

APPROVED:
UNDP Deputy Resident Representative
in the Republic of Belarus

Zachary Taylor

Date " " 2018

APPROVED:
National Project Director,
Head of the Department for Science and Technology Policy and Foreign Economic Relations
of the Department of Energy Efficiency of the State Committee for Standardization of the Republic of Belarus

Andrei Minenkov

Date " " 2018

Detailed Annual Work Plan 2018

Improving Energy Efficiency in Residential Buildings in the Republic of Belarus
No. 00077154

Description of activities	Costs per budget accounts, USD		Total, USD	Donor	Budget account	Responsible	Annual targets
	I qtr. 2018	II qtr. 2018					
Outcome 1: Strengthened legal and regulatory framework and mechanisms to enforce the legislation for improving the energy efficiency of the building sector with the focus on new residential buildings							
1.1	A formally adopted and endorsed methodology for buildings' energy performance monitoring and calculation in line with contemporary European standards and other applicable international standards.					Project Manager	Completed in 2015.
1.2	At least 50 energy audits to obtain information on the actual energy consumption and energy balance of different types of existing residential buildings of different age and based on different construction technologies have been conducted.					Project Manager	Completed in 2017.
1.3	Review and cost-efficiency analysis of different technical options to improve buildings' energy efficiency and the use of renewable energy sources, including the analysis of the cost-efficiency of different heat supply and distribution methods to serve low or close to zero energy buildings.					Project Manager	Completed in 2017.
1.4	Analysis of the compatibility of new low energy buildings with the space heating systems most widespread in Belarus, including with district heating and hot water supply systems. Preparation of respective long-term recommendations.					Project Manager	Recommendations submitted to decision makers concerning the optimal heat supply and distribution options to serve low or close to zero energy buildings based on the analysis of cost-efficiency of technical options introduced into the energy efficient engineering systems of the pilot buildings and on the analysis of the impact these systems have on different kind of district heat supply.
1.4.1	Complete a cost-efficiency analysis of different technical options for the space heating and DHW supply systems, based on the actual outcomes of the first heating season including operation and maintenance costs related to functioning of engineering equipment installed in the pilot buildings, including such analysis and respective long-term recommendations for various district heating patterns for further designing low to zero energy buildings.	3 000		3 000	GEF	71300 local consultants	Based, <i>inter alia</i> , on the economic and financial results of actual operation and maintenance of the pilot buildings, the cost-efficiency analysis has been performed as to the technical options introduced into the energy efficient engineering systems of these buildings including such analysis with due regard of the impact these systems have on different kind of district heat supply. The report containing the above analysis and respective recommendations has been sent to the Energy Efficiency Department and the Ministry of Housing and Utilities. Deadline - March 31, 2018.
1.4.2	Organize and conduct, using the materials prepared under activity 1.4.1 above, at least one ad-hoc meeting to discuss long-term recommendations for various district heating patterns for energy efficient housing and related tariff policy to motivate all involved stakeholders to invest in energy efficient housing.	200		200	GEF	71300 local consultants	At least 50 representatives of key stakeholders (Ministry of Energy, Energy Efficiency Department, Ministry of Housing & Communal Services, Oblast authorities, Household Associations) have participated in discussions on optimal district heating patterns for energy efficient housing and balanced tariff policy that would raise motivation of the said stakeholders in extending energy efficient housing construction. The respective report containing recommendations on optimal heat supply options for "nearly zero energy consumption" buildings and on economically justified tariffs has been elaborated, then it has been presented to the stakeholders and published on the Internet and has been taken into account in the course of the design of residential construction programmes and building projects for residential buildings until 2020. Deadline - May 31, 2018.
		2 500		2 500	GEF	72100 - contract. serv. companies	
1.5	A finalized draft of new national energy consumption standards for new buildings and, as applicable, buildings undergoing a major renovation, to be used first of all in residential buildings.					Project Manager	Completed (within the scope of the project) in 2016.
1.6	Design and adoption by the Government of Belarus of practical procedures for the establishment of a mandatory system of EE certification of buildings, including issuing of EE passports and a system of monitoring and compliance checking with corresponding random on-site checks.					Project Manager	Completed (within the scope of the project) in 2016.
1.7	Further developed and adopted quality standards and a system of EE certification for the construction materials, equipment and component parts used in construction.					Project Manager	Based on the Technical Code "Energy Efficiency of Buildings" that indicates basic provisions for the certification system, the quality standards and a system of energy efficiency certification for the materials, equipment and component parts used in residential construction have been formally submitted for adoption.
1.7.1	Revise, taking into account basic provisions presented in the Technical Code "Energy Efficiency of Buildings", the elaborated draft practical procedures along with methodologies and relevant monitoring and compliance checking tools for energy efficiency certification and validation systems for materials, constituent parts and equipment used in the construction of residential buildings and submit them for approval and adoption.	0		0	GEF	71300 local consultants (budget 2017)	Practical procedures along with methodologies and relevant monitoring and compliance checking tools for energy efficiency certification and validation systems for materials, constituent parts and equipment used in the construction of residential buildings have been submitted to RUE "StroiTechNorm" (with a copy to the Energy Efficiency Department) for approval and adoption. Deadline - March 31, 2018.
1.7.2	Prepare a package of other national standards and modifications of existing standards that introduce tools for the monitoring and assessment of the conformity of residential buildings with the energy efficiency standards and associated with the Technical Code "Energy Efficiency of Buildings".	0	0	0	GEF	71300 local consultants (budget 2017)	Other national standards and modifications of existing standards that introduce tools for the monitoring and assessment of the conformity of residential buildings with the energy efficiency standards and associated with the Technical Code "Energy Efficiency of Buildings" have been submitted to RUE "StroiTechNorm" (with a copy to the Energy Efficiency Department) for approval and adoption. Deadline - May 31, 2018.
	Bank fee	15	15	30	GEF	74510 - bank charges	Bank charges. During the year
Outcome 1, total GEF:		3 015	2 715	5 730	GEF		
Outcome 1 total:		3 015	2 715	5 730			
Outcome 2: Enhanced capacity of the Belarusian specialists to implement and effectively enforce new energy efficient construction standards.							
2.1	Developed, published and disseminated stakeholder group specific technical guides, handbooks, guidelines and other related training materials on energy efficiency design and construction of new buildings to support the implementation of the envisaged new construction norms, including dissemination of this information through the internet based energy platform and the project's own Internet site.					Project Manager	Completed in 2017.

