

ANNEX XVI (2023-2025):

ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS

MINUTES OF THE 98TH EXECUTIVE COMMITTEE MEETING

Date: Thursday, June 10, 2025 (13:30-14:00 CP only; 14:00-18:00 JST)
 Venue: Todaiji Culture Center (TCC), Nara, Japan
 Online: TEAMS link included in the calendar invitation
 Contacts: Kathleen Vaillancourt, (kathleen@esmia.ca), Brian Ó Gallachóir (b.ogallachoir@ucc.ie),
 George Giannakidis (ggiannakidis.gg@gmail.com)

AGENDA

Item	Doc
0. EXCO DISCUSSION WITH CONTRACTING PARTIES ONLY	
1. QUORUM COUNT	
2. ADOPTION OF THE AGENDA	
3. MINUTES OF THE 97^e EXECUTIVE COMMITTEE	F1
3.1 Minutes of the 97 ^e Executive Committee	
3.2 Matters arising	
4. ANNEX XVI (2023-2025): ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS	
4.1 Short status report from Operating Agent	F2
4.2 Budget and Economy 2025	F3
4.3 Project updates	F4
5. ANNEX XVII (2026-2028)	
5.1 Draft text of the Annex XVII	F5
6. TOOL DEVELOPMENT & CAPACITY BUILDING	
6.1 ETSAP basic TIMES trainings	F6
6.2 Intermediate TIMES trainings	
6.3 TIMES code maintenance	
6.4 Advanced version of VEDA licenses	
6.5 Free VO access to academics	
6.6 TIMES to Python (GAMSPy)	F7
7. IEA-ETSAP IMPLEMENTING AGREEMENT	
7.1 Communication from the Secretariat	F8
7.2 ETSAP's 50th anniversary	
7.2 Relation with IEA and other TCPs: updates	
7.3 ETSAP Participation and Outreach activities	
8. OTHER BUSINESS	
8.1 Vote for chair and vice-chair	
8.2 Next ExCo: ETSAP 99 ExCo meeting (Online): September 18, 2025	
8.3 Other meetings:	
- ETSAP Winter Workshop 2025 (Helsinki, Finland):	
- ETSAP 100 ExCo meeting (Helsinki, Finland):	
- ETSAP 101 ExCo meeting (online): March 19, 2026?	
7.4 Any other businesses	

Attachments

- F1 Minutes and Action list from the 97 ExCo meeting
- F2 Short status report from Operating Agent
- F3 Budget and Economy 2025
- F4 Project updates
- F5 ETSAP TCP Annex (Work Programme) XVII Draft Text
- F6 ETSAP basic TIMES trainings (Proposed Call for proposal for ETSAP material)
- F7 TIMES to Python (GAMSPy) proposal
- F8 Communication from the Secretariat

0. EXCO DISCUSSION WITH CONTRACTING PARTIES ONLY

A 30-minute private session for Contracting Parties was held immediately prior to the formal meeting. No concerns or topics have been raised by the Contracting Parties at this stage.

The Chair emphasized the need to reach decisions on items 6.1, 6.4, and 6.5 of the agenda during the meeting, given that these have been deferred over multiple ExCo sessions.

- **Basic TIMES training (Item 6.1):** A targeted call for tenders is proposed for the development of standardized ETSAP training materials to be finalized ideally by the end of 2025. Further discussion is needed on how such basic training should be delivered in the future.
- **Advanced VEDA license for Contracting Parties (Item 6.4):** A decision is required on the proposal by Amit Kanudia to provide Contracting Parties with access to the advanced features of VEDA for an additional €750 per year per CP.
- **Free VEDA Online access for academics (Item 6.5):** Approval is needed on whether to continue offering free academic access to VEDA Online, which would incur a cost of €23,600 per year. The initiative is considered valuable for attracting new university users. Some concerns were raised about model confidentiality under public GitHub conditions, but examples of shielding approaches were noted.

