

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

<b>Project Title:</b>	<b>Energy Efficiency and Environment in Buildings (EEEEB)</b>		
<b>Meeting Title:</b>	<b>Sixth Project Steering Committee (PSC)</b>		
<b>Committee Members:</b> <input checked="" type="checkbox"/> Present <input type="checkbox"/> Representatives <input checked="" type="checkbox"/> Absent with notice			
<input checked="" type="checkbox"/>	Mr. Ali Vatani, National Project Director	<input checked="" type="checkbox"/>	Ms. Golbahor Nematova, Deputy of Resident Representative of UNDP in Iran
<input type="checkbox"/>	Mr. Spiri, Ministry of Foreign Affairs (MFA)	<input type="checkbox"/>	Mr Tajrishi, Human Environment Department, Department of Environment (DoE)
<input type="checkbox"/>	Mr. Dindust, Center for International Affairs and Conventions, Department of Environment (DoE)	<input checked="" type="checkbox"/>	Mr. Shekarchizadeh, Road, Housing & Urban Development Research Center (BHRC)
<input type="checkbox"/>	Mr. Mahmoudzadeh, Ministry of Roads & Urban Development (MoRUD)	<input type="checkbox"/>	,Mr. KamaniRenewable Energy and Energy Efficiency Organization (SATBA)
<input type="checkbox"/>	Mr. Kafashi, Programming & Budgeting Organization (PBO)	<input checked="" type="checkbox"/>	Mr. Mohammadi, United Nation Development Program (UNDP)
<input type="checkbox"/>	Mr. Hashemi, Iran Fuel Conservation Company (IFCO)	<input type="checkbox"/>	Mr. Chegeni, National Iranian Gas Company (NIGC)
<input checked="" type="checkbox"/>	Ms. Ghezelbash, Iranian National Standards Organization (INSO)	-	Mr. Nazerian, Directing manager of Tehran Electricity Distribution Company, Ministry of Power
<input type="checkbox"/>	Mr. Saremi, Head of Architecture and Urbanization department, Tehran Municipality	<input type="checkbox"/>	Mr. Khorram, Iranian Construction Engineering Organization (ICEO)
<input checked="" type="checkbox"/>	Mr. Mohazab Torabi, Iranian Association of Energy Service Companies	-	Mr. Naghavi, Iran Energy Exchange
<input type="checkbox"/>	Mr. Sharifzadeh, Head of Water, Energy and Environment Technologies Development Department, VPST	<input type="checkbox"/>	Mr. Afshin, Sharif Energy Research Institute (SERI)
<input checked="" type="checkbox"/>	Ms. Shekari, National Project Manager, EEEB Project	<input checked="" type="checkbox"/>	Mr. Shakouri, Deputy of National Project Manager, EEEB Project

<b>Attendees / Representatives:</b>	
Mr. Ali Vatani, National Project Director	Ms. Golbahor Nematova, Deputy of Resident Representative of UNDP in Iran
Mr. Golriz, Head of Environment office, MFA	Mrs. Khalvandi, MFA


 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

Ms.Ghorbanbeigi, GEF's Operational Focal Point, Center for International Affairs and Conventions, DoE	Ms. Pourabedin, Human Environment Department; Energy Office, Department of Environment (DoE)
Mr. Hoseini, Programming & Budgeting Organization (PBO)	Mrs. Ghezelbash, Director of Monitoring the Implementation of Energy and Environmental Standards Department, INSO
Mr. Behrouz Kari, Road, Housing & Urban Development Research Center (BHRC)	Mr. Sharifzadeh, Head of Water, Energy and Environment Technologies Development Department, VPST
Mr. KhorramAbadi, Ministry of Road and Urban Development (MoRUD)	Mr. Mirshams, Secretary of Iranian Association of Energy Service Companies
Mrs. Shahmohammadi, Deputy of renewable energy in building sector, IFCO	Mrs. Vosoughifar, Renewable Energy and Energy Efficiency Organization (SATBA)
Mr. Soltanifar, National Iranian Gas Company (NIGC)	Mr. Akbarpour, Tehran electricity distribution Company, Ministry of Power
Mrs. Miri, Architecture and Urbanization department, Tehran Municipality	Mrs. Mirtaghi, Monitoring the Implementation of Energy and Environmental Standards Department, INSO
Mr. Yadipour, Iran Energy Exchange (IRENEX)	Mr. Aghababaei, Iran Energy Exchange (IRENEX)
Ms. Zeraati, Security Department of VPST	

