

**International Energy Agency
Solar Heating & Cooling Programme**

TASK 24 SOLAR PROCUREMENT

EXPERTS MEETING

**Vejle, Denmark
30 September - 1 October 1999**

MINUTES OF MEETING

**Hans Westling
Promandat AB
Operating Agent**

International Energy Agency
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TASK 24 SOLAR PROCUREMENT

Minutes of Experts Meeting 30 September - 1 October 1999, Vejle, Denmark

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Hans Westling
18 October 1999

MINUTES OF TASK 24 "SOLAR PROCUREMENT" EXPERTS MEETING IN VEJLE, DENMARK, 30 SEPTEMBER - 1 OCTOBER 1999

1. INTRODUCTION AND PRESENTATION

1.1 Introduction

The Operating Agent Hans Westling welcomed the participants to the Task 24 Experts Meetings. Lotte Gramkow, Esbensen Consulting, welcomed all the participants to Denmark and Vejle and hoped that they could offer good conditions for a fruitful meeting.

1.2 Presentation of persons present

The participants are listed below. For further details and addresses please see the Task 24 Address List, [Appendix 1](#).

Gerald Van Decker, CANMET/National Resources Canada, Canada
 Klaus Ellehaug, Danish Technological Institute, Denmark
 Torben Esbensen, Esbensen Consultants A/S, Denmark
 Lotte Gramkow, Esbensen Consultants A/S, Denmark
 Hans Isaksson, K-Konsult AB, Sweden
 Flemming Kristensen, ENCON, Denmark (part of meeting)
 Peter Out, Ecofys, The Netherlands
 Iben Østergaard, Danish Technological Institute, Denmark
 Troels Kildemoes Møller, Kildemoes Solvarme, Denmark (part of meeting)
 Matti Nordenström, MAV, Sweden
 Markus Portmann, BMP Sanitär und Energie, Switzerland
 Bengt Ridell, Sydkraft-Sycon AB, Sweden (part of meeting)
 Christian Völlmin, SSES, Switzerland
 Jens Windeleff, Danish Energy Agency, Denmark (part of meeting)
 Adrie van de Water, Novem, The Netherlands
 Heimo Zinko, ZW Energiteknik AB, Sweden (part of meeting)
 Hans Westling, Operating Agent, Promandat AB, Sweden

2. APPROVAL OF AGENDA

A Preliminary Agenda dated 22 September 1999, Appendix 2, had been distributed in the Documentation for this meeting. This Agenda was approved by the participants.

3. MINUTES OF EXPERTS MEETING IN UTRECHT 4-5 MAY 1999

The Minutes were approved by the participating Experts.

4. PARTICIPATION PLANS

The representatives of the countries present expressed that the normal procedure for funding is that this is done per fiscal year.

The new Expert from *Switzerland*, Markus Portmann, was especially welcomed to the meeting. Hans Westling also informed that, according to a message he had just received from the Swiss Executive Committee representative Urs Wolfer, Switzerland has now officially signed a Letter of Participation, see Appendix 3.

Having recently become a new member of Task 24, Switzerland was given special time to present their preparatory activities. Christian Völlmin informed about the activities. A “kick-off-meeting” was held on August 31, Appendix 4, where most of the possible partners were present. Switzerland had been inspired by the other countries, Denmark in particular, to try to involve all stakeholders. As a start of the work, Switzerland sees possibilities to inform important buyers in Zug, Lausanne and the region of Basel, see Appendix 5. Further information will follow below under the presentations from the countries.

For *The Netherlands*, Maaike Fernhout will no longer work as a Task 24 Expert due to her other work assignments at Ecofys.

For the other countries, there were no changes in their Participation Plans.

5. SUBTASK A - PROCUREMENT AND MARKETING

5.1 Presentation of the work so far

The Subtask A Leader Peter Out gave an introduction of the work until now,

see [Appendix 6](#). It is especially important now to see to it that buyer groups are created and their interest kept alive during the preparations for the coming procurements. Of interest is also the classification of solar systems into small, medium and large projects, and the buyers' interest in the different classes. Their motivation to participate is also of interest. The "image" seems to be one of the most important factors, followed by the "business opportunities".

