

APPROVED BY:
Deputy Resident Representative
UNDP Belarus

F. Garakhanov

Date " " 2013

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National Project Director
Project №p0077154

A. Minenkov

Date " " 2013

Annual Detailed Work Plan 2013
Improving Energy Efficiency in Residential Buildings in the Republic of Belarus
No. 00077154

Activity description	Output costs as per budget accounts, US\$				Total US\$	Donor	Budget Account	Responsible	Annual Target
	I - 2013	II - 2013	III - 2013	IV - 2013					
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 norms or other applicable international standards.								
1.1.1	Develop methodological guidelines for energy performance monitoring and calculation applicable to different types of residential buildings.								
1.1.1.1	Conduct a critical analysis and evaluate the best European and other internationally recognized methodologies and practices for energy performance monitoring and calculation applicable to different types of residential buildings.								
	4 000				4 000	GEF	71200 - International consultants		A report and a draft of methodological guidelines for buildings' energy performance monitoring and calculations submitted to the EE Department and published online. Deadline - August 31, 2013
	960				960	GEF	71300 - local consultants		A report, approved by the EE Department and published online, on the results of critical analysis of existing methodologies and practices for buildings' energy performance monitoring and calculations. Deadline - May 31, 2013
	1 200				1 200	GEF	71300 - local consultants (translation)		
1.1.1.2	Draft methodological guidelines on energy performance monitoring and calculation for residential buildings.								
	4 000				4 000	GEF	71200 - international consultants		First draft of methodological guidelines prepared. Deadline - June 30, 2013
	960				960	GEF	71300 - local consultants		At least 15 representatives of stakeholders attended the round table and a respective minute with recommendations prepared. Deadline - July 15, 2013
1.1.1.3	Organize a round table (ad-hoc meeting) on residential buildings' energy performance monitoring and calculation methodologies and practices.								
	720				720	GEF	71300 - local consultants		
	600				600	GEF	contract. serv. companies		
1.1.1.4	With a view of stakeholders' comments after ad-hoc discussions during activity 1.1.1.3, revise the draft guidelines prepared as per activity 1.1.1.2 on energy performance monitoring and calculation for residential buildings and submit the guidelines for adoption.								
	3 000				3 000	GEF	International consultants		Revised guidelines submitted to the EE Department and the Ministry of Architecture and Construction. Deadline - August 31, 2013
	840				840	GEF	71300 - local consultants		
1.1.2	Provide on-going consulting services with regard to the submitted guidelines directly to the EE Department, Ministry of Architecture and Construction and other relevant authorities in the course of conciliation and adoption procedures.								
					960	GEF	71300 - local consultants		The guidelines endorsed by the EE Department and the Ministry of Architecture and Construction, and adopted by competent authority(ies). Deadline - Dec 31, 2013
1.2	At least 50 completed energy audits providing information on factual energy consumption and energy balance of different type of existing residential buildings of different age and using different construction techniques.								
1.2.1	Develop guidelines for energy audit in residential buildings based on the best domestic and international practices.								
							Project Manager		Energy audits of at least 5 residential buildings organized and conducted.
									Guidelines for energy audits of residential buildings submitted to the EE Department and the Ministry of Architecture and Construction, and published online. Deadline - Nov 30, 2013

