

MINUTES OF MEETING

ANNUAL GENERAL MEETING 2019
OF THE
ASIAN PHOTOVOLTAIC INDUSTRY ASSOCIATION (APVIA)
3RD GENERAL MEETING OF THE 4TH COUNCIL

Date : 1st November 2019, Friday
Time : 09:00 pm – 12:30 pm
Venue : Room Basil, Level 2, Shaw Foundation Alumni House,
National University of Singapore (NUS), Singapore
(11 Kent Ridge Drive, Singapore 119244)

GROUP PHOTO



ATTENDANCE

NAME	POSITION	ORGANISATION
Mdm. Mi Yue	Executive Director	APVIA
Prof. Sulaiman Shaari	Secretary General	APVIA
Ms. Wang Qun	Events Director	APVIA
Ms. Karen Zhang	Head of Secretariat of China	APVIA
Ms. Crystal Ng	Assistant to Secretary General	APVIA
Mr. Steve Blume	Vice Chairman of Steering Committee	Smart Energy Council (SEC)
Mr. Edwin Khew	Chairman of Executive Committee	Sustainable Energy Association of Singapore (SEAS)
Mr. Chin Soo Mau	Vice Chairman of Steering Committee	Malaysian Photovoltaic Industry Association (MPIA)
Mrs. Maria Theresa Capellan	Member of Steering Committee	Philippine Solar and Storage Energy Alliance (PSSEA)
Prof. Armin Aberle	Chairman of Academic Committee	Solar Energy Research Institute of Singapore (SERIS)
Mr. Frank Haugwitz	Director	Asia Europe Clean Energy (Solar) Advisory Co. Ltd. (AECEA)

Guests/Invitees/Observers:

NAME	POSITION	ORGANISATION
Y.M. Tunku Akmaludin Zakri b. Tunku Dato Zuhri	Vice President	Malaysian Photovoltaic Industry Association (MPIA)
Dato' Ir. Guntor Tobeng	Managing Director	Gading Kencana Development Sdn. Bhd.
Ms. Christzelle Mae Bernardino	Assistant	Philippine Solar and Storage Energy Alliance (PSSEA)

MINUTES OF MEETING

NO.	DISCUSSION	ACTION
1.	Opening and Welcome Remarks	
1.1	Prof. Sulaiman announced the start of the meeting at 9:15 am and welcomed all participants.	All
2.	Message from Executive Vice chairman of APVIA	
2.1	Mdm. Mi Yue gave a welcoming message to all members and attendees.	All
2.2	Mdm. Mi expressed her thanks to Prof. Sulaiman for the efforts he made and to every attendee for the support to APVIA.	All
3.	The Approval of Previous Meeting Minutes	
3.1	Prof. Sulaiman requested everyone to go through the minutes together and raised matters as it went.	All
3.2	The minutes of the previous meeting was approved and proposed to be accepted by Mr. Steve Blume and seconded by Mr. Frank Haugewitz without amendments.	Mr. Steve and Mr. Frank
3.3	In reviewing process, Prof. Sulaiman briefly introduced the work progress and activities in process that have been mentioned and proposed in last annual meeting.	Information
3.4	Comment from Mr. Steve Blume: For travels to Iran, it may cause problem for person to enter US in the future due to the US sanction to Iran.	Information
4.	The Approval of the Audited Statement of Accounts for the Year Ended 30 June 2019	
4.1	Prof. Sulaiman invited Mdm. Mi to present the yearly financial report.	Mdm. Mi.
4.2	Mdm. Mi explained the financial statistics, pointing out that APVIA income now mostly come from membership fees, which largely relied on SNEC.	Information
4.3	And she is very glad to tell everyone that this year APVIA has seen a great progress in financial statistics, with yearly bank	Information

