is also at 5 rating. To support their rating, they also provide comments on the survey.

Below are their reaction and suggestion for inclusion and amendments to the manuals.

- Steps to install stand-alone DC and AC Power System and combine AC/DC power system in chapter 5 to make it easier for the trainers to follow step by step as it would be the type of system that will work in the community
- Need to add a glossary page in the training manual to make it easier to understand the electrical jargons and technical components.
- Calculating and sizing of solar system topics based mainly on off-grid system this is to enable rural people to use simple solar system sizing calculator to help choose the right solar system components
- Benefits of solar power in chapter 8 to realize the impact of solar power in people's livelihood and development in the community.

5 Results from the Workshop Evaluation

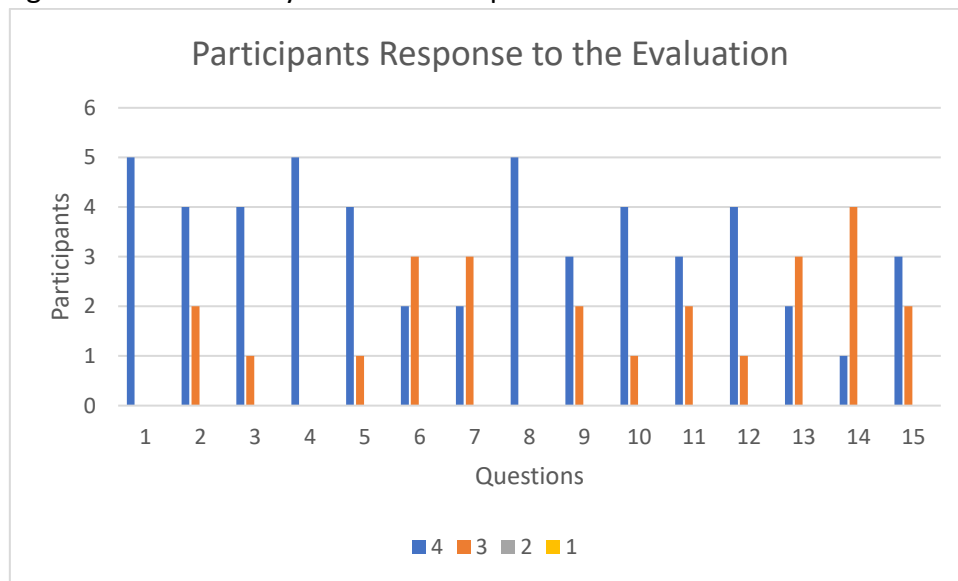
The comments and suggestions as the outcome of the workshop evaluation is summarized below.

Training topics

- Further training on the 3 types of solar system and how they can be connected or the steps in installing these 3 solar systems
- Further training on operation and Maintenance, selection of brand/product selection and installation
- Technical training to help capacitate the trainers
- Identifying common fault in a solar home system.

Suggestion for improvement

- Suggestion for a whole day practical
- Suggestion for the workshop time frame to be extended
- Training should be for 3 days to be able to provide concrete feed back



As obvious on the graph it shows that the participant responds are positive that the content of the training met its intended purpose. Generally, as was demonstrated in the graph rating of 4 (Strongly Agree) appears to top the chart which means that the training workshop was successful and that the participants are satisfied with what has been delivered. The rating of the presentation and materials used were also highly rated at 4. Finally, participants also rated the Training Workshop as excellent in their feedback.



6 Conclusion

The workshop went really well despite some disruption caused by the internet connection. The training of trainers was a chance for the participants to gain new knowledge and build on from what understanding they have with regards to Renewable Energy in terms of solar home systems. Good examples to provide clarity on the manual was also well presented and it helped to make the training much simpler for the participants to grasp. The draft training manuals on Solar in the community and Solar O & M was well received and with the added suggestions by the participants would be quite useful in enhancing the capacities of the communities in Solar.

7 List of Appendices

Appendix A: Participants List

Below is a list of all the participants who attended the training.

