

RENEWABLE ENERGY POLICY DATABASE MANUAL

OVERVIEW OF DATABASE

The Caribbean Renewable Energy (RE) Policy Database is a centralised web portal containing information on policies relevant to RE development within the Caribbean.

The database can be used to search and identify policies relevant to RE implementation according to: the type of policy (pre-policy or policy), status of approval/implementation (draft, incomplete draft, in effect or under development), or country of implementation. The database provides the user with a list of policies according to the search criteria entered, as well as basic details on the overall policy objective and RE targets and timelines. It also provides weblinks for obtaining further information.

STRUCTURE OF DATABASE

The RE Policy Database tool consists of 3 main sections: A map tool (located at top centre of the page), a Search Criteria or Query panel (located just beneath the interactive map), and the Search results (located beneath the query panel).

MAP TOOL

The map tool consists of an interactive regional map that allows the user to perform a general search - for all RE policies in a given country, irrespective of policy type or status of approval - by clicking on their country of interest in the map. The outlined and highlighted countries seen in the map are the countries for which the database contains information.

SEARCH CRITERIA OR QUERY PANEL

The Search Criteria or Query panel allows the user to filter the information in the database according to the particular parameters in which he is interested. It consists of the following filters.

Country

This search criterion filters the database for entries according to the country selected by the user from the drop down list. Each target country has their own specific set of RE related policies.

Policy Type

This search criterion filters the database for entries according to the policy type selected by the user if any.

Status of approval/implementation

This filter is used to search the database for entries according to approval or implementation status. Policies will be found at varying stages of approval, such as: draft, incomplete draft, in effect, and under development.

RESULTS TABLE

This consists of a table showing, from left to right, the target country, the policy name, policy type, status of approval/implementation and inclusion of quantified RE targets? (YES, NO or TBC). The results in the table are updated in real time as filter options are changed.

HOW TO USE THE DATABASE

Use of the database simply requires pointing and clicking with your mouse.

Your initial point of contact upon arrival to the database should be the Renewable Energy Policy Database landing page which consists of

- An interactive **regional map** highlighting the countries for which there is information in the database
- A **query panel** below the interactive regional map, which allows users to refine their search using filters
- A **results table** below the query panel which gives the results of a particular search in table format. The results table updates in real time as the user modifies his/her search via the query panel, the map, or both.

TO CONDUCT A SEARCH FOR ALL RE POLICIES IN A GIVEN COUNTRY

If you are interested in conducting a general search for all the policies that are available for any of the given target countries, simply click on the country of interest in the **interactive map**. This will give a listing of all the RE policies for the country of interest. Selecting a country from the map is equivalent to selecting the given country in the Query panel located below the map. Map selection automatically clears all other filters that may have been active in the Query panel (policy type, status of approval...). It is the quickest way to get a listing of all the RE policies for the country of interest.

TO CONDUCT A SEARCH USING SPECIFIC SEARCH CRITERIA

For a more refined search, use the **query panel** below the **interactive map**.

1. Select the intended country for implementation of the project by choosing one of the country options from the drop-down menu under the “Country” filter. If you wish to see results for all countries in the database, leave this filter on “ANY”
2. Select the type of policy you wish to search for by selecting an option from the “Policy Type” filter. If you wish to get results for all policy types, leave this filter unchanged.
3. Select the implementation status being sought by choosing an option under the “Status of approval/implementation” filter.
4. Check the **results table** (below the query panel) for the results of your search. The results table displays, from left to right: the target country, the policy name, policy type, status of approval/implementation and inclusion of quantified RE targets? (YES, NO or TBC). Results are updated in real time as filter options are changed.
5. To find out more information on a particular result, click on the name of the policy in the **results table**. This will give a pop-up window which shows the RE

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targets and timelines indicated in the policy, and a summary of the overall policy objective. Information to be able to source the full policy document is also provided.

Example

An investor would like to know what RE policies are **in effect** in **Jamaica** that may influence his investment in a new solar plant. Using the guidelines above, he would do the following:

1. Select the “Jamaica” option from the “Country” filter.
2. Select “POLICY” from the “Policy Type” filter.
3. Select the “In Effect” option from the “Status of approval/implementation” filter.
4. Check results window to see results from search.
5. Click on one of the policies in the **results table**, e.g. “National Renewable Energy Policy 2009 - 2030”, to get further details on the targets, timelines and objectives articulated in that policy; and web links or information on how to access the full policy document

TO RECOMMEND POLICIES TO BE INCLUDED IN THE DATABASE

If you know of a policy document related to renewable energy development in the Caribbean that you think should be featured in our database, please let us know! Go to the section “Want to have your policy listed in our database?” and click on the “Contact Us” link. Alternatively, you can contact us using the contact information below (see Contacts).

FEEDBACK

Your feedback is valuable to us as we strive to make this tool as useful as possible.

To access the feedback form, click on the “feedback” hyperlink in the section “Give us your feedback!” (below the results table). The feedback form consists of “rating” the database according to specific criteria (accuracy, user-friendliness etc.) and will take no more than a few seconds to complete.

You can also click on the feedback tab located to the right of the webpage where you will be directed to feedback forms for all our online databases and tools.

CONTACTS

You may signal concerns or suggestions by sending us an email: **renewable-energy@capricaribbean.org**