	balance rising from deficit to almost USD80,000 due to a series of efforts made in the past one year, such as cutting the labor cost and increasing the number of members.	
4.4	“In the future, we hopefully continue to get an income of USD150,000 annually in order to support its rapid development”, she says.	All
4.5	Prof. Sulaiman invited members to accept the financial report. Mr. Steve proposed the report to be accepted and Mr. Frank seconded the motion to be accepted.	Mr. Steve and Mr. Frank
5.	APVIA 2019 Annual Report	
5.1	Prof. Sulaiman has pointed in annual report that APVIA members are mostly manufactures, lacking other types of company members like: engineering, procurement and construction (EPC); utility corporations; financial institutions; insurance firms and consultants.	Information
5.2	Prof. Sulaiman suggested that APVIA committee to prospect these organisations to be new APVIA members for future recruitment in order to diverse the member category and increase the business opportunity.	All committee members
5.3	“APVIA should focus on build one-on-one communications through some seminars and do more direct communication with companies and potential members”, he said, “and this is also the main reason why the two-page and six-page brochure come out.	Information
5.4	Another noted point he made was that it was important to summarize and normalize the reports of various institutions such as IRENA, IEA-PVPS, WEC and Bloomberg, etc., which he says was not an easy but worthwhile task.	Information
5.5	These points have earned unanimous agreement among the members.	All
6.	Proposal of Creating Floating Solar Committee	
6.1	Mrs. Maria Theresa Capellan proposed to form a floating solar (FS) committee. She explained the potential in floating solar systems and their benefits. She was very confident of the technology of floating solar that is growing fast.	All
6.2.	Mrs. Maria Theresa Capellan further elaborated there are a number of test beds in the region in several countries and the	Information

	<p>challenges faced for the moment. Due to the limited track record that floating solar has, the risk for funding is really a concern. Even with all these test beds are going on, no financing institutions are willing to bear the risks. The experience in floating solar is not stable at it is an emerging technology. She noted that there are still many concerns and uncertainties.</p>	
6.3	<p>Mrs. Maria Theresa Capellan proposed that APVIA, as an organization can help to accelerate the FS because most of these projects now are done by private sectors with minimal government support and different agencies that can be involved</p>	All
6.4	<p>Further proposal was made to suggest the segregation for areas of expertise for each country, their respective associations and APVIA in terms of facilitation.</p>	All
6.5	<p>Mrs. Maria Theresa Capellan also proposed Malaysia to bring FS to the ASEAN energy ministers meeting and organize workshops. Main objective is to build regulations and standards towards the technology. It is to develop FS at a faster pace. However, Prof. Sulaiman pointed out that Malaysia is NOT the Chairman of ASEAN at the moment. In addition, the ASEAN Centre for Energy (ACE) is headquartered in Jakarta, Indonesia.</p>	Information
6.6	<p>Mrs. Maria Theresa Capellan also proposed SERIS to try and get joint projects with other members of APVIA for specific areas to generate more data from experiences of the FS technology.</p>	SERIS
6.7	<p>Prof. Sulaiman commented that as this was a first discussion, no decisions would be made yet.</p>	Information
6.8	<p>Members unanimously agreed that the FS proposal by Mrs. Capellan would be given further contemplation.</p>	All
7.	<p>Steering Committee Work Report</p>	
7.1.	<p>Mr. Steve Blume complimented on the works done by the present APVIA secretariat team. He further added that APVIA gives more capacity for him to contribute to the industry.</p>	Information
7.2.	<p>He stated that Australia sees themselves as part of Asia and is looking forward to involving more in the coming future.</p>	Information

<p>8.</p> <p>8.1</p> <p>8.2</p>	<p>PV Research Updates</p> <p>Prof. Armin Aberle presented his full technical report and elaborated on his findings. In summary, PV is booming and will become a trillion-dollar industry. In the next 10-15 years, crystalline silicon will remain the base technology of the PV industry.</p> <p>Prof. Sulaiman complimented Prof. Armin for the thorough report.</p>	<p>Information</p>
<p>9.</p> <p>9.1</p> <p>9.2</p>	<p>Market Updates by Each Industry Association</p> <p>Smart Energy Council (SEC)</p> <p>9.1.1. Mr. Steve presented his updates.</p> <p>9.1.2. For large scale investments, power purchase agreement (PPA) are highly competitive. Quality PPA very important and there is a need to take some merchant risk</p> <p>9.1.3. Mr. Steve invited APVIA to join the Smart Energy Conference 2020 which will be held on 7th & 8th April 2020 in Australia.</p> <p>Malaysian Photovoltaic Industry Association (MPIA)</p> <p>9.2.1. Mr. Chin presented his updates.</p> <p>9.2.2. Peer-2-Peer retail market liberalisation will be targeted to be live by end of 2020 with the first step of an 8-months trial to test the mechanism.</p> <p>9.2.3. Mr. Chin introduced Y.M. Tunku Akmal, Vice President of MPIA and Dato' Guntor, member of MPIA.</p> <p>9.2.4. Dato' Guntor thanked Mr. Chin and Prof. Sulaiman for the invitation. He mentioned that this meeting is eye-opening for him for more business opportunity. Gading Kencana Development Sdn. Bhd. won the APVIA Award this year, Dato' Guntor said that it was eye opening for him for a lot of business opportunity and he expressed his feeling of the need to carry himself up to the standards expected for APVIA.</p> <p>9.2.5. Mr. Chin further added that next year's forecast will double the demands and it will achieve the Malaysian government targets in 3-4 years' time. In addition, Mr. Chin said that Malaysia is happy to work with Singapore on prospective FS projects suggested by Mrs. Capellan.</p> <p>9.2.6. Dato' Guntor elaborated that Malaysian government had recently introduced a new regulation that local EPCs are only allowed to do installations for large scale solar (LSS).</p>	<p>Information</p> <p>Information</p>