1.2.1.1	Conduct a critical analysis of existing international and domestic practices for energy audit in residential buildings and determine gaps between the domestic and the best international practices.	4 000	4 000	GEF	71200 - international consultants		A report, approved by the EE Department and published online, on the results of critical analysis of existing practices for energy audit in residential buildings. Deadline - May 31, 2013
1.2.1.2	Provide recommendations and draft a guidelines, based on the analysis as per activity 1.2.1.1 above, for improvement of energy audit services in residential buildings in Belarus.	960	960	GEF	71300 - local consultants		Recommendations concerning improvement of energy audit practices and a draft of guidelines for energy audits of residential buildings submitted to the EE Department and the Ministry of Architecture and Construction. Deadline - June 30, 2013
1.2.1.3	Prepare and approve action plans, equipment specifications and equipment procurement plans for energy auditing residential buildings of different age and construction techniques.	6 000	6 000	GEF	71200 - international consultants		
1.2.1.4	Acquire equipment needed for the energy audits as per the procurement plans stipulated under activity 1.2.1.3.	840	840	GEF	71300 - local consultants		Action plans, equipment specifications and equipment procurement plans for energy audits in residential buildings submitted to and endorsed by the EE Department. Deadline - June 30, 2013
1.2.1.5	Conduct energy audits of at least 5 residential buildings in line of the plans approved under activity 1.2.1.3.	55 000	55 000	GEF	72300 - Equipment	PMU Procurement Expert	The equipment necessary for energy auditing acquired and handed over to an energy audit company selected to conduct energy audits of buildings. Deadline - Sep 30, 2013
1.2.1.6	Based on the results of activity 1.2.1.5 above, update guidelines for improvement of energy audit services in residential buildings in Belarus.	7 500	7 500	GEF	71200 - international consultants		Energy audits of at least 5 residential buildings conducted and respective reports submitted to stakeholders. Deadline - Oct 31, 2013
1.2.2	Based on the results of activity 1.2.1, prepare a curriculum and training materials for technical training workshops on energy audit of residential buildings, and publish them online and offline.	2 400	2 400	GEF	71300 - local consultants		Revised guidelines for improvement of energy audits in residential buildings submitted to the EE Department and the Ministry of Architecture and Construction. Deadline - Nov 30, 2013
1.2.3	Organize a 2-day training workshop for national experts and local energy auditing firms to improve their capacity in energy audit of residential buildings.	15 000	15 000	GEF	72100 - contract. serv. companies		Training course containing materials (lectures, presentations) and a curriculum on energy audit of residential buildings prepared and published online and offline. Deadline - Dec 15, 2013
		660	660	GEF	71600 - travel		
		4 000	4 000	GEF	71200 - international consultants		
		840	840	GEF	71300 - local consultants		
		7 000	7 000	GEF	71200 - international consultants		
		960	960	GEF	71300 - local consultants		
		1 200	1 200	GEF	71300 - local consultants (translation)		
		1 800	1 800	GEF	74200 - audio & video prod.		
		6 000	6 000	GEF	72100 - contract. serv. companies		
		720	720	GEF	71300 - local consultants		
		1 320	1 320	GEF	71600 - travel	PMU PR Expert	
		5 000	5 000	GEF	71200 - international consultants		
		420	420	GEF	71300 - local consultants (translation)		
							A two-day training for ca. 60 energy auditors organized and held. Deadline - Dec 31, 2013

