

## United Nations Development Programme



### Country/Region/Global: Country Initiation Plan

**Project Title:** Towards Green Recovery in Uzbekistan

**Expected UNDAF/CP Outcome(s):** Outcome 1 and 6

**Expected CPD Output(s):** Output 1 of Outcome 1, and Output 6 of Outcome 6.

**Initiation Plan Start/End Dates:** 1 January 2021-30 May 2022

**Implementing Partner:** UNDP

#### Brief Description

The initiation plan will contribute to deepening strategic engagement on green recovery. It will lead to substantive policy dialogues with several Government institutions and enhancing cross-sector, holistic and integrated policy work, while co-designing pathways for a green recovery.

The initiation plan will facilitate the process of green recovery is an opportunity to undertake wider reaching and fundamental restructuring of critical sectors of economy in Uzbekistan. It will also demonstrate the benefits of mainstreaming gender-sensitive green growth in the COVID-19 recovery efforts. The overall objective of the plan is to provide catalytic investments promoting low-carbon business models and green solutions for a job-rich economic post-pandemic recovery through support for an enabling environment and policy and regulatory framework stimulating green recovery measures at national and sub-national level, that are also long-term, and go beyond the specific recovery programmes announced; and by capitalizing on this, UNDP will pilot a model of integrated green and inclusive local economic development at sub-national level, in two regions with very different development settings.

Programme Period: 18 months

Atlas Project Number: 00127865

Atlas Output ID: 00121824

Gender Marker: GEN 2

• Total resources required 350,000

• Regular N/A

• Other:  
RFF \$ 350,000

Unfunded budget: N/A

In-kind Contributions: N/A

**Agreed by UNDP:**

**Ms. Matilda Dimovska, Resident Representative, UNDP Uzbekistan**

*Matilda Dimovska*

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## I. PURPOSE AND EXPECTED OUTPUT

The project will address critical gaps identified in the UN COVID-19 Socio-Economic Response and Recovery Offer, building on the UNDP technical lead of the socio-economic response, but also climate change adaptation and mitigation, and will contribute to deepening strategic engagement on green recovery. It will further enhance strategic positioning of UNDP in Uzbekistan, leading of substantive policy dialogues with several Government institutions and enhancing cross-sector, holistic and integrated policy work, while co-designing pathways for a green recovery.

By steering strategic partnerships and mobilizing resources for implementation (EU, IsDB), the proposed intervention will reiterate that green recovery is an opportunity to undertake wider reaching and fundamental restructuring of critical sectors of economy in Uzbekistan. It will also demonstrate the benefits of mainstreaming gender-sensitive green growth in the COVID-19 recovery efforts. **The overall objective of the project is to provide catalytic investments promoting low-carbon business models and green solutions for a job-rich economic post-pandemic recovery.** This will be done in two streams. First, through **support for an enabling environment and policy and regulatory framework stimulating green recovery** measures at national and sub-national level, that are also long-term, and go beyond the specific recovery programmes announced. Second, capitalizing on this, UNDP will pilot a **model of integrated green and inclusive local economic development** at sub-national level, in two regions with very different development settings.

The project has a strong potential for expansion and scale-up, capitalizing on UNDP technical lead of the Socio-Economic Recovery Task Force and proven technical expertise in the area of sustainable development, energy efficiency, biodiversity, and gender mainstreaming in these programmatic areas, not leaving aside the advantage of being present on the ground in the selected pilot territories. UNDP has formed reliable partnerships with the World Bank, the Islamic Development Bank and the EU that will allow to scale up the work in the given programmatic area going forward.

The analysis of the UNDP surveys on impact of covid-19 on enterprises and local communities in Uzbekistan shows that a major factor in government measures for recovery and stimulus to date is a need to address the impact of the pandemic on employment. Therefore, the theory of change of this proposal builds on the assumption that that green recovery measures will also need to address as a top priority the issue of jobs. Moreover, the focus will be given to creating employment opportunities for women, based on evidence of increased women vulnerability due to the crisis, as they are mostly engaged in informal sectors of economy (such as HORECA<sup>1</sup>), harder hit by the crisis. Additionally, anecdotal evidence suggests that in addition to restrictions imposed by the lockdowns and the limited number of people allowed to perform agricultural works, with many migrants unable to leave the country, women have lost comparative advantage and are being squeezed out by the stay-home male migrants in this sector.<sup>2</sup> This is only one part of the larger female group, disproportionately affected by the pandemic. Therefore, the project will promote women's participation in decision-making at local level, promote their entry in green production and manufacturing processes, development of women's entrepreneurship with the focus on "green" business.

When selecting the pilot regions for working with local governments and communities, UNDP was guided by its recent survey, analyzing impact of the pandemic on enterprises.<sup>3</sup> The survey shows that Karakalpakstan (Aral Sea region) and Namangan (Fergana Valley) are among the five regions most

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<sup>1</sup> Hotel, restaurants and catering

<sup>2</sup> UN-IFI COVID -19 Response and Recovery Offer

<sup>3</sup> Looking at the degree of decrease in demand and pricing for enterprises products, anticipated decrease in net income, difficulties in tax payment etc.

affected by the pandemic. Fergana Valley plays an important role in the socio-economic and political life of the country as the most populous area in Central Asia. High population densities increase the risk of depletion of natural resources, and thus competition and even conflict for their control. Rural overpopulation and increasingly young population put the whole region under demographic pressure. On the other hand, Karakalpakstan remains the most vulnerable and deprived region of Uzbekistan. Around 26.3% of the population in Karakalpakstan is poor as compared to 11.9% in the rest of the country, further exacerbated by the impact of the COVID-19 pandemic. The regions represent two different development settings, being the least and most densely populated areas of the country and would therefore be most representative for demonstrating effects of piloting of the inclusive and green local development approach. The different contexts of these two regions may entail different pathways towards green, inclusive and gender-responsive recovery, generating learning for scaling up. There is specific scope to scale up the approach to be piloted by the current proposal, through larger UNDP interventions that are currently in pipeline (with the European Union in Fergana Valley looking into climate smart agriculture innovation; and with the Islamic Development Bank in Karakalpakstan for rural economic development).

*The project has the following two interlinked components:*

**Output 1: Enabling environment created for advancing a gender-responsive policy and regulatory framework for inclusive and green recovery at national, regional and local level, and**

**Output 2: Models of smart and green integrated local development piloted in selected areas of Fergana Valley and Karakalpakstan.**

Under **Output 1**, the project will bring the best international practices and experience to support the development and introduction of the policy and regulatory framework for green recovery at national and sub-national levels. While the Government has adopted the National Strategy for Transition to Green Economy for the period of 2019-2030, it is important to ensure that the main principles and actions identified are further mainstreamed into the subsequent by-laws and other territorial development plans for efficient implementation by all respective players. UNDP will provide further support to unpack the concept of the green recovery by supporting the development of a policy brief, focusing on specific needs of Uzbekistan and quick wins by developing a policy brief and initiating substantive dialogue with key stakeholders in the country. Given the cross-sectorial aspects reflected in the Strategy, enhanced cooperation between the Ministry of Poverty Reduction and Economic Development, State Committee on Environmental Protection and Uzhydromet, Ministry for Support of Makhalla and Family among others, is essential. A review of existing regulatory framework, analysis of international regulatory documents on green recovery and their applicability in the context of Uzbekistan will be conducted; including specific areas of focus for detailed capacity building activities for the relevant government authorities.

