



# ANNUAL REPORT

2016



*energypedia*

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## 1. Introduction

Energypedia UG hosts [www.energypedia.info](http://www.energypedia.info), a wiki-based platform for collaborative knowledge exchange on renewable energy and energy efficiency in the context of development cooperation. By offering user-friendly tools, we enable stakeholders engaged in the energy sector to share their practical experience and to collaborate worldwide. Securing access to modern and sustainable energy services in developing countries is among the most important challenges for development.

In 2016, energypedia.info continued to play an important role in sharing knowledge and experience on clean, sustainable and renewable energy and energy efficiency in developing countries. With 3,806 articles contributed by an increasing community of 6,836 registered users, as of December 2016, our outreach is constantly growing.

With the help of our donors, supporters and the global community of energypedia users and contributors, we will continue to advocate for the removal of knowledge barriers and the diffusion of information to achieve universal and sustainable energy access for all.

Thank you all for your commitment to our shared mission and for giving your time, skills and knowledge to energypedia!

### 1.1 Vision and approach

#### Vision

A world of borderless and unrestricted knowledge exchange on renewable energy and energy efficiency, in which everyone has access to sustainable energy services.

#### Mission

Our mission is to contribute to addressing the question of how universal and sustainable energy access for all can be achieved through:

- Leveraging Web 2.0 technologies to remove knowledge barriers and expand the diffusion of information on energy issues in developing countries,
- Fostering global collaborative knowledge exchange on renewable energy and energy access issues, and
- Creating the right environment and providing useful tools for stakeholders engaged in the energy sector to collaborate, create and share knowledge and practical experience.

## 1.2 Scope of the report

Scope	This annual report gives an overview on all activities carried out by nonprofit energypedia UG (haftungsbeschränkt) and the achieved results in 2016.
Reporting period and reporting cycle	Reporting period is the calendar year 2016, thus from the 1 <sup>st</sup> of January to 31 <sup>st</sup> December 31.
Application of SRS	<p>This is the third time energypedia uses the Social Reporting Standard. The report is based on the SRS version from 2014.</p> <p>The SRS is published by the Social Reporting Initiative (SRI) e.V. Association under the Creative Commons license BY-ND 3.0</p>
Contact partner	Managing director Robert Heine ( <a href="mailto:Robert.heine@energypedia.info">Robert.heine@energypedia.info</a> )

## **2. Fighting energy poverty through knowledge exchange**

### **2.1 The social problem – energy poverty and development**

Access to sustainable energy services can power opportunities for environmental, social and economic development. Yet, today one in five people worldwide lack access to electricity, while every third person cooks on unhealthy open fireplaces and traditional stoves. The lack of energy is also affecting small and medium-sized enterprises as well as public facilities that depend on reliable and affordable energy supplies.

Without sufficient energy services, people are unable to cook their food, heat their homes or store their medications in a cool place, not to mention learning and reading in the evening. Taking part in economic or political processes via modern communication channels likewise remains impossible.

Poor access to sustainable energy services not only has negative economic and ecological impacts on societies and the environment, but also on people's health. According to the World Health Organization (WHO) the acrid smokes from traditional cookstoves result in over 4 million deaths annually.

In times of climate change, it is also of the utmost importance to make energy supply sustainable. Energy-saving technologies and the use of renewable energy sources can really make a difference in developing countries. Furthermore, in remote areas a decentralized energy supply using renewable sources such as sun, wind, water or wood and other biomass will remain the only option for the next decades as national grids are unlikely to be expanded to these regions.

Both, granting people access to modern and climate-friendly energy sources and promoting energy efficiency is therefore a key challenge of the 21<sup>st</sup> century, as highlighted by the United Nations (UN). With the UN declaring 2014-2024 as the Decade of Sustainable Energy for All, the problem has been put on the international agenda.

However, there is still a lack of first-hand knowledge on modern and sustainable energy solutions when it comes to their sustainable diffusion in developing countries. This knowledge often only exists locally or in single implementing organizations and is thus difficult to access for individuals or even other organizations. There is a great need to facilitate and expand the diffusion of these technologies in developing countries through practical knowledge exchange and collaboration.

### **2.2 Solution attempts made to date**

There is no institutionalized structure in place for sharing knowledge and practical expertise about renewable energy and energy efficiency across organizations, institutions, private sector, and academia on local, national and international levels. Thus, besides sporadic conferences or workshops, there are few possibilities for practitioners, experts and scientists to exchange experience, new findings and lessons learnt regarding sustainable energy access.

### **2.3 The solution – connecting people and knowledge**

Recognizing that development in the 21st century requires that all actors have access to information, energypedia is using Web 2.0 technologies to remove knowledge barriers and expand the diffusion of information on how universal and sustainable energy access for all can be achieved.

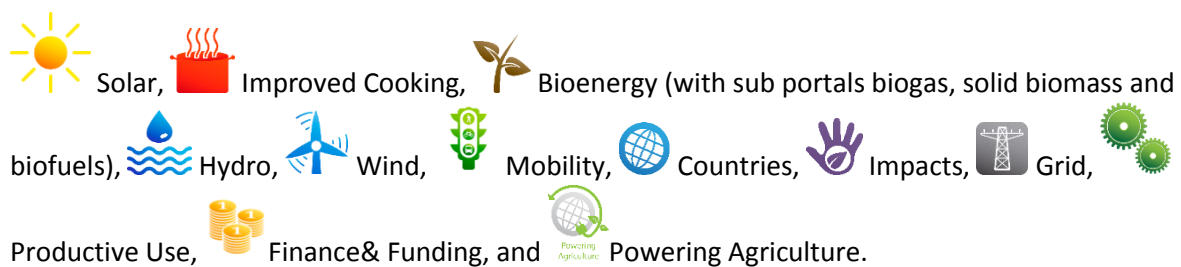
Through hosting the platform [www.energypedia.info](http://www.energypedia.info), we strive to create the right environment and provide the right tools for stakeholders engaged in the energy sector to collaborate, create and share knowledge and practical experience.