No :	NAME	ORGANISATION	DESIGNATION	EMAIL	PHONE
1	Douglas Laukiki	Longridge UMI Solar & Skills Development Centre	Director	dmlaukiki@gmail.com	7931654
2	Melinda Kii	Barana National Heritage Park	Researcher	melindatkii@gmail.com	7804188
3	Roy Daiwo	N/A		roydlavz@gmail.com	
4	Jimmy Oeta	N/A		oetajimmy@gmail.com	7796998
5	Jerelyn Rafe	N/A		jerelynrafe@gmail.com	7168859
6	Hamptan Pitu	Renewable Energy Project – PIDF	Project Coordinator	Hamptan.pitu@pidf.int	7469974
7	Gabriel Aimaia	Energy Division – Ministry of Mines	Deputy Director	GAimaia@mmere.gov.sb	7776217
8	Richard Bapo	Energy Division	Principal Energy Officer/ PALS Coordinator	RBapo@mmere.gov.sb	7442954



Appendix B: Workshop Presentation slides

Solomon Island Pilot Training of Trainers Feedback Workshop

Capacity Building to Strengthen Sustainable Implementation of Renewable Energy Technologies for Rural Energy Access



Project Overview

Hamptan Mosah Pitu

Solomon Islands Project Coordinator



Project Objective and Method

Objective: To strengthen informed and inclusive decision-making by resource owners and local government officials for integration of Green Economy (GE) and Renewable Energy (RE) into Local Level Planning and to Strengthen Implementation of Renewable energy (RE) infrastructure for Rural Electrification

This will be achieved through the development and delivery of 10 training modules, consisting of 4 modules in Green Economy and 6 modules in Renewable Energy.

Methodology

- Four countries (Fiji, Solomon Islands, Vanuatu, PNG)
- Train-the-trainer approach (~4 trainers in each country)
- Goal of 3000 people trained
- Target audiences: community leaders, vulnerable groups (women's groups leaders, youth leaders), local government leaders, local technicians and small businesses

Training Modules

Green Economy Module
- General Principles
- Energy Efficiency Basics
- Green Business Basics
- Inclusive Development
Renewable Energy Module
- RE General Principles
- Solar in the community
- Pico hydro in the community
- Solar O&M basics
- Pico hydro O&M basics
- RE Financial management

Target Audiences



- Sub-national officials
- Provincial officers
- District officers
- Town counselors



- Existing small businesses
- Private sector leaders
- Potential entrepreneurs



- Village/community leaders
- Women's group leaders
- Youth leaders
- Other vulnerable group leaders



- Existing technicians
- Those with electrical/mechanical aptitude
- Those interested to learn technicals

Training Modules



	Local government officials	Traditional/ community leaders	Small businesses	Local technicians
GE Module				
- General Principles	X	X	X	X
- Energy Efficiency Basics	X	X	X	X
- Green Business Basics			X	
- Inclusive Development		X	X	
RE Module				
- RE General Principles	X	X	X	X
- Solar in the community	X	X	X	
- Pico hydro in the community	X	X	X	
- Solar O&M basics				X
- Pico hydro O&M basics				X
- RE Financial management	X		X	