*Activity 1.1: Review policy and regulatory framework pertaining to COVID-19 recovery and introduce the 'green' and 'gender' lens to the Government's recovery at the national, sub-national and local levels.*

- Prepare the Policy Brief (White paper) in close cooperation with the relevant government officials and present the recommendations, identifying entry points for post-pandemic resilience building.
- For the focus thematic areas as identified in the Policy Brief, develop a comprehensive set of measures to complement the post-crisis Economic Recovery program by introducing green recovery aspects in Government's policy agenda. Review the existing legal and regulatory framework, primary and secondary normative acts related to green recovery and support revisions to promote green recovery measures that adhere to UNDP social and environmental standards, including on gender equality.

- Analyze the recovery measures implemented at the regional level and support revising the regional development strategies, with focus on green and inclusive growth in the selected pilot regions. Ensure the revision of the strategies is conducted with the meaningful engagement of all relevant stakeholders, creating spaces for women and men to actively participate in decisions.
- Assess policies and actions to see how the financial and social effects (benefits and costs) of green economy policies are distributed, to ensure that they address gender and other inequalities.
- Review the pre-existing gender inequalities in care provision, informal sector, access to finance, training and digital skills and propose policy measures to advance women's equal participation in the green economy as part of the Policy Brief recommendations.

*Activity 1.2: Raise awareness and strengthen the relevant institutional capacities (at national, regional and local level) to promote and implement green recovery plans and strategies with attention to gender equality.*

- Present the Policy Brief findings and recommendations to relevant stakeholders at national and regional level.
- Facilitate substantive dialogue with key stakeholders to advance green recovery agenda in Uzbekistan.
- Capacitate the policymakers and relevant government officials in mainstreaming green economy principles into the national, regional, and local territorial development plans and use of systemic approaches, allowing different pathways to sustainable development that are gender sensitive and foster innovation at the local level. Targeted tailor-made training programmes will be conducted, and relevant international expertise availed.

**For Output 2**, UNDP will support the Government in its efforts to restore the economy by piloting interventions focusing on **identifying accelerated pathways for integrated local development** of selected communities in Ferghana Valley and Karakalpakstan **through green recovery principles**. The results of the pilots will be communicated to the national partners at central level for further scale-up.

Support will be provided for the target communities to develop comprehensive action plans for green and inclusive recovery, in a gender-sensitive and inclusive manner. The proposal will focus on issues that bring substantive change and the best return on investment, including innovative technologies (e.g. digital farming), green practices, and increasing the women engagement in greening the communities. The support will also promote creation of green jobs opening up more employment opportunities for women. The role of the Accelerator Lab and experimentation with a portfolio of innovative approaches will be maximized.

In recent years, UNDP has been intensively working with two regions - Namangan and Karapakistan, supporting among others with their regional development plans. UNDP has also worked with the small towns of Chust in Namangan region of the Fergana Valley as well as Muynak in Karakalpakstan and supported development of their territorial (local) development plans. These regional and local development plans will be revisited to ensure the green recovery principles are mainstreamed and ways for the accelerated development pathways are discussed and considered by local authorities and communities, as well as private sector.

*Activity 2.1: Update the territorial development plans for the pilot regions and communities, ensuring full integration of an inclusive green growth and gender-sensitive approach. Identify accelerated pathways for integrated local development in selected areas.*

- Support the target communities and/or regions in development of the comprehensive action plans for green and inclusive recovery, in a gender-sensitive and inclusive manner.

- Engage the Accelerator Lab and the learning from the application of the SDG Integration approach in the Aral Sea region to experiment and identify accelerated pathways for integrated local development of selected communities in both targeted regions in Fergana Valley and Karakalpakstan.
- Ensure inclusion of specific targets to promote proactive consultations with women on greening the communities with the ultimate aim to create new green jobs for women.

*Activity 2.2: Support local authorities and communities to introduce innovative technologies and green practices and pilot the pathways identified for accelerated development*

- Review and share with partners the international best practices of introduction of green technologies and processes, relying on various gender-sensitive local development assessments.
- Conduct a technology needs assessment to support in identifying key areas for green technologies to be introduced in the selected community (e.g. preference of wind power vs. solar power based on the climate specifics of the selected regions, promotion of digital services in agriculture serving sustainability of agricultural practices etc.).
- Pilot local community actions to advance green recovery in an inclusive and integrated manner, in line with the identified accelerator pathways.
- Build specific partnerships with institutions, including the IFIs, already working on operationalizing green technologies suitable for the selected pilot regions contributing with enhanced access to social infrastructure and community engagement with focus on youth and women.

*Activity 2.3: Support women's empowerment through women's participation in decision-making in green economic initiatives and creating green job opportunities*

- Support at least one activity from the action plan, selected through community consultations, including but not limited to:
  - Identifying opportunities to (re)-train women in agriculture and forestry sectors, tapping on women's knowledge as farmers, forest stewards, natural resource managers and entrepreneurs already engaging in green economic activities
  - Providing opportunities and skills to start their own green businesses
  - Support women-led agricultural cooperatives or businesses to introduce green innovations
  - Improve working conditions to ensure green and decent jobs for women who are over-represented in the informal sector
  - Supporting care services to enable women to enter the green workforce

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## **II. MANAGEMENT ARRANGEMENTS**

This is IP DIM project. It will be implemented under the overall supervision of the Climate Change and Environment Cluster Leader, with close cooperation of the Inclusive Growth Cluster. Day-to-day management will be ensured by a project officer, supported by a Project Manager and Project Assistant and other team members. International advisory support will be sought for the advancement of the strategic advocacy and substantive dialogue on Green Recovery in Uzbekistan.

### **Partnerships**

The project will be implemented in partnership with the Ministry of Economic Development and Poverty Reduction, given its lead on the country's transition to the Green Economy, and

responsibility for the balanced socio-economic development of the country, as well as formulation of policies and programmes for rural and territorial development of the regions of Uzbekistan. At local level, UNDP will coordinate closely with the Council of Ministers of the Republic of Karakalpakstan as the main regional coordinating body, Namangan regional administration, local government, Centre for Innovations of the Aral Sea region under the Ministry of Innovative Development, Council of Farmers, Chamber of Commerce and Industry, and others.