[www.energypedia.info](http://www.energypedia.info) is a wiki platform offering free access to expert information on renewables, energy access and energy efficiency in developing countries. All content on energypedia is open source, meaning everyone can use it freely as long as the author and the source are acknowledged.

All visitors of the site can freely access and read articles and content on energypedia. Once registered, users can also easily create, modify and share content and all their contributions will directly be accessible online. In this way, energypedia supports the necessary international knowledge exchange between experts and practitioners in civil society, academia, the public as well as the private sector. Thus, energypedia not only facilitate knowledge exchange between industrial and developing countries, but also promotes the direct exchange of experience among people in developing countries.

Most information on energypedia is clustered into portals, which serve as an entry point to the interested readers. A wide range of topics is covered by the portals, i.e. from solar energy to hydro, biogas, improved cooking, impacts, and country-related information.

As of end 2016, the following portals were online:



Further highlights include Pico PV database, Cooking Energy Compendium, International Fuel Prices, Renewable Energy Project Resource Center, and Micro-Hydro Library.

We believe: knowledge sharing is power!

Did you know?

Wikis are websites that can be modified by users without any programming expertise. The best known and most successful example is Wikipedia.

Energypedia uses the open-source software Mediawiki, which is also used by Wikipedia. All articles and files shared on energypedia are published under the [Creative Commons Attribution-Sharealike 3.0 Unported License](https://creativecommons.org/licenses/by-sa/3.0/) (CC-BY-SA) and the [GNU Free Documentation License](https://www.gnu.org/licenses/old-licenses/fdl-1.0/en.html) (GFDL).

### **2.3.1 Work performed (output) and direct target groups**

Our direct target groups are people worldwide who are dealing with energy access issues in developing countries. This includes energy experts and practitioners who are active in the field, academics and researchers, government officials as well as the general interested public and other stakeholders. Users of energypedia come from public and private sectors as well as from civil society.

To offer them a platform for knowledge exchange and for fostering the spread of renewables in developing countries, energypedia UG hosts and maintains the free wiki platform [www.energypedia.info](http://www.energypedia.info). This includes not only providing the technical infrastructure and further IT development and handling the whole registration process of users, but also means giving support to our community. We constantly give feedback to authors on how to improve the quality of their articles in terms of formatting, structuring and tagging the content. We try to engage users via our newsletter and social media channels, and we offer tutorials on how to work on energypedia. The latter is done via email, phone, skype and tutorial videos.

We also provide information on relevant events, jobs and opportunities on our platform and via the monthly newsletter. In addition, we constantly try to increase our reach and expand our offer by cooperating with relevant networks, organizations and institutions.

Furthermore, we participate in events and conferences to inform people: a) about the relevance of energy access and the role of renewable energy and energy efficiency in developing countries, and b) about energypedia's offer to energy experts and other interested stakeholders.

Over the last five years, we have continuously grown, both in terms of content and in terms of reach.

### ***2.3.2 Intended results (outcome/impact) on direct and indirect target groups***

By doing all the work described above, we aim to achieve the following results:

First, we want to make stakeholders aware of energypedia.info and the options it offers for worldwide knowledge exchange on sustainable energy in developing countries.

Second, we want to enable our target groups to use energypedia in the best way and to exchange their knowledge and experience with other energy experts / academics / researchers / stakeholders.

The assumption behind this is that once people start sharing their knowledge, they can learn from each other in terms of both what works and what not in supporting energy access, renewable energy and energy efficiency in developing countries. Using web 2.0 tools offers a much wider exchange also across regional, organizational or even sectoral boundaries than conventional tools used within organizations, workshops or conferences.

Further, we expect people to use the knowledge, which they gained on energypedia in their own work. Ultimately, by supporting knowledge sharing, we aim to contribute to reducing energy poverty by making access to renewable energy and energy efficient technologies widely available. Thus, our indirect target groups are people, institutions and small and medium enterprises in developing countries lacking access to energy. We are aware of the difficulty of finding robust evidence to show our impact on these indirect target groups.

### 2.3.3 Presentation of the impact logic

Target groups	Work performed (output)	Use of output	Expected results (outcome)	Higher aggregated results (Impacts)
Energy experts / practitioners with focus on developing countries	<p>Running of collaborative wiki platform  <a href="http://www.energypedia.info">www.energypedia.info</a>:</p> <ul style="list-style-type: none"> <li>• Registration of new users</li> </ul>	<p>Energypedia is well known and used by target groups:</p> <ul style="list-style-type: none"> <li>• Number of unique visitors of the platform increases</li> </ul>	<p>Users know how to work on energypedia, write new articles and edit existing ones</p>	<p>More people in developing countries get access to sustainable energy (renewable energy, energy efficiency)</p>
Academics / Researchers	<ul style="list-style-type: none"> <li>• Answering questions from users</li> </ul>	<ul style="list-style-type: none"> <li>• Number of registered users increases</li> </ul>	<p>Users exchange their experience on energypedia and learn from each other</p>	<p>Energy poverty is reduced</p>
People working for NGOs, companies, governments and other institutions, who deal with energy issues in developing countries	<ul style="list-style-type: none"> <li>• Supporting users and giving feedback on articles</li> <li>• Solving IT problems</li> <li>• Wiki gardening (restructuring, tagging, quality control)</li> <li>• Webinars and trainings on how to use energypedia (online, skype, telephone, emails)</li> </ul> <p>Participation at national and international energy / development events to inform target groups about renewable energy and energy efficiency in developing countries and about the offer of energypedia in this context.</p> <p>Providing target groups with relevant news about energy issues in developing countries (newsletter, use of social media, publications)</p> <p>Engaging with international networks and alliances</p>	<ul style="list-style-type: none"> <li>• Number of cooperation increases</li> <li>• Publications and articles referring to energypedia as a source of information</li> </ul> <p>Visitors and registered users are satisfied with content of platform</p>	<p>Users know more about renewables, energy efficiency and energy access in developing countries</p> <p>People use their knowledge from energypedia in own projects / research</p>	



	Building-up a cooperation with universities, organizations and institutions, provide them with relevant information and offer them the possibility to document conferences and other events on energypedia.info			
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### 3. Resources, Work Performed and Results during the Reporting Period

#### 3.1 Resources used (input)

In 2016, our personnel expenses equaled 110,816.44 Euros and operating costs were in the amount of 30,714.79 Euros (insurances, office rent, bookkeeping, travel costs, etc.). Not only have we used the skills and expertise of our staff for promoting energy access in developing countries, we also have drawn on the knowledge of our energypedia community that contributed voluntarily a lot of content to the platform and to our newsletters. Our online platform energypedia.info runs on the open source software mediawiki, thus no licenses are used.