2.2	Design and integration into the curricula of all key Belarusian universities offering courses in architecture and building engineering of new courses on integrated building design and energy efficiency. At least 200 students have completed the new courses by the end of the project.					Project Manager	At least 20 training and educational materials, tutorials and reference books published by the project in 2014-2017 have been accommodated in educational process and in curricula of at least two universities. At least 200 students have completed these new courses.
2.2.1	Complete integration of all key project reports, other information and training materials developed in 2014-2017 into curricula of relevant courses at the selected universities.	1 500	0	1 500	UNDP	71300 - local consultants	Based on the instructional materials and other training materials developed by project in 2014-2017 at least two selected universities (Belarusian National Technical University and Brest State Technical University) and some colleges have amended their curricula for the relevant courses. At least 200 students have completed these new courses. Deadline - May 31, 2018.
		600	0	600	GEF	74200 - audio & video prod.	
2.3	At least 50 experts from different state and local authorities dealing with construction policies and establishing construction standards will be trained in recent international developments, international practices and lessons learnt regarding the energy efficiency of buildings and ensuring environmentally compatible construction.					Project Manager	Completed in 2014
2.4	At least 50 architects and civil engineers working for the leading design and construction institutes (including NIPTIS, Belzhilproekt, Belgosproekt, design institutes in central cities of oblasts, and professional associations: Belarusian association of architects, Renewable Energy Association, etc.) will receive training on the following topics: 1) present-day international energy efficiency trends: technical and policy perspective; 2) integrated, energy efficient building design principles and techniques; 3) implications in the practical design work when moving from prescriptive norms to buildings' overall energy performance based construction standards; 4) available technical options and cost-effective design principles for optimizing buildings' energy performance; and 5) familiarization with the available state of the art applications to support integrated, energy efficient building design, and training (use of applications).					Project Manager	Completed in 2014
2.5	At least 50 construction inspectors from oblast and district centres will receive training on the methodologies for assessing buildings' energy performance and the correct installation of the materials and equipment used.					Project Manager	Completed in 2014
2.6	At least 50 managers of the leading construction companies will receive training on the correct installation of the materials and equipment used; and other consultations will be provided for private construction companies on how to integrate elements of energy efficient design in their investment projects throughout the project cycle from the design to construction and building management.					Project Manager	At least 50 managers of the leading construction companies have been trained in the ways of integrating elements of energy efficient design in their investment projects.
2.6.1	As a follow-up of the introductory course delivered in 2015 and practical visits to the pilot sites in 2016 with trainings on the correct installation of the materials and equipment, and being based on the detailed cost-benefit analysis carried out under activities 1.3 and 1.4 above, prepare materials for practical courses on investment projects in the field of energy efficient housing development for construction companies.	1 000		1 000	GEF	71300 local consultants	Instructional materials for construction companies on integrating energy efficiency improvement measures into investment and project cycles prepared and submitted to the Energy Efficiency Department and the Ministry of Architecture & Construction and published online. Deadline - March 31, 2018.
		600		600	GEF	74200 - audio & video prod.	
2.6.2	Organize and conduct, using the materials prepared under activity 2.6.1 above, at least one practical course on investment projects in the field of residential construction for at least 50 representatives of private construction companies.		300	300	GEF	71300 local consultants	At least 50 supervisors and principal staff members of construction companies have been trained (during a two-day training workshop with site visits) in the best practices, methodologies and tools used in business models for the construction of energy efficient buildings. Instructional materials have been published (printed) and disseminated among the participants. Deadline - May 31, 2018.
			3 000	3 000	GEF	72100 - contract. serv. companies	
2.7	A two-week training workshop for professional designers, representatives of the state expert review and building supervision in order to familiarize the target group with the experience of energy-efficient building design, organization of state supervision (including by municipal authorities) in EU countries and visiting the facilities (25 people).					Project Manager	Completed in 2015
2.8	Other trainings, networking and exchange of knowledge and lessons learnt based on co-operation with other international initiatives promoting energy efficient and environmentally sustainable construction.					Project Manager	All instructional materials developed by the project in 2013-2017 have been transferred to a specialized training institutions. At least 2 Belarusian specialists and decision-makers participated in at least one international event dedicated to use of renewable energy, energy efficient installation and environmentally sustainable policies and practices in the field of construction and operation of buildings.
2.8.1	Provide necessary recommendations and support for the transfer and adaptation of all instructional materials (handbooks, tutorials, presentations) and curricula prepared and tested as part of the project in 2013-2017 to the Inter-branch Advanced Training and Personnel Retraining Institute of the Ministry of Education - one of the leading advanced training institutions in the field of construction. In addition, these materials along with special simulators, replicas, models, stands and visual aids developed under activity 3.5 below are transferred to Oblast Training Centres for Personnel of Housing & Communal Services in Minsk, Mahiliou and Hrodna.	1 500		1 500	UNDP	71300 - local consultants	All instructional materials, tutorials, handbooks and presentations developed by the project and tested during 2013-2017 trainings, including the materials under outputs 2.3-2.7 above, have been updated, adapted to the specific needs of target audiences and transferred to the Inter-branch Advanced Training and Personnel Retraining Institute of the Ministry of Education and to the Oblast Training Centres for Personnel of Housing & Communal Services in Minsk, Mahiliou and Hrodna along with necessary recommendations for further training. Deadline - March 31, 2018
		600		600	GEF	74200 - audio & video prod.	
2.8.2	Provide information and financial support to the Belarusian specialists and decision makers during their participation in at least one international event (e.g., the Passive House Conference, Germany).	0	3 000	3 000	GEF	71600 - travel	In total at least 2 Belarusian specialists and decision makers participated in at least one international event related to the topic of the project (for example, the Passive House Conference, Germany), improved their knowledge and gained experience, shared relevant information, and discussed the main provisions of the national strategy regarding energy efficient residential buildings. The number of business travellers and the number of events to be visited will be determined later with due regard for the savings of the project. Deadline - June 30, 2018.
	Bank fee, GEF	25	25	50	GEF	74510 - bank charges	Bank charges. During the year
	Bank fee, UNDP	15	15	30	UNDP	74510 - bank charges	Bank charges. During the year
	Outcome 2, total UNDP:	3 015	15	3 030	UNDP		
	Outcome 2, total GEF:	2 825	6 325	9 150	GEF		
	Outcome 2 total:	5 840	6 340	12 180			
Outcome 3: Demonstrated energy and cost-saving potential of new energy efficiency measures in three new residential buildings in three Belarusian cities.							
3.1	Pre-feasibility study has been completed and the construction project of demonstration buildings has been designed, based on integrated building design principles and new technologies and approaches to the supply of these buildings with heat, hot water and ventilation in a cost efficient way and with low energy consumption.					Project Manager	Completed in 2015.
3.2	Completion of the construction of demonstration buildings while ensuring the compliance of construction works and equipment installation to the proposed and approved quality standards and recommendations.					Project Manager	Completed in 2017.
3.3	Preparation of the monitoring report on the construction of the demonstration buildings documenting the experiences and lessons learnt from procuring, installing and testing the new energy efficient materials, construction techniques and appliances.					Project Manager	Completed in 2017.