1.3	A completed review and cost-efficiency analysis of different technical options to improve buildings' energy efficiency and the use of renewable energy sources, including an analysis of the cost-efficiency of different heat supply and distribution methods to serve low or close to zero energy buildings.	Project Manager	A report, approved by the EE Department and published online, containing the results of cost-efficiency analysis of different technical options to improve buildings' energy efficiency.
1.3.1	Collect actual data on different construction techniques, appropriate construction materials, design arrangements, renewable energy applications, heat supply and distribution schemes and other technical options to improve energy efficiency of various types of residential buildings.	4 000 1 680 1 200	4 000 GEF international consultants 1 680 GEF 71300 - local consultants 1 200 GEF 71300 - local consultants (translation)
1.3.2	Conduct a cost-efficiency analysis of different technical options and practices revealed in activity 1.3.1, which would be best applicable to the Belarusian civil construction industry with a focus on different types of residential buildings.	4 000 1 320	4 000 GEF international consultants 1 320 GEF 71300 - local consultants
1.3.3	Draft recommendations concerning overall low-energy building performance with the least possible construction and O&M costs for residential buildings in Belarus.	3 000 1 080	3 000 GEF international consultants 1 080 GEF 71300 - local consultants
1.4	A completed analysis of the impact of the new low energy buildings on the feasibility of different heat supply systems typically used in Belarus and the buildings' central water heating + radiator scheme connected to district heating. In particular, with related recommendations for future development.	Project Manager	A report, approved by the EE Department and the Ministry of Architecture and Construction and published online, with evaluation of impact of different technical options to heat and hot water supply systems.
1.4.1	Conduct an analysis of impact of different technical options and practices revealed in activities 1.3.1-1.3.3 on the feasibility of various typical schemes used for district heating and hot water supply in residential areas in Belarus.	1 320	1 320 GEF 71300 - local consultants
1.4.2	Based on the results of analysis above, recommend the best applicable options for further development of district heating and hot water supply systems in residential areas.	840	840 GEF 71300 - local consultants
1.5	A finalized draft with related stakeholder consultations for revised national energy performance based norms and standards for newly constructed buildings and, as applicable, those going through a major renovation with the initial focus on residential buildings.	Project Manager	The first drafts of requirements and norms for new energy efficient building design and performance submitted to the EE Department and the Ministry of Architecture and Construction.
1.5.1	Draft the national energy performance based norms and standards for newly constructed buildings		
1.5.1.1	Conduct critical analysis and evaluate gaps between national energy performance based standards and those of the EU applicable to newly constructed residential buildings.	4 000 1 320 1 200	4 000 GEF international consultants 1 320 GEF 71300 - local consultants 1 200 GEF 71300 - local consultants (translation)
1.5.1.2	Organize a round table (ad-hoc meeting) to share and discuss existing practice of successful introductions of energy performance standards for newly constructed residential buildings.	720 600	720 GEF 71300 - local consultants 600 GEF contract serv. companies
			At least 15 representatives of stakeholders attended the round table and a respective minute with recommendations prepared. Deadline - July 31, 2013

1.5.1.3	Based on the results of activities 1.5.1.1-1.5.1.2, formulate design requirements with respect to energy efficiency in newly constructed residential buildings along with drafts of regulatory documents establishing energy performance based standards and facilitating developments of energy efficient buildings.				4 000	4 000	GEF international consultants	71200 - international consultants	Requirements and norms for new energy efficient building design and performance compiled and first drafts submitted to the EE Department and the Ministry of Architecture and Construction. Deadline - Nov 30, 2013
1.5.2	Draft the national energy performance based norms and standards for buildings going through a major renovation				1 320	1 320	GEF consultants	71300 - local consultants	Draft of the energy performance standards for residential buildings under major renovation submitted to the EE Department and the Ministry of Architecture and Construction and published online. Deadline - Dec 31, 2013
1.5.2.1	Conduct critical analysis and evaluate gaps between national energy performance based standards and those of the EU applicable to residential buildings under major renovations.				4 000	4 000	GEF international consultants	71200 - international consultants	A report on the results of critical analysis with respective recommendations on using the energy performance standards in Belarus submitted to and approved by the EE Department and published online. Deadline - Oct 31, 2013
					1 320	1 320	GEF consultants	71300 - local consultants	
					1 200	1 200	GEF consultants	71300 - local consultants (translation)	
1.5.2.2	Organize a round table (ad-hoc meeting) to share and discuss existing practice of successful introductions of energy performance standards for residential buildings going through a major renovation.				720	720	GEF consultants	71300 - local consultants	At least 15 representatives of stakeholders attended the round table and a respective minute with recommendations prepared. Deadline - Nov 30, 2013
1.5.2.2	Based on the results of activities 1.5.2.1-1.5.2.2, formulate design requirements with respect to energy efficiency in residential buildings under renovation along with drafts of regulatory documents establishing new standards and facilitating measures for energy efficiency improvement in such buildings.				4 000	4 000	GEF international consultants	71200 - international consultants	Requirements and norms for energy efficient performance of buildings under renovation compiled and first drafts submitted to the EE Department and the Ministry of Architecture and Construction. Deadline - Dec 31, 2013
					1 320	1 320	GEF consultants	71300 - local consultants	
1.6	Elaborated and by the Government of Belarus adopted 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 related on-site spot-checks.	Project Manager							The Output is to be implemented in 2014-2016
1.7	Further developed and adopted quality standards and a system of EE certification for the construction materials, accessories and appliances used in the construction sector.	Project Manager							The Output is to be implemented in 2014-2016
	Outcome 1 total:		0	38480	66800	80500	185780		
Outcome 2: Enhanced capacity of the Belarusian specialists to implement and effectively enforce the new energy efficiency building standards and construction norms									
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							A capacity building action plan of the Project adopted by the EE Department
2.1.1	Carry out the capacity needs assessment of all relevant stakeholders and specify various target groups for enhancing their capacity in the field of energy efficiency improvement of residential buildings.				1 200	1 200	GEF consultants	71300 - local consultants	A report on the results of the capacity needs assessment with respective recommendations submitted to and approved by the EE Department and published online. Deadline - Oct 31, 2013
2.1.2	Based on the results received under activity 2.1.1, prepare, discuss and approve a capacity building action plan for different target groups, including schedules for different measures, activities and events.				1 200	1 200	GEF consultants	71300 - local consultants	A capacity building action plan as well as respective activities for 2014-2016 adopted by the EE Department. Deadline - Dec 31, 2013

