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NATIONAL ACADEMY OF SCIENCES  
NATIONAL RESEARCH COUNCIL  
2101 Constitution Avenue Washington, D.C. 20418 USA

COMMISSION ON INTERNATIONAL RELATIONS

Cable Address: NARECO  
TWX #: 7108 22 9589

February 7, 1980

Dr. Eric Melby  
Office of Energy  
Room 306, SA-18  
Agency for International Development  
Department of State  
Washington, D.C. 20523

Dear Eric:

I am writing to make the quarterly report required under your grant AID/DSAN-G-0190 to the National Academy of Sciences to organize and hold a workshop on energy assessment methodologies. This report, the second submitted under the grant, covers the period December 1979 through February 1980.

Since the last report, a steering committee for the workshop was appointed, consisting of the following persons:

Philip Palmedo (Chairman)  
President, Energy/Development International

Ramesh Bhatia  
Visiting Professor, Harvard University

Lawrence Ervin  
Director, Programs & Evaluation, al Dir'iyyah Institute

Thomas Long  
Professor, University of Chicago

Marianne Millar  
Argonne National Laboratories

Robert Nathans  
Director, The Institute for Energy Research

Anthony Pryor  
Visiting Research Fellow, The Rockefeller Foundation

Dr. Eric Melby  
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February 7, 1980

The steering committee met in Washington, D.C. on December 19, 1979 to discuss the format and agenda of the workshop. At the request of the committee, the title of the workshop was changed to "Workshop on Energy Survey Methodologies," since it was felt that the change more accurately reflected the purposes of the meeting.

Throughout November and December, the process of identifying and inviting participants was in process. Members of the BOSTID staff personally visited the AID officer responsible for energy matters in each regional bureau in order to solicit their suggestions on possible participants. Many suggestions came from your office and from the steering committee. In addition we consulted widely with other persons knowledgeable about energy-related problems in developing countries.

Another significant preparatory activity during this period was the identification and commissioning of background papers for the workshop. For the opening plenary sessions, three overview papers were commissioned, along with four papers on energy and energy survey problems in specific developing countries. Five papers were also commissioned for use in the sectoral working group discussions.

The workshop was held as planned, January 21-25, 1980 at the Hilton Inn, Jekyll Island, Georgia. Only three of the invited participants or observers were unable to attend. A total of 65 participants and observers were present (plus seven members of the AID staff), 22 of whom were from developing countries.

As a general comment, the workshop proceeded smoothly and according to the planned agenda. The participants worked hard and produced draft reports for working groups in the sectoral areas -- urban, rural, transportation and industry. A proceedings of the workshop will now be prepared that will incorporate the working group reports, overall conclusions and recommendations, and the background papers, or selected excerpts.

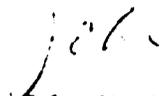
Six members of the BOSTID staff have been active in the preparation and operation of the workshop, including Tresa Bass, Wendy White, Griffin Shay, Herta Hanu, Alice Simon, and me. I want to note the outstanding work of my colleagues and of Philip Palmedo and the other members of the steering committee in organizing and arranging the workshop. As you know the time available for planning and preparation was relatively short, and thus we were greatly pleased by the active interest and cooperation we found from your office and from the community of institutions and individuals concerned with energy and development problems.

Dr. Eric Melby  
Page 2  
February 7, 1980

Enclosed with this report are various working papers that may be of interest, including:

- my January 4, 1980 memorandum to participants on the status of the workshop;
- my January 18, 1980 memorandum to steering committee members concerning the four working groups;
- the workshop agenda;
- the workshop participant list.

Sincerely yours,

  
John Hurley

Enclosures

# NATIONAL ACADEMY OF SCIENCES

## NATIONAL RESEARCH COUNCIL

2101 Constitution Avenue Washington, D.C. 20418 USA

### COMMISSION ON INTERNATIONAL RELATIONS

Cable Address: NARECO

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January 4, 1980

#### MEMORANDUM

TO: Participants, NAS Workshop on Energy Survey  
Methodologies in Developing Countries

FROM: John Hurley, NAS

SUBJECT: Status Report on Workshop

Enclosed are two documents pertaining to the workshop: 1) an agenda, and 2) a participant list. Minor modifications may be made in both, but no substantial changes will occur. Also enclosed for your information is a description of the programs of this office of the NAS.