	<b>Meeting Minutes</b> <b>7th Project Steering Committee</b> Energy Efficiency and Environment in Buildings (EEEEB)	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
		<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
		<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

### List of Acronyms and Abbreviations

VPST	Vice Presidency for Science and Technology
UNDP	United Nations Development Program
MFA	Ministry of Foreign Affairs
DoE	Department of the Environment
EE	Energy Efficiency
EEEEB	Energy efficiency and environment in building
ESCOs	Energy Services Companies
GEF	Global Environment Facility
IFCO	Iranian Fuel Conservation Organization
INSO	Iran National Standards Organization
ICEO	Iran Construction Engineering Organization
IRENEX	Iran Energy Exchange
EEEM	Energy Efficiency and Environment Market
M&E	Monitoring and Evaluation
MoP	Ministry of Petroleum
PBO	Planning & Budgeting Organization
MoRUD	Ministry of Roads and Urban Development
NIGC	National Iranian Gas Company
NIOC	National Iranian Oil Company
NPD	National Project Director
PIR	Project Implementation Review
PMU	Project Management Unit
PMT	Project Management Team
PSC	Project Steering Committee
SATBA	Renewable Energy and Electrical Energy Efficiency Organization
SEC	Supreme Energy Council
SWH	Solar Water Heater
TM	Tehran Municipality
UNDAF	United Nations Development Assistance Framework
UNFCCC	United Nations Framework Convention on Climate Change
WETD	Water and Energy Technologies Development

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

## Discussion

The 7th and last steering committee meeting of the “Energy Efficiency & Environment in Building” project, was held on Sunday, 19 December 2021 in mix of in-person and on-line form, at the Vice Presidency for Science and Technology (VPST), Sheikh Bahaei Hall. During this meeting a management team of the project delivered a speech and presentation on the performed activities and achievements. Thereafter, representatives of the key stakeholders explained about their contributions during the past years of cooperation with the project. The key notes from the speeches, presentations and discussions have been provided in the following.

After welcoming to the participants of the meeting, Mr. Ali Vatani, National Project Director (NPD) appreciated the cooperation of the United Nations Development Program (UNDP), the Ministry of Foreign Affairs (MFA), the Department of Environment (DOE) and all stakeholders as well as energy service companies and partner companies for their efforts, effective cooperation and engagement in such a great program.


He proudly announced that a documented, approved and directed operational and executive plan based on the initial project document defined over a four-year period with 1.5-year extension due to the Corona pandemic conditions, has fully been conducted. Then, he highlighted the success of the project when involving more pilot buildings than the targeted number in the project document. He pointed out the most important steps taken at the end of the project.

Ms. Golbahar Namatova, Deputy Resident Representative of the United Nations Development Program thanked Dr. Vatani, Mr. Golriz, the esteemed representative of the Ministry of Foreign Affairs and the participants of the meeting and, on behalf of UNDP, she expressed her satisfaction with the performance and results of this project and pointed out the challenges and problems that the project has faced at the beginning steps. She emphasized on the proper progress of the project during the last 2.5 years since the new management has been on board. She also pointed out the most important subjects as follows:

- The need for continuity and stability of project achievements and results and their use at the macro level;
- Replication of the activities and implementation of energy efficiency measures in other cities;
- The need to complete the energy efficiency market cycle.

Ms. Nasim Shekari, National Project Manager (NPM), firstly appreciated project stakeholders as the main owners of the project, the operative support of Dr. Vatani, National Project Director, project partners in the United Nations Development Program and project team. She gave a brief overview of the project and its achievements.

- The project was defined in August 2016 with allocation of 4 million USD fund by the Global Environment Facility (GEF) with the aim of reducing greenhouse gas emissions through energy efficiency in the building sector, with a co-financing commitment from the Government of the Islamic Republic of Iran for financial

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

contribution of 28.3 million USD. The United Nations Development Program (UNDP) also pledged for allocation of 125,000 USD under the project document, eventually contributing more than 184,000 USD.