2.2	New courses on integrated building design and building energy efficiency included into the curricula of all key Belarusian universities educating architects and building engineers and at least 50% of students have passed these new courses by the end of the project	Project Manager	Recommendations and draft ToRs for updating and adjusting curricula of selected relevant universities approved by the EE Department.
2.2.1	Conduct critical analysis of curricula of different relevant Belarusian universities with a view of revealing possible gaps and deficiencies in education process related to integrated energy efficient building design, construction and operation.		A report on the results of critical analysis of curricula submitted to and approved by the EE Department and published online. Deadline - Oct 31, 2013
2.2.2	Organize a round table (ad-hoc meeting) to discuss relevancy of new university courses for education process in selected universities.		At least 15 representatives of stakeholders attended the round table and a respective minute with recommendations prepared. Deadline - Nov 15, 2013
2.2.3	Prepare recommendations and draft ToRs for updating and adjusting curricula of selected relevant universities.		Recommendations and ToRs for updating and adjusting curricula of selected relevant universities submitted to and approved by the EE Department. Deadline - Dec 31, 2013
2.3	At least 50 experts from different state and municipal entities dealing with construction policies, norms and standards are trained on the most recent international developments, experiences and lessons learnt on building energy efficiency and environmentally sustainable construction.	Project Manager	The Output is to be implemented in 2014-2016 pursuant to the action plans approved (see activity 2.1.2)
2.4	At least 50 architects and other buildings designers from the leading design institutes and professional associations are trained on the: i) most recent international developments in the area of energy efficient buildings from the technical and policy perspective; ii) integrated, energy efficient building design principles and techniques; iii) implications in the practical design work when moving from prescriptive norms to buildings' overall energy performance based constructions; iv) available technical options and cost-effective design principles for optimizing buildings' energy performance; and v) presentation of the available, state of the art software to support integrated, energy efficient building design and training for its use.	Project Manager	The Output is to be implemented in 2014-2016 pursuant to the action plans approved (see activity 2.1.2)
2.5	At least 50 construction inspectors from the main regional and district centers trained on methodologies for assessing buildings' energy performance and the correct installation of the materials and equipment used.	Project Manager	The Output is to be implemented in 2014-2016 pursuant to the action plans approved (see activity 2.1.2)
2.6	At least 50 supervisors of the leading construction companies trained 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	The Output is to be implemented in 2014-2016 pursuant to the action plans approved (see activity 2.1.2)
2.7	A two-week training seminar for professional designers, representatives of the state expertise and building supervision in order to familiarize the group with the experiences of energy-efficient building design, construction and governance (including the role of municipal authorities) in EU countries and visiting the facilities (25 people).	Project Manager	The Output is to be implemented in 2014-2016 pursuant to the action plans approved (see activity 2.1.2)
2.8	Other required training, networking and exchange of knowledge and lessons learnt by building on co-operation with other international initiatives promoting energy efficient and environmentally sustainable building construction.	Project Manager	Belarusian specialists and decision-makers participated in at least three study visits and three international events dedicated to energy efficient and environmentally sustainable building construction and operation
2.8.1	Monitor and cooperate with other international initiatives and prepare quarterly plans for forthcoming events dedicated to energy efficient and environmentally sustainable building construction and operation.		Description of selected events, ToRs for short-term assignments and financial support documents prepared by the PMU and approved by the UNDP and EE Department. Deadline - June 30, 2013
2.8.2	Organize study visits in appropriate EU country(ies), selected as per activity 2.8.1, devoted to the best existing practice in application of the energy performance standards to residential buildings.		At least 2 study tours for 5 Belarusian specialists each conducted in EU countries and short reports with recommendations prepared. Deadline - Oct 31, 2013