3.4.	A report on the monitoring of energy performance of demonstration buildings specifying energy and cost saving and reduction of greenhouse gas emissions for each building as a whole and following each specific energy efficiency intervention and for each tested device.					Project Manager	Energy efficiency performance of the buildings along with actual energy and cost saving data, and the emissions of greenhouse gases have been assessed and recorded in the monitoring reports.
3.4.1	Determine the actual characteristics of air permeability of envelopes of the pilot buildings and propose recommendations and measures to improve the tightness of the buildings if necessary.	0	0	0	GEF	71300 - local consultants (budget 2017)	With due account of the methodology and best practices exercised in Belarus the required tightness of envelopes of the pilot buildings and the resulting heat losses have been assessed using air permeability tests and thermal imagings and respective reports have been prepared and submitted to the designers and developers as well as to the Energy Efficiency Department. Deadline - April 30, 2018.
		300	300	600	GEF	71300 - local consultants	
		500	500	1 000	GEF	71600 - travel	
		12 500	0	12 500	GEF	72100 - contract. serv. companies	
3.4.2	Ensure energy efficiency performance monitoring of the three pilot buildings constructed as part of the project, through dispatch systems of the utility installations in each of the pilot buildings and a remote access data channel enabling data acquisition for the monitoring.	0	0	0	GEF	71300 - local consultants (budget 2017)	Quarterly reports with the findings of energy efficiency monitoring of the three pilot buildings in Hrodna, Minsk, and Mahilioŭ have been prepared and submitted to the designers, developers and to the Energy Efficiency Department. The reports should contain documents confirming the actual energy saving for the operation of the building as a whole and for each individual measure of improving energy efficiency and each individual installed unit of utility equipment. Deadline - May 31, 2018.
		1 000	0	1 000	GEF	71300 - local consultants	
		1 000	500	1 500	GEF	71600 - travel	
		0	0	0	GEF	72100 - contract. serv. companies (NIPTIS, budget 2017)	
3.4.3	Provide documentation with the actual figures on the energy efficiency, economic efficiency and reduction of greenhouse gas emissions for each building as a whole and for each individual energy efficiency measure and utilized technology.	1 250	1 250	2 500	GEF	71300 - local consultants	Quarterly reports with the findings of energy and economic efficiency monitoring and monitoring of the reduction of greenhouse gas emissions for the three pilot buildings in Hrodna, Minsk, and Mahilioŭ have been prepared and submitted to the designers, developers and to the Energy Efficiency Department. The reports should contain documents confirming the actual saving of funds and the actual reduction of greenhouse gas emissions from the operation of the building as a whole and for each individual measure of improving energy efficiency and each individual installed unit of utility equipment. Deadline - June 30, 2018.
		0	0	0	GEF	72100 - contract. serv. companies (NIPTIS, budget 2017)	
3.4.4	Provide recommendations for improving engineering and design solutions utilized in the buildings and for the dissemination of the experience.	0	0	0	GEF	72100 - contract. serv. companies (NIPTIS, budget 2017)	The report with the recommendations for improving engineering and design solutions utilized in the buildings and for the dissemination of the experience has been prepared, agreed with the designers, developers and operating entities, submitted to the Energy Efficiency Department and published on the Internet. Draft report: deadline - May 31, 2018. Final version of the report: deadline - June 30, 2018.
3.5	At least 30 showings of the new buildings organized for Belarusian architects, designers, builders and other decision makers, including half-day training sessions with an objective to promote the solutions adopted for the demonstration projects for other buildings.					Project Manager	Set of different training materials has been developed and handed over to project stakeholders and target groups. In total (taking into account also year 2017) at least 30 visits to the pilot sites conjointly with trainings of half-day long have been organized and conducted in Minsk, Hrodna, Mahilioŭ for the local architects, designers, builders, building operators and decision makers.