The project is catalytical and will contribute to leveraging resources from the EU on green recovery in food and agriculture services in Fergana region. It will build on UNDP's Aral Sea region projects promoting farmers climate resilience building. More importantly, it will pilot a model of integrated development at local level towards a smart and green community. If successful, the model has potential for scale up and replication in partnership with the Ministry of Economic Development and Poverty Reduction, and the Islamic Development Bank loan (under which UNDP's engagement is currently under negotiation and pre-appraisal).

In addition, UNDP will further enhance engagement of other international entities with scope and interest to support Uzbekistan advance green recovery, and will act as a convener, providing a platform for coordination and holistic, whole of the government approach to Green Recovery. In addition to the EU, UNDP will join forces with other UN entities, including UNEP, UNECE, international CSOs as relevant. The project will also build on the activities undertaken under the UNDP's technical leadership of the UN system's socio-economic response, including the leadership in promotion of Green Recovery.

#### Complementarity with other funds available for COVID-19

Funding source	Amount	Purpose of / period covered by Funding
Rapid Response Facility and Japan Supplementary Funding  (on-going)	USD 858,203	Consultancy support to affected businesses and entrepreneurs to address the business challenges; support to reviving affected business and creating new businesses through online and offline technical skills building, financing and business plan development; startup challenge and vocation skills development/seed funding for start-up initiatives; support to small businesses/self-employment initiatives run by women/ April – September 2020 and June 2020- February 2021  <i>The project will contribute to Output 2 in the amount of 340,000 USD</i>
IsDB loan under negotiation _Supporting Rural Development in Uzbekistan (soft pipeline)	USD 4,000,000	Supporting loan implementation, focusing on soft Capacity building to support promote enhanced environment friendly infrastructure and rural development/2021-2025  The project will contribute to Output 2 in the amount of 40,000 USD for consultation activities at the local level in 2020-2021.

		<i>Detailed amounts to be contributed beyond 2021 to be available once pipeline development advances, by mid-2022.</i>
EU DESIRA (hard pipeline)	USD 4,900,000	To contribute to an inclusive transition to a “green” economy in the Agri-food sector and to the implementation of a “climate-smart” Uzbek Agriculture Knowledge and Innovation System/4 years (2021-2024) <i>The project will contribute to the achievement of Output 1 with 150,000 USD, and Output 2 with 300,000 USD.</i>
<i>Total contribution from ongoing UNDP projects and pipelines for 2020-2022 – 830,000 USD</i>		

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### III. MONITORING

The project team will do regular monitoring of the project activities and results and make progress report on the field visits. Quality assurance and monitoring of the progress of the project towards set targets will be done by the ECA and IG clusters programme staff of the CO on regular basis by visit the project office and sites and making relevant spot check report. At the end of the Initiation Plan – an Initiation Phase Report will be prepared using the standard format available in the [Executive Snapshot](#).

## IV. WORK PLAN

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe						RESPONSIBLE PARTY	PLANNED BUDGET*			
		2020	2021				2022		Source of Funds	Budget Description	Amount	
		Q4	Q1	Q2	Q3	Q4	Q1					Q2
	<b>Activity 1. Creating enabling environment created for advancing a gender-responsive policy and regulatory framework for inclusive and green recovery at national, regional and local level</b>											
<b>Output 1.</b> Green recovery process is facilitated in Uzbekistan through promoting green development with gender sensitive cross-sectoral policy framework and smart models for local development	<i>Activity 1.1: Review policy and regulatory framework pertaining to COVID-19 recovery and introduce the 'green' and 'gender' lens to the Government's recovery at the national, sub-national and local levels.</i>	X	X						UNDP	RFF	International /national consultants  Workshops  Translation	20,000
	<i>Activity 1.2: Raise Awareness and strengthen the relevant institutional capacities (at national, regional and local level) to promote and implement green recovery plans and strategies with attention to gender equality.</i>	X	X	X	X	X	X		UNDP	RFF	Training activities, national /international consultants  translation	30,000
	<b>Activity 2. Piloting models of smart and green integrated local development in selected areas of Fergana Valley and Karakalpakstan.</b>											
	<i>Activity 2.1: Update the territorial development plans for the pilot regions and communities, ensuring full integration of an inclusive green growth and gender-sensitive approach. Identify accelerated pathways for integrated local development in selected areas.</i>		X	X						UNDP	RFF	International/national consultants,
<i>Activity 2.2: Support local authorities and communities to introduce innovative technologies and green practices and pilot the pathways identified for accelerated development</i>			X	X	X	X	X		UNDP	RFF	Seed funding, national consultant	130,000



	<i>Activity 2.3: Support women's empowerment through women's participation in decision-making in green economic initiatives and creating green job opportunities</i>			X	X	X	X	X	UNDP	RRF	Seed funding for Grants, equipment, training, national consultants	70,000
<b>Activity 3. Project Management</b>												
Project Management, M&E, visibility		X	X	X	X	X	X	X	UNDP	RRF	Project team, visibility, direct operational costs	80,000
<b>Total from the RFF</b>												<b>350,000</b>

## V. RESULTS FRAMEWORK

EXPECTED OUTPUTS	OUTPUT INDICATORS <sup>4</sup>	BASELINE		MILESTONES AND TARGETS						
		Value	Year	2020	2021				2022	
				Q4	Q1	Q2	Q3	Q4	Q1	Q2
<b>Output 1: Enabling environment created for advancing a gender-responsive policy and regulatory framework for inclusive and green recovery at national, regional and local level</b>	1.1 # of gender responsive policy recommendations developed	0	2020				1			
	1.2 # of government officials (disaggregated by gender) with increased capacity on gender sensitive policy formulation and implementation of government plans/strategies on green recovery	0	2020					30		20
	1.3 # of strategies/action plans for green recovery developed and adopted to prioritize and finance green technologies;	0	2020				1			
	1.4 # of knowledge products produced on green technologies/recovery	0	2020			1		1		
	1.5 # of advocacy initiatives/events on green recovery	0	2020		1			1		
<b>Output 2: Models of smart and green integrated local development piloted in selected areas of Fergana Valley and Karakalpakstan</b>	2.1. # of territorial development action plans updated	0	2020			2				
	2.2 # of green technologies introduced and piloted in selected local communities	0	2020			2		2		
	2.3 # of community projects that contribute directly to youth/women's needs as identified in the green recovery plan/strategy of the community	0	2020				2	2	2	
	2.4 # of new jobs created and maintained as a result of green recovery projects of SMEs supported, disaggregated by gender and age	0	2020					20		20
	2.5 # of beneficiaries of pilots and solutions disaggregated by gender	0	2020					20		20

<sup>4</sup> It is recommended that projects use output indicators from the Strategic Plan IRRF COVID-19 indicators, as relevant. Due to the nature of the COVID-19 response work, quarterly milestones and targets are recommended. Monitoring will be conducted using the COVID-19 Monitoring Dashboard. Reporting will be streamlined into the COVID-19 reporting exercise (mini-ROAR and COVID-19 indicators.) No separate reporting will be required for rapid financing facility.

