



ANNUAL REPORT

2014



Contents

- Overview 3
- 1. Introduction 3
 - 1.1 Vision and approach
 - 1.2 Scope of the report
- Energypedia’s offer 4
- 2. Fighting energy poverty through knowledge exchange 5
 - 2.1 The social problem – energy poverty and development
 - 2.2 Solution attempts made to date
 - 2.3 The solution – connecting people and knowledge
- 3. Resources, Work performed and Results during the Reporting Period 9
 - 3.1 Resources used (input)
 - 3.2 Work performed (output)
 - 3.3 Results achieved (outcome/impact)
 - 3.5 Provisions taken for the accompanying evaluation and quality assurance
 - 3.6 Previous year comparison: Objectives achieved, learning experience and success
- 4. Planning and Forecast 14
 - 4.1 Planning and targets
 - 4.2 Influence factors: chances and risks
- 5. Organisational Structure and Team 15
 - 5.1 Organisational structure
 - 5.2 Introduction of the participating individuals
 - 5.3 Partnerships, cooperations and networks
- The Organisation 18
- 6. Organisational profile 18
 - 6.1 General information about the organisation
 - 6.2 Governance of the organisation
 - 6.3 Ownership structure, memberships and associated organisations
 - 6.4 Environmental and social profile
- 7. Finance and Accounting Practices 21
 - 7.1 Bookkeeping and accounting
 - 7.2 Financial situation and planning
 - 7.3 Activities and Balance Sheet for 2014: Audited Information
- Imprint 24

Overview

1. Introduction

Energypedia UG hosts 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 2014, energypedia.info has proven to be a key place to share experiences about the application of clean, sustainable and renewable energy and energy efficiency in developing countries. With 2291 articles contributed by a growing community of more than 4170 registered users as of December 2014, it is clear that our outreach is 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 that addresses the question of how universal and sustainable energy access for all can be achieved.

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 reports on all activities carried out by nonprofit energypedia UG (haftungsbeschränkt) and its results achieved in 2014.
Reporting period and reporting cycle	Reporting period is the calendar year 2014, thus from the 1 st of January to December 31.
Application of SRS	<p>This is the first time energypedia uses the Social Reporting Standard (SRS). The report is based on the SRS version 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 (Robert.heine@energypedia.info)

Energypedia's offer

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. Small and medium-sized enterprises as well as public facilities 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. 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 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 21st century, as highlighted by the United Nations (UN). With the UN declaring the Decade of Sustainable Energy for All 2014-2024 the problem is now 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 for individuals or even other organizations to access. 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

Up to now there has been little effort made in sharing knowledge about renewable energy and energy efficiency in the development context. Besides conferences or workshops organized by implementing organizations, donors or UN initiatives there is little possibility for practitioners, experts and scientists to exchange experience, new findings and lessons learnt on promoting 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 how universal and sustainable energy access for all can be achieved.












Through hosting the platform 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 is a wiki platform offering free access to expert information on renewables in developing countries. All content on energypedia is open source, meaning it can be used freely unless author and source are mentioned.

While visitors can only read, every registered user can easily create, modify and share content by making it directly 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 does 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 in portals, serving as an entry point to the interested readers. A wide range of topics is covered, i.e. from solar energy to hydro, biogas, improved cooking, impacts, and country-related information.

As of end 2014 the following portals were online:

					
Solar	Improved Cooking	Bioenergy (with sub portals bio-gas, solid biomass and biofuels)	Hydro	Grid	
					
Wind	Mobility	Countries	Impacts	Productive Use	Finance & Funding

Further highlights include: Pico PV database, Cooking Energy Compendium, International Fuel Prices and Renewable Energy Project Resource Center.

Highlights

			
RE & EE Project Resource Center	Pico PV Database	Cooking Manual	Fuel Prices

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/fdl.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. This includes not only providing the technical infrastructure and further IT development or handling the whole registration process of users, it 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 them 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. And 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 three years we have continuously grown, both in terms of content and 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 expect to make people who are active in the sector, 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 the best way and to exchange their knowledge and experience with other energy experts / academics / stakeholders.

The assumption behind is that once people start sharing their knowledge, they can learn from each other both in terms of 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 within organizations, workshops or conferences.