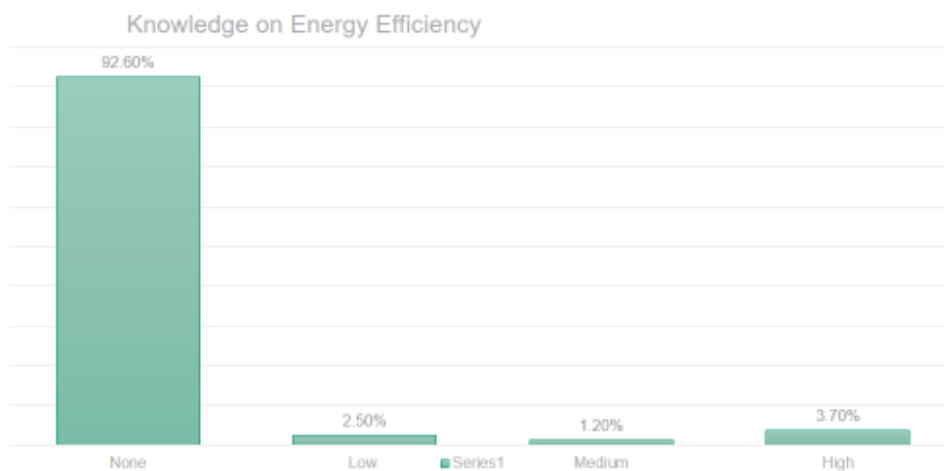
Target locations – Solomon Islands



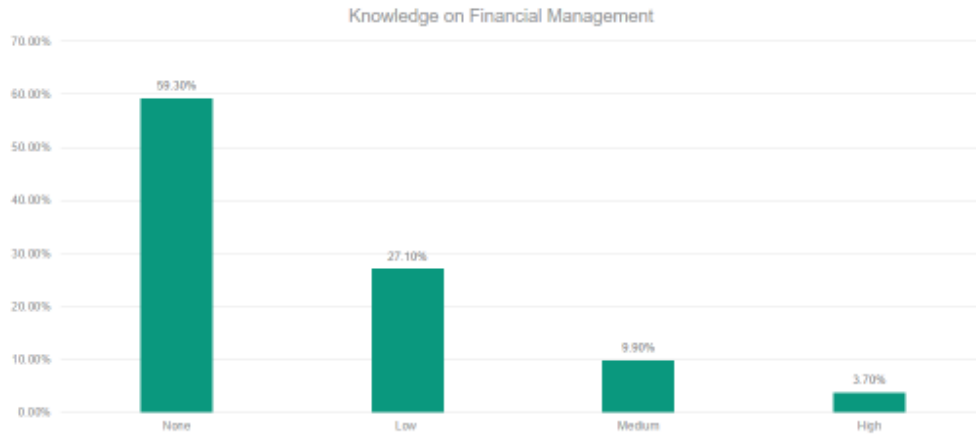
A total of fourteen (14) sites were selected of which ten (10) from Guadalcanal and four (4) from Central Province had been discussed in the national stakeholder workshop in October 2019, out of which eight (8) sites (listed in red) have been surveyed during the pre-implementation stage of the project.

- Lambi
- **Selwyn College**
- **Visale**
- **Kakabona**
- **Barana**
- **GPPOL**
- Kaoka
- Kopiu
- Palagheti
- Fox Bay
- Tulaghi**
- Bishop Koete**
- Siota**
- Yadaina