## ANNEX 1. SOCIAL AND ENVIRONMENTAL SCREENING

### Project Information

<b>Project Information</b>	
1. Project Title	Towards Green Recovery in Uzbekistan”
2. Project Number (i.e. Atlas project ID, PIMS+)	00127865
3. Location (Global/Region/Country)	Uzbekistan
4. Project stage (Design or Implementation)	Implementation
5. Date	21 January 2021

### Part A. Integrating Programming Principles to Strengthen Social and Environmental Sustainability

#### QUESTION 1: How Does the Project Integrate the Programming Principles in Order to Strengthen Social and Environmental Sustainability?

##### **Briefly describe in the space below how the project mainstreams the human rights-based approach**

The project will facilitate the human rights-based approaches focusing on people including the most vulnerable groups like women, youth, and migrants. It will facilitate top-down protection and bottom up empowerment mechanisms thus ensuring engaging local people into the change process and green recovery and changing mindsets of people and stakeholder towards greener economy. In its activities the project will consider the needs and priorities of local people in order to consider both the local needs but at the same time making the jobs green.

##### **Briefly describe in the space below how the project is likely to improve gender equality and women’s empowerment**

Through green jobs creation, the project will focus on creating employment opportunities for women, based on evidence of increased women vulnerability due to the crisis, as they are mostly engaged in informal sectors of economy, harder hit by the crisis. In addition to restrictions imposed by the lockdowns and the limited number of people allowed to perform agricultural works, with many migrants unable to leave the country, women have lost comparative advantage and are being squeezed out by the stay-home male migrants in this sector. This is only one part of the larger female group, disproportionately affected by the pandemic. Therefore, the project will promote women’s participation in decision-making at local level, promote their entry in green production and manufacturing processes, development of women’s entrepreneurship with the focus on “green” business.

##### **Briefly describe in the space below how the project mainstreams sustainability and resilience**

As the project promotes integration of green and environment friendly green technologies, the proposed business projects and innovative solutions will not affect the ecosystems and environment. The project will make impact assessment of the propose projects pilot prior to starting the implementation of business initiatives and pilots.

##### **Briefly describe in the space below how the project strengthens accountability to stakeholders**

The project will closely liaise with the project stakeholders and partners despite the fact that this is DIM project. It will coordinate the plans and implementation of pilots in the region. All works at local level will be discussed and agreed with partners. Implementation will also include engagement of representatives of the project beneficiaries and national partners. The project will ensure regular joint monitoring of the project results and bring the main suggestions on strategic decisions and changes to the attention of partners.

**Part B. Identifying and Managing Social and Environmental Risks**

<b>QUESTION 2: What are the Potential Social and Environmental Risks?</b> <i>Note: Complete SESP Attachment 1 before responding to Question 2.</i>	<b>QUESTION 3: What is the level of significance of the potential social and environmental risks?</b> <i>Note: Respond to Questions 4 and 5 below before proceeding to Question 5</i>			<b>QUESTION 6: Describe the assessment and management measures for each risk rated Moderate, Substantial or High</b>												
<b>Risk Description</b> <i>(broken down by event, cause, impact)</i>	<b>Impact and Likelihood (1-5)</b>	<b>Significance</b> <i>(Low, Moderate Substantial, High)</i>	<b>Comments (optional)</b>	<b>Description of assessment and management measures for risks rated as Moderate, Substantial or High</b>												
Risk 1: Risk from natural hazards	I = 2 L = 2	<b>Low</b>														
Risk 2 Political change with government	I = 2 L = 2	<b>Low</b>														
[add additional rows as needed]																
<b>QUESTION 4: What is the overall project risk categorization?</b>																
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; text-align: right;"><b>Low Risk</b></td> <td style="width: 5%; text-align: center;"><input checked="" type="checkbox"/></td> <td style="width: 35%;"></td> </tr> <tr> <td style="text-align: right;"><b>Moderate Risk</b></td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> </tr> <tr> <td style="text-align: right;"><b>Substantial Risk</b></td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> </tr> <tr> <td style="text-align: right;"><b>High Risk</b></td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> </tr> </table>					<b>Low Risk</b>	<input checked="" type="checkbox"/>		<b>Moderate Risk</b>	<input type="checkbox"/>		<b>Substantial Risk</b>	<input type="checkbox"/>		<b>High Risk</b>	<input type="checkbox"/>	
<b>Low Risk</b>	<input checked="" type="checkbox"/>															
<b>Moderate Risk</b>	<input type="checkbox"/>															
<b>Substantial Risk</b>	<input type="checkbox"/>															
<b>High Risk</b>	<input type="checkbox"/>															

QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are triggered? (check all that apply)			
Question only required for Moderate, Substantial and High Risk projects			
<b><i>Is assessment required? (check if "yes")</i></b>	<input type="checkbox"/>		<b><i>Status? (completed, planned)</i></b>
<i>if yes, indicate overall type and status</i>	<input type="checkbox"/>	Targeted assessment(s)	
	<input type="checkbox"/>	ESIA (Environmental and Social Impact Assessment)	
	<input type="checkbox"/>	SESA (Strategic Environmental and Social Assessment)	
<b><i>Are management plans required? (check if "yes")</i></b>	<input type="checkbox"/>		
<i>if yes, indicate overall type</i>	<input type="checkbox"/>	Targeted management plans (e.g. Gender Action Plan, Emergency Response Plan, Waste Management Plan, others)	
	<input type="checkbox"/>	ESMP (Environmental and Social Management Plan which may include range of targeted plans)	
	<input type="checkbox"/>	ESMF (Environmental and Social Management Framework)	
<b><i>Based on identified risks, which Principles/Project-level Standards triggered?</i></b>		<b>Comments (not required)</b>	
<b><i>Overarching Principle: Leave No One Behind</i></b>			
<b><i>Human Rights</i></b>	<input type="checkbox"/>		
<b><i>Gender Equality and Women's Empowerment</i></b>	<input type="checkbox"/>		
<b><i>Accountability</i></b>	<input type="checkbox"/>		

	<b>1. Biodiversity Conservation and Sustainable Natural Resource Management</b>	<input type="checkbox"/>	
	<b>2. Climate Change and Disaster Risks</b>	<input type="checkbox"/>	
	<b>3. Community Health, Safety and Security</b>	<input type="checkbox"/>	
	<b>4. Cultural Heritage</b>	<input type="checkbox"/>	
	<b>5. Displacement and Resettlement</b>	<input type="checkbox"/>	
	<b>6. Indigenous Peoples</b>	<input type="checkbox"/>	
	<b>7. Labour and Working Conditions</b>	<input type="checkbox"/>	
	<b>8. Pollution Prevention and Resource Efficiency</b>	<input type="checkbox"/>	

### Final Sign Off

*Final Screening at the design-stage is not complete until the following signatures are included*

<b>Signature</b>	<b>Date</b>	<b>Description</b>
QA Assessor		UNDP staff member responsible for the project, typically a UNDP Programme Officer. Final signature confirms they have “checked” to ensure that the SESP is adequately conducted.
QA Approver		UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have “cleared” the SESP prior to submittal to the PAC.
PAC Chair		UNDP chair of the PAC. In some cases PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.