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

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 www.energypedia.info:</p> <ul style="list-style-type: none"> • Registration of new users 	<p>Energypedia is well known and used by target groups:</p> <ul style="list-style-type: none"> • Number of unique visitors of the platform increases 	<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"> • Answering questions of users 	<ul style="list-style-type: none"> • Number of registered users increases 	<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"> • Supporting users and giving feedback to articles • Solving IT problems • Wiki gardening (restructuring, tagging, quality control) • Webinars and trainings on how to use energypedia (online, skype, telephone, emails) <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</p> <p>Provide 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> <p>Building-up 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</p>	<ul style="list-style-type: none"> • Number of cooperation increases • Publications and articles referring to energypedia as a source of information <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>	

3. Resources, Work performed and Results during the Reporting Period

3.1 RESOURCES USED (INPUT)

In 2014, we incurred personnel expenses of 72, 580, 51 Euros and operating costs of 43, 868, 90 Euros (contracted services, office rent, bookkeeping, travel costs, etc.). We have not only 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 lots of content to the platform and to our newsletter. 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.energypedia.info

- Technical hosting and maintenance of the platform
- Launching of a new „toolbar“, for making it easier for authors to write articles
- We handled the registration process of 1145 new users, thus, on average, each working day 4,6 people registered successfully
- We answered questions of registered users and visitors - be it on how to use the platform or on renewable energy technological issues
- We gave constant support to our users in writing, uploading and linking content (mainly via skype)
- We gave feedback to articles written by our community
- Constant wiki gardening was carried out to keep quality of contents high and to improve accessibility of articles. This included structural changes of the country energy situation portal pages and tagging / categorization of untagged or insufficient tagged articles and PDFs. Furthermore, outdated articles were identified, deleted or updated, in accordance with the original authors of those articles.
- Together with Leonardo Energy, a platform for free education and training for energy professionals, we offered a webinar about energypedia.
- In line with our commitment to expand our content and promote interactions, energypedia launched two new portals: the Powering Agriculture portal and the Community portal. The Powering Agriculture portal provides information on how more food could be produced with less energy, how energy use can be more efficient, and how more clean energy technologies can be applied. The Community portal is a central hub that contains information and resources for the energypedia community to collaborate, discuss topics, stay in touch with international colleagues, and keep up to date on recent statistics and activities carried out on energypedia.
- Own research and writing and dissemination of articles, event notes, and other content on renewables and energy efficiency in developing countries.

Participation at national and international events

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

- European Biomass Conference & Exhibition
- International Conference on Solar Energy Technology in Development Cooperation

- Off Grid Power Forum
- EU Sustainable Energy Week 2014
- Symposium Innovating Energy Access for Remote Areas: Discovering Untapped Resources

Performed activities included holding presentations, having a booth in the exhibition center and networking.

Provide target groups with relevant news

In 2014, we intensified our social media engagement (facebook, twitter, linked-In) for spreading news about energypedia, promoting knowledge and experience exchange and to spread also 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, event, jobs, etc.

Cooperation / Conference documentation

In 2014, we cooperated with the following organizations to document their conference on energypedia.info in order to promote knowledge and experience exchange as well as research on energy issues in developing countries:

- Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) / Indo-German Energy Programme Renewable Energy Component (IGEN-RE): energypedia supported IGEN-RE with the documentation of the [India Clean Cookstove Forum 2014](#) on energypedia. The Forum brought over 200 people - practitioners, project developers, investors, banks, re-searchers, civil society, social enterprises, government representatives, and donors together for two days of discussions to map next steps to tackle the challenges hindering the large-scale adoption of improved cookstoves (ICS) and fuels in India.
- Bundesverband für Solarwirtschaft: documentation of the [Off-Grid Power Forum](#) at the InterSolar 2014 in Munic on energypedia.info.
- University of Berkely / TU Berlin / Promotionskolleg Mikro-Energiesysteme: attendance and documentation of the Symposium [Innovating Energy Access for Remote Areas: Discovering Untapped Resources](#).
- Deutsches Institut für Entwicklungspolitik / Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ): documentation of the international [Sustainable Energy for Food Symposium](#). Experts in science, business, civil society and development cooperation who work in the energy or food sector discussed challenges and solutions for sustainable energy use in the agriculture and food industry.

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

3.3 RESULTS ACHIEVED (OUTCOME/IMPACT)

All in all, 2014 was a year of growth, both in terms of content and people accessing energypedia.