The Chair also flagged the imminent retirement of Antti Lehtilä and the need to discuss the TIMES model maintenance (Item 6.3), as well as the need to decide dates for the Winter Workshop.

1. QUORUM COUNT

Representatives from 15 Contracting Parties (CP) participated in the meeting (as outlined in Annex 1), ensuring a quorum enabling the ExCo meeting to proceed formally. The ExCo meeting was chaired by Brian Ó Gallachóir.

2. ADOPTION OF THE AGENDA

The Chair introduced the agenda, comprising eight main sections. The ExCo adopted the agenda as presented.

3. MINUTES OF THE 97^E EXECUTIVE COMMITTEE MEETING

3.1 Minutes of the 97^e Executive Committee

No substantial issues were raised and the ExCo adopted the minutes of the 97th ExCo Meeting with a minor correction: an internal editorial note (highlighted in yellow) had been left by mistake and will be removed in the final version.

3.2 Matters arising

The following matters arising from previous ExCo meetings were addressed at this point. Actions not listed here are covered elsewhere in the agenda:

- **Online upload system for workshop presentations:** Deferred to next year.
- **Demonstration of advanced VEDA features:** A recorded webinar already exists and will be circulated to Contracting Parties. A dedicated session will be considered for the Winter Workshop 2025.

ANNEX XVI (2023-2025):

ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS



- **Post-processing tools session:** A session with experienced TIMES modellers will be considered for the Winter Workshop, as no time was available during the packed summer workshop.
- **Survey on current training efforts:** This remains open and Contracting Parties are invited to continue providing updates.
- **Voting process for project proposals:** The revised procedure that was agreed at the 97th ExCo meeting will be tested in an upcoming decision round.
- **Online learning materials to complement basic training:** This remains an open invitation for Contracting Parties to submit ideas.
- **Visibility at IEW:** Achieved improved visibility at IEW 2025 with a special session dedicated to ETSAP planned during IEW.
- **Engagement with IEW hosts:** Completed.
- **Coordination with IEA on joint trainings:** Ongoing.
- **Continuation of ETSAP webinar series:** Ongoing suggested topics welcome from ExCo Members.
- **Structured mechanism for engagement in forum:** While a working group has not been formalized, an additional suggestion involves exploring the use of AI tools to help answering questions on forum.
- **IP Rights clauses in contracts:** No update was provided. The issue remains open.
- **Refining workshop format:** The recent experiment with a broader, policy-oriented discussion during the Singapore Workshop was well received. Building on this, future workshops may include more interactive formats, such as sessions on post-processing tools or modeller–user engagement, to enhance knowledge sharing and relevance.
- **Engagement with TCP Coordination Groups:** Will be addressed under a dedicated agenda item. Notably, the Hydrogen TCP (Task 52) has explicitly invited ETSAP TCP to collaborate, following earlier successful coordination under Task 41. ETSAP ExCo members to consider follow-up with a reply to their invitation.

4. ANNEX XVI (2023-2025): ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS

4.1 Short status report from Operating Agent

The Operating Agent provided a brief status update since the 97th ExCo meeting:

- **Meetings with IEA:** The Operating Agent continued to attend IEA webinars focused on strengthening TCP communications and promoting inter-TCP collaboration.
- **Meetings with ETSAP CPs or other TCPs:** A joint workshop between ETSAP and the IETS TCP was successfully held, co-organized by Etienne (Canada), Anna (Sweden), and IETS colleagues. The workshop attracted approximately 60–70 participants, with strong engagement throughout its 4-hour duration. Continued collaboration with IETS is under discussion.
- **Outreach activities:**
 - Contact was established with Austria, which expressed interest in joining ETSAP.
 - Efforts to identify a successor Contracting Party in the United States to replace EIA remain very challenging in the current context.
 - Informal contact has been made with Canadian representatives exploring the creation of a new TCP on critical minerals.
- **Contracts:** All research and consultancy contracts have been signed, except one research contract that has been delayed.
- **Other activities:**
 - The 2023 and 2024 ETSAP Annual Reports have been finalized and published on the ETSAP website. The Operating Agent acknowledged the contributions of CPs that provided success stories and case studies for inclusion.