3.5.1	Using the materials delivered by local and international experts in 2016-2017, prepare, publish and disseminate a 95-minute training video film with an additional electronic tutorial function for demonstrating to specialists of operating companies the contents, operating principles, maintenance and repair of the components of each of the energy efficiency utility systems installed in the pilot buildings.	0	0	0	GEF	71300 - local consultants (budget 2017)	The training video film of 95-minute long presenting design, construction, operating principle, operation and maintenance services of energy efficient engineering systems using the pilot buildings as an example has been developed and issued for specialists of utility companies and replicated in 100 copies to be used by the Oblast Training Centres for Personnel of Housing & Communal Services. Deadline - Apr 30, 2018.
		6 775	6 775	13 550	GEF	71400 - contract. serv. individ.	
		250	250	500	GEF	71600 - travel	
		0	0	0	GEF	74200 - audio & video prod. (budget 2017)	
3.5.2	Develop, purchase, assemble and install in the Oblast Training Centers for Utilities (in Minsk, Mahilioŭ and Hrodna) and in training classes of organizations subordinated to the Energy Efficiency Department of Gosstandard information systems, visual aids and models of the energy efficient engineering systems (solar collector, PV-panel), which have been put into operation in the pilot buildings, to provide demonstration of contents, principles of operation, maintenance and repair of the components of these systems during the current trainings (see activity 3.5.4 below) and future training, informational and promotional campaigns.	1 500	1 176	2 676	GEF	71300 - local consultants	The Oblast Training Centers for Utilities and training classes of the Energy Efficiency Department have been equipped with a set of information systems, stands, models, other training visual aids including working models of a HWAC system with heat recuperation, a solar collector system and PV-panels to help conduct efficient training campaigns for the specialists of housing and communal services (main target audience) and for other relevant professionals. That will ensure further transfer and dissemination of experience and knowledge about the energy efficient utility systems installed in the pilot buildings after the project is terminated. Deadline - Apr 30, 2018.
		44 000	0	44 000	GEF	72100 - contract. serv. companies	
		250	250	500	GEF	71600 - travel	
3.5.3	Using the materials delivered by local and international experts in 2016-2017, develop an electronic simulator (web application) "Improve Energy Efficiency of Your Apartment" and disseminate it among residents of the pilot buildings and experts as well as via the project's website.	0	0	0	GEF	71300 - local consultants (budget 2017)	Electronic web-based simulator "Improve Energy Efficiency of Your Apartment" has been developed that helps raising awareness of local population about energy efficient housing, allows developing own measures aimed at reduction of energy consumption of their flats and provides advices for decision makers as to preliminary estimations of the best of energy and resource efficient and cost-effective options while planning the developments in housing. The tool has been disseminated among residents and experts via the project's website and using other means of communication. Deadline - Apr 30, 2018.
		10 400	0	10 400	GEF	72100 - contract. serv. companies	
		250	250	500	GEF	71600 - travel	
3.5.4	Using the instructional, information and video materials prepared as part of activities 2.1 and 3.5.1 above as well as the visual aids and models described in activity 3.5.2 above, organize in each of the three cities where the pilot buildings were built at least 6 special demonstration events with trainings (half-day long) for the designers and specialists in residential construction, and for the specialists of utility companies responsible for the operation and maintenance of the energy efficient residential buildings.	1 500	1 000	2 500	GEF	71600 - travel	In addition to 11 visits organized in 2017, at least 6 half-day training sessions that include demonstrations of the training video film and coupled with site visits have been conducted in each of the cities (Hrodna, Mahilioŭ and Minsk) for architects, designers, builders, management (operating) companies and decision makers (total number of trainees should be at least 100). Deadline - May 31, 2018.
		0	0	0	GEF	72100 - contract. serv. companies (budget 2017)	
	Bank fee, GEF	50	50	100	GEF	74510 - bank charges	Bank charges. During the year