Peter Out also referred to the Agenda item about contacts with suppliers to be discussed later during the meeting.

Peter Out gave a summary of the situation as of the beginning of July and presented a summary of the meeting with buyers on 7 May 1999 in The Netherlands, [Appendix 7](#).

The different countries were then given the opportunity to present thorough information about their ongoing and planned activities.

5.2 Switzerland

Markus Portmann and Christian Völlmin informed about the Swiss activities. Projects have been identified and the planning of the work will now start together with the following buyer groups: Wasserwerke Zug, Service Industriel in the city of Lausanne and electricity works in the region of Basel.

Information and promotion activities have been prepared using a flyer "Gratis Sonnenwärme im Alltag", [Appendix 8](#), and with presentations of the activities in the SSES Magazine and Swissolar Newsletter. A special programme in Basel with 222 roof installations was presented. First there had been 100 installations completed at the end of 1997 and then 222 installations were accomplished in October 1998, see [Appendix 9](#). Switzerland has also produced a large binder with documentation "Der Solar-Ordner", which will be of help to all interested parties, see [Appendix 10](#). Information material "Die Sonne verkaufen", [Appendix 11](#), has been produced for the "Energie 2000" programme.

Switzerland has also produced special material with excellent overhead presentations in German, [Appendix 12](#). This material was presented by Markus Portmann. He especially stressed that what is required now is not "billig", but "günstig", which means "Qualität zu günstigen Preisen" (good functioning quality at favourable prices). Markus Portmann also stressed that there should be complete offers and long-term partnering work for collaboration. Switzerland sees buyer groups in energy utilities - both electricity and gas companies -, municipalities and energy and environment groups. There are

possibilities for co-operative procurement in “Einkaufsgenossenschaften”, but also from consumer groups and environment organisations. It was finally stated that property owners may be of different kinds. Markus Portmann stressed that Switzerland’s aim is to organise the work so as to get a joint organisation of the work in relation to the end users.

5.3 Denmark

The Danish ongoing work was presented by Lotte Gramkow. There had been different information activities through leaflets, and now there are more concentrated efforts on some very interested organisations.

Four potential buyers have been identified:

- An electric utility company: Thy Højspændingsværk
- A private company: Rockwool International (for their employees)
- Two housing developers: KFS & HKS Houses
- A private organisation: Thyholm RE-area

The different buyers were presented in detail, see [Appendix 13](#).

Denmark has divided Task A into two steps:

- Step 1: Preparation of information material, meetings
- Step 2: More technical details.

Finally the motivation factors in Denmark were presented and are quoted below:

- To oblige to the requests for energy conservation & efficiency - RE
- To claim a positive and green advertisement
- Financial savings
- To reduce the green house gases & improve the environment
- To “hold on to” customers in an open market.

5.4 Canada

Gerald Van Decker informed that the situation in Canada is that the utility Toronto Hydro is not yet ready for a project due to the ongoing deregulation in Canada. On the other hand, Peterborough Green-Up (an NGO) has now tendered for systems from three suppliers. Nine systems have now been ordered and will be installed this autumn. The Peterborough Electric Utility is involved in this project. The material used for the tenders is enclosed, [Appendix 14](#).

There are also possible buyers in an NGO in Toronto which might do the same project. Talks have also begun with a company which supplies water heaters to home builders, and this company wants to include solar in their product line, see the enclosed overview in [Appendix 15](#).

It is stressed in the Canadian material that tenders in the larger follow-up second round tendering will be evaluated positively if they have participated already in the smaller first round.

Three Canadian, one European and two American companies participated in the first tendering.

It has been the goal for Canada to make an early start of something concrete. Therefore, they have already taken the steps with these early demonstration projects.