ANNEX XVI (2023-2025):

ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS



- ETSAP's LinkedIn presence continues to grow, now surpassing 2,000 followers (up from fewer than 200 at the start of the initiative).

Discussion Points:

- **Annual Reports:** Anna (Sweden) proposed adding a section in future Annual Reports to highlight completed PhD theses related to TIMES. The idea was well received, though it was noted that gathering this material may be challenging. Members were encouraged to proactively submit relevant material for the 2025 report, scheduled for publication in Q1 2026.
- **Canceled online training:** Kari (Norway) inquired about the cancellation of a recent training. It was explained that one session planned for early 2024 was canceled due to low registration, while another scheduled for May was never opened. No training is planned for July, given the proximity to the Nara workshop and summer holidays. As a result of the cancelled session, there are in total 2 in-person and 3 online planned training sessions for 2025.

4.2 Budget and Economy 2025

The Operating Agent provided a brief status on the 2025 budget:

- **Membership fees for 2024-2025:**
 - All 2024 membership fees have been received, except from France; resolution is expected shortly.
 - Greece has fully resolved its outstanding payments from 2023 and 2024.
 - The Netherlands, which had not contributed in recent years, has paid its 2025 contribution.
- **Balance for 2025:** The budget remains solid with total income to date of €202k for 2025 (€197k from membership fees and €6k from trainings). The balance stands at €181k. No payments have yet been made for the 2024 and 2025 research projects leading to a high cash balance.

A detailed budget breakdown is available in the accompanying Excel file (Attachment F3) circulated prior to the meeting.

4.3 Project updates

The Operating Agent presented a summary document listing all ongoing ETSAP research projects (Attachment F4). Most have a start date in the 2023–2025 period, with one exception from 2019. The Chair reminded participants that a sunset clause had been agreed upon in 2022, setting a maximum extension of 12 months for ETSAP-funded projects. This clause is now applicable to all new projects. Updates were provided as follows:

- **Excel-based technology database and submission tool:** A working prototype of the submission portal is complete. A call for submissions is planned for August 2025, with project closure by year-end. The final report will confirm whether the delivered outputs provide sufficient value for the €82,000 budget and are well aligned with the originally approved scope.
- **Modelling of Industry Sector and Material Efficiency:** Following the first workshop held in Nara, two further workshops are scheduled, including one at the Winter Workshop 2025. An extension to February 2026 has been requested. A written update will clarify progress and alignment with the sunset clause.
- **TIMES Extension for Electricity, Gas, and Hydrogen Networks:** The project is complete. Infrastructure modeling capabilities have been added to TIMES, integrated into the official code and VEDA. Documentation is forthcoming, with results to be shared via webinar or Winter Workshop.

ANNEX XVI (2023-2025):

ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS



- **Expanding TIMES Model Files with Metadata:** Metadata tagging has been implemented in VEDA, and testing is ongoing. Final documentation is in progress, with completion expected by 1 September 2025.
- **TIMES Documentation Online Version:** The documentation has been migrated and made accessible online; final edits and reviews are required. Future work may be needed to develop a framework for consolidation and ongoing updates.
- **Modeling Nuclear Power in TIMES:** The first workshop has been held and collaboration with IAEA continues. A second workshop will take place during the Winter Workshop 2025. The project is on track for completion by end-2025.
- **Advanced TIMES-VEDA Training and Knowledge Sharing:** An advanced training session is planned for the Winter Workshop 2025. A mapping of potential trainers and topics will begin in August.
- **Rebuilding the ETSAP Website:** Redesign work is underway, with structural planning and wireframing in progress. A prototype is expected by September 2025, followed by full delivery.
- **TIAM Climate Module Update:** Due to contracting delays, the project has not started. Work is expected to begin in the second half of 2025.
- **AFOLU Model Development:** The first version of the model and documentation has been circulated for review. Final delivery is expected by September 2025.
- **Excel to TIMES Reader – Development and Maintenance:** Four tool versions have been released and are available on GitHub and PyPI. The project is on schedule for completion by August 2025.