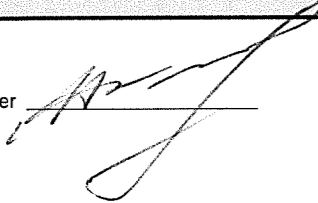
		Outcome 3, total GEF:	81 525	12 301	93 826	GEF			
Outcome 3 total:			81 525	12 301	93 826				
Outcome 4: Documented, disseminated and institutionalized project results providing a basis for further replication									
4.1	Developed and published public awareness raising materials and completed nation-wide awareness and information campaign advocating the benefits of energy efficiency measures in new buildings, including economic, social, health, environmental and aesthetic aspects and with due regard for the GEF/UNDP visibility requirements.						PR Specialist	At least 15 thematic publications have been provided for diffrenet key stakeholders and target groups. At least one informational campaign on promoting the entire experience of the project during its implementation concerning energy efficient housing has been launched and successfully completed.	
4.1.1	Organize and conduct an ongoing information campaign (interviews, press releases, etc.) regarding project activities.	4 315	4 315	8 630	GEF	71400 - contract. serv. individ.		At least 15 publications (e.g., interviews, press releases, articles, other information and promotional materials) have been provided in order to inform target groups and a wider audience about the project's key achievements, progress and activities, as well one informational campaign has been launched to change, to extent possible, people's perception and behaviour with regard to energy efficiency improvement measures. Deadline - June 30, 2018	
		1 000	1 000	2 000	GEF	71600 - travel			
		4 000	2 500	6 500	GEF	74200 - audio & video prod.			
4.1.2	In cooperation with the Department for Energy Efficiency provide information and expert support to the national Energy Efficiency Leader competition.		0	0	GEF	71300 - local consultants (budget 2017)		Support has been provided (expert and information support) to the conduct of the competition, and the national Energy Efficiency Leader competition has been conducted. Deadline - June 30, 2018.	
			0	0	GEF	74200 - audio & video prod.			
4.2	Agreed methodology and sustainable institutional arrangements for annual market monitoring, with keeping track on buildings constructed each year as well as the sale of key building materials, accessories and appliances along with their energy performance characteristics.						Project Manager	The methodology and provisions for organizational arrangements for the system of annual monitoring of construction of energy efficient residential buildings and the system for monitoring of production and sales of basic construction materials, equipment and appliances with the indication of energy efficiency performance values have been finalized, submitted into a conciliation procedure and adopted.	
4.2.1	Based on the results of the studies carried out and the discussions held during two roundtables in 2017, revise a draft procedure (methodology) along with provisions for institutional mechanisms for the annual monitoring of the state of energy efficient residential buildings in Belarus along with production of basic building materials, auxiliary equipment and accessories along with their energy efficiency performance.	0		0	GEF	71300 - local consultants (budget 2017)		The draft of the methodology has been revised and organizational arrangements have been proposed for the system of the annual monitoring of construction of energy efficient residential buildings along with tracking the annual volumes of production and sales of basic construction materials, equipment and appliances with the indication of energy efficiency performance. The above draft has been submitted to the Ministry of Architecture and Construction and the Energy Efficiency Department for their consideration and further consultations (see activity 4.2.2 below). Deadline - March 31, 2018.	
4.2.2	Conduct consultation with relevant agencies and, on the basis of its outcomes and the results of monitoring of the pilot buildings provided by NIPTIS under activity 3.4 above, finalize the draft methodology and respective provisions elaborated under activity 4.2.1 above and submit the methodology and other related documents for further review according to the prescribed procedure.	0	0	0	GEF	71300 - local consultants (budget 2017)		The methodology and provisions for organizational arrangements for the system of annual monitoring of construction of energy efficient residential buildings and the system for monitoring of production and sales of basic construction materials, equipment and appliances with the indication of energy efficiency performance values have been finalized and submitted to the Ministry of Architecture and Construction and the Energy Efficiency Department for subsequent conciliation procedure. Deadline - April 30, 2018.	
4.2.3	Provide necessary support to the stakeholders during the conciliation and approval procedures until the documents mentioned above are adopted in accordance with the prescribed procedure.		0	0	GEF	71300 - local consultants (budget 2017)		The methodology and organizational arrangements for the system of the annual monitoring of energy efficient residential buildings along with the sales of basic construction materials, equipment and appliances with the indication of energy efficiency performance have been approved by the Ministry of Architecture and Construction and adopted by the State Standardization Committee in accordance with the prescribed procedure. Deadline - May 31, 2018.	