While the number of articles doubled, the number of unique visitors per month steadily increased from more than 14,500 in January to over 30,000 in December 2014, leading to 23,200 unique monthly visitors on average. We thus can assume that our efforts in reaching more people as well as getting more registered users and authors were successful.

Key Figures	2012	2013	2014
Registered Users	2,216	3,029	4,174
Unique Visitors*	8,612	15,471	23,220
Active users**	33	34	38
Visits	135,775	228,034	347,167
Articles***	771	1,138	2,291
Page Edits	55,126	68,126	93,110
Page Views	352,376	480,365	716,831
Files	2,927	3,675	4,994
Downloads	13,257	25,671	48,880

* Unique visitors per month on average. Unique visitors are counted only once even when visiting energypedia more times per month.

** Active users per month on average. Active users are all users that performed any kind of activity.

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

Beside this statistical information we still know relatively little about our impact on non-registered and registered users, how they use energypedia and what they really take out of it. Not to mention the impacts on our indirect target groups. Even though we receive positive feedback of single users, for an Internet platform it is relatively difficult to assess its impacts on direct and indirect target groups beside this anecdotal evidence.

3.5 PROVISIONS TAKEN FOR THE ACCOMPANYING EVALUATION AND QUALITY ASSURANCE

Evaluation and quality assurance within energypedia has several facets.

On 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 software inherent wiki statistics the number of regis-

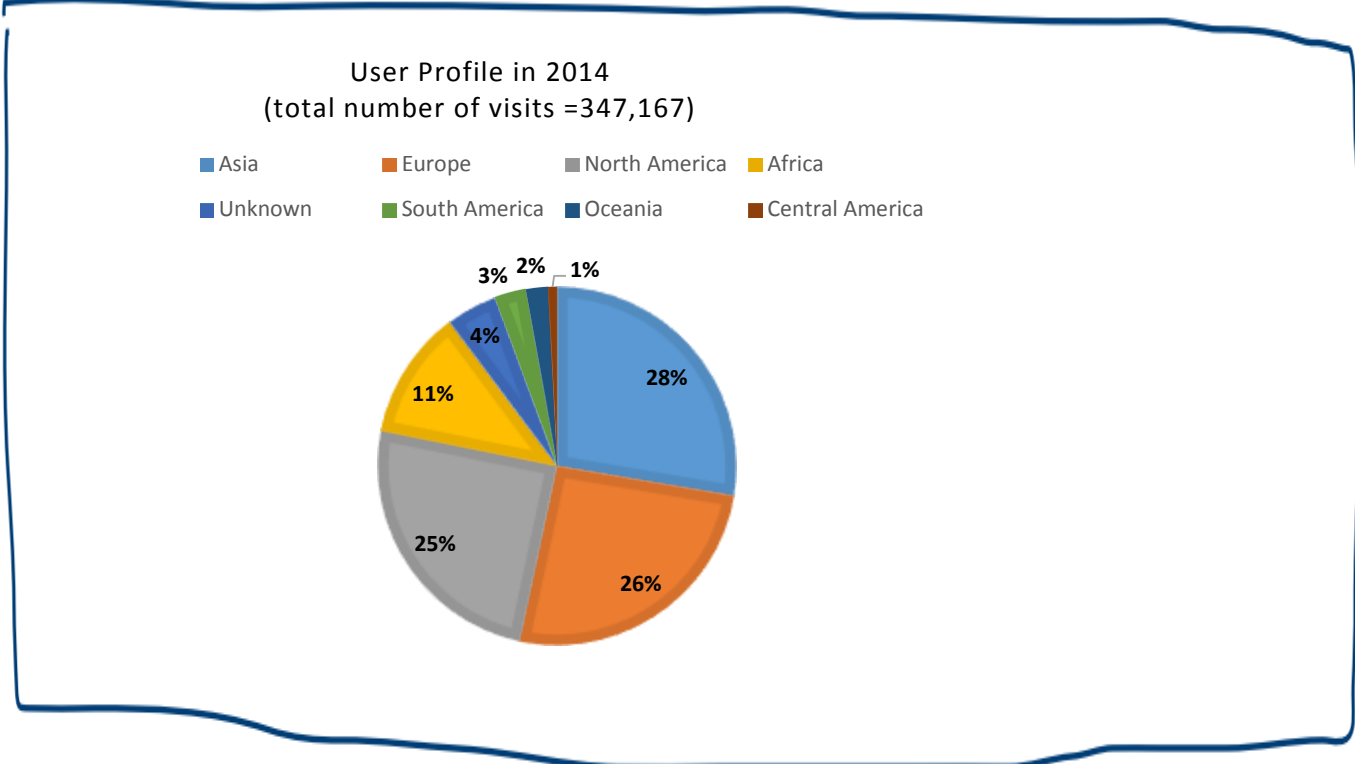
tered users and active users as well as the number of content pages are collected. These data are analyzed monthly.