- Financial progress (as of December 15, 2021) in the amount of USD 3,890,000 USD out of USD 4 million of the GEF grant, given over 97 percent financial progress;

- Financial contribution of the Government of the Islamic Republic of Iran based on detailed and official reports received from project partners is around USD 25 million, or about 90%.

Comparing the actual performance chart and the performance defined in the project document, from 2016 to 2021, it is clear that the project has not made much progress in the first 2.5 years due to some issues. From the beginning of 2019 and with the change of the project team, the progress of the project has been accelerated by which the project achieved financial progress of about 101% in 2021.


- Component 1: Policies, rules, codes and standards of the energy in the building sector

The most important achievements of the project:

- Creating a coherent network and interactions between sectors (public and private institutions);
- Engagement of 15 government institutions and bodies;
- Supporting 5 startup projects for marketing their products;
- Reviewing and preparing a new version of Code 19<sup>th</sup> of the national building regulations in cooperation with relevant organizations such as the Building, Housing and Urban Development Research Center (BHRC), the Iranian National Standardization Organization (INSO), Iranian Fuel Conservation Company (IFCO), Renewable Energy and Energy Efficiency Organization (SATBA) and other project partners;
- Establishment of national building Energy Monitoring Information System (EMIS) in cooperation with the Building, Housing and Urban Development Research Center (BHRC);
- For the first time, construction of low-energy buildings based on the new version of Code 19<sup>th</sup> and EC<sup>+</sup> rating in seven building blocks (176 residential units) in “Andisheh” town of Tehran, in collaboration with one of the reputable mass construction companies of the country - Maskan Investment Group (MIG);

- Component 2: Implementation of energy efficiency pilot projects

- Implementation of energy efficiency pilot projects in more than 540 buildings, higher than the project commitment (410 buildings) and with the investment of 818 billion rials, of which only 250 billion rials have been provided by the project and about 70% of it has been contributed financially by buildings' owners;
- Implementation of 66 energy efficiency and renewable energy measures which has resulted the saving of more than 7.4 million cubic meters of natural gas and saving or generation of 13,000 MWh

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

electricity per year, which is equivalent to the primary energy saving of 52,000 barrels of crude oil, and reducing 25,000 tons of Carbon dioxide (CO<sub>2</sub>) emissions;

- Application of 14 energy efficiency and renewable energy technologies in pilot projects and gain the trust of buildings to use these technologies;
- Implementation renewable energy projects with the peak capacity of 375 kW through the installation of photovoltaic systems and solar water heaters;
- Reduction of 10% of the energy index of all pilots from 385 to about 350 and improvement of the index in office buildings (mainly with an area of more than 5,000 square meters) to more than 30% (emphasis on the need to focus more on office and governmental buildings to save energy);

- Component 3: Energy efficiency and environment market

- Cooperation and continuous interaction with the technical committee of the market plan via the department of water, energy and environment technologies development headed by Dr. Sharifzadeh in VPST to create an energy efficiency and environment market in accordance with the regulations of the market committee by drafting executive instructions and the framework of energy saving certificate;
- Training needs assessment for professional and vocational training in cooperation with Iran Association of Energy Services Companies;
- Holding 50 training and public awareness courses (20 courses more than the project commitments);
- Participation of more than 20,000 people in training and public awareness programs;
- Training of 18,000 people-day in 4 training categories;
- 164 public information and awareness raising events.


Mr. Mahdi Shakouri, the Deputy National Project Manager (DNPM), provided a summary of the project achievements in the pilot projects as follows.

Pilot projects were carried out in 4 categories and more than 3,700,000 square meter of buildings in Tehran has been covered, of which large and famous buildings such as Ekbatan Complex, Farhangian complex, Pardisan complex, University of Science and Technology, Sharif University of Technology, University of Tehran, etc. are part of it.

- First and third categories including 32 large scale governmental office and public buildings;
- Second and fourth categories including 184 and 316 privately owned, residential, private office, commercial and educational buildings.

