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Expert Group Meeting on  
**Developing the Asian and Pacific Energy Forum (APEF)  
Energy Data & Policy Information Portal**

United Nations Conference Centre, Bangkok | 26-27 August 2014

## TENTATIVE AGENDA

Tuesday, 26 August 2014

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### MORNING SESSION

<b>08:30 – 09:00</b>	<b>REGISTRATION</b>
<b>09:00 – 09:20</b>	<b>OPENING REMARKS</b> <i>Presentation: “Increasing ESCAP’s Capacity as a Regional Knowledge Hub”</i>
<b>09:20 – 09:30</b>	<b>INTRODUCTION OF PARTICIPANTS</b>
<b>09:20 – 10:15</b>	<b>BACKGROUND</b> This session will provide the background of the portal initiative and its place within a larger mechanism designed to support ESCAP member States in achieving a sustainable energy future.  <i>Presentation: “The Asian and Pacific Energy Forum – Outcomes and Mandate to the Secretariat”</i>  <i>Presentation: “The APEF Data &amp; Policy Portal – Its place within a larger APEF Implementation Support Mechanism”</i>
<b>10:15 – 10:30</b>	<b>COFFEE BREAK</b>
<b>10:30 – 12:00</b>	<b>ENERGY PRACTITIONERS AND THEIR INFORMATION NEEDS</b> This session will focus on the information needs of energy practitioners. Perspectives will be sought from policymakers, civil society, and experts in energy sector data and analysis. Special attention will be paid to the specific scope, content, and delivery of knowledge products that best inform policymakers during their decision-making processes.  The session will be divided into four sections: <ol style="list-style-type: none"><li>1. Policymaker perspectives</li><li>2. Civil society perspectives</li><li>3. Analytical expert perspectives</li><li>4. Identification of effective knowledge transmission tools and channels</li></ol>

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Outputs from this session will include recommendations to ESCAP on generating impactful knowledge products, utilizing effective dissemination channels, and on how the APEF portal can serve as an informational foundation.

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**12:00 – 13:30**      **LUNCH**

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**AFTERNOON SESSION**

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**13:30 – 15:00**      **ENERGY PRACTICIONERS AND THEIR INFORMATION NEEDS**  
*(continued)*

**15:00 – 15:15**      **COFFEE BREAK**

**15:15 – 17:00**      **APEF PORTAL REVIEW: FUNCTIONALITY AND THE USER INTERFACE**  
A successful web portal requires a design that combines the desired functionality with a positive user experience. This session will focus on gaining feedback on the functionality offered by the portal as well as the design of the user interface. Specific topics include data visualization, policy search and display, information architecture, and export options.

Outputs from this session include recommendations on additional functionality requirements, improved information architectures, and an enhanced user interface.

*Presentation: "Overview of APEF Portal Functionality"*

*Presentation: "Overview of APEF Portal Design Objectives and Preliminary User Feedback"*

**17:00 – 18:00**      **COCKTAIL RECEPTION**

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**MORNING SESSION**

**09:00 – 09:15**      **RECAP OF PREVIOUS DAY**

**09:15 – 10:30**      **APEF PORTAL REVIEW: SCOPE OF CONTENT**

This session will focus on reviewing the current APEF portal scope of content and soliciting expert inputs and feedback. Discussion will focus around identifying gaps, ensuring focus remains on the content of the APEF outcome documents, challenges of incorporating data and information from various sources, and emerging data requirements.

Outputs from this include recommendations on improving the scope of data and policy information included within the APEF portal.

*Presentation: "Overview of Portal Content and its Selection"*

**10:30 – 10:45**      **COFFEE BREAK**

**10:45 – 12:00**      **DATA AND POLICY INFORMATION COLLECTION AND MANAGEMENT**

Fundamental to the establishment and ongoing sustainability of the web portal is the system for collecting and managing data and information. To develop this system, several considerations need to be made regarding the mechanism for establishing information networks, gathering initial inputs, and updating on a regular basis. Example issues to be covered during this session include data selection criteria, bridging language and information availability barriers, update schedules, and minimization of maintenance through effective web portal design.

Outputs from this session include recommendations on effective information sourcing and management.

**12:00 – 13:30**      **LUNCH**

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**AFTERNOON SESSION**

**13:30 – 15:00**      **SUSTAINABILITY CONSIDERATIONS**

This session will focus on planning for the ongoing maintenance and improvement of the APEF portal so that it can function as a valuable information platform over the long term. Inputs from experts will be requested on the following topic areas:

- Assessing effectiveness
- Strategies for maintaining and strengthening partner and information networks
- Meeting financial and human resource requirements

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Outputs from this session include recommendations to ensure the APEF Portal's ongoing effectiveness and sustainability.

15:00 – 15:15

**COFFEE BREAK**

15:15 – 16:45

**APEF PORTAL: POTENTIAL LINKAGES AND PARTNERSHIPS**

Feedback will be sought policymakers and experts on strategies for developing information networks and partnerships. Discussion will focus on the linkages that could be created between ESCAP and others to enable the APEF portal and knowledge products to better serve member States and development stakeholders.

Outputs from this session include recommendations on specific institutional linkages and partnerships that could be established to help align regional efforts in supporting energy development stakeholders.

*Presentation: "Networks and partnerships to support the APEF Portal"*

16:45 – 17:00

**Closing Remarks**

预览已结束，完整报告链接和二维码如下：

[https://www.yunbaogao.cn/report/index?reportId=5\\_5234](https://www.yunbaogao.cn/report/index?reportId=5_5234)

