



CAPABILITY STATEMENT

JUNE 2007

ORGANIZATIONAL PROFILE

[KITE is a Not-for-Profit Organisation registered under the Companies Code of Ghana (1963, Act 179) as a company limited by guarantee. With two operational bases in Accra (headquarters) and Kumasi, KITE operations extend to all the ten regions of Ghana as well as the ECOWAS sub-region. KITE is also visible at the regional level through its partnership with renowned regional institutions such as AFREPREN in Kenya, Energy Research Centre (ERC) in Cape Town South Africa, ENDA-TM in Senegal and Mali-Folkcenter in Mali. Globally, KITE belongs to several energy partnerships such as the GVEP, the EUEI and the REEEP and is affiliated to reputable centres of excellence such as the UNEP Risoe Centre on Energy, Climate and Sustainable Development (URC) in Denmark, Policy Research International (PRI) in Canada, and IT Power in the UK].

Since its inception eight years ago, the Kumasi Institute of Technology and Environment has built a unique capacity in the development and implementation of public benefit projects in the energy, environment and communication sectors. KITE's capacity has been built through a broad range of project and program experiences, partnerships with key national and international actors and the development of internal management, governance and reporting capabilities which it is now positioned to offer to others.

Ghana lies between latitude 4^o and 12^oN and longitude 30^oW and 1^oE. It is bounded by the Atlantic Ocean in the south, la Cote d'Ivoire in the west, Burkina Faso in the north and Togo to the east. Ghana covers a total land area of 238,540km², and has a population of 18.3m (2000 Population Census) and an estimated annual population growth rate of 2.3%. Traditional biomass fuels such as firewood and charcoal accounts for 66.7% of total energy consumed. This is followed by crude oil and petroleum products (26.2%) and electricity (7.1). Access to electricity is estimated at seventy-seven percent (77%) for the urban areas and 17% for rural dwellers.

For further information please contact us at the following address:

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Accra
Ghana
West Africa**

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Fax: +233 21 256 801
Email: info@kiteonline.net
www.kiteonline.net**

OUR VISION

A best practice energy and environment development organization, committed to a poverty-free Ghana and Africa.

OUR MISSION

To influence policy formulation and implementation in support of sustainable development, through research, capacity building, project development and implementation in the areas of energy, technology and the environment in partnership with leading local and international organizations.

OUR GOAL

KITE's main goal is to contribute towards reducing rural and peri-urban poverty by facilitating the provision of sustainable modern energy services and new and emerging technologies (such as ICT) to the un-served and underserved to support the creation of income generating activities as well as enhancing the delivery of vital social services.

OUR OBJECTIVES

- To facilitate the deployment of sustainable energy systems and services through appropriate technologies for productive application in rural and peri-urban areas.
- To promote enterprise-centred approach as an option for energy service delivery.
- To facilitate the targeted diffusion of new and emerging (energy) technologies in the national economy for accelerated development.
- To develop local and international knowledge-based partnerships for sustainable energy and technological development.
- To support a continuous learning environment that enables/facilitates career development and ensures a motivated team and high quality service delivery.

OUR CORE COMPETENCIES

- **Policy Research, Analysis and Impact Assessment**
Influencing public policy formulation and implementation towards effective poverty reduction and economic growth

- **Project Development and Management**
Facilitating and supporting the deployment of appropriate energy technologies in rural and peri-urban areas to be used in productive applications for increased economic activity and enhanced livelihoods

- **Enterprise Development Services/Support**
Promoting enterprise-centred approach as a sustainable option for the delivery of clean energy services in rural and peri-urban areas

- **Knowledge Management**
Building local capacity and international partnerships and affiliations for effective knowledge acquisition and sharing.

ACCOMPLISHMENTS TO-DATE

Since its inception in 1996, KITE has executed over 50 projects, with budgets totalling over #million dollars. KITE's individual/collaborative research and project development activities have created a rich pool of knowledge and case studies that have underpinned the formulation of several pro-poor policies both at the regional and country level. The following project/programme summaries provide some insight into the depth and breadth of our capabilities and proven performance. They also highlight our modest achievement since joining the non-profit landscape in Ghana. The full list of projects undertaken so far is documented in the KITE Project Catalogue, which can be downloaded from www.kiteonline.net.

Facilitating the Establishment of Energy Businesses in Rural and Peri-Urban Areas

As one of the most successful country partner of **AREED**, KITE has assisted thirteen Ghanaian energy enterprises to raise and invest over one million US dollars (\$1 million) over the past six years. These energy enterprises provide modern energy services (mainly motive power) to over 70,000 Ghanaians and employ over 65 work force. The programme has also trained 220 entrepreneurs. The excellent performance of AREED investments in Ghana, especially their loan repayment rate, has helped attract additional investment funds to the energy sector. E+CO for example has opened up a regional office in Ghana and they have ample resources for clean and renewable energy enterprises.