Some of the results of the pilots are as below:

- 6.8 million cubic meters per year reduction of natural gas consumption and 10 million kWh per year reduction of electricity consumption equivalent to 25,000 tons' reduction of carbon dioxide emissions;
- The investment made is equivalent to the investment for the construction of 5 wind turbines, each one with 5 MW capacity;

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

- Dynamic situation and response to the effects of Covid in order to equip Tehran Disaster Mitigation and Management Organization (TDMMO) and University of Tehran innovation center to renewable energy sources and the availability of providing services to these centers in times of crisis;
- Implementation of on-grid and off-grid photovoltaic systems as well as solar water heaters in 9 buildings and supply of required equipment from abroad.

Prioritization of the energy efficiency measures based on technical and economic feasibility: study was as follow:

- Priority 1: Good housekeeping;
- Priority 2: Load reduction;
- Priority 3: Supply system efficiency;
- Priority 4: Renewable energy.


One of the main challenges during implementation of pilot projects was measurement and verification (M&V) of energy saving. Based on the experience gained, a national center for access to energy measurement equipment was equipped and part of the equipment was delivered. And another part will be delivered in the next month. The center was equipped with the five main approaches as below:

- Building façade and envelope test;
- Air conditioning systems;
- Mechanical systems;
- Electrical systems;
- Indoor environment quality.

After presenting the results and achievements of the project, Ms. Shekari expressed some of the challenges and problems that project encountered and then elaborating some suggestions to address those challenges as follows:

Challenges and problems:

- Issues of changing indicators and variables in energy saving verification period due to changing consumption patterns in the Covid pandemic;
- Non duly implementation of the new version of Code 19<sup>th</sup> in new buildings;
- The need to make more use of the results and information of the energy monitoring information system (EMIS) that was delivered to the BHRC;
- Lower motivation of buildings to participate in the implementation of energy efficiency measures for various reasons such as financial investment costs, concerns about the performance of the new technologies due to lack of trust to the results etc.;
- The limited number of energy service companies to perform all stages of studies, implementation of solutions and verification;
- Lack of a specific financial mechanism as a supporter in the market.

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	


In following, she outlined the lessons learned and proposed suggestions emerged from the experiences of EEEB project:

- Iran construction and engineering organization (ICEO), as assessment and investigation entity on duly implementation of code 19th of national building regulations, must increase its capacity and develop required training to the building designers and experts, assessors and constructors. Develop a comprehensive training and awareness raising program on code 19th is a necessity;
- Necessity for more effective cross- sectoral collaboration among key stakeholders mostly government organizations for implementation of EMIS on national level;
- Allocation of subsidy for implementation of energy efficiency projects instead of subsidy to the energy carriers;
- Establish soft loan to Energy services companies (ESCOs) for developing their businesses;
- Define more pilot projects in other climatic zones of the country in order to obtain more data and results;
- Empower the supply chain of building energy efficiency technologies;
- Assign a market maker to guarantee trading of energy efficiency certificates in energy exchange or other markets.

After presentation of the project team, Mr. Kari from BHRC started his speech with thanking to the project team and then presented a report of the low energy building project that is being implemented in cooperation of BHRC, project and “Maskan Investment Group” with the main following points:

- The low energy building project is implemented in 25,000 sq. meters in 7 blocks and 176 units in line with the new revision of code 19th and rating of EC<sup>+</sup>. In the new vision of code 19th, four methods for investigation for compliancy has been defined and developed in more practical manners. For the first time in the country, the low-emissivity glasses in the window of these buildings have been applied when its effectiveness is being monitored by the new equipment supplied by EEEB project for the BHRC reference laboratory. This project is prominent for engineers, designers, constructors and producers of building materials in terms of awareness raising, transferring practical knowledge and showcasing.
- He also presented other valuable works that have been performed in cooperation of BHRC and EEEB project mainly including, development of the weather and climatic zones databank that is used in Energy Monitoring Information System (EMIS), training courses for train the trainers on application of new revision of code 19th, study tours on new revision of code 9<sup>th</sup> and EMIS platform. Following that, Mr. Kari emphasized on necessity of allocating financial resource by PBO for implementation of EMIS in national level. In the end, he recommends that the government should be pioneer in due implementation and enforcement of code 19<sup>th</sup> in the state and governmental buildings which will make its promotion more effective.