At the recommendation of our workshop steering committee, you will note a slight change in the title of the meeting from "Workshop on Energy Assessment Methodologies" to "Workshop on Energy Survey Methodologies." We feel that the change more accurately reflects the emphasis and objectives of the meeting as outlined in the workshop description you received earlier. The focus will be on approaches to the collection of energy-related information, which is one aspect of the broader assessment process. Our discussions will, of course, consider the process of information collection in the context of its relationship to planning and policy needs.

Please bear in mind our intention that the workshop should feature lively and informal discussion rather than a long series of paper presentations. True enough, several papers have been commissioned for the meeting. We hope that they will be lively springboards for discussion, however, and are requesting the authors to present the highlights and to be prepared for questions and other points of view.

The workshop participants represent a wide range of experience with many interesting and important projects. It would be easy to devote all our time to "show and tell" sessions, in which everyone simply described their work in detail. This is a temptation we need to resist, however, in order to share ideas on what has been learned from projects and to reach conclusions on ways in which energy survey work can be strengthened. The workshop chairman and the leaders of the four working groups will suggest certain objectives toward which the various sessions will point.

Since Jekyll Island is the sort of place where evening diversions are relatively few, we hope that there can be a considerable amount of informal, sociable exchange of ideas and experience after the day's sessions are finished. It may also be useful to organize one or two informal evening presentations on interesting concepts or work that can't be covered in detail in the working groups.

The structure for a meeting on a topic as complex as this one necessarily involves a degree of arbitrary organization. Although we feel that there are important issues and techniques that bear discussion in separate working groups, it is clear that there are many important cross-cutting considerations where integration is needed. We hope that these broader issues will be considered in plenary sessions on the final day and a half, in informal evening discussions, and that the working groups themselves will exchange views when they feel it will be useful.

The physical product of the workshop will be a proceedings which will include overall conclusions and recommendations plus those of the working groups, and selected background papers or excerpts from them. The proceedings will be prepared with guidance from the workshop steering committee.

Finally, here are several administrative reminders:

Travel - If you have not yet sent us your arrival and departure times, please cable or call Tresa Bass at 202/389-6521 with this information. The ground transportation from Jacksonville to Jekyll Island and room reservations require advance planning.

When you arrive at Jacksonville airport, the NAS staff will meet you in the baggage claim area. Look for someone with a sign that says "NAS Workshop."

Biodata/Work Description - We hope to have brief biographical statements and description of energy-related work experience from participants. You will want to know more about the other participants and they will be curious about you. If your name, affiliation, address, or phone numbers are incorrect on the enclosed participant list, please inform us promptly so that a corrected version can be prepared prior to the meeting.

Working Groups - Have you informed us which working group you prefer to join?

Equipment - Each working group will have access to a typewriter. A slide projector will be available. A Copy machine will be available, but with limited volume. If you wish to have something copied and made available to other participants, it would be extremely helpful to discuss this with us before the workshop.

Some secretarial support will be available at the meeting, but working group participants should plan to write legibly or to type out their own rough drafts.

Attachments

NATIONAL ACADEMY OF SCIENCES  
NATIONAL RESEARCH COUNCIL  
2101 Constitution Avenue Washington, D.C. 20418 USA

COMMISSION ON INTERNATIONAL RELATIONS

Cable Address: NARECO  
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January 18, 1980

TO: Steering Committee  
Workshop on Energy Survey Methodologies in  
Developing Countries

FROM: John Hurley, NAS *JH*

SUBJECT: Comments on the Working Groups

It may be useful to supplement earlier discussions and correspondence with a few comments on the operation and objectives of the four working groups..

Agenda - Working group chairmen have some flexibility about the agenda. Although we have suggested certain hours, innovation is not discouraged.

If your group wants to award itself a Wednesday-morning break for sightseeing or relaxation, for example, and work on Wednesday night instead, this should cause no difficulties. Just let the staff know so that the meeting room will be open. Some groups will be likely to finish their work before others; if you feel that you have fulfilled your task by 3:00 p.m. on Wednesday, don't feel compelled to fill time and space until 5:00 p.m.