Addendum: After the meeting, later in October, Gerald Van Decker has provided the following update: The NGO Peterborough Green-Up has tendered for nine systems and will install them this autumn. The experience from the specifications used in this tender will be used for future tenders. A parallel project has begun in Toronto with another NGO being the project manager; the first round of systems are expected to be installed in February 2000. The earlier identified potential buyer Toronto Hydro shall be involved in this project but will not administer it due to challenges from ongoing deregulation. It is expected that both buyers shall form a buyer group next year for Phase 1 tendering under Task 24.

5.5 Sweden

Hans Isaksson informed that for Sweden it has been decided to aim for two buyer groups: one for small systems, and one for larger systems. The separate time schedules for them are shown in [Appendix 16](#). The different responsibilities are also shown on these schedules. The plan is to make an announcement of tender before the end of the year, and to have the start of delivery in early 2001. It is also included in the time schedules to have some testing after the selection of prototypes, if there are new or refined systems.

The Chairman of the buyer group for small systems, Matti Nordenström, MiljöAktion Värmland, informed about the different ongoing activities in Värmland, a county in the middle west of Sweden, close to the Norwegian border. The activities include actions together with buyers and users in the municipalities. The new European Commissioner for the Environment, Margot Wallström, has earlier during her position as a Minister in the Swedish

Government, partly worked from her office in Värmland, where she lived. She might have the opportunity to participate in the campaign at least through a video speech.

The “Forest Radio” in Värmland (spreading of information through local networks, physical and in the air) is also important, as is also to involve schools and different NGO-groups.

A possible large buyer is also the City of Stockholm. A chairman for the buyer groups of large systems is to be elected.

Hans Isaksson informed about the marketing activities in Sweden, see [Appendix 17](#), which include a home page and viewgraphs. In order to raise interest and keep it alive among possible buyers, seminars and study tours are also included in the marketing activities.

Contacts with suppliers in Sweden are taking place continuously.

There have also been rumours that a temporary subsidy for thermal solar systems may be introduced in the new budget for the year 2000.

Another possible activity is to combine installation of roof solar collectors with refurbishing of roofs in houses produced in the 1970's.

5.6 The Netherlands

Identification of buyers and projects is now going on in The Netherlands. Peter Out informed about Aedes, an umbrella organisation of housing associations, which is planning a project for 300 medium-size systems. This project is pending a subsidy approval which has been applied for. Together with the EDON utility there are also plans for a campaign to install SWHs in new housing developments.

Peter Out also presented other new activities in The Netherlands. Fifty installers are now being involved in a project through a national solar installation company, and there may be a project in collaboration with the World Wildlife Fund. A Dutch bank is planning a campaign in 2000 with special solar loans and saving arrangements for their existing and new clients. The status of the activities in The Netherlands is shown in [Appendix 18](#).

Peter Out also informed that he has been looking into the possibilities of applying for funding from the European Commission ALTENER Programme. The deadline is 30 November this year. For doing many of these marketing

and information activities, it can be of interest to try to get additional financing. Peter Out presented a Proposal Summary, [Appendix 19](#), and will continue the preparations so that a proposal can be sent in in good time for the closing date, 30 November.

5.7 Summary

Peter Out summarised

- That, as far as can be seen now, there is a clear interest from 16 buyer groups altogether in the participating countries, and 5-6 for medium and large-scale activities;
- That there are interesting possibilities of making comparisons and analyses about the experiences so far in the different countries. He will distribute a format for items for synergies for receiving answers from the countries;

He also welcomed every initiative where, already in the First Round, contacts with two of the countries could be taken to exchange experience about the formulation of tender documents.

The Experts decided as follows:

- That Peter Out will send out the format for items for synergies to the Experts by 15 October;
- That answers are to be sent in from the Experts to Peter Out by 30 October;
- That a short summary is to be ready by 7 November;
- To have the preparations for tender and updating ready by 31 December. This date may vary between the countries;
- That Peter Out will prepare the ALTENER application which is to be sent in by 30 November.

