

AD-HOC TECHNICAL ASSISTANCE PROJECT

AHEF No. AZ 54

Project Title

Technical Assistance to support capacity building of newly created State Agency on Alternative and Renewable Energy

Country (s) Azerbaijan

Timescale for implementation

21 February 2011 - 15 May 2011

Beneficiary(s)

State Agency on Alternative Energy and Renewable Energy

Main and specific objectives

The **overall objective** of this assignment was to support the newly established State Agency on Alternative and Renewable Energy of the Ministry of Industry and Energy via technical assistance and capacity building of the Agency. The **specific objectives** of the assignment are

- Determination of functions and responsibilities of the newly established State Agency
- Preparation of State Agency operational plan
- Identification of tools to promote the State Agency and its objectives via the preparation of a communication plan

Results achieved

The SEMISE team of experts implemented capacity building by means of hands-on support, mentoring and small training workshops. The key results achieved were a communication plan for the newly established Agency outlining

- Objectives of the Strategy
- Target groups
- Communication methods and channels
- Communication plan outline
- Implementation and management of the plan
- Monitoring and evaluation
- Indicative budget

and a strategic document entitled "*A Sustainable Future built upon Renewable and Alternative Energy – A Strategic Document*". The document addresses a number of issues including

- Agency's Vision
- Agency's Mission
- Key strategic objectives
- Agency Values
- Agency Governance
- Agency Structure and responsibilities
- Partners
- Goals and Actions

Useful information/ relevant documents

Further information may be obtained from the representative of the beneficiary Mr. Ramiz Rzayev, Head of Investment and reconstruction of industry enterprises, Ministry of Industry and Energy of Azerbaijan Republic, e-mail: ramizrzayev@mail.ru or from the SEMISE project secretariat.

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