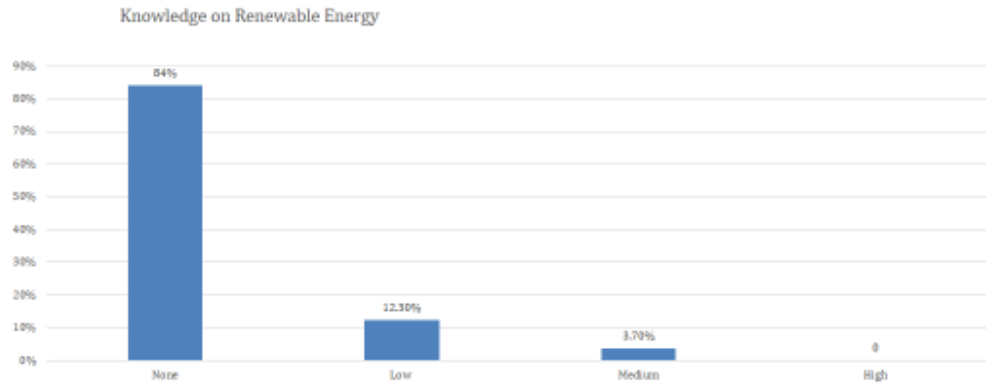
Pre-Implementation Survey Results



Pre-Implementation Survey Results

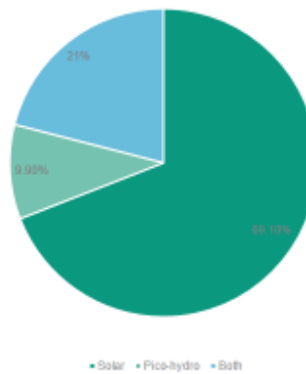


Pre-Implementation Survey Results



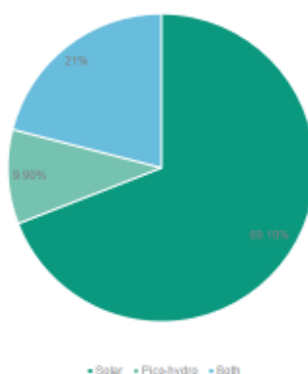
Pre-Implementation Survey Results

Interviewee Training Needs



Pre-Implementation Survey Results

Interviewee Training Needs



Training Materials - Approach

- Objectives for training materials
 - Interactive: at least 2/3 of the training time should be interactive vs. lecture format (interactive activities include games, exercises, storytelling, groupwork, facilitated discussions, roleplaying, etc.)
 - Actionable: provide information/actions that people can use in their daily lives right away
 - Tailored and tailorable: specific to the current knowledge level, needs, culture, community structure, etc., of participants, can be modified by trainers as needed
- Next steps
 - Development of training modules underway (ending June 30th)
 - Pilot training of remote communities (July-Aug). Trainers for pilot trainings to be hired in June
 - Regional Workshop, final review of modules and translations (Sep-Oct)
 - Main training of trainers (Nov-Dec). Trainers for main training to be hired in December
 - Main training of remote communities 2021 onwards

Key Performance Indicators



- No. of women(40%) & persons from vulnerable groups providing inputs(20%) / participating in decision-making meetings, committees, etc.
- No. of suitable training materials and processes prepared and translated targeting women and vulnerable groups. (10 training modules)
- Proportion of participants in training who agree that their knowledge of GE and RE has increased after attending the training.(70%)
- No. of trained trainers based in each country (4-5)
- Proportion of community committee members and local technicians trained in financial management and O&M for RE who agree that the training will assist in better O&M of their local RE installations.(70%)

Thank You



Appendix C: Project Information Document sent to Participants

Project Title: Capacity building to strengthen sustainable implementation of Renewable Energy Technologies for Rural Energy Access.

Workshop: Pilot Training of Trainers (25th & 26th June 2020) Project Duration: 2019 – 2021

Project Background

The project “Capacity Building to Strengthen Sustainable Implementation of Renewable Energy Technologies for Rural Energy Access” is a 3-year regional project implemented in the Melanesian countries: Fiji, Vanuatu, Solomon Islands and Papua New Guinea and funded by the Republic of Korea through the Korea International Cooperation Agency (KOICA) and implemented by the Global Green Growth Institute (GGGI) in partnership with the Pacific Islands Development Forum (PIDF).

The project’s main objective is to strengthen informed and inclusive decision-making by resource owners and local government officials for integration of Green Economy (GE) and Renewable Energy (RE) into Local Level Planning and to Strengthen Implementation of Renewable Energy (RE) infrastructure for Rural Electrification. GGGI will work closely with local partners to develop various training modules within the project context to achieve this goal. In addition, in-country based local trainers will be engaged to deliver these capacity building trainings throughout the identified communities.

The direct beneficiaries of this capacity building project will be a total of 3000 trainees from 4 countries. The target groups for whom this capacity building training will be conducted (and customized) are: Local government officials, Provincial Councils, District Councils, Town Councils, Island Councils, etc.

Traditional community/religious leaders and vulnerable groups (women, young leaders), etc.

Local electricians, people with technical aptitude, etc. Small businesses.