2.8.3	Provide informational support for Belarusian specialists and decision-makers in their participation in at least three international events.	1 000	240	240	240	1 200	4 146	1 000	720	3 360	15 840	1 200	4 146	61 126	71200 - international consultants	In total at least 9 Belarusian specialists and decision-makers took part in at least three relevant international events. During the year
2.8.4	Provide support for Belarusian specialists and decision-makers in organizing and implementation of study visits to similar UNDP projects.	5 280	1 120	1 120	1 120	5 280	1 200	1 200	3 360	15 840	1 200	4 146	61 126	71300 - local consultants	At least 3 Belarusian specialists and decision-makers took part in at least one study visit and joint workshop with experts of similar UNDP projects. During the year	
	Outcome 2 total:	0	9 880	19 650	31 596	61 126										
	Outcome 3: Demonstrated energy and cost-saving potential of new energy efficiency measures in at least three new residential buildings in two Belarusian cities															
3.1	Finalized background studies for and design of the selected demo buildings by applying integrated building design principles and taking into account new technologies and approaches for meeting the HVAC needs of those buildings in a most energy and cost efficient way.															A relevant part of construction documents for energy efficiency improvement in at least one of the selected buildings and action plans for design and construction of the demonstration sites along with schedules for different measures, activities and events approved by developers and adopted by the EE Department
3.1.1	Carry out respective studies of baseline architecture and engineering characteristics of potential constructions at the demo sites focusing on the number of flats and tenants, energy, heat and hot water consumption, and HVAC system requirements along with customer properties expected.	9 000	5 640	240	987	5 000	9 000	5 640	240	987	5 000	71200 - international consultants	71300 - local consultants	72100 - contract serv. companies		A report, prepared on architecture and engineering characteristics of potential constructions at the demo sites, examined and approved by developers and adopted by the EE Department. Deadline - June 30, 2013
3.1.2	Based on the results of activity 3.1.1 above, suggest and justify applicable building space-and-planning parameters, other technical and design solutions for the selected demo sites based on integrated energy performance building design principles and taking into account applicable energy efficiency improvement technologies and approaches.	12 000	5 640	240	987	5 000	12 000	5 640	240	987	5 000	71200 - international consultants	71300 - local consultants	72100 - contract serv. companies		Design and technical solutions for different energy efficient options prepared, examined and approved by developers and adopted by the EE Department for demonstration buildings. Deadline - July 31, 2013
3.1.3	Provide least-cost analysis of the options suggested in activity 3.1.2 and choose the most feasible and cost-effective building performance for the demo projects with minimal possible energy consumption per unit area along with keeping the same or even improved comfort conditions and customer properties stipulated in the baseline design.	9 000	5 640	240	987	5 000	9 000	5 640	240	987	5 000	71200 - international consultants	71300 - local consultants	72100 - contract serv. companies		A report on least-cost analysis and respective recommendations for selected options prepared, examined and approved by developers and adopted by the EE Department. Deadline - Aug 31, 2013