4.3	Determining a fully mandated and authorized state agency with a responsibility to monitor the energy savings and CO2 emission reductions in residential and other buildings, including the agreed procedures and interagency agreements for the collection of the required primary data.						Project Manager	The state agency that is responsible for National GHG Cadastre, has become fully capacitated in monitoring of energy saving and respective GHG emissions in the residential sector, and the procedure for the collection of necessary raw data, reporting and recording of these parameters has come under the responsibility of this company.	
4.3.1	Consultations on proper use of the system for monitoring energy saving and GHG emissions in the housing sector are provided to RUE Belarusian Research Centre "Ecology", National Agency authorized to lead and coordinate activities the Republic of Belarus should implement in line with commitments under the UNFCCC, Kyoto Protocol and Paris Agreement. The Agency is provided with a respective report and is helped establish the procedures for the collection of the required primary data.	1 000	1 000	2 000	GEF	71300 - local consultants		The report that contains recommendations concerning monitoring of energy saving and GHG emissions in the residential sector and detailed procedures for collection of necessary raw data, reporting and recording of respective parameters was presented to the Belarusian Research Centre "Ecology". As a result, UNFCCC major national reporting documents (e.g., the 7th National Communication, the Biannual Report, and the Report on GHG Cadastre) have been drafted by the said agency with due account of the above recommendations and procedures. Deadline - Jun 30, 2018.	
4.4	An approved national energy audit program (including the required funding for its implementation) for promoting larger number of energy audits of residential and other buildings and including a mechanism for using the audit results for elaboration of the energy efficiency strategies for the building sector at the national level.						Project Manager	Provisions of mechanisms for use of energy audit findings while developing the energy efficiency improvement strategies in housing and construction sectors have been proposed by the project and agreed by the interested parties.	
4.4.1	Finalize the development of appropriate mechanism for implementation of the provisions and principles of the Technical Code "Energy Efficiency of Buildings" in the area of energy audit with regard to using the energy audit findings for the development of further strategies to improve energy efficiency in the residential sector.	0	0	0	GEF	71300 - local consultants (budget 2017)		The basic provisions of a mechanism for applying the Technical Regulations "Energy Efficiency of Buildings" and its Article 6 (<i>Energy Audit of Buildings</i>) to using the results of energy audit of buildings for further elaboration of strategies for energy efficiency improvement of housing and construction sectors has been developed and submitted for consideration by the Energy Efficiency Department. Deadline - May 31, 2018.	
4.5	Energy-efficiency aspects integrated into the regional and local plans for spatial development being developed by the Institute of Urban and Regional Planning (IRUP).						Project Manager	The Belarusian Institute of Urban and Regional Planning has integrated the issues of the construction of energy efficient residential buildings into the regional and local spatial development plans.	
4.5.1	Prepare proposals on typology and schemes of the integrated territorial organization of the standard multi-storey housing development, including indicators of energy consumption for heating and DHWS which have been achieved in the pilot buildings.	0		0	GEF	71300 - local consultants (budget 2017)		Proposals and respective recommendations have been elaborated by the project as to how to include energy consumption indicators achieved by the project in its pilot buildings into the development of integrated territorial organization of multi-storey housing. The respective report has been forwarded to IRUP for consideration. Deadline - Apr 30, 2018.	
4.5.2	Hold an ad-hoc meetings with the IRUP to discuss recommendations elaborated under activity 4.5.1 above.	0		0	GEF	71300 - local consultants (budget 2017)	PR Specialist	At least 50 specialists and decision makers in the area of urban planning have discussed the recommendations prepared by the project on spatial urban development with due regard for the integration of the principles of improving energy efficiency into the strategies and plans of the organization of large scale multi-storey residential development. Deadline - May 31, 2018.	
		2 000		2 000	GEF	72100 - contract. serv. companies			
4.5.3	Based on the outputs of activities 4.5.1 and 4.5.2 above provide necessary informational support and consultancy services for the IRUP in the process of formulating urban development concepts, regional and local territory development plans based on recommendations regarding the integration of energy-efficient approaches into these plans.		0	0	GEF	71300 - local consultants (budget 2017)		The Institute for Regional and Urban Planning has adopted a concept for regional and local spatial development plans with due regard for the recommendations elaborated by the project on spatial urban development plans with integration of energy-efficient measures into these plans. Deadline - June 30, 2018.	
4.6	An international conference on energy efficiency in the residential sector held in Belarus, including field visits to the pilot demonstration sites; and coordination with other UNDP/GEF building energy-efficiency projects.						PR Specialist	International Conference "Best Practices in the Energy Efficiency Improvement in Residential Buildings" is organized and held annually, and a larger International Conference will be conducted by the end of the Project.	