#### 3.2 Work performed (output)

Running of the collaborative online wiki platform [www.energapedia.info](http://www.energapedia.info)

- Technical hosting and maintenance of the platform
- We handled the registration process of 1,458 new users, thus, on average, each working day 5,76 people registered successfully
- We answered questions of registered users and visitors - be it on how to use the platform or on renewable energy issues
- We gave constant support to our users on how to write, upload and link content (mainly via skype and email)
- We gave feedback on articles written by our community
- Constant wiki gardening was carried out to keep the quality of content high and to improve accessibility of articles. This included tagging / categorization of untagged or insufficient tagged articles and PDFs.
- The following portals were updated in terms of structure, content, tagging of all articles, and functions such as group discussions: biofuels, biomass, productive use, and impact portal. Furthermore, we updated the help portal and databases on biogas and concentrated solar power.
- Furthermore, we identified outdated articles and deleted or updated them with consent from the original authors.
- Creation of an opportunity database for latest funding possibilities, call for papers, awards, training courses, etc.
- Own research, writing and dissemination of articles, event notes, and other content on renewables and energy efficiency in developing countries, e. g. on the topics of energy transition, mini-grid policies in different countries, energy situations in Liberia, Pakistan, Kenya, climate change, etc.
- Creation of the Micro-Hydro Library, in collaboration with the Hydro Empowerment Network (HPNET), whose members had identified the need for a participatory knowledge portal for sharing information on micro hydro topics.
- Conceptualization and creation of the new mini-grid portal on energypedia in collaboration with Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) and the High Impact Opportunity group on Clean Energy Mini-grids under the Sustainable Energy for All Initiative. This portal shall support the information flow among practitioners, scientists, and other stakeholders on small grids based on renewable energies. However, since its development took longer than anticipated, the portal still needs to be finalized and launched in 2017.

## Participation at national and international events

To inform our target groups about renewable energy, energy access, and energy efficiency in developing countries and to promote knowledge sharing, we participated in the following conferences and workshops:

- Access to electricity for all: the role of the European power sector, Brussels, Belgium: distribution of flyers.
- ADB Annual Meeting in Frankfurt, Germany: networking and distribution of flyers
- IRENA Innovation Week in Bonn, Germany: networking, roll-up and distribution of flyers
- AEEP stakeholder meeting in Milan, Italy: booth at the exhibition hall and presentation of energypedia to about 500 participants
- EU Development Days, Brussels, Belgium: networking and fundraising
- InterSolar / 3<sup>rd</sup> Off-grid Power Forum in Munich, booth and distribution of flyers
- International conference on solar technologies and hybrid min grids to improve energy access, Bad Hersfeld, Germany: distribution of flyers and networking with e.g. UNEP, Wuppertal Institute, SKAT foundation
- 3<sup>rd</sup> annual Hydro Empowerment Network (HPNET) meeting, Kathmandu, Nepal: presentation of the micro hydro library on energypedia to more than 60 participants in the conference, identification of experts who could contribute
- Global renewable energy forum 2016, Bonn, Germany: roll-up and distribution of flyers.
- To the following events we sent flyers but did not participate personally:
  - Africa EU Symposium on Renewable Energy Research and Innovation, Tlemcen, Algeria
  - Asia Clean Energy Forum in Manila, Philippines

## Provide target groups with relevant news

In 2016, we carried on with our social media engagement (facebook, twitter, linkedin) in order to spread news about energypedia, promoting knowledge and experience exchange and to spread relevant news from other organizations regarding renewables in developing countries.

To this end we also published our monthly newsletter „[Energypedia Renewable Energy News](#)“, containing information e.g. about new articles on energypedia, publications in the sector, relevant news, events, jobs, and opportunities.

We were also able to publish an article about knowledge sharing for renewables and energy access in developing countries and its importance for sustainable development in a professional journal, which issues all articles in English and German.

Furthermore, we participated in the monthly calls of the Energy Access Practitioner Network, where we shared and discussed information with other network members on different clean energy topics.

## Cooperation / Conference documentation

In 2016, we cooperated with the following organizations and initiatives in order to promote the exchange of knowledge and experience as well as research on energy issues in developing countries.

- Documentation of the 7<sup>th</sup> Annual RedBioLAC Chile biogas experts workshop

- Together with the Hydro Empowerment Network (HPNET) we created the Micro-Hydro Library, which enables users to upload publications and documents on micro hydro topics.

Please read more about our partnerships, cooperation and networks in chapter 5.3.

### 3.3 Results achieved (outcome/impact)

Overall, 2016 was again a year of growth, especially in terms of the number of people accessing and using the energypedia platform. The number of articles has increased of more than 800 to 3,806; the number of unique visitors per month rose again significantly: It ranged from 34,929 to 52,884 resulting in an average of 45,290 unique monthly visitors. Furthermore, total visits of the platform rose up to more than 670,000. More than 100,000 files were downloaded and over a 130,000 edits counted.

We thus can assume that our efforts in reaching more people as well as gaining more registered users and authors were successful.