3.1.4	Develop preconstruction simulations and exploratory designs of measures, technological methods, installations and equipment for energy efficiency improvement of the three residential buildings chosen as a result of activity 3.1.3.	9 000 5 640 240 987 20 000	9 000 5 640 240 987 20 000	GEF international consultants GEF 71300 - local consultants GEF 71300 - local consultants (translation) GEF 71600 - travel GEF contract. serv. companies	A report, design drawings and other relevant documentations for siting of the energy efficiency installations and equipment prepared, examined and approved by developers and adopted by the EE Department. Deadline - Sep 30, 2013		
3.1.5	Based on the preliminary design of measures for energy efficiency improvement as per activity 3.1.4, provide preliminary specifications for the equipment and installations needed and determine potential equipment manufacturers and suppliers.	9 000 5 400 240 987 5 000	9 000 5 400 240 987 10 000	GEF international consultants GEF 71300 - local consultants GEF 71300 - local consultants (translation) GEF 71600 - travel GEF contract. serv. companies	A report containing specifications for the equipment and installations and list of potential equipment manufacturers and suppliers prepared and submitted to developers and the EE Department. Deadline - Oct 31, 2013		
3.1.6	Based on the results of activities 3.1.3-3.1.5, implement all necessary developments concerning design of techniques, installations and equipment for energy efficiency improvement of at least two of the three residential buildings chosen, coordinate and complete a relevant part of construction documents.	5 640 987 20 000	5 640 987 50 000	GEF 71300 - local consultants GEF 71600 - travel GEF contract. serv. companies	A relevant part of construction documents for energy efficiency improvement in at least two of the selected buildings completed and submitted to a developer and the EE Department. Deadline - Dec 31, 2013		
3.1.7	Based on the results received under activities 3.1.1-3.1.6, prepare, discuss and approve action plans for design and construction of the demonstration sites along with schedules for different measures, activities and events in 2014-2016.	5 400 987 5 000	5 400 987 5 000	GEF 71300 - local consultants GEF 71600 - travel GEF contract. serv. companies	An action plan as well as respective schedules and activities for 2014-2016 adopted by the EE Department. Deadline - Dec 31, 2013		
3.2	Finalized construction of the demo buildings by ensuring that the construction and all installation are made in accordance with the proposed or adopted quality standards and guidelines.			Project Manager	The Output is to be implemented in 2014-2016 pursuant to the action plans approved (see activity 3.1.7)		
3.3	A 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	The Output is to be implemented in 2014-2016 pursuant to the action plans approved (see activity 3.1.7)		
3.4	A monitoring report on the energy performance of the demonstration buildings documenting the actual energy and financial savings and GHG emission reduction from each building as a whole and from each specific energy efficiency measure and appliance tested.			Project Manager	The Output is to be implemented in 2014-2016 pursuant to the action plans approved (see activity 3.1.7)		
3.5	At least 30 private showings of the new buildings organized for local architects, designers, builders and other decision makers, including half-day training sessions with an objective to promote the solutions adopted for the demonstration projects in additional buildings.			Project Manager	The Output is to be implemented in 2014-2016 pursuant to the action plans approved (see activity 3.1.7)		
Outcome 3 total:		0	20 867	105 601	68 641	195 109	