The Chair emphasized the volume and value of work under ETSAP-supported projects and thanked all teams for their continued contributions. Project teams were also encouraged to consider presenting project outcomes at the upcoming Winter Workshop and in ETSAP's webinar series. A reminder was issued that written progress updates must accompany verbal reports, especially where project extensions are being requested.

5. ANNEX XVII (2026-2028)

5.1 Draft text of the Annex XVII

The chair noted that the IEA has formally approved the extension of the ETSAP TCP for the period 2025-2030. As a next step, a detailed three-year work programme (Annex XVII) must be developed for the 2026-2028 period. A draft version of the Annex was prepared by the Project Head and circulated in advance of the meeting (Attachment F5).

Switzerland submitted the only formal written contribution to date, jointly prepared by PSI and the Swiss Federal Office of Energy (SFOE):

- The input acknowledged ETSAP's achievements over the past five years, including progress on open-source tools, expanded collaboration, and the publication of the ETSAP book.
- It also highlighted key challenges such as a limited pace of innovation, low visibility in policy discourse, and an aging user base.
- Opportunities include advancing innovation, strengthening international partnerships, increasing policy relevance, and further TIMES enhancements with suggested topics largely aligned with the Strategic Work Plan.

ANNEX XVI (2023-2025):

ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS



The Chair welcomed the Swiss contribution as a model for constructive input and invited other Contracting Parties to provide written feedback ahead of the next ExCo meeting. Suggestions from the Nara ETSAP Summer Workshop brainstorming session included:

- Use models as “thinking aids” to support real-world decision-making.
- Explore low-demand, sufficiency, and energy justice scenarios.
- Include overshoot and net-negative emission pathways.
- Leverage AI to support TIMES development, including tools like helpdesks or chatbots.
- Improve accessibility through training, stakeholder engagement, and interpretation tools.
- Integrate modelling of carbon markets, financial flows, and water–energy–food linkages.

Decision: Contracting Parties will submit additional written input ahead of the next ExCo meeting to support refinement of Annex XVII.

6. TOOL DEVELOPMENT & CAPACITY BUILDING

6.1 ETSAP Basic TIMES trainings

The ExCo reviewed a detailed proposal from the Project Head to develop standardized, ETSAP-owned basic training materials. Four key deliverables were identified: a structured slide deck for a three-day course (online and in-person formats), 12–15 video tutorials, a self-study guide, and pre-training material on energy systems modeling with an online test. Materials are intended to be accessible to multiple trainers and updated regularly to reflect changes in VEDA and TIMES.

The timeline was extended from six to nine months and a maximum budget of €50,000 was approved. A review committee — Pieter (Belgium), Evangelos (Switzerland), and Pernille (Norway) — will finalize the evaluation criteria and assess incoming proposals. The call is expected to be issued in June, with contract selection around mid-August.

The ExCo also agreed to maintain the current arrangement with E4SMA for basic training delivery through 2025. Discussions on future trainer selection will resume once the new materials are finalized.

Decision: Approved a call for ETSAP-owned basic training materials with a €50,000 budget and 9-month timeline. Established a 3-person review committee. Agreed to maintain E4SMA as basic training provider through 2025.

6.2 Intermediate TIMES trainings

The chair acknowledged ongoing efforts to collect and document intermediate training resources. The Project Head will continue coordinating this work. Contracting Parties were invited to share existing materials to build a community resource base.