4.6.1	Organize and conduct International Conference (or separate conference sessions) on "Best Practices in the Energy Efficiency Improvement in Residential Buildings" under the auspices of the Project and in cooperation with the Department for Energy Efficiency, UNDP and other similar projects.	0	0	0	GEF	71300 - local consultants (budget 2017)		At least 100 professionals and decision makers have improved their knowledge and skills in implementing energy efficiency improvement projects, and shared experience, strategy and technical solutions while taking part in the International Conference "Best Practices in the Energy Efficiency Improvement in Residential Buildings" (during the conference, site visits are organized to pilot buildings) under the auspices of the project. Deadline - May 31, 2018
		1 200	1 200	1 200	UNDP	71600 - travel		
		10 850	10 850	10 850	UNDP	72100 - contract. serv. companies		
		500	500	500	UNDP	74200 - audio & video prod.		
4.7	Regularly updated project website with a link to an Expanded Energy Efficiency Platform.						PR Specialist	At the end of the project, the project's website has been transferred to the UNDP website (http://www.by.undp.org/content/belarus/ru/home/library/environment_energy/) according to the decision of the UNDP Office. Some information from the project's website has been also transferred to the Energy Efficiency Department's website (http://energoeffekt.gov.by/).
4.7.1	Transfer the project website to the Internet page http://www.by.undp.org/ and regularly update the following sections of the website: Reports (project outcomes and achievements, reports, articles, etc.), Special Materials (methodologies, standards, recommendations, etc. produced by the project) and News (announcements, news and press releases, reposted relevant mass-media publications, etc.) along with technically adapted and photo (video) content. Ensure website promotion via Internet search engines and social networks.	841	841	1 682	GEF	71400 - contract. serv. individ.		The content of the project's website has been fully transferred to the UNDP Office site, including all project's technical reports with methodologies, recommendations prepared by the project personnel, published reference books, main publications and articles of the project's experts, materials and presentations from the conferences, trainings and workshops organized and conducted by the project, and all important press releases and news. The information (key reports, materials and presentataions from major project's events) has been also transferred to the Energy Efficiency Department's website. Deadline - June 30, 2018.
		0	500	500	GEF	71300 - local consultants		
4.8	Annual market monitoring reports for new building construction with the emphasis on energy efficiency.						Project Manager	The report on the monitoring of the market of energy efficient buildings for 2013-2018 has been prepared and published on-line.
4.8.1	Based on the available statistics, direct survey and data obtained from the project's partners (Ministry of Architecture and Construction, Department for Energy Efficiency) conduct a study of the energy performance and respective GHG emissions of different residential buildings introduced to the housing construction market in 2013-2018, and based on this data, draft reports containing the data on market monitoring for new residential building construction, analysis results and respective recommendations with the emphasis on energy efficiency improvement and GHG emission reduction.	0	0	0	GEF	71300 - local consultants (budget 2017)		The report containing the data on the monitoring of the market of energy efficient buildings for 2013-2018 has been prepared along with the findings of the analysis and respective recommendations as to further possibilities for energy efficiency improvement and GHG emission reduction. The report has been presented to the stakeholders and published on the Internet. Deadline - May 31, 2018.
4.9	Preparation of the final project report consolidating the results and lessons learnt from the implementation of the proposed project components and long-term recommendations for the required next steps.						Project Manager	Final reports containing the main technical results of the project as per each of its components along with lessons learned and recommendations for further replication of project's outcomes prepared and issued. The Terminal Evaluation Report on the final evaluation of the project prepared and published online.
4.9.1	Prepare, organize and hold a tender procedure for procurement of services of a local consultant for performing the project's final evaluation.	5 000		5 000	GEF	71300 - local consultants		The ToR and other relevant documents have been prepared to conduct a tender for selection of a local consultant to perform the project's terminal evaluation. The local consultant on the final evaluation of the project has been selected and respective contract has been prepared and duly signed. Deadline - Jan 31, 2018
4.9.2	Conduct a study on the final evaluation of the project by collecting and analyzing actual data about its results and by comparing them with the objectives, targets, baseline and the requirements stipulated in the project document.	0	0	0	GEF	71200 - international consultants (budget 2017)		Brief report on the results of the study prepared and submitted to the Energy Efficiency Department. Deadline - Apr 30, 2018.
		0	0	0	GEF	71300 - local consultants		
		100	100	200	UNDP	71300 - local consultants (translation)		
4.9.3	In accordance with the policies and guidance on monitoring and evaluation of GEF's projects, compile the Terminal Evaluation Report that includes, inter alia, overview and description of the project's implementation process, assessment of the results achieved in its implementation and the lessons learned, as well as its rating.	0	0	0	GEF	71200 - international consultants (budget 2017)		Final report on the results of the terminal evaluation of the project prepared, presented to the Energy Efficiency Department and other stakeholders, approved by UNDP and the Energy Efficiency Department and published online. Deadline - June 30, 2018.
		0	0	0	GEF	71300 - local consultants		
		100	100	200	UNDP	71300 - local consultants (translation)		
4.9.4	Compile, present and publish the technical report "New energy efficient residential buildings: technical standards, regulatory and legal framework" summarizing the results obtained under Outcome No.1.	2 000	0	2 000	GEF	71300 - local consultants		Report summarizing the results obtained under Outcome No.1 prepared, presented to the Energy Efficiency Department, printed in 100 copies and published online. Deadline - Apr 30, 2018.
			500	500	GEF	74200 - audio & video prod.		
4.9.5	Compile, present and publish the technical report "New energy efficient residential buildings: design, construction and operation" summarizing the results obtained under Outcome No.3.	2 000	0	2 000	UNDP	71300 - local consultants		Report summarizing the results obtained under Outcome No.3 prepared, presented to the Energy Efficiency Department, printed in 100 copies and published online. Deadline - Apr 30, 2018.
			500	500	UNDP	74200 - audio & video prod.		
	Bank fee, GEF	35	35	70	GEF	74510 - bank charges		Bank charges. During the year
	Bank fee, UNDP	25	14	39	UNDP	74510 - bank charges		Bank charges. During the year
	Outcome 4, total UNDP:	2 225	13 264	15 489	UNDP			
	Outcome 4, total GEF:	20 191	10 691	30 882	GEF			
	Outcome 4 total:	22 416	23 955	46 371				