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 aspect and also addressing the GEF/UNDP visibility requirements.	At least five interviews and press-releases along with at least three printed materials provided for specialists and tenants. During the year.												
4.1.1	Organize and carry out an ongoing information campaign (Interviews, press-releases, etc.) about the Project activities.	At least five interviews and press-releases provided. During the year.												
4.1.2	Prepare and publish hand-books, leaflets, brochures, etc. for professionals about the best practices concerning energy efficiency improvement in residential buildings.	At least one printed material for professionals about the best practices concerning energy efficiency improvement in residential buildings prepared and issued. During the year.												
4.1.3	Prepare and publish hand-books, leaflets, brochures, etc. for professionals about the best practices concerning energy audit in residential sector.	At least one printed material for professionals about the best practices concerning energy audit in residential sector prepared and issued. During the year.												
4.1.4	Prepare and publish hand-books, leaflets, brochures, etc. for general public about the best practices concerning energy efficient management of households.	At least one printed material for general public about the best practices concerning energy efficient management of households. During the year.												
4.1.5	In cooperation with the Ministry of Education and the EE Department, provide informational supports to the "Energy Marathon" Republican Contests.	At least one "Energy Marathon" Republican Contest supported and conducted. During the year.												
4.2	Agreed methodology and sustainable institutional arrangements for annual market monitoring keeping track on buildings constructed each year as well as the sale of key building materials, accessories and appliances together with their energy performance characteristics.	The Output is to be implemented in 2014-2016												
4.3	Fully mandated and capacitated state agency with a responsibility to monitor the energy savings and CO2 emission reductions in residential and other buildings, together with the agreed procedures and interagency agreements for compiling the required primary data.	Draft recommendations for an institutional framework of the national energy conservation and GHG reduction MREY system in the construction sector												
4.3.1	Conduct a critical analysis of the existing national institutional system and procedures for monitoring, reporting and verification of the energy savings and GHG emission reductions in the construction sector.	An analytical report concerning the existing national institutional system and procedures for monitoring, reporting and verification of the energy savings and GHG emission reductions in the construction sector along with respective recommendations submitted to and approved by the EE Department and the UNFCCC National Focal Point. Deadline - Nov 30, 2013.												
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.	The Output is to be implemented in 2014-2016												
4.5	Energy-efficiency aspects integrated into the regional and local plans for territorial development being developed by the Institute of Urban and Regional Planning (IRUP).	The Output is to be implemented in 2014-2016												
4.6	An international conference on energy efficiency in residential sector held in Belarus, including a field visit to the pilot demonstration sites and coordination with other UNDP/GEF building energy-efficiency projects.	International seminars on "Best Practice in Energy Efficiency Improvement in Residential Buildings" are organized and held annually with a larger International Conference by the end of the Project												
4.6.1	Organize an International seminar (or a separate conference session) on "Best Practice in Energy Efficiency Improvement in Residential Buildings" under the auspices of the Project and in cooperation with the EE Department, UNDP and other similar projects.	At least two International seminars on "Best Practice in Energy Efficiency Improvement in Residential Buildings" organized and held. Deadline - May, 2013 and the 4th quarter, 2013												
	<table border="1"> <tr> <td>5 300</td> <td>GEF</td> <td>71200 - international consultants</td> </tr> <tr> <td>600</td> <td>GEF</td> <td>71300 - local consultants</td> </tr> <tr> <td>980</td> <td>GEF</td> <td>71600 - travel</td> </tr> <tr> <td>3 500</td> <td>GEF</td> <td>72100 - contract serv. companies</td> </tr> </table>	5 300	GEF	71200 - international consultants	600	GEF	71300 - local consultants	980	GEF	71600 - travel	3 500	GEF	72100 - contract serv. companies	
5 300	GEF	71200 - international consultants												
600	GEF	71300 - local consultants												
980	GEF	71600 - travel												
3 500	GEF	72100 - contract serv. companies												