In order to carry out the capacity building training to the beneficiaries, the project will first develop training materials in Green Economy (GE) and Renewable Energy (RE), taking into account gender and inclusive development. This will consist of 10 training modules, complete with trainer’s guide as per below:

Green Economy Modules:

GE General Principles
Energy Efficiency Basics
Green Business Basics
Inclusive Development

Solar Operations and Maintenance basics
Pico-Hydro Operations and Maintenance basics
RE Financial management

Renewable Energy Modules:

RE General Principles
Solar in the community
Pico-Hydro in the community

The Pilot Training of Trainers (ToT) Workshop

This workshop will only cover two training modules on “Solar in the Community” and “Solar O&M Basics” as these are now ready in draft format to undergo review. The “Solar in the Community” is meant for general community members who may not have any prior knowledge on this but want to learn basics of solar systems. The “Solar O&M basics” is meant for community technicians and other technical minded people who already have a bit of knowledge in operating and maintaining solar systems. Other community members, who are interested in gaining further technical skills, can also join this module, but we advise them to first attend the “Solar in the Community” module to learn the basics before attempting the “Solar O&M basics” module to make it easier to grasp the technical contents.

Each module is designed to be delivered in a day, and the workshop will also follow the same timeline. It will cover bite sized theory and will be followed by relevant hands-on activities to further strengthen the theory, before proceeding with the next theory, relevant activity and so forth.

Your role in this Workshop

As qualified and experienced trainers in Solomons, we would like you to put yourselves in the shoes of our 4 target groups listed above (including women and vulnerable groups) and provide us with your valuable feedback in terms of:

The modules suitability and simplicity for training the rural remote communities in Solomons keeping in mind the low levels of literacy.

Its suitability for women and other vulnerable groups, and if and how we can help customize the contents to make it easier for these groups.

The relevance of the theory and practical exercises being taught compared to the daily lives and actual issues faced by the communities in terms of Solar Powers systems purchase, operation and maintenance. Do these two modules address them? Can we do better?

While asking the above questions to yourselves, we would also like for you to realize and acknowledge that the topic of Solar PV in itself is a technical one, and there are obvious limitations as to how simple we can make the contents before we hit a point whereby it is no longer possible to simplify further. We would like to be at this lowest point of maximum simplification, while still being able to convey the knowledge across, in order to allow communities to gain confidence in the modules, while valuing and accepting these as the basis to bring about change and improvement in their daily lives by being able to practice for themselves, as well as being able to teach others to bring about positive change.

Before the workshop, you will be provided with the training modules as well as a Reaction Survey Questionnaire, which you should review and fill before the workshop, in order to help you give an honest opinion on the two modules, as you perceived it the first time around. During the

training workshop, please keep noting down your questions, suggestions etc., while most of your initial questions will get answered automatically. For the questions that are still remaining unanswered at the end of the day, we will have a Q&A session at the end to gather all your feedbacks and clarify all other questions. There will be a workshop evaluation form at the end of each day for you to fill as well.

Finally, we would like to finish by saying that with these and other modules to come, we are striving to create a spark in the minds of the communities, which we hope they will use to further advance in their daily lives, in many unimaginable ways for generations to come.

Thank you

The Projects Team

Appendix D: Reaction Survey Form sent to participants

Project: Capacity Building to Strengthen Sustainable Implementation of Renewable Energy Technologies for Rural Energy Access

Workshop for review of two training modules on “Solar in the Community” and “Solar O&M Basics”

Reaction Survey Form of Training Manuals

Dear Trainer,

Congratulations on being selected to attend the *Workshop on the Review of draft Training Modules for “Solar in the Community” and “Solar O&M basics”!*

As a preliminary requirement before the workshop, you are requested to have a read through the draft training manuals and capture your first thoughts on the relevance of the training materials provided through this reaction survey and **bring this filled form with you on the 1st day of the workshop.**

The objective of this evaluation of the training manuals by you, as the participant, assesses how they “feel” regarding the manuals.

Also called “smile sheets”, reaction surveys measure your immediate perceptions as a participant and trainer, of the quality and usefulness of the training material and also enables you to come prepared to actively participate during the duration of the workshop.