When it comes to 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, are not commercial advertisement pieces, and we give authors and editors any support they need to make the best of their article. We don't want to judge on the content of their articles as we assume they are the experts on the specific topic they are writing about. On the other hand, we follow the wiki philosophy that registered users can edit whatever they want. So we try to encourage our community to do also 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

Our targets for 2014 included the following points:

- Increase participation of users from around the world and encourage them to become active contributors of knowledge
 - The number of registered users raised for more than 1000 people compared to 2013. The number of people active per month varied between 29 and 48, leading to a monthly average of 38 active people in 2014 (2013:34).
- Increasing the numbers of Global South users
 - While in 2013 around 75% of all visitors of energypedia came from North America and Europa this number decreased to 54% in 2014. Compared to the previous year the numbers of visits from Asia more than doubled and those from Africa almost tripled. The increasing number of visitors from Asia and Africa are encouraging.
 - Regarding our registered users, we don't have any statistics where they are coming from as our monitoring system cannot deliver this information. For getting this valuable information in an easy way our registration form needs to be adapted in future.



- Increase the number of articles on offer
 - The number of articles more than doubled in 2014.
- Improve the quality of articles by encouraging users to review articles
 - The number of edits raised from 68,126 in 2013 to 93,110 in 2014. However, the quality of these edits and the consequent quality improvement of the articles cannot be judged.
- Increase the reach by connecting with other knowledge platforms
 - First contacts have been made with the climate knowledge broker group, an alliance of knowledge brokers specializing in climate and development information.
- Strengthen cooperation with other organizations and expert communities
 - Beside our already running cooperation with several organizations we established some more during 2014, especially in form of so-called media cooperation where we offered spreading the news or online documentation of conferences and in return were named as cooperation media partners or could give presentations. This way we were able to reach new audiences for promoting knowledge exchange on renewables, energy efficiency and energy access in developing countries. Read also chapters 3.2. and 5.3.
- Expand fundraising activities
 - We approached 40 selected German companies from wind, solar, biogas sectors and informed them about energypedia.
 - We implemented a 5-week long banner campaign and called for donations via our newsletter and facebook.
 - Participating in www.boost-project.com allows generating donations for energypedia by online shopping (in Germany only).
 - Applications for the Elinor Ostrom Award and Zayed Future Energy Prize were not successful. Successful application for Google Ad Grants.

Learning experience

We still face the problem that we know relatively little about our registered users. Even though they give us some information during the registration process we don't have the technological possibilities to collect that data in a structured way to be able to get a better understanding of them. From which countries they are coming from? What are their expectations and are they met? What can encourage them to become active users contributing their knowledge and experience to energypedia? We definitively need to work on this, be it in form of another IT solution for our registration form or in form of a user survey.

We also noticed that many users are hesitating to edit and change already existing content. There seems to be the fear of "destroying" a page by doing something wrong. In a wiki, however, there is always the possibility to undo actions and to restore content. That's something we need to communicate to our community.

4. Planning and Forecast

4.1 PLANNING AND TARGETS

For 2015 we set the following targets:

- To know more about our visitors and community (e.g.: where are they coming from, what is their motivation to use and contribute to energypedia?)
- Increase our unique visitors from 23,000 to 30,000 per month on average
- Increase the participation of users from around the world and encourage them to become active contributors of knowledge
- Create help videos for using energypedia
- Align with other knowledge platforms
- Secure funding beyond 2015
- Make the platform even more user friendly
- Expand the offer of energypedia 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. It is also envisaged to involve the energypedia community in this project.