Provision of Modern Energy Services in Rural Areas to Reduce Drudgery and Tedium

After having spent greater part of its existence successfully implementing/managing small size policy related projects, KITE is demonstrating through the National **Multifunctional Platform Programme** that it has the capacity to directly implement large scale projects. Under the MFP programme, KITE, in collaboration with three community-based organizations, are presently implementing a million dollar plus national MFP programme. Forty (40) platforms are being deployed in as many rural communities, using the enterprise-centred approach and these are expected to provide reliable access to motive power to support income-generating

activities, create employment and ultimately reduce poverty in the beneficiary communities. A total of 50,000 people are expected to benefit, either directly or indirectly from the MFP programme.

Mainstreaming Energy in Development Programmes

Over the past couple of years, KITE has worked tirelessly and relentlessly to put the provision of energy services at the heart of the development process in Ghana by ensuring that access to energy is mainstreamed in the Growth and Poverty Reduction Strategy (GPRS II), which is the MDG-based development strategy for Ghana. Under the auspices of the **Global Village Energy Partnership (GVEP)**, KITE dedicated two years (at its own expense) to secure funds to develop the Energy for Poverty Reduction Action Plan (EPRAP) for Ghana, which it launched in August 2006. In developing the EPRAP, KITE chalked another pioneering feat by making Ghana the first country in the African region to use the multi-sectoral approach to the provision of energy services.

Championing Maintenance of Environmental Integrity in Development

Since 2000, KITE has been a forefront of various initiatives aimed at building the capacity of the national stakeholders to take advantage of potential development funds accruing from the Clean Development Mechanism (CDM). KITE's CDM related activities over the years have focused on identification and scoping of potential CDM projects, development of Project Identification Notes (PINs) and awareness creation. The Capacity Development for Clean Development Mechanism (CD4CDM) Project is a notable example of KITE's involvement in the CDM. Under the project, a Designated National Authority (DNA) has been established, over 60 potential CDM project developers have been trained, and CDM Investors Guide for Ghana developed and launched. KITE has in addition been promoting widespread deployment of renewable energy technologies, including waste-to-energy projects, some of which KITE has been trying to package as CDM projects. A typical example is the Kumasi Cogeneration Project, a collaborative effort between KITE, a timber firm – AG Timbers and the Swedish Energy Agency (STEM), which sought to generate electricity and process heat using sawmill residues.

Targeted Diffusion of Information and Communication Technologies (ICTs) for Accelerated Growth and Development

Under the e-Commerce and Renewable Energy (eCARE) Project, KITE is supporting the establishment of approximately 300 Rural Business Centres (RBCs) throughout the Ghana. The solar-powered RBCs provide, inter alia, telephony, internet and secretarial services at the doorsteps of households in rural and peri-urban communities. KITE has also been involved in a UNU-Intech initiative that sought to promote the use of ICTs within industrial clusters in Ghana and Kenya.

Influencing Policy through Research and Project Appraisal

Our policy research activities have helped focused energy sector policy on achieving sustainable and pro-poor outcomes. We have also contributed to strengthening the regulatory environment in Ghana by assisting in the development of rate-setting guidelines and licensing framework for embedded/distributed generation. At the regional level, KITE has been very instrumental in the preparation of the ECOWAS White Paper on Energy Access and is currently deeply involved in its implementation by providing technical support to the national multi-sectoral groups being established at the member-country level.

Pursuing Sound Administrative Practices

Sound financial stewardship is one of our hallmarks and we have become almost synonymous with the words honesty, transparency and accountability. The list of our clientele is awesome and boasts of reputable institutions such as the Government of Ghana, the World Bank, the UNDP, UNEP, ECOWAS, the European Union and the UK Foreign and Commonwealth Office (FCO). The fact that our dealings with these institutions of great renown, most of whom have stringent accounting procedures and sometimes demanding reporting requirements, have been on a continuous basis over the years confirms that we deliver. Simply put: we are very reliable.