No formal decision was taken regarding delivery of ETSAP Intermediate Training Sessions. ExCo Members were encouraged to submit suggested intermediate training ideas to Project Head for compilation.

6.3 TIMES code maintenance

The ExCo discussed the upcoming retirement of Antti and the need to maintain internal ETSAP capacity for TIMES code maintenance. Antti confirmed his intention to retire from VTT in 2025 but remains open

ANNEX XVI (2023-2025):

ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS



to consulting opportunities, subject to his availability. Contracting Parties emphasized the critical value of Antti's knowledge, particularly regarding efficient GAMS coding practices.

To address longer-term needs, a dedicated training course on TIMES code maintenance for experienced GAMS users was proposed. George (Project head), Marcus (Germany), and Evangelos (Switzerland) will prepare a concept in consultation with Antti. The idea of involving external GAMS experts familiar with TIMES was also discussed, though no immediate solution was identified.

Decision: George, Marcus and Evangelos will prepare a concept for a TIMES code maintenance training course, in collaboration with Antti.

6.4 Advanced version of VEDA licenses

The ExCo formally approved the use of ETSAP funds to upgrade the VEDA licenses of ExCo members to include access to advanced features. This change increases the annual contribution per license from €2,000 to €2,750, with a maximum of 20 licenses covered.

Decision: Approved the use of ETSAP funds to cover the increased cost of VEDA advanced licenses for ExCo members for 2025.

6.5 Free VO access to academics

The ExCo approved the continuation of free VEDA Online access for academic use through 2025, with an annual budget of €23,600. Concerns were raised regarding the current requirement for models to be hosted publicly on GitHub. Amit confirmed that an option will be added to allow PhD students to work with private models during development. As of now, 165 students from 14 universities are registered. Contracting Parties agreed to enhance promotion of this offer through institutional and social media channels.

Decision: Approved continued funding of €23,600 for VEDA Online academic access in 2025, with a new option to support temporary private model development.

6.6 TIMES to Python (GAMSPy)

Evangelos (Switzerland) presented an updated proposal to migrate the TIMES codebase to Python using the GAMSPy library. The project would i) enable TIMES to run in GAMS but could be written and managed via a modern Python interface, ii) improve accessibility and easing the future transition away from GAMS.

The proposal requests €57,000 over nine months and includes development, documentation, and validation. PSI would contribute to the initial validation, and other Contracting Parties were encouraged to participate. The ExCo welcomed the initiative and recommended re-submission of the full proposal in the upcoming winter 2025 project call.

Decision: Encouraged re-submission of the GAMSPy proposal in the winter 2025 project call. No funding decision was taken at this meeting.

7. IEA-ETSAP IMPLEMENTING AGREEMENT

7.1 Communication from the Secretariat

a) Update from the IEA Secretariat

In the absence of Uwe Remme (IEA Secretariat), a short slide presentation prepared by Uwe Remme was summarised by the Chair highlighting recent IEA publications, including the *Global Energy Review*, *State of Energy Innovation*, *Energy and AI*, and reports on hydrogen, Ukraine, EVs, and critical minerals. A new *World Energy Outlook* is expected in autumn 2025. The Secretariat had no new updates from the CERT, since the meeting was due the next week.

7.2 ETSAP's 50th anniversary

Initial ideas were gathered on how ETSAP might commemorate its 50th anniversary in 2026. Suggestions included:

- Launching a podcast series featuring interviews with long-time contributors (e.g., Gary, Antti) to document institutional memory.
- Honouring Antti during the Winter Workshop in Finland, in recognition of his significant contributions over many years to ETSAP.
- Retrieving early model results from the 1970s–80s for comparison with historical outcomes and modern projections.
- Showcasing impactful policy applications of ETSAP models across member countries

Decision: The management team will prepare a draft proposal consolidating anniversary ideas and estimated costs, to be presented at the next ExCo meeting.