6. SUBTASK B - CREATION OF TOOLS

The Subtask B Leader Klaus Ellehauge gave a short introduction. He informed that at a meeting earlier with the Subtask A Leader and the Operating Agent, it had been agreed to propose that the "Book of Tools" be produced as a website instead of using a binder. This will provide much easier possibilities of discussing the different versions and also making updates after the first official versions. No new printing will then be necessary. The principles for using the

website has been shown in the Documentation for this meeting.

By means of a PC presentation, Iben Østergaard then showed the summary for a website, the introduction, and how to go from there to the different parts. There are still a number of parts which are not ready yet and where additional material has to be included.

Gerald Van Decker informed about the work and collaboration made in order to design the “Book of Tools” in a website manner that will attract interest and make it easier to find interesting parts. He especially demonstrated the alternative front pages.

A summary of findings in other procurement projects within the energy efficiency area has been produced by the Operating Agent and distributed to the Experts.

Hans Isaksson informed about the principles for the first Competition Documentation in Sweden, [Appendix 20](#). Goals, some important criteria and the use of mandatory and desired criteria in the specification were discussed.

A number of changes or additions were suggested during the presentations. The Experts were especially urged to give contributions to the parts on Marketing Strategies and Financing Strategies in Chapter 5. It was also agreed that it could be of value in Chapter 5 about the Tendering to have a short check list with suggested items to follow and paragraphs to be included in coming tenders. It is also important to have a short Introduction of Task 24 that could be used by the countries.

The Experts decided as follows:

- To approve the presented way of working;
- To ask the Operating Agent to inform in the coming Task Status Report about the way in which the work is now going on;
- To have the material on the web closed and to use a password to enter it, at least until the end of this year, or a time when it can be open on the Task 24 official home page. The details about approval are to be further looked into;
- To ask the Subtask B Leader and the participants to work further on the home page in accordance with the principles discussed at the meeting and to try to create the “Book of Tools” in a way so as to attract most interest. Tender documents that are produced could then be introduced on the Task 24 home page as enclosures and could also be loaded down by interested

possible buyers. Of importance is also to include here how to differentiate between goals and performance criteria;

- To give comments about Chapters 1 and 2 by 15 October at the latest;
- To send in inputs about the marketing and financing strategies before 15 October;
- To present a revised “Book of Tools” on the web 1 November;
- To receive comments by 15 November, and to have a first draft ready before the end of this year;
- To make a Newsletter, for which inputs are asked for before 15 October, and to have the Newsletter “printed” by 29 October.

7. PRESENTATION OF SOLAR ENERGY ACTIVITIES IN DENMARK

Jens Windeleff informed about the Danish Solar Programme.

Installation of solar systems has been as follows.

- 1988 - 223 systems
- 1993 - 2,403 systems
- 1996 - 3,994 systems (top year)
- 1997 - 1998 about 2,400 systems

There has been a stagnation in recent years, which is partly due to the reduced subsidies. There can also be many other reasons. There are not so many systems left to change from oil to gas. The plumbers tend to work more with installations that generate more profit for them, such as refurbishing of kitchens and bathrooms. There can also be psychological reasons.

There are two target groups in particular: one for the luxury work and another for people with a lower income.

A space-efficient equipment is a gas developed burner, 60x60 cm, in combination with a solar tank, or an oil installation with a solar tank.

There can be no solar subsidy when district heating is available.

It has been discussed whether to formulate a law on including a solar tank in all new houses.

Another interesting thing is also that Velux, manufacturer of windows for roofs, is now developing a solar collector which resembles a roof window.

The Danish solar support activities may in the future gradually move over from solar thermal to solar PV activities.

There is a lack of “Hi-Tech impressions” in solar thermal. Hybrid solutions, thermal + PV might see an increasing demand.