## SESP Attachment 1. Social and Environmental Risk Screening Checklist

<b>Checklist Potential Social and Environmental Risks</b>	
<b>INSTRUCTIONS:</b> The risk screening checklist will assist in answering Questions 2-6 of the Screening Template. Answers to the checklist questions help to (1) identify potential risks, (2) determine the overall risk categorization of the project, and (3) determine required level of assessment and management measures. Refer to the <a href="#">SES toolkit</a> for further guidance on addressing screening questions.	
<b>Overarching Principle: Leave No One Behind</b>	<b>Answer (Yes/No)</b>
<b>Human Rights</b>	
P.1 Have local communities or individuals raised human rights concerns regarding the project (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
P.2 Is there a risk that duty-bearers (e.g. government agencies) do not have the capacity to meet their obligations in the project?	No
P.3 Is there a risk that rights-holders (e.g. project-affected persons) do not have the capacity to claim their rights?	No
<i>Would the project potentially involve or lead to:</i>	
P.4 adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	No
P.5 inequitable or discriminatory impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups, including persons with disabilities? <sup>5</sup>	No
P.6 restrictions in availability, quality of and/or access to resources or basic services, in particular to marginalized individuals or groups, including persons with disabilities?	No
P.7 exacerbation of conflicts among and/or the risk of violence to project-affected communities and individuals?	No
<b>Gender Equality and Women's Empowerment</b>	
P.8 Have women's groups/leaders raised gender equality concerns regarding the project, (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
<i>Would the project potentially involve or lead to:</i>	
P.9 adverse impacts on gender equality and/or the situation of women and girls?	No
P.10 reproducing discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	No

<sup>5</sup> Prohibited grounds of discrimination include race, ethnicity, sex, age, language, disability, sexual orientation, gender identity, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to "women and men" or similar is understood to include women and men, boys and girls, and other groups discriminated against based on their gender identities, such as transgender and transsexual people.

P.11	limitations on women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services? <i>For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being</i>	No
P.12	exacerbation of risks of gender-based violence? <i>For example, through the influx of workers to a community, changes in community and household power dynamics, increased exposure to unsafe public places and/or transport, etc.</i>	No
<b>Sustainability and Resilience:</b> Screening questions regarding risks associated with sustainability and resilience are encompassed by the Standard-specific questions below		
<b>Accountability</b>		
<i>Would the project potentially involve or lead to:</i>		
P.13	exclusion of any potentially affected stakeholders, in particular marginalized groups and excluded individuals (including persons with disabilities), from fully participating in decisions that may affect them?	No
P.14	grievances or objections from potentially affected stakeholders?	No
P.15	risks of retaliation or reprisals against stakeholders who express concerns or grievances, or who seek to participate in or to obtain information on the project?	No
<b>Project-Level Standards</b>		
<b>Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management</b>		
<i>Would the project potentially involve or lead to:</i>		
1.1	adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services? <i>For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes</i>	No
1.2	activities within or adjacent to critical habitats and/or environmentally sensitive areas, including (but not limited to) legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	No
1.3	changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	No
1.4	risks to endangered species (e.g. reduction, encroachment on habitat)?	No
1.5	exacerbation of illegal wildlife trade?	No
1.6	introduction of invasive alien species?	No
1.7	adverse impacts on soils?	No
1.8	harvesting of natural forests, plantation development, or reforestation?	No
1.9	significant agricultural production?	No
1.10	animal husbandry or harvesting of fish populations or other aquatic species?	No
1.11	significant extraction, diversion or containment of surface or ground water?	No



	<i>For example, construction of dams, reservoirs, river basin developments, groundwater extraction</i>	
1.12	handling or utilization of genetically modified organisms/living modified organisms? <sup>6</sup>	No
1.13	utilization of genetic resources? (e.g. collection and/or harvesting, commercial development) <sup>7</sup>	No
1.14	adverse transboundary or global environmental concerns?	No
<b>Standard 2: Climate Change and Disaster Risks</b>		
<i>Would the project potentially involve or lead to:</i>		
2.1	areas subject to hazards such as earthquakes, floods, landslides, severe winds, storm surges, tsunami or volcanic eruptions?	No
2.2	outputs and outcomes sensitive or vulnerable to potential impacts of climate change or disasters? <i>For example, through increased precipitation, drought, temperature, salinity, extreme events, earthquakes</i>	No
2.3	increases in vulnerability to climate change impacts or disaster risks now or in the future (also known as maladaptive or negative coping practices)? <i>For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding</i>	No
2.4	increases of greenhouse gas emissions, black carbon emissions or other drivers of climate change?	No
<b>Standard 3: Community Health, Safety and Security</b>		
<i>Would the project potentially involve or lead to:</i>		
3.1	construction and/or infrastructure development (e.g. roads, buildings, dams)? (Note: the GEF does not finance projects that would involve the construction or rehabilitation of large or complex dams)	No
3.2	air pollution, noise, vibration, traffic, injuries, physical hazards, poor surface water quality due to runoff, erosion, sanitation?	No
3.3	harm or losses due to failure of structural elements of the project (e.g. collapse of buildings or infrastructure)?	No
3.4	risks of water-borne or other vector-borne diseases (e.g. temporary breeding habitats), communicable and noncommunicable diseases, nutritional disorders, mental health?	No
3.5	transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	No
3.6	adverse impacts on ecosystems and ecosystem services relevant to communities' health (e.g. food, surface water purification, natural buffers from flooding)?	No
3.7	influx of project workers to project areas?	No
3.8	engagement of security personnel to protect facilities and property or to support project activities?	No

<sup>6</sup> See the [Convention on Biological Diversity](#) and its [Cartagena Protocol on Biosafety](#).

<sup>7</sup> See the [Convention on Biological Diversity](#) and its [Nagoya Protocol](#) on access and benefit sharing from use of genetic resources.