7.3 Relation with IEA and other TCPs: updates

Updates were shared regarding current and potential collaborations with other TCPs:

- **IETS TCP:** The recent joint workshop was a success. Marcus (Germany) confirmed continued engagement through participation in the new electrification and industry task.
- **Hydrogen TCP:** Interest was expressed in collaborating on Tasks 50 and 52 (hydrogen supply chains and green steel). Anna (Sweden), Marcus (Germany), Luke (Australia), Pieter (Belgium), and James (expert) expressed willingness to engage. George will help coordinate follow-up.
- **Flexibility Coordination Group:** ETSAP has been invited to collaborate on topics like grid integration, infrastructure, and renewable flexibility. Evangelos (Switzerland) and Pieter (Belgium) supported this initiative.
- **Bioenergy TCP (Task 44):** Anna (Sweden) reported ongoing collaboration through her involvement, and a joint workshop proposal with ETSAP is in development.

Decision: George will coordinate engagement with Hydrogen TCP (Tasks 50 and 52) by connecting interested ExCo members and proposing a presentation at the Winter Workshop. Kathleen will respond to the Flexibility Coordination Group, cc'ing relevant members to initiate discussions. Engagement with Bioenergy TCP Task 44 will continue through current member participation.

7.4 ETSAP Participation and Outreach activities

The outreach to potential organisation in the USA is open but challenging due to ongoing budget cuts and staff reductions.

Austria's Federal Ministry for Climate Action, Innovation, and Technology (BMK) has expressed interest in joining ETSAP. Post-meeting update: While the ExCo agreed to issue an invitation letter during the meeting, Austria later confirmed they would not proceed, as no group there is using TIMES in their national multi-model comparison exercise.

James (expert) mentioned interest from Indonesian government officials (former Columbia students now in public-sector roles) who are using TIMES and may be interested in joining ETSAP.

Decision: James will initiate contact with relevant Indonesian representatives to explore membership interest.

8. OTHER BUSINESS

8.1 Vote for chair and vice-chair

The Committee was invited to nominate the current Chair and Vice-Chairs for the upcoming year.

- Brian Ó Gallachóir has been re-elected as chair.
- Markus Blesl and Tiina Koljonen have been re-elected as vice-chair.

All three confirmed their willingness to continue for another year, though Tina noted she may reassess for the following term depending on organizational changes.

8.2 Next ETSAP 99 ExCo meeting

The 99th ExCo meeting will take place online on September 18, 2025. The invitation had already been sent out to participants.

8.2 Other meetings

The ETSAP Winter Workshop 2025 and the 100th ExCo Meeting will be held in person in Helsinki, Finland, hosted by VTT, during the week of November 24–28, 2025 to minimize conflicts with the COP30 and the IAMC. Early planning was encouraged, particularly to determine how many parallel sessions (e.g., workshops and trainings) can be accommodated within the program.

The ExCo agreed that a “business as usual” format would be sufficient for the 100th ExCo milestone, while acknowledging the symbolic significance of holding the event in Helsinki in recognition of Antti’s longstanding contributions and upcoming retirement.

The 101st ExCo Meeting will be held online; the date is to be confirmed.

8.3 Any other businesses:

None.

8. AGREED ACTIONS

To do

Action list from this ExCo meeting	Owner	Agenda item
Preliminary engagement with the local hosts in Finland. Start planning the Winter ETSAP Workshop & ExCo.	Brian/George/Kathleen	
Issue a call for ETSAP-owned basic training materials. Done post-meeting.	George + review committee	
Prepare a concept for a TIMES code maintenance training course.	George, Marcus and Evangelos, Antti, Kathleen	
Prepare a draft proposal consolidating anniversary ideas and estimated costs, to be presented at the next ExCo.	Brian/George/Kathleen	
Coordinate engagement with Hydrogen TCP (Tasks 50 and 52) by connecting interested ExCo members and proposing a presentation at the Winter Workshop.	George	
Respond to the Flexibility Coordination Group, cc'ing relevant members to initiate discussions. Done post-meeting.	Kathleen	
Add a section in future Annual Reports to highlight completed PhD theses related to TIMES	Kathleen/All CPs	
Initiate contact with relevant Indonesian representatives to explore membership interest.	James	
Look for an online upload system to collect workshop presentations (not this year). With the new website.	Kathleen	
Coordinate with Amit for a demonstration of the advanced VEDA features at upcoming meetings. Not needed.	George	
Organise a dedicated session at a future workshop on post-processing tool development with experienced TIMES modelers.	George/Kathleen	