 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

Mr. Golriz, the director of environment department of Ministry of Foreign Affairs (MFA) thanked to the vice presidency of science and technology (VPST) and the project team and pointed out on the challenges of the project in the first two years, 2016 and 2017. He pointed out to desirable progress of the project when attaining tangible results and achieving great amount of CO<sub>2</sub> emission reduction and energy saving in line with the project document, since Mr. Vatani, the national project director and the new project team joined the project. Following the obtained excellent achievements, MFA is able to negotiate for requesting new international fund in the near future when presenting the EEEB project as one of the good project sample of the GEF.

Mrs. Ghezelbash, the director of office of investigation on standard services and energy consumption norms of Iran National Standard Organization (INSO) elaborated the areas of cooperation between INSO and the EEEB project. One of the prominent cooperation was running the project of energy labeling of 51 office-state buildings in Tehran city implemented by Standard institute and certified energy inspection companies on behalf of INSO. The key achievement of this project was to identify the practical challenges of two energy labeling standards of residential and non-residential buildings, #14253 and # 14254; respectively. And the results and proposed solutions have been shared with Iranian Fuel Conservation Company (IFCO) to be taken into consideration in the new revisions of both standards for duly implementation of two standards in near future. In addition, in cooperation with the EEEB project, eight training courses has been delivered to the energy inspection companies and staff of provincial offices of INSO on energy efficiency and energy policies in building sectors as well as sharing the results of EEEB project.

Mrs. Ghorbanbeigi, the representative of the center of international affairs and conventions of Department of Environment (DoE) thanks to the EEEB project team for their efforts and presenting the results and achievement of the project. Afterward, she drew the attention of the committee members to the commitments of most of the countries for target of zero carbon emission according to the COP 26 and the necessity for taking due actions for carbon emission reduction in Iran. She then added that the experience and results of the EEEB project can be used for defining new and similar projects aiming to promote energy efficiency as subsequently reducing carbon emission in the country which is one of the largest emitters in the world. Mrs. Ghorbanbeigi also asked for suitably access of DoE to the EMIS platform as it is responsible for developing monitoring, reporting and Verification (MRV) of greenhouse gases emission in the country. Following that, she suggested visiting some pilots of the EEEB project for more showcasing and awareness raising on Media. In response to the gap of financial resource for energy efficiency project, she mentioned to possibility of utilizing and mobilizing financial resource form national environment fund instead of establishment of a new fund.

Mr. Mirshams, secretary of Iran Energy Services Companies Association acknowledged the VPST and the EEEB project team and stated that energy services companies (ESCOs) were the executors of the energy

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

efficiency projects in pilot buildings when all the projects have been implemented by about 10 ESCOs with obtaining rewarding and excellent results. Then he came up with some suggestions as follows:


- Efficient and effective management and implementation approach of this project with shortening time of working processes and reducing bureaucracy could be considered as a successful pattern and used in other organizations and projects;
- The necessity of defining and establishing a specific fund for supporting energy efficiency projects because of high risk of energy efficiency projects in Iran;
- The necessity to use proper insurance mechanisms in ESCO contracts ;
- The necessity for study and examination of legal issues related to ESCO contracts and developing proper template of ESCO contracts;
- Request from UNDP and other international agencies in Iran for facilitating energy efficiency technologies' transfer for instance, implementation of common projects with well-known technologies providers for production of applicable products;
- Requesting more support from relevant organizations like IFCO and SATBA;
- Request for implementation of energy efficiency and environment market in pilot level.

Mr. Soltanifar, manager of integrated planning of national Iran gas company (NIGC), in his first words emphasized on necessity of natural gas saving and then pointed out to the effective and productive actions taken by NIGC for innovation and optimization of 12,000 boiler-houses in line with energy efficiency targets. Moreover, he added that enforcement of code 19th of national building regulations must be done regarding the high potential and untapped saving that exists in building sector. In the end, he appreciated the EEEB project team for duly cooperation and progresses.

Mrs. Shahmohammadi, chief of renewable energy office of Building department of IFCO talked about the rewarding cooperation and study that has been performed with the EEEB project and INSO when its results are being applied in the new revisions of energy standards and labeling of buildings. She also added that it is really essential to challenges of code 19th implementation and enforcement will be resolved. As the last words, she requested for sharing the results and outputs of the pilot project in 540 buildings with IFCO and other associated organizations.