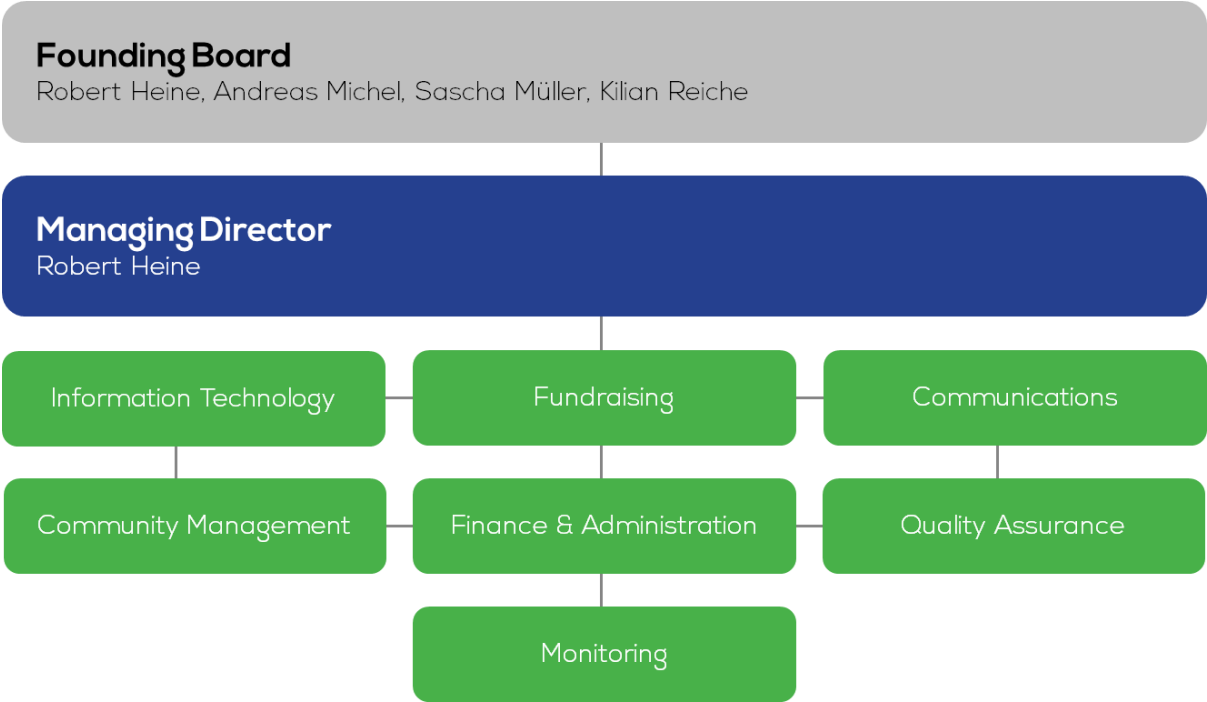
4.2 INFLUENCE FACTORS: CHANCES AND RISKS

Energy access, renewables and energy efficiency are still very prominent on the international agenda. So the interest in our topics and information services are very high. This is also proved by steadily growing visitor and user numbers. At the same time however, knowledge exchange is not a “sexy” topic, which donors or other stakeholders are eager to finance. So raising funds is and probably will remain one of our biggest challenges.



5. Organisational Structure and Team





5.1 ORGANISATIONAL STRUCTURE

Energypedia nonprofit UG (haftungsbeschränkt), consists of a young and committed group of founding partners and team members. It was founded in 2011 by four shareholders: Andreas Michel, Sascha Müller, Kilian Reiche and Robert Heine. Since 2012 it is operating the platform energypedia.info. For more information on the organization profile see chapter 6 of this report. In 2014, energypedia UG had 4 employees (part-time and full-time) and two freelancers. The illustration shows the different sections or task areas.



5.2 INTRODUCTION OF THE PARTICIPATING INDIVIDUALS

	<p>Ranisha Basnet joined energypedia in spring 2014 as intern and then became trainee. She supported community management, took over responsibilities in public relations and when team colleague Fungai Sandamu left she took over all her tasks.</p>
	<p>Lisa Feldmann is on maternity leave.</p>