<b>Standard 4: Cultural Heritage</b>		
<i>Would the project potentially involve or lead to:</i>		
4.1	activities adjacent to or within a Cultural Heritage site?	No
4.2	significant excavations, demolitions, movement of earth, flooding or other environmental changes?	No
4.3	adverse impacts to sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.4	alterations to landscapes and natural features with cultural significance?	No
4.5	utilization of tangible and/or intangible forms (e.g. practices, traditional knowledge) of Cultural Heritage for commercial or other purposes?	No
<b>Standard 5: Displacement and Resettlement</b>		
<i>Would the project potentially involve or lead to:</i>		
5.1	temporary or permanent and full or partial physical displacement (including people without legally recognizable claims to land)?	No
5.2	economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	No
5.3	risk of forced evictions? <sup>8</sup>	No
5.4	impacts on or changes to land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	No
<b>Standard 6: Indigenous Peoples</b>		
<i>Would the project potentially involve or lead to:</i>		
6.1	areas where indigenous peoples are present (including project area of influence)?	No
6.2	activities located on lands and territories claimed by indigenous peoples?	No
6.3	impacts (positive or negative) to the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)?  <i>If the answer to screening question 6.3 is “yes”, then the potential risk impacts are considered significant and the project would be categorized as either Substantial Risk or High Risk</i>	No
6.4	the absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No

<sup>8</sup> Forced eviction is defined here as the permanent or temporary removal against their will of individuals, families or communities from the homes and/or land which they occupy, without the provision of, and access to, appropriate forms of legal or other protection. Forced evictions constitute gross violations of a range of internationally recognized human rights.

6.5	the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.6	forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources? <i>Consider, and where appropriate ensure, consistency with the answers under Standard 5 above</i>	No
6.7	adverse impacts on the development priorities of indigenous peoples as defined by them?	No
6.8	risks to the physical and cultural survival of indigenous peoples?	No
6.9	impacts on the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices? <i>Consider, and where appropriate ensure, consistency with the answers under Standard 4 above.</i>	No
<b>Standard 7: Labour and Working Conditions</b>		
<i>Would the project potentially involve or lead to: (note: applies to project and contractor workers)</i>		
7.1	working conditions that do not meet national labour laws and international commitments?	No
7.2	working conditions that may deny freedom of association and collective bargaining?	No
7.3	use of child labour?	No
7.4	use of forced labour?	No
7.5	discriminatory working conditions and/or lack of equal opportunity?	No
7.6	occupational health and safety risks due to physical, chemical, biological and psychosocial hazards (including violence and harassment) throughout the project life-cycle?	No
<b>Standard 8: Pollution Prevention and Resource Efficiency</b>		
<i>Would the project potentially involve or lead to:</i>		
8.1	the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	No
8.2	the generation of waste (both hazardous and non-hazardous)?	No
8.3	the manufacture, trade, release, and/or use of hazardous materials and/or chemicals?	No
8.4	the use of chemicals or materials subject to international bans or phase-outs? <i>For example, DDT, PCBs and other chemicals listed in international conventions such as the <a href="#">Montreal Protocol</a>, <a href="#">Minamata Convention</a>, <a href="#">Basel Convention</a>, <a href="#">Rotterdam Convention</a>, <a href="#">Stockholm Convention</a></i>	No
8.5	the application of pesticides that may have a negative effect on the environment or human health?	No
8.6	significant consumption of raw materials, energy, and/or water?	No

**Annex 2. Terms of Reference of PM and AFA.**
**UNITED NATIONS DEVELOPMENT PROGRAMME**  
**TERMS OF REFERENCE /SERVICE CONTRACT**
**I. Job Information**

<b>Job title:</b>	Project Manager
<b>Project Title/Department:</b>	Towards Green Recovery in Uzbekistan
<b>SC range:</b>	SB4/SC-9
<b>Duration of the Department:</b>	6 months (with possible extensions)
<b>Work status (full time / part time):</b>	Full time
<b>Duty station:</b>	Tashkent
<b>Reports To:</b>	Programme Specialist on Environment and Climate Action (Cluster Lead)

**II. Background information**

In recent years, Uzbekistan has developed, adopted, and implemented various policies and measures to support climate change adaptation and mitigation. One of the hallmarks of this reform process was the adoption of “The strategy for the transition of the Republic of Uzbekistan to a green economy in the period of 2019-2030” (hereinafter referred to as the Strategy), in October 2019. The strategy aims to contribute to the fulfillment of obligations under the Paris Agreement on climate change ratified by Uzbekistan in 2018, as well as the implementation of the Action Strategy for five priority areas of development of the Republic of Uzbekistan (2017-2021).

The Strategy on the transition to green economy sets specific targets for reducing emissions by increasing energy efficiency, enhancing use of renewable energy, improving resource efficiency and crop yields, while ensuring a neutral balance of land degradation. Uzbekistan has also renewed emphasis on addressing the challenges of the Aral Sea region, with the vision to transform it into ‘a Zone of Ecological Innovation and Technologies’. The Strategy can only reinforce this ambition, ultimately ensuring that climate change does not impose limits on the future growth prospects, undermine poverty reduction progress, and adversely impact food security, particularly in vulnerable rural areas.

However, the COVID-19 outbreak emerged as a significant bottleneck to the ambitions, ongoing transition, and the two decades of sustained poverty reduction, with potentially significant hardship for the most vulnerable. On August 29, 2020, the Government adopted a large-scale COVID-19 post-crisis Economic Recovery program, focusing on banking sector, stimulating domestic demand through employment, income growth and poverty reduction, improving business environment and investment climate. However, while most funding is allocated to infrastructure and SMEs development, efforts in mainstreaming the green development aspects will have to be further enriched.

UNDP will support the Government by addressing critical gaps identified in the UN COVID-19 Socio-Economic Response and Recovery Offer, building on the UNDP technical lead of the socio-economic response, but also climate change adaptation and mitigation, and will contribute to deepening strategic engagement on green recovery and development.

In this context, UNDP is launching the new initiative “Towards Green Recovery in Uzbekistan”. The overall objective of the project is to provide catalytic approach for investments promoting low-carbon business models and green solutions for a job-rich economic post-pandemic recovery. This will be done in two streams. First, through support for an enabling environment and policy and regulatory framework stimulating green recovery/development measures at national and sub-national level, that are also long-term, and go beyond the specific recovery programmes announced. Second, capitalizing on this, UNDP will pilot a model of integrated green and inclusive local economic development at sub-national level, in two regions (Karakalpakstan and Namangan region) with very different development settings.

Under direct supervision of the Programme Specialist on Environment and Climate Action (Cluster Lead), the Project Manager provides effective and efficient coordination of the project through a range of actions contributing to the design, planning, management and monitoring of project activities. The Project Manager applies and promotes the principles of results-based management (RBM), as well as a client-oriented approach consistent with UNDP rules and regulations.

The Project Manager will be guided by the Programme Specialist on Environment and Climate Action, and Programme Analyst on Inclusive Growth, as well as work in close collaboration with the Programme, Operations, Communications and other project teams in the Country Office (CO) for effective achievement of results, anticipating and contributing to resolving complex programme/project-related issues and information delivery.