Name: _____ Country: _____

Email: _____ Phone: _____

Please give 1 to 5 ranking (✓), 1 being the lowest and 5 being the highest						
Your perceptions of the following after going through the Drafts:		1	2	3	4	5
1	Relevance to your work					
2	Comprehension (Understandable Language) of Training Manual					
3	Sufficiency of Manual Coverage (Are enough topics covered)					
4	Quality of Illustrations					
5	Relevance of illustrations to Thematic Area (topic)					
6	Ease to present effectively as a trainer to the community					
7	Understanding (Grasp) of the Thematic Area (topic)					
8	Usefulness in your work to use/train for the community					
9	Practicality of these trainings for your country/community					
10	Level of interactive activities in the Training Manuals					

Recommendations for additions to the Training Manuals (if any)

Topics to be added	Which Chapter	Reason for the addition

Recommendations for Edits or Deletions to the Training Manuals (if any)

Topics to be added	Which Chapter	Reason for the edits or deletion

Further Clarifications

1. List any points or questions, that you may need to be explained, for better understanding during the workshop.

2. Thank you for taking the time to assess the Draft Training Manuals and for filling this reaction survey form. **Don't forget to bring this filled form along with you to the 1st day of the workshop.**

3. We look forward to your valuable presence at the workshop!

4. *Vina'ka, Tank iu tumas, tenk yu tru, Tangkyu Tangkyu tumas*

Appendix E: Workshop Evaluation form filled by Participants



Project: Capacity Building to Strengthen Sustainable Implementation of Renewable Energy Technologies for Rural Energy Access

Workshop for review of two training modules on “Solar in the Community” and “Solar O&M Basics”

Workshop Evaluation Form

Dear Participant,

We convey our appreciation at your attendance and valuable contributions in the *Workshop on the Review of Training Manuals for Solar in the Community and Solar O&M Basics*.

As a concluding requirement of the workshop, you are now requested to share your experience of this workshop by filling in this evaluation form.

The purpose of this evaluation of the workshop will enable us to assess if we have successfully attained the objectives of this workshop and also assist in evaluating if any further improvements are required.

Name: Melinda Kii Country: Solomon Islands
Email: melindakii@gmail.com Phone: 677-7804158

Please respond to the following statements by using the 4-point rating scale to indicate the extent to which you agree or disagree with each statement. Please circle the number that applies.

4= Strongly Agree

3= Agree

2= Disagree

1= Strongly Disagree

1. Workshop objectives were stated clearly and met.	4 3 2 1
2. The workshop was well organized.	4 3 2 1
3. The workshop helped me to learn how to work effectively with my peers in a workshop setting.	4 3 2 1
4. The information and/or skills presented were relevant and useful	4 3 2 1
5. The presenter(s) provided adequate time for questions and answered them satisfactorily.	4 3 2 1
6. The presenter(s) modeled student-centered learning strategies and techniques both for community and technical level.	4 3 2 1
7. This workshop increased my knowledge and skills in Earth science.	4 3 2 1



8. The information and/or skills presented were relevant and useful.	4 3 2 1
9. The workshop as presented was congruent with the workshop description.	4 3 2 1
10. The presenter(s) allowed me to work with and learn from others.	4 3 2 1
11. The presenter(s) suggested ways to follow up the training.	4 3 2 1
12. The materials provided were useful for training in Solar O&M Basics.	4 3 2 1
13. The manuals were appropriate for the training at community level.	4 3 2 1
14. The physical arrangements were adequate.	4 3 2 1
15. The activities suggested in the manuals will assist in the training	4 3 2 1

16. How would you rate this workshop? (please check one)	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Not Good
17. How comfortable are you with using the manuals presented in this workshop for training?	<input checked="" type="checkbox"/> Very <input type="checkbox"/> Not at all <input type="checkbox"/> Somewhat
18. Areas/topics about which you would like to receive further training:	
Operations & maintenance	
19. Suggestions for improving this workshop:	
3rd day for recap or question & answers on whole module	
20. Do you consent for your contact details to be added to our project data base for further training and engagements in the Thematic Area?	
Yes I give my consent	



Project: Capacity Building to Strengthen Sustainable Implementation of Renewable Energy Technologies for Rural Energy Access

Workshop for review of two training modules on “Solar in the Community” and “Solar
O&M Basics”

Workshop Evaluation Form

Dear Participant,

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As a concluding requirement of the workshop, you are now requested to share your experience of this workshop by filling in this evaluation form.