Key Figures	2012	2013	2014	2015	2016
Registered Users	2,216	3,029	4,174	5,378	6,836
Unique Visitors per month*	8,612	15,471	23,220	35,825	45,290
Active users per month**	33	34	38	39	46
Visits	135,775	228,034	347,167	536,134	673,926
Articles***	771	1,138	2,291	2,961	3,806
Page Edits	55,126	68,126	93,110	110,577	134,488
Page Views	352,376	480,365	716,831	1,097,816	1,260,495
Files	2,927	3,675	4,994	5,806	6,719
Downloads	13,257	25,671	48,880	80,066	102,211

\* Unique visitors per month on average. The unique visitor number counts the number of individuals who access energypedia within each month.

\*\* Active users per month on average. Active users are all users who performance any kind of activity.

\*\*\*Articles are all content pages contributed by users on renewable energy topics

### 3.5 Provisions taken for the accompanying evaluation and quality assurance

Evaluation and quality assurance within energypedia has several facets.

On an organizational level, we use an internal wiki to organize our work and for our own knowledge management. Within that frame, we also have an operations manual defining key processes and responsibilities. Furthermore, we have planning workshops, weekly meetings and we usually discuss urgent issues within the team on a day-to-day basis.

Regarding the monitoring and evaluation of our platform energypedia.info we use PIWIK to collect data on key performance indicators of the platform such as unique visitors, visitors' countries, referring websites, bounce rate, most visited pages, etc. With wiki software inherent statistics, the number of

registered users and active users as well as the number of content pages are collected. We analyze this data on a monthly basis.

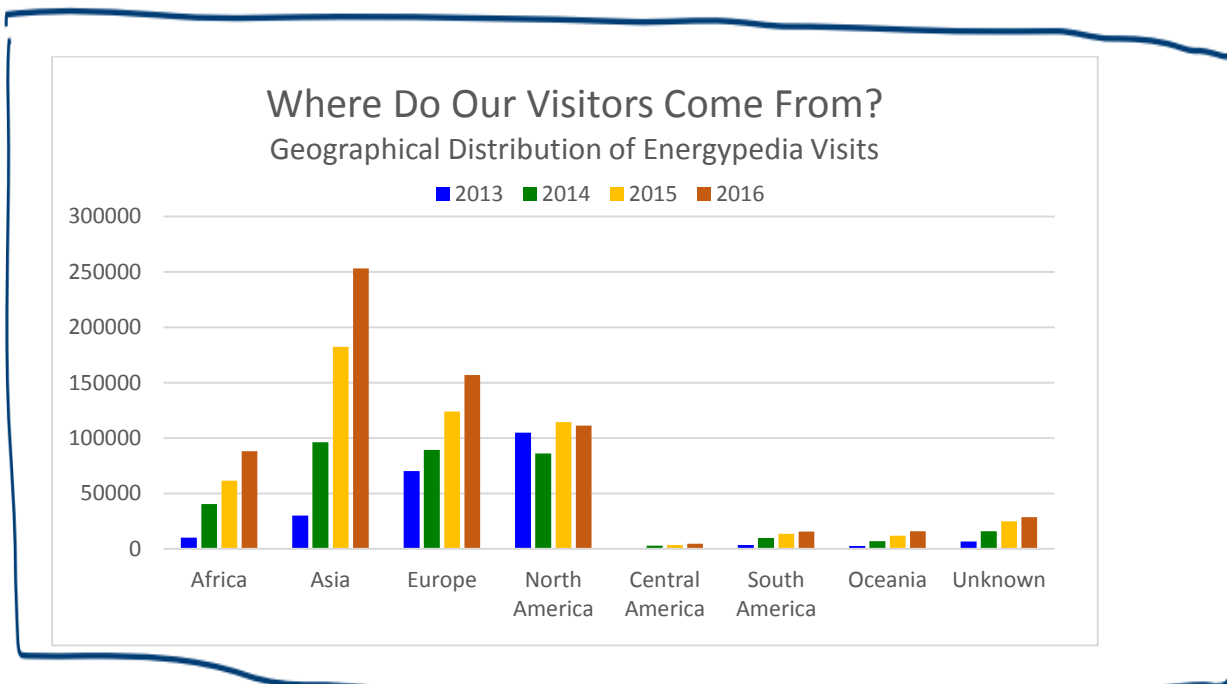
When it comes to the quality assurance of articles on energypedia, we have a two-fold approach: on the one hand, we make sure that articles fulfill certain formatting and layout standards and are not commercial advertisement pieces. We give authors and editors any support they need in order to make the best of their article. On the other hand, we follow the wiki philosophy that registered users can edit whatever they want. We do not want to judge on the content of their articles as we assume they are the experts on the specific topic they are writing about. Therefore, we also try to encourage our community to participate in quality assurance in terms of updating information, adding relevant content, deleting wrong or outdated information and discussing controversial issues.

### 3.6 Previous year comparison: Objectives achieved, learning experience and success

#### Objectives achieved

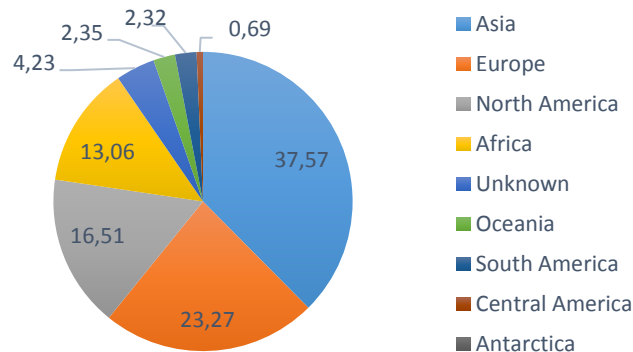
Our targets for 2016 included the following points:

- Keep on increasing the participation of users from around the world and encourage them to become active contributors to knowledge
  - The number of registered users increased by 1,458 people. The number of people active per month varied between 30 and 59, leading to a monthly average of 46 active people in 2016 (2014: 39).
  - In 2016, the share of Asian and African users increased whereas the share of North American based visitors again declined. The share of European, South and Central American as well as Oceanian visitors remained basically the same as in 2015.