The incumbent is expected to exercise full compliance with UNDP programming, financial, procurement and administrative rules, regulations, policies and strategies, as well as implementation of the effective internal control systems.

### **III. Functions / Key Results Expected**

The Project Manager *in close cooperation with the project team, under the guidance and supervision of the Programme Specialist on Environment and Climate Action (Cluster Lead)*, will ensure the provision of development services and products (commensurate with the scope of the Project) of the highest quality and standards to national counterparts and clients. More specifically:

- Within the strategic framework concerted with the national counterparts, prepare Project’s Annual Plan of Activities and Annual Work Plan (work plans) reflecting the scope of activities, timing, sequencing, cost and other inputs for the implementation of the Project activities;
- Coordinate and ensure the timely and efficient delivery of Project outputs and products in accordance with the work plans, leading to the achievement of expected results;
- Be responsible for the coordination of the overall Project work plan according to indicators for achieving planned results, as well as for the overall management of the Project in accordance to prevailing UNDP rules, regulations and procedures;
- Ensure smooth coordination with other projects, including the projects implemented in Karakalpakstan and Namangan region;
- Liaise with the national counterparts, donors and the UNDP office to ensure that Project results are achieved, and Project resources are managed efficiently and effectively;
- Present work-plans, periodic narrative progress reports and expenditures status reports to the Project Stakeholders and UNDP Country Office Management;
- Ensure the effective management and supervision of human resources pertaining to the Project, including project personnel and short-term experts; conduct periodic performance appraisals; build, lead and motivate a solid team of professionals; validate terms of reference for international and national consultants;

- Manage efficiently the Project financial resources, including budgeting and budget revisions, as well as expenditure tracking and reporting;
- Continuously record and maintain relevant Project activities, issues, risks, etc in the UNDP Atlas Project Management Module (software platform);
- Lead and coordinate the organization of meetings, workshops, conferences and related activities relevant to the overall implementation of the Project;
- Identify key performance indicators as well as develop and maintain a monitoring system to ensure effective information sharing, provision of feedback and elaboration of top-quality progress reports;
- Ensure high quality information and visibility of the Project activities to the mass media and stakeholders;
- Perform any other duties connected directly with the implementation of the Project as required;

**Key Results:**

The key results have a direct impact on the overall successful achievement of the Project 'Towards Green Recovery in Uzbekistan'. Accurate analysis and timely organization of the policy work envisioned within the project will be critical for the project's success.

**IV. Competencies**

Corporate Competencies:	<ul style="list-style-type: none"> <li>• Demonstrates commitment to UNDP's mission, vision and values;</li> <li>• Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;</li> <li>• Demonstrating/safeguarding ethics and integrity;</li> <li>• Demonstrate corporate knowledge and sound judgment;</li> <li>• Self-development, initiative-taking;</li> <li>• Acting as a team leader and facilitating teamwork;</li> <li>• Facilitating and encouraging open communication in the team, communicating effectively;</li> <li>• Creating synergies through self-control;</li> <li>• Managing conflict;</li> <li>• Learning and sharing knowledge and encourage the learning of others;</li> <li>• Informed and transparent decision making</li> </ul>
Functional Competencies:	<p>Development and Operational Effectiveness</p> <ul style="list-style-type: none"> <li>• Ability to perform a variety of specialized tasks related to Results-Based Management, including support to design, planning and implementation of Programme, managing data, reporting</li> <li>• Ability to provide input to business processes, re-engineering, implementation of new system, including new IT based systems.</li> <li>• Ability to engage with various partners and stakeholders at different levels, to establish and maintain contacts with senior-level officials of the host government and represent UNDP in national and regional fora.</li> <li>• Ability to communicate effectively, both orally and in writing, is required to obtain, evaluate and interpret factual data and to prepare accurate and complete reports and other documents.</li> <li>• Capacity to implement the strategic vision and programmatic goals as laid down in the Project Document;</li> <li>• Proven performance in organizing and coordinating major initiatives, events or challenging inter-organizational activities;</li> <li>• Adapts flexibly to changing situations, overcomes obstacles and recovers quickly from set-backs.</li> </ul> <p>Leadership and Self-Management</p>

	<ul style="list-style-type: none"> <li>• Builds strong relationships with clients, focuses on impact and result for the client and responds positively to feedback;</li> <li>• Tolerates conditions of stress, uncertainty or ambiguity and continues to maintain a positive outlook and to work productively;</li> <li>• Promotes the team work and spirit;</li> <li>• Demonstrates good oral and written communication skills.</li> <li>• Focuses on result for the client and responds positively to feedback;</li> <li>• Competent in leading team and creating team spirit, stimulating team members to produce quality outputs in a timely and transparent fashion.</li> </ul> <p>Job Knowledge/Technical Expertise</p> <ul style="list-style-type: none"> <li>• Understands more advanced aspects of primary area of specialization as well as the fundamental concepts of related disciplines</li> <li>• Continues to seek new and improved methods and systems for accomplishing the work of the unit</li> <li>• Keeps abreast of new developments in area of professional discipline and job knowledge and seeks to develop him/herself professionally</li> <li>• Demonstrates comprehensive knowledge of information technology and applies it in work assignments</li> </ul>
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#### V. Qualifications Requirements

Education:	University Degree in Business Administration, Economics, Environmental Management, Natural Resource Management, Climate Change, Agriculture Economics, Development Studies is required.
Experience:	<ul style="list-style-type: none"> <li>- At least three years of progressively responsible and practical experience in project management in the field of Poverty Reduction, Inclusive Growth, Green Development, Natural Resource Management and similar is required at the national or international level.</li> <li>- Previous experience in development assistance or related work for a development organization, governmental institutions, NGO or private sector is a very strong advantage.</li> <li>- Extensive experience in managing a multidisciplinary team is required.</li> <li>- Experience in the usage of computers and office software packages (MS Word, Excel, etc.) and advance knowledge of spreadsheet and database packages, experience in handling of web-based management systems.</li> </ul>
Language Requirements:	Fluency in English, Uzbek and Russian is required
Others:	<ul style="list-style-type: none"> <li>- Strong analytical, drafting and communication skills</li> <li>- Ability to work under pressure and with tight deadlines,</li> <li>- Ethics and honesty.</li> </ul>

#### V. Signatures- Post Description Certification

Incumbent

Name	Signature	Date
Supervisor	Signature	Date



I. Job Information:	
Job Title:	Administrative/Finance/Programme Assistant
SC range:	SB3/SC-6
Project Title/Department:	Towards Green Recovery in Uzbekistan
Duration of the assignment:	6 months (with possible extensions)
Duty station:	Tashkent
Expected places of travel:	N/A
Work status (full time / part time):	Full time
Reports To:	Project Manager