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Name: Jimmy Oeta Country: Solomon Island
Email: Oeta.jimmy@gmail.com Phone: 677-7796998

Please respond to the following statements by using the 4-point rating scale to indicate the extent to which you agree or disagree with each statement. Please circle the number that applies.

4=Strongly Agree

3=Agree

2=Disagree

1=Strongly Disagree

1. Workshop objectives were stated clearly and met.	4 3 2 1
2. The workshop was well organized.	4 3 2 1
3. The workshop helped me to learn how to work effectively with my peers in a workshop setting.	4 3 2 1
4. The information and/or skills presented were relevant and useful	4 3 2 1
5. The presenter(s) provided adequate time for questions and answered them satisfactorily.	4 3 2 1
6. The presenter(s) modeled student-centered learning strategies and techniques both for community and technical level.	4 3 2 1
7. This workshop increased my knowledge and skills in Earth science.	4 3 2 1



8. The information and/or skills presented were relevant and useful.	4 3 2 1
9. The workshop as presented was congruent with the workshop description.	4 3 2 1
10. The presenter(s) allowed me to work with and learn from others.	4 3 2 1
11. The presenter(s) suggested ways to follow up the training.	4 3 2 1
12. The materials provided were useful for training in Solar O&M Basics.	4 3 2 1
13. The manuals were appropriate for the training at community level.	4 3 2 1
14. The physical arrangements were adequate.	4 3 2 1
15. The activities suggested in the manuals will assist in the training	4 3 2 1

16. How would you rate this workshop? (please check one)	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Very Good <input type="checkbox"/> Good <input type="checkbox"/> Not Good
17. How comfortable are you with using the manuals presented in this workshop for training?	<input checked="" type="checkbox"/> Very <input type="checkbox"/> Not at all <input type="checkbox"/> Somewhat
18. Areas/topics about which you would like to receive further training:	
- Maintenance	
- Selection of Brand/ product selection	
- Installation	
19. Suggestions for improving this workshop:	
workshop should be extended a few more days.	
example: a training a week training.	
20. Do you consent for your contact details to be added to our project data base for further training and engagements in the Thematic Area?	
Yes.	





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The purpose of this evaluation of the workshop will enable us to assess if we have successfully attained the objectives of this workshop and also assist in evaluating if any further improvements are required.

Name: Jerelyn Rafe Country: Solomon Islands
Email: jerelynrafe25@gmail.com Phone: (677) 7168859

Please respond to the following statements by using the 4-point rating scale to indicate the extent to which you agree or disagree with each statement. Please circle the number that applies.

4= Strongly Agree 3= Agree 2= Disagree 1= Strongly Disagree

1. Workshop objectives were stated clearly and met.	(4) 3 2 1
2. The workshop was well organized.	(4) 3 2 1
3. The workshop helped me to learn how to work effectively with my peers in a workshop setting.	(4) 3 2 1
4. The information and/or skills presented were relevant and useful	(4) 3 2 1
5. The presenter(s) provided adequate time for questions and answered them satisfactorily.	(4) 3 2 1
6. The presenter(s) modeled student-centered learning strategies and techniques both for community and technical level.	4 (3) 2 1
7. This workshop increased my knowledge and skills in Earth science.	(X) (3) 2 1



8. The information and/or skills presented were relevant and useful.	④ 3 2 1
9. The workshop as presented was congruent with the workshop description.	④ 3 2 1
10. The presenter(s) allowed me to work with and learn from others.	④ 3 2 1
11. The presenter(s) suggested ways to follow up the training.	④ 3 2 1
12. The materials provided were useful for training in Solar O&M Basics.	④ 3 2 1
13. The manuals were appropriate for the training at community level.	4 ③ 2 1
14. The physical arrangements were adequate.	④ 3 2 1
15. The activities suggested in the manuals will assist in the training	④ 3 2 1

16. How would you rate this workshop? (please check one)	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Not Good
17. How comfortable are you with using the manuals presented in this workshop for training?	<input checked="" type="checkbox"/> Very <input type="checkbox"/> Not at all <input type="checkbox"/> Somewhat

18. Areas/topics about which you would like to receive further training:

Further training on the 3 types of the Solar system and how they can be connected or the steps in installing these 3 solar systems.