## Geographical Distribution - Shares (%) in 2016

(total number of visits = 673,926)



- Secure funding in and beyond 2016
  - This goal was partly achieved as we got 3 grants, which financed us in 2016: from GIZ (question and answer service), Practical Action Nepal (micro hydro library with HPNET), and University of Bern (for supporting WOCAT, a global network on Sustainable Land Management (SLM) that promotes the documentation, sharing and use of knowledge to support adaptation, innovation and decision-making).
- Expand energypedia's offer of by conceptualizing and realizing a question and answer service where people can pose a question and get the answer in form of an article on energypedia. We also plan to involve the energypedia community in this project.
  - This goal was achieved. The grant for developing the question and answer service started in March, so did our work.
- Build-up a portal on mini-grids, together with the High Impact Opportunity Group from the Sustainable Energy for All Initiative (SE4All).
  - This goal was partially achieved, as activities and collaboration started but then due to time constraints of partner organizations progress was slow in updating and creating new content. Consequently, the launch was postponed to 2017.
- Expert interviews: develop a concept / questionnaire for expert interviews to be put on energypedia and to be promoted via our monthly newsletter
  - Though we developed a framework for such expert interviews, in reality it became very time consuming and difficult to follow-up with people not only to have such interviews but then also to have their final consent before publishing. Therefore, we abandoned that idea.
- Development of an opportunity database, where people can insert or find i.e. courses, grants, tenders, calls for papers, etc.
  - This goal was achieved.

- Development and implementation of webinars on energypedia and energy access
  - This goal was not achieved due to a lack of resources in staff and money. It has been postponed to next year.
- Plan a session with information on energy access in developing countries for universities in Germany
  - This goal was partly met as we had the opportunity to present energypedia and give a training to 40 students from climate, international project management, and renewable energy courses of Kassel University in Witzenhausen.

## 4. Planning and Forecast

### 4.1 Planning and targets

For 2017, we set the following targets:

- Keep on increasing the participation of users from around the world and encourage them to become active contributors to knowledge
- Secure funding in and beyond 2017
- Public launch of the question and answer service where people can pose a question and get the answer in form of an article on energypedia. Further development and concept adjustments following the launch.
- Further development and launch of the mini-grid portal
- Development and implementation of webinars on energypedia and energy access
- Plan a session with information on energy access in developing countries for relevant universities in Germany
- Development of a climate change portal

### 4.2 Influence factors: chances and risks

In September 2015, the UN Summit for Sustainable Development adopted the 2030 Agenda for Sustainable Development and agreed upon 17 Sustainable Development Goals (SDGs) to end poverty, fight inequality and injustice, and tackle climate change by 2030. With SDG 7, energy is finally being recognized as a key enabler for development. Universal access to energy, a higher share of renewable energy and massive improvements in energy efficiency are now part of the top global priorities for sustainable development in the years to come. Therefore, the framework conditions for an independent knowledge and experience platform on renewables, efficiency and energy access are quite good in terms of the relevance of the topic.

Consequently, the interest in our content and information services is very high and steadily increasing. This is also affirmed by our growing number of visitors and users.

At the same time however, knowledge exchange is not necessarily an attractive topic, which donors or other stakeholders would be eager to finance. If they do choose to invest funds in this area, they would rather build up their own new platform, in order to raise their public profile, than financing and independent platform, which is open to all stakeholders in the area. Therefore, raising funds is, and will probably remain, one of our biggest challenges.

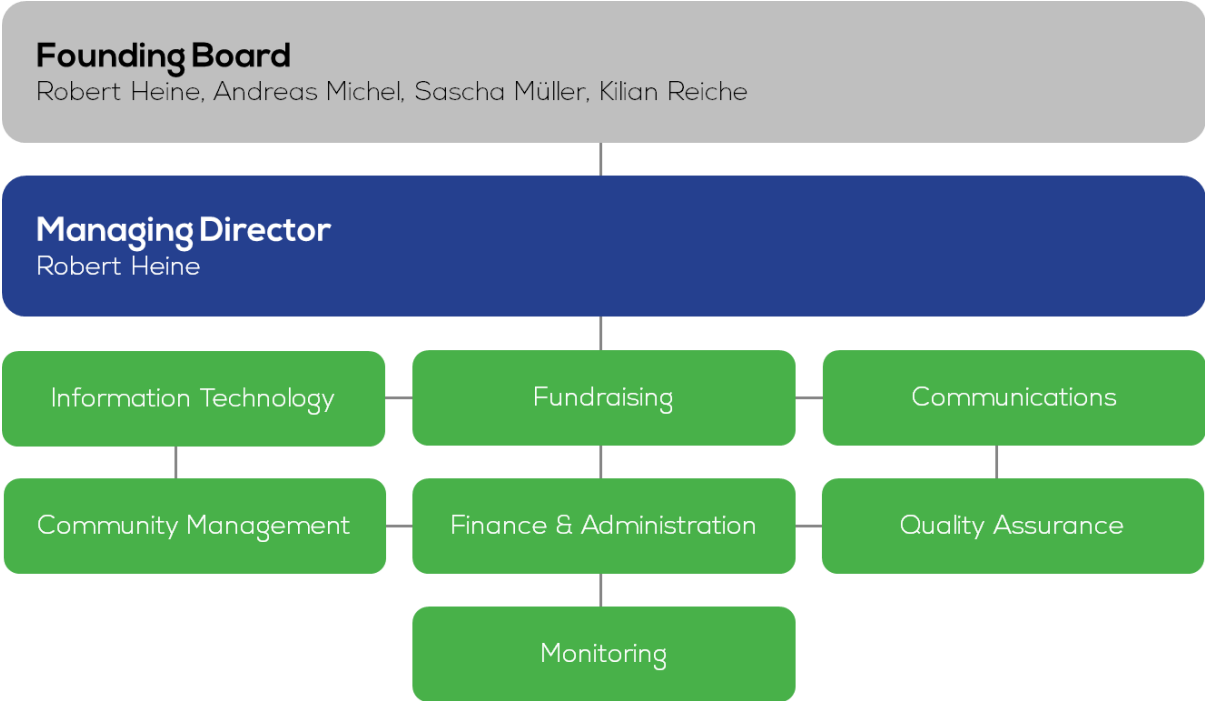


## 5. Organisational Structure and Team



### 5.1 Organisational structure






The Energypedia nonprofit UG (haftungsbeschränkt) team consists of a young and committed group of founding partners and members. It was founded in 2011 by four shareholders: Andreas Michel, Sascha Müller, Kilian Reiche and Robert Heine. Since 2012, the team is operating the platform energypedia.info. For more information on the organization’s profile, see chapter 6 of this report.