VI. II. BACKGROUND
<p>In recent years, Uzbekistan has developed, adopted, and implemented various policies and measures to support climate change adaption and mitigation. One of the hallmarks of this reform process was the adoption of “The strategy for the transition of the Republic of Uzbekistan to a green economy in the period of 2019-2030” (hereinafter referred to as the Strategy), in October 2019. The strategy aims to contribute to the fulfillment of obligations under the Paris Agreement on climate change ratified by Uzbekistan in 2018, as well as the implementation of the Action Strategy for five priority areas of development of the Republic of Uzbekistan (2017-2021).</p> <p>The Strategy on the transition to green economy sets specific targets for reducing emissions by increasing energy efficiency, enhancing use of renewable energy, improving resource efficiency and crop yields, while ensuring a neutral balance of land degradation. Uzbekistan has also renewed emphasis on addressing the challenges of the Aral Sea region, with the vision to transform it into ‘a Zone of Ecological Innovation and Technologies’. The Strategy can only reinforce this ambition, ultimately ensuring that climate change does not impose limits on the future growth prospects, undermine poverty reduction progress, and adversely impact food security, particularly in vulnerable rural areas.</p> <p>However, the COVID-19 outbreak emerged as a significant bottleneck to the ambitions, ongoing transition, and the two decades of sustained poverty reduction, with potentially significant hardship for the most vulnerable. On August 29, 2020, the Government adopted a large-scale COVID-19 post-crisis Economic Recovery program, focusing on banking sector, stimulating domestic demand through employment, income growth and poverty reduction, improving business environment and investment climate. However, while most funding is allocated to infrastructure and SMEs development, efforts in mainstreaming the green development aspects will have to be further enriched.</p> <p>UNDP will support the Government by addressing critical gaps identified in the UN COVID-19 Socio-Economic Response and Recovery Offer, building on the UNDP technical lead of the socio-economic response, but also climate change adaptation and mitigation, and will contribute to deepening strategic engagement on green recovery and development.</p>



In this context, UNDP is launching the new initiative “Towards Green Recovery in Uzbekistan”. The overall objective of the project is to provide catalytic approach for investments promoting low-carbon business models and green solutions for a job-rich economic post-pandemic recovery. This will be done in two streams. First, through support for an enabling environment and policy and regulatory framework stimulating green recovery/development measures at national and sub-national level, that are also long-term, and go beyond the specific recovery programmes announced. Second, capitalizing on this, UNDP will pilot a model of integrated green and inclusive local economic development at sub-national level, in two regions (Karakalpakstan and Namangan region) with very different development settings.

Under the direct supervision of the Project Manager, the Administrative/Finance/Programme Assistant will provide operational/financial and administrative services to the project ensuring high quality, accuracy and consistency of work according to UNDP corporate rules and procedures.

### VII. III. DESCRIPTION OF RESPONSIBILITIES:

The **Administrative/Finance/Programme Assistant** in close cooperation with the project and ECA/IG programme team and under the direct supervision of the Project Manager, will be responsible for the satisfactory achievement of the entrusted functions and tasks, as described below:

- Provides full admin/finance and programme support to the project and ECA programme on operational issues related to promoting green recovery in Uzbekistan
- Be responsible for office logistics, travel arrangements as well as recruitment/extension/ separation of the project personnel;
- Based on consultations with Project Manager and UNDP Operations to provide support in procurement related matters in accordance with UNDP rules and procedures;
- Prepare all financial and administrative documents related to the project implementation in accordance with the UNDP rules and procedures, maintain project’s expenditures and commitments shadow budget;
- Make regular and periodic adjustments to the project budget taking into account currency exchange monthly fluctuations;
- Develop quarterly and annual budget plans for recruitment of personnel; maintain financial records and monitoring systems to record and reconcile expenditures, balances, payments and other data for day-to-day transaction and reports;
- Advise and assist Project personnel, experts and consultants on all respects of payments, allowances, travel claims and other financial and administrative matters;
- Prepare detailed cost estimates and participate in budget analysis and projections as required to handle all financial operations of the project office, make cash payments and reconcile all accounts in required time frame;
- Maintain, update and transmit inventory records of non-expendable equipment in accordance with UNDP rules;
- Ensure leave monitoring of project staff, check the accuracy and proper completion of monthly leave reports;
- Analyse the potential problems concerning administrative-financial issues and take respective measures to provide adequate project’s resources in time for implementation of the project activities;
- Define the cost-effective measures for optimal use of resources of the project;
- Ensure full compliance of administrative and financial processes and financial records with UNDP rules, regulations, policies and strategies;
- Encourage awareness of and promotion of gender equality among project staff and partners;
- Performs other duties related to administrative and financial issues of project as required.

**VIII. IV. COMPETENCIES:***Corporate Competencies:*

- Demonstrates commitment to UNDP's mission, vision and values;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- 
- Functional Competencies:
- Fundamental knowledge of processes, methods and procedures;
- Understands the main processes and methods of work regarding to the position;
- Possesses basic knowledge of organizational policies and procedures relating to the position and applies them consistently in work tasks;
- Demonstrates good knowledge of information technology and applies it in work assignments;
- Presentation of information on best practices in organizational change;
- Demonstrates ability to identify problems and proposes solutions.

*Core competencies:*

- Demonstrating/safeguarding ethics and integrity;
- Demonstrate corporate knowledge and sound judgment;
- Self-development, initiative-taking;
- Acting as a team player and facilitating teamwork;
- Facilitating and encouraging open communication in the team, communicating effectively;
- Creating synergies through self-control;
- Managing conflict;
- Learning and sharing knowledge and encourage the learning of others. Promoting learning and knowledge management/sharing is the responsibility of each staff member;
- Informed and transparent decision-making.

**V. Qualifications Requirements:**

Education:	University Degree in Business Administration, Finance and/or Economics or any other relevant field;
Experience:	At least 2 years of relevant work experience in administration and finance; Work experience in international organizations is an asset.
Language requirements:	Fluency in English, Russian and Uzbek (both written and spoken);
Others:	<ul style="list-style-type: none"> <li>- Strong financial and administrative skills, result and client-orientation;</li> <li>- Ability to use information and communication technology as a tool and resource;</li> <li>- Excellent knowledge of computer software packages for word processing, excel spreadsheets, internet, databases and handling web-based management systems;</li> <li>- Ability to work under pressure and with tight deadlines, ethics and honesty;</li> <li>- Work prioritization and ability to handle multiple tasks;</li> <li>- Ability to maintain a high level of accuracy, confidentiality concerning financial and employee files;</li> <li>- Basic understanding of development issues, governance reform, digital transformation issues is desirable.</li> </ul>

**VI. Signatures- Post Description Certification:**

Incumbent

Name

Signature

Date

Supervisor

	Signature	Date
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