**Notes:**

* Kindly answer all questions and use a separate sheet if required.

Every department involved in the net-metering application process and procedure needs to complete this form separately.

* A soft version of this Questionnaire is also available on the PPIB website. Kindly download it if needed.

**Questionnaire on Training Needs of DISCOs**

**to**

***process* net – metering applications efficiently**

DISCO Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Respondent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation of Respondent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nos. of Employees/staff of the department \_\_\_\_\_\_Regional Offices/Service Centers\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone No.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What is the role of DISCO perceived in the NEPRA’s Net Metering Regulations to process applications?

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1. Which are the existing processes for net-metering implementation managed by the DISCOs?

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1. What can be the appropriate work distribution among different job portfolios for smooth processing of net metering applications?

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1. What capacities and knowledge exist among the staff fulfilling these duties and responsibilities?

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1. What are the gaps and what additional skills DISCOs need for net metering (if any are required at all)?

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1. What documents DISCOs needed to process net-metering applications? Does DISCOs have framed own SOPs in this regard?

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1. What kind of the training programme is envisaged for the DISCO staff to fill their knowledge / skills gaps in order to perform their duties/jobs efficiently and effectively?

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1. Why is this training programme seen as the recommendable solution?

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1. What would the best suitable location/institute of the training programme from the perspective of the staff of the distribution companies e.g PPIB, any other ?

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1. What is the learning style (e.g. Power point presentations, practical sessions, Q&A etc.) of the staff intended to participate in the envisaged trainings?

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1. Additional feedback you think will be helpful to know the training needs?

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