In 2016, energypedia UG had 7 employees (part-time, full-time, one intern). The illustration shows the different sections or task areas.



### 5.2 Introduction of the participating individuals

	<p>Hector Alfaro works part time and supports the team in all questions regarding user registration and support.</p>
	<p>Ranisha Basnet joined energypedia in spring 2014. She is the main person for running energypedia, taking care of all platform and user relevant issues. She is responsible for community management, social media, monitoring, and partnerships and cooperation.</p>

	Johanna von Behaim worked for 3 months as an intern with us. Since then she is supporting us with regular wiki gardening tasks and energy research as freelancing student assistant.
	Lisa Feldmann has been part of the energypedia team since its beginnings in 2012, when she managed the whole start-up phase. On a part time basis, she is responsible for public relations, renewable energy technologies, and quality issues.
	Johanna Hartmann joined energypedia as energy expert. Working on a part time basis, she is responsible for setting up the expert questions and answer service.
	Robert Heine is the managing director of energypedia. Being one of the developers of energypedia within GIZ, he later became a founding shareholder when energypedia was established as an independent organization. In 2013, he quit GIZ and became the managing director of energypedia. His main responsibilities are finance and administration as well as information technology.
	Benjamin Rebenich has been part of energypedia since its beginnings in 2012. He is responsible for fundraising, and works part time.

### 5.3 Partnerships, cooperations and networks

This year we signed the following partnerships and joined the following networks or initiatives to support international efforts to achieving energy access for all:

**TaqaWay**, a knowledge platform on renewables in the Arab region. The goal is to exchange information and knowledge.

**Power for All**, an initiative to promote renewable, decentralized electrification as the fastest, most cost-effective and sustainable approach to universal energy access.

**ALER**, a nonprofit association for promoting renewable energy in Portuguese speaking developing countries.

OTTI (Ostbayerische Technologie Transfer Institut e.V.), media partnership to promote their International Conference on Solar Technologies and Hybrid Mini Grids to improve energy access.

Cooperation and partnerships include the following organizations, programs and institutions:

### **Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH**

Energypedia works closely together with the [Deutsche Gesellschaft für Internationale Zusammenarbeit \(GIZ\) GmbH](#) where the concept of energypedia was initially developed. In particular, we cooperate with EnDev (Energising Development Partnership) and HERA (Poverty-Oriented Basic Energy Services) in promoting access to renewable energy and their sustainable and efficient use. Thanks to the grant from GIZ we were able to develop the concept of the question and answer service and to start it in a testing phase.

### **Energising Development (EnDev)**

[EnDev](#) is an impact-oriented initiative between the Netherlands, Germany, Norway, Australia, the United Kingdom and Switzerland. EnDev promotes the supply of modern energy technologies to households and small-scale businesses. The Partnership cooperates with 24 countries in Africa, Latin America and Asia. Since its start in 2005, EnDev has taken a leading role in promoting access to sustainable energy for all. The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) acts as lead agency for the implementation of the Energising Development partnership.

### **Poverty-Oriented Basic Energy Services (HERA)**

[HERA](#) has supported the dissemination of information on basic energy use and needs including the 'Cooking Energy Compendium' on energypedia, which they regularly update and expand.

### **Energypedia Consult GmbH**

Thanks to a grant from energypedia consult GmbH we could update the country energy situation pages of Kenya and Pakistan.

### **Energy Sector Management Assistance Program (ESMAP) and others**

We partner with the [Energy Sector Management Assistance Program \(ESMAP\)](#) and the [Public-Private Partnership in Infrastructure Resource Center \(PPPIRC\)](#) of the World Bank, [reeep](#), [OpenEI](#), [Wuppertal Institute](#) and [Natural Resources Canada](#) to host the [Clean Energy Project Resource Center](#) on energypedia.info. This database offers project-relevant renewable energy and energy efficiency documents to the global energy community. It includes sample Terms of Reference, examples of Economic and Financial Analysis, sample Legal & Procurement Documents, Case Studies with analysis of success factors lessons learned, and more.

### **Hydro Empowerment Network (HPNET) in South and Southeast Asia**

Together with the Hydro Empowerment Network (HPNET) we created the Micro-Hydro Library, which enables users to upload publications and documents on micro hydro topics. We furthermore cooperate in general to spread information on micro hydro energy. The creation of the library was made possible thanks to a grant by Practical Action Nepal, a member of HPNET.

### **University of Bern**

Thanks to a grant from the University of Bern / WOCAT secretariat we could support the WOCAT network with our knowledge and experience in setting up and running a knowledge sharing platform. WOCAT is a global network on Sustainable Land Management (SLM) that promotes the documentation, sharing and use of knowledge to support adaptation, innovation and decision-making in SLM.

## 6. Organisational profile

### 6.1 General information about the organisation

Energypedia is an organization based in Eschborn, Germany. Its official legal form is “Unternehmergeellschaft (haftungsbeschränkt)” which is comparable with the British Limited Company (Ltd.). Due to energypedia’s activities in promoting development cooperation through knowledge and technology transfer, it has been recognized by German tax authorities as a nonprofit organization. As a result, while energypedia is organized as a company, it follows non-profit goals. Our main focus is on running the platform energypedia.info. The energypedia wiki was developed within the Energising Development Programme (EnDev), a joint impact-oriented global program of Germany, the Netherlands, Norway, Australia, United Kingdom and Switzerland, with additional co-funding from Ireland and the European Union. EnDev is implemented by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ).