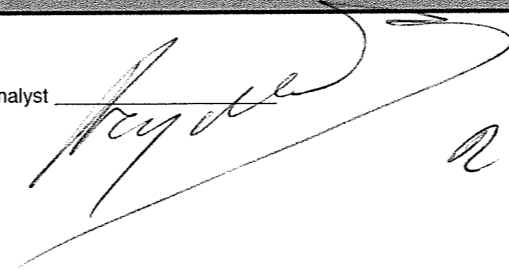
Effective project management and monitoring ensured

PM1	Project monitoring and reporting.	0	0	0	UNDP	71600 - travel	Project Manager	At least one Project Steering Committee meeting has been held. Deadline - May 31, 2018. All project reports have been submitted and adopted in due time. Deadline - July 15, 2018 (for the semiannual report to the GEF and for Logs) and Jan 15, 2018 (for the annual report to the Ministry of Economy, APR and Logs)
PM2	Project management and project office functioning.	345	345	690	GEF	71300 - local consultants	Project Manager	Project office successfully operated. The results of the 2018 ADWP fully achieved.
		0	0	0	GEF	71300 - local consultants (translation)		
		0	0	0	GEF	71400 - contract. serv. individ.		
		4 833	4 833	9 665	UNDP	71400 - contract. serv. individ.		
			0	0	GEF	71600 - travel		
		0	0	0	GEF	72100 - contract. serv. companies		
		441	440	881	UNDP	72100 - contract. serv. companies		
		0	0	0	GEF	72300 - materials & goods		
		375	375	750	GEF	72400 - communication		
		500		500	GEF	72500 - Office Supplies		
		400	400	800	UNDP	73100 - utilities		
			300	300	GEF	73400 - equipment servicing		
			0	0	UNDP	73400 - equipment servicing		
			0	0	GEF	74200 - printing and publication		
			0	0	GEF	75700 - training		
		25	25	50	UNDP	74500 - miscellan.		
		25	26	51	GEF	74500 - miscellan.		
	UNDP project management, total:	5 699	5 698	11 396	UNDP			
	GEF project management, total:	1 245	1 046	2 291	GEF			
	Project management total:	6 944	6 744	13 687				
	Total for UNDP	10 939	18 977	29 915				
	Total for GEF	108 801	33 078	141 879				
	Total 2018:	119 740	52 055	171 794				

Prepared by Project Manger
A. Grebenkov



Cleared by Programme Analyst
I. Tchoulba



22 Jan 2018