CORPORATE INFORMATION

KITE Personnel

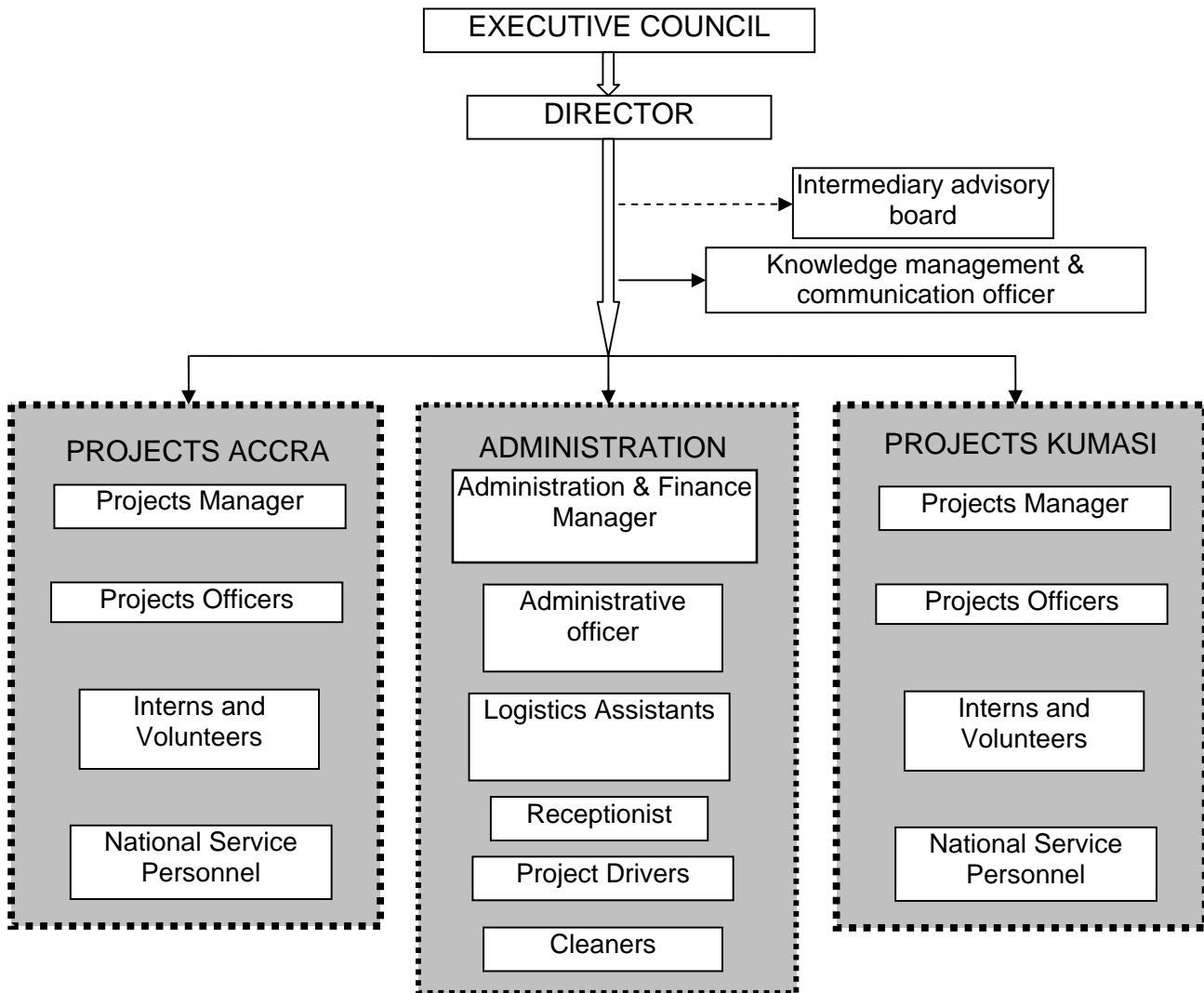
Currently KITE has staff strength of sixteen (16) full time employees, consisting of eleven (11) technical/project managers/officers and five (5) administrative/logistic

officers/assistants. KITE prides itself in its staff, who are made up of some of the most highly motivated, dedicated and experienced professionals in their various fields of expertise. A three-member Management Team, comprising of the Director and two Projects Managers, oversees the day-to-day management of the organisation. The Management Team members are usually directly involved in the implementation of projects, thereby ensuring top-quality delivery of services that meet clients' expectations and needs. Additionally, KITE's Executive Council (or Board) is comprised of nationally renowned professionals who provide top-notch advisory and strategic support to the Management Team.

Apart from the core corporate staff of 16, KITE has at its disposal a pool of highly skilled and reliable consultants who are roped in as and when their services and expertise are required for the successful execution of projects. KITE in addition runs internship programmes, which allow fresh graduates and sometimes undergraduates from Canadian, British and Ghanaian universities to spend between 3 and 12 months each year with the organisation, providing invaluable professional assistance to projects officers.

Below are the bios of the KITE Management Team members and selected Project Officers. Full resumes can be downloaded from www.kiteonline.net.