19. Suggestions for improving this workshop:

My suggestion is, to make a day away for practical alone rather than mix it with the theory...
lecture...

20. Do you consent for your contact details to be added to our project data base for further training and engagements in the Thematic Area?

Yes. Please add my contact details into your project data base for any further training on the Thematic Area. email: jerelynrafe25@gmail.com
Mobile (677) 7168859.





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Name: Douglas Laukiki
Email: -

Country: Solomon Islands
Phone: 7931654

Please respond to the following statements by using the 4-point rating scale to indicate the extent to which you agree or disagree with each statement. Please circle the number that applies.

4= Strongly Agree 3= Agree 2= Disagree 1= Strongly Disagree

1. Workshop objectives were stated clearly and met.	④ 3 2 1
2. The workshop was well organized.	④ 3 2 1
3. The workshop helped me to learn how to work effectively with my peers in a workshop setting.	4 ③ 2 1
4. The information and/or skills presented were relevant and useful	④ 3 2 1
5. The presenter(s) provided adequate time for questions and answered them satisfactorily.	④ 3 2 1
6. The presenter(s) modeled student-centered learning strategies and techniques both for community and technical level.	④ 3 2 1
7. This workshop increased my knowledge and skills in Earth science.	4 ③ 2 1



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16. How would you rate this workshop? (please check one)	<input type="checkbox"/> Excellent <input checked="" type="checkbox"/> Very Good	<input type="checkbox"/> Good <input type="checkbox"/> Not Good
17. How comfortable are you with using the manuals presented in this workshop for training?	<input checked="" type="checkbox"/> Very <input type="checkbox"/> Somewhat	<input type="checkbox"/> Not at all

18. Areas/topics about which you would like to receive further training:

Technical Training. to help Capacitating the trainers.

19. Suggestions for improving this workshop:

Needs elaboration of the workshop for more effective deliberation of topics.

20. Do you consent for your contact details to be added to our project data base for further training and engagements in the Thematic Area?

Yes.

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Dear Participant,

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The purpose of this evaluation of the workshop will enable us to assess if we have successfully attained the objectives of this workshop and also assist in evaluating if any further improvements are required.

Name: ROY LAVALU DAIWO

Country: SOLOMON ISLANDS

Email: roydcar3@gmail.com

Phone: (677) 77 713 8887

Please respond to the following statements by using the 4-point rating scale to indicate the extent to which you agree or disagree with each statement. Please circle the number that applies.

4= Strongly Agree

3= Agree

2= Disagree

1= Strongly Disagree

1. Workshop objectives were stated clearly and met.	(4) 3 2 1
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4. The information and/or skills presented were relevant and useful	(4) 3 2 1
5. The presenter(s) provided adequate time for questions and answered them satisfactorily.	(4) 3 2 1
6. The presenter(s) modeled student-centered learning strategies and techniques both for community and technical level.	(4) 3 2 1
7. This workshop increased my knowledge and skills in Earth science.	(4) 3 2 1



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16. How would you rate this workshop? (please check one)	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Very Good <input type="checkbox"/> Not Good
17. How comfortable are you with using the manuals presented in this workshop for training?	<input checked="" type="checkbox"/> Very <input type="checkbox"/> Not at all <input type="checkbox"/> Somewhat
18. Areas/topics about which you would like to receive further training:	
Areas are as follows; ① Installing Solar PV System ② Identifying & Resolving common faults in Solar Home PV system	
19. Suggestions for improving this workshop:	
All good	
20. Do you consent for your contact details to be added to our project data base for further training and engagements in the Thematic Area?	
yes	



Appendix F: Pictures of Workshop Participants carrying out the interactive and hands-on practical of Solar setup