Similarly, a group may decide that it would be useful to interact for a couple of hours with another working group, or you may wish to invite one person from another group to speak to a certain issue. The two chairmen should work out such arrangements.

Format - We have made suggestions on the general format that the working groups might follow, but again this may be modified.

Certainly, however, each chairman will want to open the first session with comments on what seem to be the priority objectives of the group, and how the work of the group might proceed in that direction.

Next, the groups probably should spend some time on self-introduction. For a big group like the rural one, this will take some time, even if members speak about their work and interests for only two or three minutes each. It seems important that the group chairmen not let these introductions turn into long speeches.

Each group has a background paper that will be presented orally, and is intended to stimulate discussion. (Besides the first background paper, the rural and urban groups have a second paper on household energy use — presented in one group by Elizabeth Cecelski, in the other by Joy Dunkerly.) The group chairman and the author should get together in advance and decide about how long the paper presentation should take — summary presentations seem in order, rather than a full reading.

Chairmen should then proceed as they think best. Some may wish to ask several group members to respond to the papers as discussants. Some may wish to outline a number of issues to be addressed by the whole group in discussion. Some may wish to ask specific group members to continue the discussion by describing what has been learned in a specific, related project, etc.

Broad Objectives - The broad objectives of the working groups are at least two:

1. to share the lessons that have been learned in doing surveys in developing countries; and
2. to suggest how survey work in developing countries might be improved with respect to the particular area being considered.

The product of the working group will be a brief report that summarizes the observations, conclusions, and recommendations that the group wishes to make. These reports should be reasonably succinct — perhaps not exceeding ten to twelve pages. Chairmen may find it useful at some point in the discussions — perhaps fairly early, to discuss a draft outline of the report with the group, and to assign drafting responsibility for various sections to

particular group members. As an aid in coordinating the brief report, each chairman probably will want to ask someone in the group to serve as rapporteur. A BOSTID staff member also is assigned to each working group.

Content of Reports - This memorandum is not the place to suggest the content of each working group report. Some major points that might be considered, however, include the following:

- need for surveys - Is there a good case for doing surveys in most developing countries? If so, is the need generally understood at appropriate levels of government, and is an adequate level of work underway in many developing countries?
- survey design and operation - What should be said about how surveys can be usefully linked to broad national needs and the planning process? What sorts of people are needed to plan and carry out surveys? What kinds of institutions or agencies need to be involved in surveys? How can existing skills and information be used? Are there useful lessons that have been learned about sample selection, the survey techniques used, data analysis, costs? Are there good examples of surveys that have been carried out for this particular area?
- institutional and personnel needs - What has experience shown about effective and ineffective institutional relationships in a country with regard to the operation of surveys and the analysis and use of the resulting information? What are some of the immediate and long-range requirements for trained personnel for survey work and related analysis and planning?
- cooperative activities - Are there good possibilities for transferring survey design and operational experience from one country to another? Can model surveys be designed that might be easily adapted to a number of countries? Are there advantages to be gained in trying to develop comparability in survey techniques used in different countries? Are there useful collaborative relationships among institutions in different countries that ought to be encouraged, and are there interesting real examples?
- technical assistance - Are there particular areas of need in survey work in which technical assistance can be especially effective and helpful? If so, what are they and how might they best be addressed? Is there any useful estimate of the magnitude of technical assistance needs in terms of money, training, provision of expertise, etc.?

And others.

The context that should be kept in mind for the working group discussions is that we are charged with looking principally at surveys in relation to developing countries, that we should deal with surveys in a practical manner related to human needs and national planning, and that the proceedings of the workshop probably will be of greatest use to administrators of AID or other technical assistance agencies, and to officials of agencies in developing countries concerned with a broad range of energy-related issues. We are not in any sense attempting to prepare a technical manual for highly specialized people. We are especially focussing on surveys related to energy use and to information not readily available in local or national statistics.

Working Group Presentations - Plenary sessions are scheduled on Thursday and Friday so that each working group can share the flavor of its discussions with the others. (Because of the size of the rural group, it has more time allotted than other groups.) From these presentations will come, we anticipate, a sense of general conclusions and priorities that apply broadly.