8. SOLAR ENERGY CAMPAIGNS IN ENCON ELECTRICITY UTILITY

Flemming Kristensen informed about the activities carried out by EnCon Energy Supply Company in Jutland. This utility has been working with a number of interesting solar thermal and PV projects, see [Appendix 21](#).

They have also good arguments for “Solen ind i ditt badeværelse” (the sun into your bathroom). They give different possibilities for buying or renting the system with a yearly payment. They also want to show the solar collector as a natural part of the roof.

Flemming Kristensen also informed about PV activities, where the collector/roof angle is not so important for receiving a good result. Still, there is a need for substantial subsidies. There is a possibility of reducing the electricity by 10 per cent. About 25 sq.m. of PVs is needed in southern Denmark for 3 kW capacity. A meter can be used where you can continuously see the function of your PV installation and if you sell or buy additional electricity.

Copies of OHs presented by Flemming Kristensen at the meeting are attached as [Appendix 22](#).

The brochure “The Sun City” and the information sheet about the PV meter “Energy Guard” are attached as [Appendix 23](#) and [Appendix 24](#) and also separately.

The leaflet “PV Systems Encourage Reduced Energy Use”, produced in collaboration by EnCon, Danish Technological Institute and CADDET Denmark, is attached as [Appendix 25](#) and also separately.

9. CONTACTS AND DIALOGUES WITH SUPPLIERS

Hans Westling informed that, after oral contacts, invitations had been sent out to the meeting with suppliers on 26 May in Amsterdam. Unfortunately, only two representatives from the ASTIG organisation showed up. No representative from the ESIF organisation attended the meeting.

Hans Westling also informed that he had drawn up a letter supporting the activities with some sort of quality label for systems. This letter has been included in the Documentation for this meeting.

Together with Peter Out, Hans Westling has also formulated a draft document on the principles of how the work can be planned with the suppliers. This draft document has also been included in the Documentation for this meeting.

The Experts decided as follows:

- To approve the draft document;
- To commission the Operating Agent Hans Westling to initiate contacts with the two organisations ASTIG and ESIF in order to give them the possibility of influencing the framework of the coming tender documents. These contacts are to be taken by 31 October;
- To commission the national coordinators to inform possible suppliers about the ongoing preparations for the national tenders.
- To state that it is important to include the different interest groups in the preparations. These groups include manufacturers, installers, retailers, architects and planners in municipalities and utilities.
- To plan to have a working material for comments about the principles by 15 February 2000;
- To initiate national contacts by 15 February 2000.

10. INFORMATION ACTIVITIES FOR TASK 24

It was decided to update the Newsletter.

A discussion took place about what the most important activities are. It can be seen that additional funding is not needed now for the production and updating of the "Book of Tools" if this work is done on the web.

Of interest can be to have a very short leaflet, and to update the brochure regarding contacts, names, addresses etc. This will be done by Canada, if material is sent to Canada in such a way that it can be used. It was further discussed to combine the brochure with a CD-ROM of the homepage. Thus, there is no need for printing a totally new brochure.

Hans Westling will revise the Information Plan in accordance with the discussions at this meeting. These revisions will be made by 31 October.

We can also expect to have an overview of different subsidy programmes in Europe to be drawn up by Iben Østergaard and on the web by November, some national overviews by mid November, and an overview of financial schemes to be drawn up by Peter Out at the end of November.

Concerning an application to the EC ALTENER Programme, see Item 5.6 and Appendix 19.

11. POSSIBILITIES FOR NEW PARTICIPANTS

Hans Westling informed about the contacts he had had with two *German* utilities, which first seemed to be positive. With reference to the ongoing restructuring and deregulation of the energy market in Germany, these two organisations were however not able to attend this meeting.

Hans Westling also informed that there has been expressed interest from some other organisations in Bremen, see Appendix 26:1-10, and Berlin. The importance of NGOs is stressed.

Heimo Zinko had initiated some contacts with the cities of Graz and Linz in *Austria*. They have already a lot of campaigns and large subsidy programmes and people think these are working fairly well. They have in Austria also large do-it-yourself work.