9.3.	<p>9.2.7. Dato' Guntor also complimented Prof. Sulaiman for his excellent work in developing competency training in PV and has crafted specific programmes to certify qualified personnel and suggested that the classes can be brought into the region.</p> <p>Sustainable Energy Association of Singapore (SEAS)</p> <p>9.3.1. Mr. Edwin Khew presented his updates.</p> <p>9.3.2. Mr. Edwin explained the carbon tax and its impact towards large companies in Singapore.</p> <p>9.3.3. Mr. Edwin explained the Singapore government authorities view on their green building movement.</p>	Information
10.	<p>Other Matters</p> <p>10.1 APVIA Training Proposal</p> <p>10.1.1. Prof. Sulaiman presented his training proposal. The training proposal came in two forms: a) One-day seminar/roadshow concept; b) Full 3-5 days competency training course.</p> <p>10.1.2. Prof. Sulaiman mentioned about the three Chief Global Trainers recognized by Global Green Energy Industry Council (GGEIC) at SNEC 2019 event in Shanghai and proposed a way forward for the programme.</p> <p>10.1.3. Prof. Sulaiman also showed a sample of the certificate for the competency training.</p> <p>10.1.4. Prof. Sulaiman further added that APVIA's market and technology report can be further harmonized to special crafted trainings.</p> <p>10.2 APVIA Plans for 2020</p> <p>10.2.1. Prof. Sulaiman showed the yearly planner for 2020 to the events that APVIA have/will be committing to.</p> <p>10.2.2. APVIA plans to hold 4 seminar and 2 trainings in 2020.</p> <p>10.2.3. Memorandum of Understanding (MOU) with ACE is proposed to be signed in April 2020.</p> <p>10.3 New Website</p> <p>10.3.1. Ms. Karen introduced the new website design. The website is in the midst of revamping so that it can be more user friendly.</p> <p>10.3.2. Mr. Steve suggested to have the current updates on the homepage should be constantly updated concurrently.</p>	<p>Information</p> <p>Information</p> <p>Information</p> <p>Information</p> <p>Information</p> <p>Information</p> <p>Ms. Karen</p> <p>Prof. Sulaiman and Ms. Crystal</p> <p>Information</p> <p>Ms. Karen</p>

	<p>10.3.3. Ms. Crystal suggested to have the Research Report presentation by Prof. Armin to be uploaded in the members' portal instead of the website that is open to the public. Prof. Armin agreed to send a 'clean' version of the report.</p> <p>10.3.4. Mr. Steve suggested to have a resource page that directs to associations for each country.</p> <p>10.3.5. Mr. Frank suggested to have country information with specific countries or labels.</p> <p>10.3.6. Dato' Guntor suggested to have business tenders for projects and Mr. Chin seconded the idea and explained that this will bring interest to potential members to join APVIA. Mr. Steve commented that Australia has done this before and found that this will be difficult to manage as it requires a lot of attention and information to update the project tenders. Ms. Crystal took note on this and the secretariat will explore the possibilities.</p>	<p>Prof. Armin and Ms. Crystal</p> <p>Ms. Karen</p> <p>Ms. Karen</p> <p>Ms. Crystal</p>
11.	Closing Remarks	
11.1	The next APVIA General Meeting will be conducted at SNEC 2020 in Shanghai. Mdm. Mi invited everyone to attend SNEC 2020 and the 4 th General Meeting of the 4 th Council on 24 th May 2020.	All
11.2.	Prof. Sulaiman thanked everyone for attending the session and it was very fruitful. The meeting had quite a significant discussion and looks forward to the next meeting.	All

Minutes taken by:
Ms. Crystal Ng

Checked and endorsed by:
Prof. Sulaiman Shaari

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