Serving as an internal tool for knowledge management in the beginning, it went public in 2011 and was outsourced in 2012 and handed over to energypedia UG.

Organisation name	energypedia UG (haftungsbeschränkt)
Organisation location	Ludwig-Erhard-Straße 30-34 65760 Eschborn
Organisation Founding	2011
Further branches	-
Legal form	Unternehmergeellschaft (haftungsbeschränkt)
Contact details <ul style="list-style-type: none"><li>• address</li><li>• phone</li><li>• e-mail</li><li>• website (URL)</li></ul>	Ludwig-Erhard-Straße 30-34 65760 Eschborn +49 (0)6196 20 29 722 <a href="mailto:info@energypedia.info">info@energypedia.info</a> <a href="http://www.energypedia.info">www.energypedia.info</a>
Link to Articles of Association (URL)	energypedia’s charter can be read here: <a href="https://energypedia.info/wiki/Energypedia_-_Charter">https://energypedia.info/wiki/Energypedia_-_Charter</a>
Registration	

<ul style="list-style-type: none"> <li>• court of registry</li> <li>• registration number</li> <li>• date of registration</li> </ul>	<p>Frankfurt</p> <p>HRB 96064</p> <p>22.11.2011</p>
<p>Charity or non-profit organisation</p> <ul style="list-style-type: none"> <li>• Details of the charitable or non-profit purpose</li> <li>• Acknowledgment or confirmation of tax exemption by the relevant authority</li> <li>• Issuing authority</li> <li>• Statement of non-profit purpose</li> </ul>	<p>Yes</p> <p>10.06.2013</p> <p>Finanzamt Wiesbaden I</p> <p>Promotion of development cooperation</p> <p>Promotion of science and research</p>
<p>Worker's Organisation</p>	<p>-</p>

Employee headcount	2016
Total number of workers	7
thereof on full-time basis	1
thereof on freelance basis	1
thereof on voluntary basis*	0

\*we do not have official volunteers but all registered authors contribute voluntarily to the content on energypedia. In 2016, we had 6,836 registered users, out of this group an average of 46 were contributing voluntarily every month.

## 6.2 Governance of the organisation

### **Management**

Managing director of energypedia is Robert Heine. The managing director has been appointed by energypedia's shareholders. The managing director is responsible for the operational implementation of strategic decisions, personnel, and organizing the day-to-day business. He acts as the representative of energypedia in all affairs.

### **Conflicts of interests**

Robert Heine is both, shareholder and managing director of energypedia. He holds 49% of energypedia's shares and thus has a voting power of 49%. For most decisions, a simple majority is needed. For very relevant decisions (e.g. liquidation of the company, increase in capital stock etc.) a  $\frac{3}{4}$  majority of votes is

necessary. This means that the power of Robert Heine being both shareholder and managing director at the same time is limited, reducing the probability of potential conflicts of interest.

### ***Internal control systems***

Our controlling is done every month based on the business assessment provided by our tax consultant. Additionally, an internal liquidity management system is used for calculations and projections of expenditures and earnings. This is carried out by the managing director.

Monitoring data on the use of our internet platform is collected on a monthly basis. In weekly meetings, activities and achieved results are discussed within the team.

## **6.3 Ownership structure, memberships and associated organisations**

### ***Ownership structure of the organisation***

Energypedia has four shareholders, namely Kilian Reiche, Robert Heine, Andreas Michel and Sascha Müller. Together they hold 7,000 Euros, which is the entire stock capital. The shares are as follows: Robert Heine 3,430€ (49%), Andreas Michel 2,070€ (29, 6%), Sascha Müller 1,000€ (14, 3%), and Kilian Reiche 500€ (7, 1%).

Voting power: each Euro is equivalent to one vote.

The shareholders act on a voluntary basis. Generally, they meet once a year for a general shareholder meeting where they formally approve the actions of the managing directors and get informed about the annual financial report and activities carried out during the last year. Furthermore, they discuss strategic issues and take decisions, which have to be implemented by the managing director. Further meetings are organized if necessary.

### ***Associated organizations***

Energypedia holds 49% of the shares in energypedia consult GmbH, a commercial subsidiary which offers IT solutions for web based monitoring, knowledge and project management in the field of development cooperation. Voting rights: 49%. Against a rent, energypedia is sharing its offices with energypedia consult.

## **6.4 Environmental and social profile**

Energypedia is not only carrying the idea of renewable energies and energy efficiency but also doing its best to implement the idea of green thinking into the daily working live. We are aware of our own responsibility regarding ecological sustainability. Thus, energypedia tries to minimize its ecological footprint as far as possible. This includes:

- most of our furniture is second-hand
- we only order office materials from an eco-friendly supplying company
- we only buy recycled printing paper and print as little as possible
- all materials like factsheets, flyers and business cards are printed with high ecologic standards. We commission only printing companies using recycled paper, electricity from renewable energy and compensate CO<sub>2</sub> emissions.

- within Germany we travel by train only and for international flights we compensate our CO2 footprint
- our server is running on “green power”, meaning we don’t use electricity from nuclear power or coal plantations
- we don’t have a company car
- we switch off electrical devices before going home
- However, being located in a big office building, we cannot influence our general electricity supply.