The Experts decided as follows:

- To follow up contacts by 15 February 2000
 - with Germany through Hans Westling,
 - Austria through Heimo Zinko,
 - United States through Gerald Van Decker,
 - Belgium through Peter Out,
 - United Kingdom through Hans Westling.

12. MATTERS FOR EXECUTIVE COMMITTEE CONSIDERATION AND FOLLOW-UP OF TIME SCHEDULE AND MILESTONES

The milestones were followed up here, and we can conclude that they have been fulfilled. Most of the countries have now concrete interested buyer groups.

Canada has in its "Phase Zero" tendered and installed 12 systems by November this year, and in "Phase One" 30-60 systems by next year.

The exact procedure for approval of work on drafts on a website was also discussed. This way of working has not been anticipated in the existing SH&C Procedures, which only includes procedures for approval of reports to be printed in a conventional way.

Hans Westling mentioned the possibility of introducing an "IEA SH&C Award of Excellence" to be used as a prestigious recognition for good performance. Hans Westling will consult the ExCo in this matter.

13. OTHER ITEMS

Canada intends to draw up a document on the success of the installations in The Netherlands. This depends on the decision about funding. There are also plans in Canada to develop software for calculations, especially about peak saving, to be used by utilities.

The *EuroSun 2000* will take place in Copenhagen 19-22 June 2000. This conference will be followed by a SH&C Executive Committee Meeting.

It was decided to ask the Subtask Leaders to send in *two abstracts*, one describing Task A, and the other describing Task B. It is important to have some coordination regarding the introduction about the whole Task 24.

The Operating Agent will send out the *Task 24 Final Annex Text*. It will be included in these Minutes, Appendix 27, and will also be sent out earlier to the Experts.

Some orders of the *Task 24 Background Report* were made by a few of the Experts during the meeting. *Addendum*: The number of copies ordered by the Experts have been sent to them 11 October.

14. CHECKLIST FOR ACTIONS

A List of Actions following the decisions at this meeting is enclosed, Appendix 28.

15. SCHEDULE FOR FUTURE TASK 24 EXPERTS MEETINGS

It was decided to have the next Experts Meetings

- *28 February - 1 March 2000 in Canada*. Exact location will be informed about later. The meeting will most likely be held somewhere in the Quebec - Ottawa region;
- *11-12 September 2000 in Switzerland*.

16. CONCLUSIONS AND THANKS

Hans Westling thanked Denmark, and Esbensen Consulting and especially Lotte Gramkow, for the excellent preparations and arrangements for the Experts Meeting. The Meeting was then adjourned.

APPENDICES

1. IEA SH&C Task 24 Adress List, updated 12 October 1999.
2. Preliminary Agenda for the Experts Meeting in Vejle, draft 22 September 1999.
3. National Participation Letter for Switzerland, signed by Urs Wolfer, Switzerland's ExCo member, 29 September 1999.
4. "Neue Marktchancen dank Buyer-Groups", /New market chances thanks to buyer groups/, invitation to the Swiss Task 24 Solar Procurement start-meeting in Bern 31 August 1999.
5. "Ongoing Activities in Switzerland", copies of OH-presentations by Christian Völlmin, Switzerland.
6. "Task 24 Solar Procurement - Work until now in The Netherlands", copy of OH-presentations by Peter Out, The Netherlands.