Ongoing

Action list from previous ExCo meetings	Owner	Agenda item
Discuss the topic of the next Annex (2026-2028) at the June 2025 ExCo meeting in Japan. Organise a brainstorming session at the June workshop to allow the broader ETSAP community to contribute ideas.	Brian/George/Kathleen	5.1
Suggest additional U.S. institutions as potential Contracting Parties for USA.	All CPs	7.4
Revisit the basic training topic at the next ExCo meeting and continue submitting ideas in the interim for both basic and intermediate trainings.	Brian/Kathleen/ George	6.1
Revisit the voting process for project proposals at the next ExCo meeting to consider privacy and transparency issues.	Brian/Kathleen/ George	

ANNEX XVI (2023-2025):

ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS



Seek to coordinate with IEA on joint training workshops for IEA Association Countries	George / Uwe	
Continue with ETSAP webinar series – ExCo members to encourage participation and to propose webinar topics to George.	George / Paul / All CPs	
Review intellectual property rights (IPR) clauses in contracts.	Kathleen/Tiina	
Revisit rules & ideas to refine the workshop format further to include more interactive formats.	Kathleen & All CPs	
Engage with TCP Coordinating Groups to ensure inclusion in future activities	All CPs	7.3

Completed

Action list from previous ExCo meetings	Owner
Workshops and trainings	
Plan for a training in Vietnam	George/Maurizio
Seek more visibility for ETSAP from IEW 2025 sponsorship and plan for a focused lunchtime as part of the formal IEW agenda.	Brian/Kathleen/ George
Preliminary engagement with the IEW hosts in Japan. Start planning the Summer ETSAP Workshop & ExCo	Brian/George/Kathleen
Build a survey to i) map current training efforts across CP, ii) gather input on additional capacity-building needs and iii) gather suggestions on training resources, such as video tutorials. Create a pool of potential trainers across a range of advanced topics.	George, James, Marcus, Will, and Paul
Consolidate the list of external consultants collected so far to follow-up on such intermediate training requests.	Brian/Kathleen/ George
Propose additional options and online learning materials (webinars, video introductions, self paced & scalable trainings and peer-led tutorials) to complement the basic trainings.	All CPs
Coordinate a working group to set-up advanced trainings. Collect suggestions for a pilot advanced training session.	George / All CPs
Tool and capacity building	
Coordinate a working group to discuss the creation of a structured mechanism for engagement in forums. <i>Will be resolve by using of AI tools.</i>	George
Coordinate on the renewal of the free VEDA Online access for academics to provide an update at next ExCo meeting in Japan.	George/Kathleen
Try the ADVANCED version of the VEDA license and get familiar with the reporting features before making a long-term financial commitment.	All CPs
Outreach and collaboration with other TCPs	
Follow-up discussion with Angelina Larose (USA).	Brian/George/Kathleen
Annual Reports, Social medias, Marketing activities	
Get access to the current ETSAP website.	George
Build a survey to guide decisions on what to keep for the Website.	Kathleen

ANNEX XVI (2023-2025):
ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS



Action list from previous ExCo meetings	Owner
Submit ideas on how to celebrate the ETSAP's 50th anniversary in 2026 and discuss them at the next ExCo meeting in Japan, and next.	All CPs
Research projects	