The chairman or rapporteur of each group should be prepared to present or summarize the group report. In addition, we would like to have each group select one or two or three people, depending on your estimate of available time, to make brief presentations about existing work in your topical area that is illustrative or particularly interesting. Or brief presentations could be made by members to elaborate important concepts or issues made in the summary report.

Proceedings - The ultimate written product of the workshop will be a proceedings that will be distributed to appropriate institutions in developing countries and the U.S. and other industrialized countries. The proceedings will contain necessary background and introductory material, reports of the working groups, overall conclusions and recommendations, and background papers or excerpts. The proceedings, which will be ready several months after the workshop, will be prepared in consultation with the steering committee.

Mechanics - Copy facilities are available for our use at the hotel (no collator), plus six typewriters. Our staff support includes two secretaries, so a reasonable but not unlimited level of typing help is available.

Steering Committee

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January 18, 1980

Ideally, each working group will have a draft of its summary report typed and copied by the time of its plenary presentation. The staff is prepared to help you with evening work, when needed.

Steering Committee Meeting - The steering committee will get together briefly on Sunday evening the 20th. (Probably around 9:00 p.m. because of arrival schedules.) We'll try to keep this session on the order of a half hour. Another session might be useful on Tuesday evening -- perhaps around dinner time -- to compare notes after the first day of working group sessions. Whether a final meeting is needed will be at the discretion of Phil Palmedo.

After the staff has a chance to prepare a draft version of the workshop proceedings, we will circulate it and decide whether it will be useful to have a one-day meeting to review the material. Such a meeting probably would not come before late March.

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NATIONAL RESEARCH COUNCIL  
2101 Constitution Avenue Washington, D.C. 20418 USA

COMMISSION ON INTERNATIONAL RELATIONS

Cable Address: NARECO

TWX #: 7100 22 0500

WORKSHOP ON ENERGY SURVEY METHODOLOGIES  
IN DEVELOPING COUNTRIES

January 21-25, 1980

Agenda

Monday, January 21 - Plenary

9:00 a.m.	Welcome - John Hurley, NAS
	Opening Remarks - Workshop Chairman, Philip Palmedo
	Overview on Energy Problems and Information Needs in Developing Countries - Lincoln Gordon
	Energy Problems and Information Needs in Specific Countries:
	Bangladesh - M. Nurul Islam
	Jamaica - W. R. Ashby
	Kenya - O. Mbeche
	Philippines - Fernando Manibog
	Discussion
12:30	Lunch
2:00 p.m.	Overview on Use of Surveys in Developing Countries - Mary Elmendorf

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\* Titles of presentations are descriptive and not those of the authors.

Monday, January 21 - Plenary (Contd.)

Comments on the Role of Women in Energy Use  
in Developing Countries and Some Implications  
for Information Collection - Irene Tinker

Comments by four panel discussants (to be  
named in final agenda)

Discussion

5:00 p.m.

Adjourn

Tuesday, January 22

9:00 a.m.

Simultaneous Meetings of Four Working Groups:

Rural Group - chaired by Ramesh Bhatia  
Urban Group - chaired by Robert Nathans  
Industry Group - chaired by Thomas Long  
Transportation Group - Marianne Millar

Agenda for Working Groups:

- Opening Comments by Chairperson
- Presentation of Discussion Papers:

Rural Group - Russell Delucia  
Urban Group - Emmanuel Mbi  
Household Surveys (for both rural and  
urban groups) - Elizabeth Cecelski  
& Joy Dunkerly  
Industry Group - Wesley Foell  
Transportation - Anthony Tomazinis

- Brief comments by group participants on  
relevant aspects of their work and  
lessons learned

12:30

Lunch

2:00 - 5:00 p.m.

Discussion in Working Groups



# NATIONAL ACADEMY OF SCIENCES

## NATIONAL RESEARCH COUNCIL

2101 Constitution Avenue Washington, D.C. 20418 USA

COMMISSION ON INTERNATIONAL RELATIONS

January 3, 1980

Cable Address: NARECO

TWX #: 7108 22 9589

### INTERNATIONAL WORKSHOP ON ENERGY SURVEY METHODOLOGIES

January 21 - 25, 1980  
Jekyll Island Hilton Inn  
Jekyll Island, Georgia

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