Mrs. Vosoughifar, representative of SATBA in EEE Market committee mentioned that effective collaborations have been made in EEEM committee and it is necessary to use the outputs of the EEEB project in implementation and commercialization of EEE market. Following that, she announced that SATBA will take the experience and concerns of this project into consideration as one of the relating organizations. She also highlighted that it is essential to apply the experiences and results of the EEEB project in the similar and other pilot projects.

Mr. Akbarpour, manager of investigation of small-sized and renewable energy generation of the Tehran regional electricity company) TBTB) started his speech with the main role of TBTB in supporting

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

renewable energy technologies and promotion of CHP, CCHP and PV in newly constructed buildings. Then he highlighted that it is necessary to have more effective co-operations with governor of Tehran and disaster management center and, to support and facilitate installation of 4 MWatt roof-top PV on the building sector. Lastly, he pointed out that there is a significant gap between the ratified laws and their implementations and elaborated that integration and duly collaboration of relevant organizations could be so helpful and effective in implementation of the energy efficiency and renewable energy laws and policies.

Afterward, Mr. Alireza Mohammadi, Officer of engineering projects from UNDP states his acknowledgment to the VPST, Mr. Sattari and Mr. Vatani for their valuable and respectful support as well as the project team for their responsibilities and commitments in advancing and duly progressing of the project and acquiring worthwhile and satisfying achievements. He then highlighted the following topics:


- The importance of duly and implementation of code 19th of national building regulations and transformation of energy efficiency and environment market (EEEM) for sustainability of the results and achievement of the project;
- Plan and move for developing EEEM from a pilot level to a large scale and national level;
- Develop an exit strategy for the EEEB project in order to sustain the results of the project in cooperation with government of I.R. Iran;
- Applying results and processes of the EEEB project as a good and successful practice to promote it into the other provinces with focusing on job creation;
- Expand and strengthen the established cross-sectoral collaborations and relations after the EEEB project.

At the end, Mr. Vatani the Natioanl Project Director of the EEEB project thanks to all members of the 7<sup>th</sup> and the last steering committee meeting and summarized the discussions as follows:

- Emphasize on closer and more effective collaborations of all stakeholders in expanding and promoting the results of the EEEB project;
- Consideration of the results of pilot projects in setting macro policies and establishment and implementation of EEEM;
- Sharing management experience of the EEEB project as a good sample and pattern of duly management and developing it on other organizations;
- Continuity of similar actions through steering committee members and holding regular meetings by participation of Ministry of Petroleum, Ministry of Power and Department of Environment;
- Believe on Energy services, Knowledge-based and Start-up companies in support of the government.

In addition, Mr. Vatani declared that the project reports could be delivered to the governmental stakeholders in formal request of the organizations.


At the end, he appreciated all participants and their worthwhile inputs and opinions.

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

**Conclusion**

**The conclusions of the last Steering Committee meeting are as below:**

- 1) Enhancing cross-sectoral cooperation for practical implementation of Code 19<sup>th</sup> in diverse type of new buildings with allocating adequate and qualified human and financial resources;
- 2) Revising energy labeling standards of buildings with the aim of facilitating their implementation and mandatory implementation of building labeling standard in governmental office buildings;
- 3) Replication and promotion of pilot buildings in different provinces and climatic zones of the country for having adequate case studies and experiences for adoption of EE technologies and increasing trust of building owners;
- 4) Promotion and completion of EMIS given data in national level and its application for the EEE market for energy saving and emission’s reduction purposes.

 <p><b>Meeting Minutes</b>  <b>7th Project Steering Committee</b>  Energy Efficiency and  Environment in Buildings (EEEB)</p>	<b>Date:</b> 22-December-2021	<b>Meeting Number:</b> 7
	<b>Document Code:</b> 146-G-1400-09-21	<b>Time:</b> 9:00 -10:30
	<b>Location: Vice Presidency and Science Technology (VPST), Sheikh Bahaei Hall</b>	

<b>Signatures</b>			
EEEB Mr. Ali Vatani	UNDP Mrs. Golbahar Nematova	UNDP Mr. Alireza Mohammadi	EEEB Ms. Nasim Shekari

NTF: Since the final Steering Committee was held during the period of Covid-19, most of the attendees joined the meeting virtually. Therefore, it was not possible to get the meeting minutes signed by all the attendees.