	<p>Robert Heine is managing director of energypedia. Being one of the developers of energypedia within GIZ he later became founding shareholder when energypedia was established as an independent organization. In 2013, he became managing director on a freelance basis. His main responsibilities are finance and administration as well as information technology.</p>
	<p>Benjamin Rebenich is part of energypedia since its beginnings in 2012. He is responsible for fundraising.</p>
	<p>Fungai Sandamu joined energypedia in early 2013 and left in October 2014 to join the International Renewable Energy Agency (IRENA). She was mainly responsible for community management, taking care of all platform and user relevant issues. She furthermore accounted for monitoring and partnerships.</p>
	<p>Katharina Wiedemann is part of energypedia since its beginnings in 2012. She currently works on a freelance basis, being responsible for quality assurance.</p>

5.3 PARTNERSHIPS, COOPERATIONS AND NETWORKS

This year we focused on increasing the reach of the information we provide by partnering up with the following organizations:

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Energypedia works closely 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. Energypedia cooperates also with the Indo-German Energy Programme - Renewable Energy Component (IGENRE).

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' which they regularly update and expand.

Indo-German Energy Programme - Renewable Energy Component (IGEN-RE)

Energypedia supported IGEN-RE with the documentation of the India Clean Cookstove Forum 2014. See also chapter 3.2.

Microenergy Systems Research Group at the Technical University of Berlin

The Microenergy Systems Research Group at the Technical University of Berlin promotes research in the field of microenergy systems is a multi-disciplinary research group, that devotes itself to the analysis of the planning, the potential assessment, the design of products and services, the implementation, the use and the impacts of small scale energy systems in structurally weak areas.

Universidade Pedagógica, Maputo, Mozambique

The Universidade Pedagógica is one of Mozambique's principal universities. In partnership with the Universidade Pedagógica the "Energy Publication Database Mozambique" was created on energypedia. The database hosts more than 900 documents on energy issues in Mozambique.

Renewables Academy AG (RENAC)

The Renewables Academy AG (RENAC) is one of the leading international providers for renewable energy training and energy efficiency education. Energypedia cooperates with RENAC as a media partner.

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 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 and lessons learned, and more.

The Organisation

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 to 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">• address• phone• e-mail• website (URL)	Ludwig-Erhard-Straße 30-34 65760 Eschborn +49 (0)6196 20 29 722 info@energypedia.info www.energypedia.info
Link to Articles of Association (URL)	energypedia’s charter can be read here: https://energypedia.info/wiki/Energypedia_-_Charter
Registration <ul style="list-style-type: none">• court of registry	Frankfurt HRB 96064

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

Employee headcount (in brackets: Calculated as full-time equivalent)	2013	2014
Total number of workers	6 (2,2)	6 (2,5)*
thereof on full-time basis	5 (2)	5 (2,4)*
thereof on freelance basis	1 (0,2)	1 (0,1)
thereof on voluntary basis	0	0

*(One employee was the whole year 2014 on maternal leave and is not counted in the full-time equivalents)

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 50% of energypedia shares and thus has a voting power of 50%. For most decisions a simple majority is needed. However, 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 monthly 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 analyzed monthly and on 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 3500€ (50%), Andreas Michel 2000€ (28, 6%), Sascha Müller 1000€ (14, 3%), and Kilian Reiche 500€ (7, 1%).

Voting power: each Euro is equivalent to one vote.

The shareholders act on a voluntary basis. Basically, 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 financial annual 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

Until end of November 2014 energypedia held 100% 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. In November 2014 we sold 51% of these shares to Robert Heine. Energypedia now holds 49% of the shares in energypedia consult. Voting rights: 49%. Against a rent, energypedia is sharing its offices, office facilities and the servers 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 recycling 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 CO₂ 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 on the general electricity supply.