ANNEX 1: ETSAP 98TH EXCO MEETING - CONTRACTING PARTIES REPRESENTATIVES

N.	Country	Contracting Party	Delegate	Yes	Alternate	Yes	Nominate	Yes
1	Australia	CSIRO	Mr. Luke Reedman	√o	Mr. Thomas Brinsmead		Mr. James Foster Mr. Stephen Craig	
2	Belgium	VITO/SPW/Brussels	Mr. Frank Meinke-Hubeny Ms. Martha Cadena Barros Ms. Camille Romain		Mr. Pieter Lodewijks Mr. Wouter Nijs Ms. Nathalie Arnould	√o		
3	Canada	CanmetENERGY	Mr. Jocelyn Millette		Ms. Kathleen Vaillancourt		Mr. Etienne Bernier	√o
4	Denmark	ENS	Mr. Steffen Dockweiler		Mr. Lars B. Termansen	√o		
5	Finland	VTT/Business Finland	Mr. Jussi Mäkelä		Ms. Tiina Koljonen, Vice chair	√o		
6	France	ADEME/EDMP/ DGEMPEDAD	Mr. Jean-Louis Bergey Ms. Alma Monserand		Mr. Richard Lavergne		Ms Nadia Maïzi Ms. Sandrine Selosse	
7	Germany	IER	Mr. Markus Blesl, Vice chair	√p	Mr. Christoph Jessen			
8	Greece	CRES	Mr. Philip Siakkis					
9	Ireland	SEAI	Mr. Brian Ó Gallachoir, Chair	√p	Padraig Daly			
10	Italy	ENEA	Ms. Maria Gaeta		Mr. Fabio Lanati	√o		
11	Japan	IEEJ	Mr. Yuhji MATSUO		Mr. Seiya Endo	√p		
12	Kazakhstan	NURIS						
13	Korea	KEA	Mr. Kang Hoon Lee		Hye Bin Jan			
14	Netherlands	TNO	Mr. Bob van der Zwaan				Steven Salim	√o
15	New Zealand	EECA	Mr. Vincent Smart		Garett Gretton	√o	Dr Will Catton	
16	Norway	IFE	Ms. Kari Aamodt Espegren	√o				
17	Russia							
18	Singapore	A*STAR	Mr Jonathan (Sze Choong) Low		Mr. Tang WeyLin		Mr. Aloisius Rabata Purnama Mr. Aniq Ahsan Dr Wu Kunna Mr. Muhamad Azfar Ramli	√l
19	Spain	CIEMAT	Ms. Yolanda Lechón	√o				
20	Sweden	STEM	Mr. Erik Sandberg		Mr. Erik Ahlgren Ms. Anna Krook-Riekkola	√o		
21	Switzerland	PSI	Ms. Anne-Kathrin Faust		Mr. Evangelos Panos	√o	Mr. Kannan Ramachandran	
22	UK	BEIS	Mr. Todd Davidson		Mr. Paul Dodds Mr. Steve Pye			
23	US	DOE	Mr. Sauleh Siddiqui		Ms. Angelina LaRose		Ms. Anna D. Cororaton	



Quorum count

√o = online

√p = in-person

√l = came late

ANNEX 2: OFFICERS AND GUESTS

N.	Name	Organisation	Role	Yes
1	Antti Lehtila	VTT, Finland	TIMES Maintenance	√l
2	George Giannakidis	Freelance	ETSAP Project Head	√p
3	Kathleen Vaillancourt	ESMIA	ETSAP Operating Agent Alternate delegate for Canada	√p
4	Amit Kanudia	Kanors	VEDA Licenses	√p
5	Maurizio Gargiulo	E4SMA	VEDA-TIMES basic trainings	√p
6	James Glynn	ESMIA	Expert	√o
7	Pernille Seljom	IFE	Expert	√p
8	Jonas Forsberg	Luleå University of Technology	Guest from Sweden	√p