ORGANOGRAM



GOVERNANCE

MANAGEMENT

DIRECTOR -- Harriette Amissah-Arthur

She has over seventeen years experience working in Ghana's generation and transmission utility Volta River Authority (VRA) in various capacities before joining KITE in 2001. She is an electrical engineer with a BSc (Honours) degree from the Kwame Nkrumah University of Science and Technology and an MBA (Finance) from the University of Ghana. She has since 2001 developed and managed a number of projects including the African Rural Energy Enterprise Development Program, the development of the Energy for Poverty Reduction Action Plan for Ghana and the Multi-functional Platform Project for Ghana. Mrs. Amissah-Arthur currently serves on the Council of the Ghana Institution of Engineers and has special responsibility for Women in Engineering (WINE). She is a member of the Global Village Energy Partnership (GVEP) board and she is a fellow of the African Leadership Initiative.

SENIOR PROJECTS MANAGER -- Ishmael Edjekumhene

Mr. Ishmael Edjekumhene has eight years working/research experience in KITE and is the manager in charge of the KITE office in Kumasi. He holds a Masters degree in Economics (Public Policy) from the University of Hull, the UK and Bachelors Degree (First Class Honours) in Land Economy from the Kwame Nkrumah University of Science and Technology, Kumasi. Mr. Edjekumhene has undertaken several energy and environment research projects with funding from international organizations such as DfID, the World Bank/ESMAP and the UNDP and has several publications to his credit including a recent one titled "Energy for Poverty Reduction Action Plan for Ghana: A Roadmap for Targeted Delivery of Modern Energy Services to the Poor" published in August 2006, which he co-authored with some colleagues.

PROJECTS MANAGER -- Theodora Oduro

She holds an MSc in Development Planning and Management, a postgraduate diploma course in Industrial Management and a Bachelors in Social Science (Sociology and Law), all from the Kwame Nkrumah University of Science and

Technology, Kumasi, Ghana. She is a specialist in training and capacity building at the district and community level. She also has expertise in planning, organising and facilitating at training workshops on issues on community mobilisation, animation, sensitisation and participation, community ownership and management, and has worked extensively on community water projects. She also has a wide range of experience in participatory training techniques methodologies, participatory planning approaches and development of training materials.

OTHER PRINCIPAL STAFF

Projects

Frank Atta-Owusu	-Snr. Projects Officer (Bachelor of Commerce)
Solomon Kodjo Quansah	-Snr. Projects Officer (BSc. Mech Eng)
Akosua Amaka-Otchere	-Projects Officer (MSc Devt. Planning & Mgt)
Charles D.K. Agboada	-Projects Officer (Bsc Mech Eng)
Jacob Mibuika	-Projects Officer (Msc Devt. Policy & Planning)
Charles Ampong	-Projects Officer (MSc. Air Quality Control, Solid Waste and Waste Water Processing Engineering)

Administration

Yvette -Ampah-Kwofie	Admin and Finance Officer (Chartered Accountant)
Isabella Asimadi	- Administrative Assistant (Diploma Bilingual Secretaryship)

CVs are available on request.

OFFICES

We have two offices strategically located in Accra, the national capital, and Kumasi, the second largest city in Ghana. Our offices are equipped with state-of-art computers, printers, photocopies and scanners. All the computers are linked in a Local Area Network (LAN) and have unlimited access to broadband internet connectivity, which ensures effective and relatively low-cost communication with our project partners. Each of our offices has a stand-by generator that is turned on in the event of power outages. Our facilities are superb and give us a competitive edge

over our competitors. Below are the locational addresses and contact details of our offices.

	Accra	Kumasi
Location:	72 Olusegun Obasanjo Highway, Dzorwulu, Accra	4th Floor SSNIT Building Adum, Kumasi
Postal Address:	P. O. Box AT 720, Achimota, Ghana.	P.O. Box KS 6534 Kumasi, Ghana
Telephone:	+233 21 256800 / 256801	+233 51 36568
Facsimile:	+233 21 256800	+233 51 33824
E-Mail Address:	info@kiteonline.net	

COMPANY REGISTRATION DETAILS

Registration Status : KITE is registered as a Company Limited by Guarantee, under the companies Code of Ghana (1963, Act 179)

Registration Number : G1452

Date and Place : 20th November 1996, Registrar General's Department, Accra, Ghana

BANKERS

Standard Chartered Bank

Agricultural Development Bank

AUDITORS

Richard Owusu-Afriyie Associates, Chartered Accountants

LAWYERS

KITE utilizes the services of the reputable law firm of Hesse and Hesse as its corporate counsel.

OUR CLIENTS INCLUDE:

The Government of Ghana through the Ministries, Departments and Agencies

The World Bank Group

United Nations Environment Programme (UNEP)

United Nations Development Programme (UNDP)

Intermediate Technology Consultants (ITC) UK

International Development Research Centre (IDRC) Canada

International Energy Initiative

RISOE National Laboratory, Denmark

Swedish Energy Agency, Sweden

IT Power, UK

National Environment Trust (NET), USA

Eco-Securities Limited (ESL), UK

United Nations Foundation (UNF)

Renewable Energy and Energy Efficiency Partnership (REEEP)

World Resources Institute