		10	210	420	GEF consultants (translation)	71300 - local consultants		
		250	500	750	GEF & video prod.	74200 - audio		
4.7	Regularly updated project website with a link to an Expanded Energy Platform.						PMU PR Expert	The Project's website created and linked to the Energy Efficiency Platform
4.7.1	Prepare a ToR for the Project Website development including requirements for organizational arrangements (domain, host, provider) and legal provisions for linking to the Energy Efficiency Platform.	2 400		2 400	GEF consultants	71300 - local consultants		The ToR prepared and approved by the EE Department. Deadline - May 31, 2013
4.7.2	Develop and launch the Project Website.							The Project Website developed and launched. Deadline - Aug 31, 2013
4.7.2.1	Prepare the Project Website's infological architecture and design of the user interface, and develop its HTML version.	1 920		1 920	GEF consultants	71300 - local consultants		An HTML version prepared. Deadline - June 30, 2013
4.7.2.2	Develop the Project Website prototype version.	2 400		2 400	GEF consultants	71300 - local consultants		A prototype version prepared and approved by the EE Department. Deadline - July 31, 2013
4.7.2.3	Launch the Project Website.	1 200		1 200	GEF consultants	71300 - local consultants		The Project Website launched. Deadline - Aug 31, 2013
		540		540	GEF contract. serv. companies			
4.8	Annual market monitoring reports for new building construction with the emphasis on energy efficiency aspects.						Project Manager	The energy efficiency building construction market monitoring report for 2013 prepared
4.8.1	Conduct a study on energy performances and respective GHG emissions of different residential buildings introduced in the housing construction market in 2013, and, on this basis, draft a 2013 report on market monitoring for new residential building construction with the emphasis on energy efficiency and GHG emission aspects.		3 000	3 000	GEF consultants	71300 - local consultants		A report on the energy efficiency building construction market monitoring for 2013 prepared and approved by the EE Department. Deadline - Dec 31, 2013
4.9	Final project report consolidating the results and lessons learnt from the implementation of the proposed project components and recommendations for the required next steps.						Project Manager	The inception report prepared and discussed, and recommendations for adjustments of respective interventions of the Project approved by stakeholders and incorporated into the Project implementation strategy and adaptive approaches.
4.9.1	Implement inception stage study by means of collecting and analyzing current actual baseline data on legal and institutional framework, technical standards, construction techniques, materials, design arrangements, renewable energy applications, heat supply and distribution schemes and other technical options to improve energy efficiency of various types of residential buildings, and comparing them with the baseline described in the Project Document.	7 000		7 000	GEF international consultants	71200 - international consultants		A report on the baseline situation in the field of energy efficiency improvements in residential buildings prepared and adopted by the EE Department. Deadline - April 30, 2013
		2 640		2 640	GEF consultants	71300 - local consultants		
		987		987	GEF	71600 - travel		
4.9.2	Compile and present an inception stage report describing the new baseline situation and proving a respective adjustment of intervention approaches of the Project suggested in the Project Document.	5 000		5 000	GEF international consultants	71200 - international consultants		An inception report prepared and approved by the EE Department. Deadline - May 15, 2013
		1 320		1 320	GEF consultants	71300 - local consultants		
		360		360	GEF (translation)	71300 - local consultants (translation)		

<p>4.9.3 Organize an Inception Seminar to present and discuss the Inception Stage Report describing the new baseline situation and proving a respective adjustment of intervention approaches of the Project suggested in the Project Document.</p>	<p>5 600 2 965 4 000 210</p>	<p>71200 - international consultants 71300 - local consultants 71600 - travel 72100 - contract. serv. companies 71300 - local consultants (translation)</p> <p>5 300 600 2 965 4 000 210</p>	<p>A seminar organized and held to discuss and adopt the Inception Report. Deadline - May 31, 2013</p>
<p>Outcome 4 total: 0 40 652 13 440 21 440 75 532</p>			
<p>Effective project management and monitoring ensured</p>			
<p>PM1 Project monitoring and reporting.</p>	<p>500</p>	<p>72100 - contract. serv. companies 500</p>	<p>Project Manager At least two Project Steering Committee meetings held. Deadline - May 31 and Dec 31, 2013 All project reports submitted and approved in due time. Deadline - July 15, 2013 (for semiannual report to the Ministry of Economy) and Dec 15, 2013 (for APR/PIR and Logs)</p>
<p>PM2 Project management and project office functioning.</p>	<p>250 11 140 3 000 3 000 500 250 600 500 300</p>	<p>71300 - local consultants 71400 - contract. serv. individ. 72800 - IT Equipment 72200 - Furniture & Equipm. 72400 - communicat. 73400 - equipment services 72500 - supplies 73100 - utilities 74500 - miscellan.</p> <p>1 500 1 250 1 250 200 500 250 200 1 500 300</p> <p>17 290 17 290 200 500 250 200 1 500 300</p>	<p>Project Manager Project office successfully operated. Project plan successfully fulfilled. Throughout the Project</p>
<p>Project management total: 19 540 19 695 21 490 21 790 82 515</p>			
<p>Total 2013: 19 540 129 574 226 981 223 967 600 062</p>			

Project Manger


A. Grebenkov

Programme Analyst


I. Tchoulba