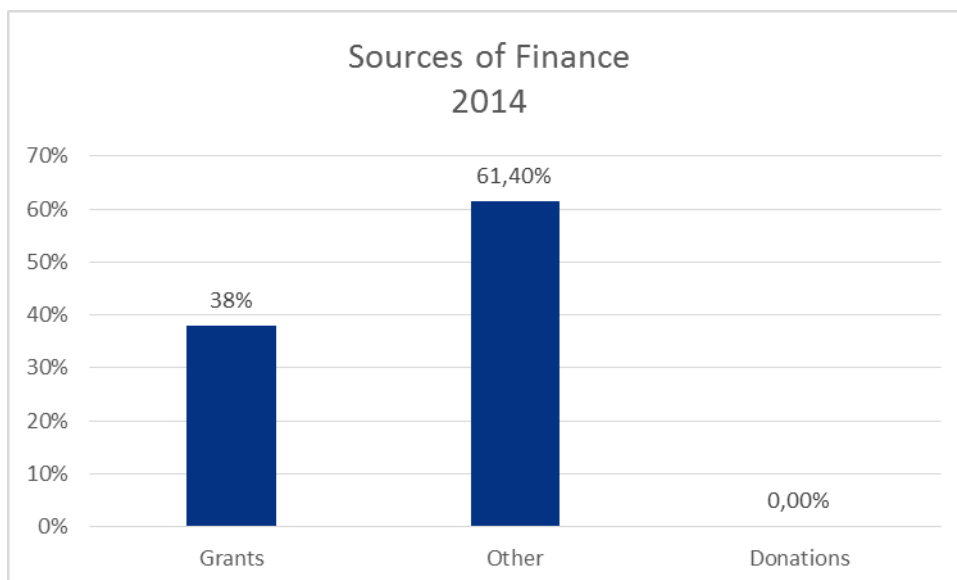
Energypedia considers itself a responsible organization also with regard to its employees. Our social profile entails:

- 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, Nepal, and Zimbabwe.

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 2014, energypedia had a total income of 130, 845, 86 Euros. We incurred expenses of 116, 449, 41 Euros.



Other includes earnings from business operations and shares in our affiliated company energypedia consult GmbH as well as disposal of assets.

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

Thanks to income from shares in our affiliated company energypedia consult and due to the selling of 51% of these shares to Robert Heine on the end of November 2014, we were not completely dependent on grants and donations to finance our work and services in 2014 and will have some budget for 2015. However, it remains crucial to increase the amount of donations and to also find more donors who are willing to give us grants in order to support knowledge and experience exchange on energy access in developing countries. Our plan for 2015 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.

7.3 ACTIVITIES AND BALANCE SHEET FOR 2014: AUDITED INFORMATION

Statement of Activities (all amounts in Euros)

Revenue	
Grants	50,000
Other revenues (business operations)	21,073,03
Revenues 19% turnover tax	5,000,00
Total revenue	76,073,03
Other Earnings	
Other ordinary earnings	335,00
Income from disposal of assets and added assets	22,950,00
Income from reversal of provisions for liabilities	156,82
Donations	444,59
Reimbursements	886,42
Total other earnings	24,772,83
Personnel Expenses	
Salaries and wages	62,841,74
Social contributions	9,738,77
Total personnel expenses	72,580,51
Depreciation	201,00
Operating Expenses	
Occupancy costs	14,818,64
Insurance and other contributions	1,638,84
Promotion and travel costs	2,128,83
Operating expenses	25,282,59
Other expenses	0,00
Total operating expenses	43,868,90
Earnings from shares in affiliated companies	30,000,00
Interest earnings	0,00
Interests paid	71,32
Result from ordinary operations	14,124,13
Taxes	1,850,67
Annual net income	12,273,46
Profit Carried Forward	8,585,09
Allocation to Reserves	8,636,97
Balance Sheet Profit	12,221,58

Balance Sheet (all amounts in Euros)

Assets	
Fixed assets	
Furniture and fittings	101,00
Shareholdings (49% energypedia consult)	980,00
Total fixed assets	1,081,00
Current Assets	
Liquid assets	45,956,20
Other Assets	6,855,99
Total current assets	52,812,19
Deferred expenses and accrued income	918,07
Total assets	54,811,26
Liabilities, owners equity and reserves	
Owners equity	
Capital stock	7.000,00
Retained profit	13,542,68
Balance sheet profit	12,221,58
Total owners equity	32,764,26
Reserves	
Accrued taxes	3,528,30
Other reserves	4,637,60
Liabilities	
Trade payables	1,815,18
Other liabilities	13,532,28
Deferred income and accrued expenses	348,82
Total liabilities, owners equity and reserves	54,811,26

Imprint

Published by

energypedia UG (haftungsbeschränkt)

Ludwig-Erhard-Str. 30-34

65760 Eschborn, Germany

Phone +49 6196 20 29 722

Email info@energypedia.info

Internet

www.energypedia.info

www.facebook.com/energypediawiki

<https://twitter.com/energypedia>

www.linkedin.com/company/energypedia

Managing director

Robert Heine

Place and date of publication

Eschborn, March 2016

Be a light
Be connected
Be part of energypedia