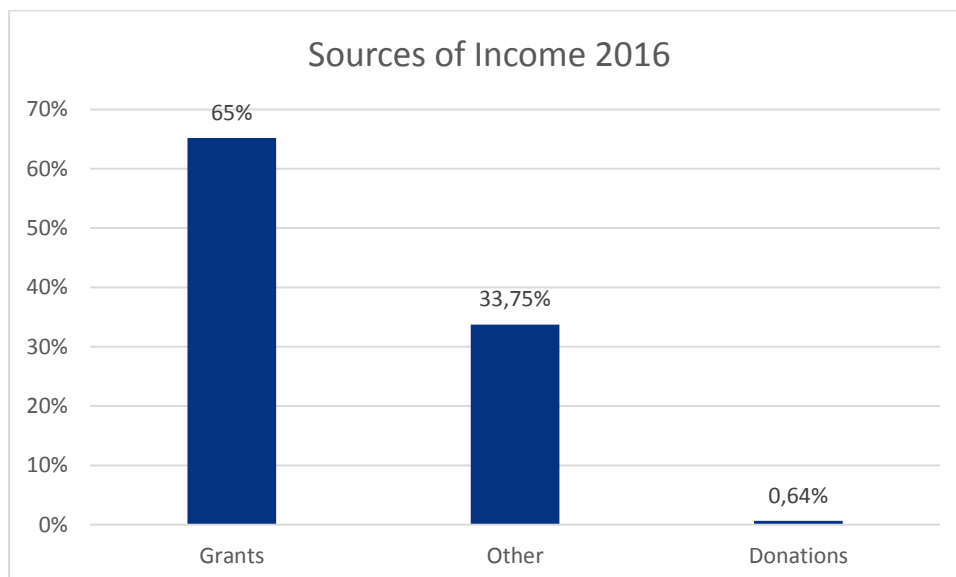
Energypedia considers itself a responsible organization also with regard to its employees. Our social profile entails:

- flexible working times
- flexible home office days
- overtimes can be balanced out with free time
- educational leaves and trainings are supported
- annual appraisal interviews
- highly participatory approach: most decisions are taken within the team
- “open-door-policy” of the managing director
- young and diverse team of males and females, from Germany, Mexico, and Nepal.

## 7. Finance and Accounting Practices

Energypedia UG is a nonprofit company financed by grants from implementing organizations and foundations, own business operations and donations from private individuals and companies.

In 2016, energypedia had a total income of 133,511.99 Euros. We incurred expenses of 142,935.04 Euros.



\*Other includes business operations incl. revenues turnover tax and earnings from shares

## **7.1 Bookkeeping and accounting**

Double-entry bookkeeping and accounting is done by an external tax advisory and accounting firm, Dr. Christian Gastl in Wiesbaden. This firm is also creating the annual financial statement, which follows the rules of German Commercial Code (HGB) with special regards to §§ 266 and 275 HGB.

## **7.2 Financial situation and planning**

It remains crucial to increase the amount of donations and to diversify the origin of our grants. Finding more donors who are willing to give us grants in order to support knowledge and experience exchange on energy access in developing countries is important to decrease dependency. Our plan for 2016 is to raise new funds for the question and answer service we are planning to establish on our platform and to increase the donations from private persons as well as from companies.



## 7.2 Activities and Balance Sheet for 2016: Audited Information

### Statement of Activities (all amounts in Euros)

<b>Revenue</b>	
Grants	87,600.00
Revenues 19% turnover tax	16,545.15
Revenues 7% turnover tax	15,180.00
<b>Total revenue</b>	<b>119,325.15</b>
<b>Other Earnings</b>	
Income from disposal of assets and added assets	0,00
Income from reversal of provisions for liabilities	263.50
Donations	854.26
Reimbursements	217.24
Other	601.84
<b>Total other earnings</b>	<b>1,936.84</b>
<b>Material Costs</b>	<b>1,035.42</b>
<b>Personnel Expenses</b>	
Salaries and wages	91,451.92
Social contributions	19,364.52
<b>Total personnel expenses</b>	<b>110,816.44</b>
<b>Depreciation</b>	<b>253,50</b>
<b>Operating Expenses</b>	
Occupancy costs	18,155.90
Insurance and other contributions	2,257.49
Repairs and maintenance	343.75
Promotion and travel costs	627.68
Operating expenses	8,880.86
Other expenses	449.11
<b>Total operating expenses</b>	<b>30,714.79</b>

<b>Earnings from shares in affiliated companies</b>	<b>12,250.00</b>
<b>Interest earnings</b>	<b>0</b>
<b>Interests paid</b>	<b>114,04</b>
<b>Result from ordinary operations</b>	<b>9,422.20-</b>
<b>Taxes</b>	<b>0</b>
<b>Annual net income</b>	<b>9,422.20-</b>
<b>Other taxes</b>	<b>0,85-</b>
<b>Profit Carried Forward</b>	<b>12,221.58</b>
<b>Withdrawal form Reserves</b>	<b>8,258.50</b>
<b>Allocation to Reserves</b>	<b>0</b>
<b>Balance Sheet Profit</b>	<b>11,058.73</b>

## Balance Sheet (all amounts in Euros)

<b>Assets</b>	
<b>Fixed assets</b>	
Furniture and fittings	612.50
Shareholdings (49% energypedia consult)	23,030.00
<b>Total fixed assets</b>	<b>23,642.50</b>
<b>Current Assets</b>	
Liquid assets	5,606.11
Other Assets	7,357.03
<b>Total current assets</b>	<b>12,963.14</b>
<b>Deferred expenses and accrued income</b>	<b>818,06</b>
<b>Total assets</b>	<b>37,423.70</b>
<b>Liabilities, owners equity and reserves</b>	
Owners equity	
Capital stock	7,000.00
Retained profit	6,826.66
Balance sheet profit	11,058.73
<b>Total owners equity</b>	<b>24,885.39</b>
<b>Reserves</b>	
Accrued taxes	1,163.75
Other reserves	4,186.00
<b>Liabilities</b>	
Trade payables	1,647.22
Other liabilities	5,541.34
<b>Total liabilities, owners equity and reserves</b>	<b>37,423.70</b>

## Imprint

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[www.energypedia.info](http://www.energypedia.info)

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<https://twitter.com/energypedia>

[www.linkedin.com/company/energypedia](http://www.linkedin.com/company/energypedia)

### Managing director

Robert Heine

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