7. "IEA Task 24: Solar Procurement - Summary meeting 7/5/99", summary by Peter Out, The Netherlands.
8. "Gratis Sonnenwärme im Alltag", /Everyday solar heating free of charge/, flyer produced by Switzerland.
9. Copy of OH-presentation about the 222 Roof Programme in Switzerland.
10. "Der Solar-Ordner - Das komplette und unentbehrliche Nachschlagewerk", information about the Swiss binder with solar documentation available in German and French.
11. "Die Sonne verkaufen", /To sell the sun/, leaflet produced for the Swiss Action Programme Energie 2000.
12. "Der Beitrag der Schweiz", /The contribution from Switzerland/, copies of OH-presentations about the Swiss activities, Markus Portmann, Switzerland.
13. "Solar Procurement and Marketing - Presentation on the Danish Initiatives since May 1999", Lotte Gramkow, Denmark.
14. "Peterborough Green-Up", copies of the material used for tenders for Domestic Solar Hot Water System Pilot Projects by Peterborough Green-Up, Canada.
15. "IEA Task 24 - Canadian Status - September 1999", copy of OH-presentation by Gerald Van Decker, Canada.
16. "Solar Procurement - IEA Task 24, Sweden", copies of time schedules for the Swedish large and small systems activities, Hans Isaksson, Sweden.
17. "Solar Procurement - IEA Task 24, Sweden", copies of time schedules for the Marketing Activities in Sweden, Hans Isaksson, Sweden.
18. "Formation of buyer groups - Status The Netherlands", copy of OH-presentations by Peter Out, The Netherlands.
19. "Proposal Summary" for ALTENER application, compiled by Peter Out, The Netherlands.
20. "Solar Procurement - The Swedish Competition Documentation - First Round", draft 1999-09-XX, Hans Isaksson, Sweden.
21. "The Power Supply Company EnCon", leaflet.

22. Copies of OH-presentations "Solvarmeanlaeg - Arcon 5.54 m2 FE 2" and "Solvarmeanlaeg /VOH", presented by Flemming Kristensen, EnCon, Denmark.
23. "The Sun City - 30 houses equipped with PV panels - A PV project for electricity supply in the 21st century", brochure from EnCon, Denmark.
24. "Energy Guard - PV meter", information sheet from EnCon, Denmark.
25. "PV Systems Encourage Reduced Energy Use", leaflet produced in collaboration by EnCon, Danish Technological Institute and CADDET Denmark.
- 26:1 Letter to Hans Westling from Dr. Karin Jahn, Bremer Energie Institut, Germany, 7 October 1999.
- 26:2 "Solartour Bremen - Entdecken Sie Bremens sonnige Seiten!", /Solartour Bremen - Discover the sunny sides of Bremen!/, leaflet from Bremer Energie Institut.
- 26:3 "Gemeinsam die Sonne ins Bremer Haus holen", /Let's together get the sun into the houses of Bremen/, information leaflet "Die Sonnenseiten" 01/1999, from Initiative Bremen.
- 26:4 "Sonnenwärme für Bremen", /Solar heating for Bremen/, information leaflet "Die Sonnenseiten" 02/1999, from Initiative Bremen.
- 26:5 "Qualifiziert für optimale Sonnenernte", /Qualified for optimum solar harvest/, information leaflet "Die Sonnenseiten" 03/1999, from Initiative Bremen.
- 26:6 "Sonnenwärme für Bremen - SolarAktionsWochen '99", brochure about the Solar Actions Weeks in Bremen, from Solarinitiative Bremen.
- 26:7 "Der Weg zu Ihrer Solaranlage", /The way to your solar installation/, information sheet "Sonnenwärme für Bremen - SolarAktionsWochen vom 1.6-30.7.1999.
- 26:8 "Komplettpaket Flachkollektoranlage für 3 - 4 Personen", information sheet "Sonnenwärme für Bremen - SolarAktionsWochen vom 1.6- 30.7.1999.
- 26:9 "Komplettpaket Flachkollektoranlage für 5 - 6 Personen", information sheet "Sonnenwärme für Bremen - SolarAktionsWochen vom 1.6- 30.7.1999.
- 26:10 "Förderprogramme des Bundes", information from swb Enordia, Bremen.

27. "Task XXIV Solar Procurement - Final Annex Text, September 1999".
28. "Task 24 - List of Actions" decided at the Experts Meeting in Vejle, Denmark, 30 September - 1 October 1999.

DISTRIBUTION

These Minutes are distributed to all Experts on the Task 24 Address List, Appendix 1.