



## Initiation Plan / GEF PPG

**Project Title: Myanmar Rural Renewable Energy Development Programme**

**Country: Myanmar**

**Country Programme Outcome: 2. Prosperity and Planet: Promoting inclusive, resilient and sustainable development and environmental management**

**UNDP Strategic Plan Output: 1.5.1 Solutions adopted to achieve universal access to clean, affordable and sustainable energy**

**Gender Marker rating: GEN 2**

ATLAS Project ID: 00107140	<b>Total budget:</b>	<b>US\$100,000</b>
ATLAS Output ID: 00107519	<b>Allocated resources:</b>	
PIMS ID: 5564	• GEF	US\$100,000
Management Arrangement: <i>DIM</i>		

AGREED BY

Dawn Del Rio  
UNDP Officer-In-Charge<sup>1</sup>  
UNDP Myanmar

Signature

22-12-17  
Day/Month/Year  
Date

<sup>1</sup> Edit as necessary. Include other Agencies as necessary.

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Annex 1: GEF CEO PIF/PPG Approval Letter



**GLOBAL ENVIRONMENT FACILITY**  
INVESTING IN OUR PLANET

**Naoko Ishii**  
CEO and Chairperson

October 30, 2017

Ms. Adriana Dinu  
GEF Executive Coordinator  
United Nations Development Programme  
One United Nations Plaza  
304 East 45th St.  
FF Bldg., 10th floor  
New York, NY 10017

Dear Ms. Dinu:

I am pleased to inform you that I have cleared the project concept detailed below for inclusion in the upcoming work program. I have also approved your request for project preparation grant.

Decision Sought:	Project Identification Form (PIF) Clearance for Work Program Inclusion and Project Preparation Grant (PPG) Approval
GEFSEC ID:	9890
Agency(ies):	UNDP
Agency ID:	5564 (UNDP)
Focal Area:	Climate Change
Project Type:	Full-Sized Project
Country(ies):	Myanmar
Name of Project:	Myanmar Rural Renewable Energy Development Programme
Indicative GEF Project Grant:	\$4,934,228
Indicative Agency Fee:	\$468,752
PPG Grant:	\$100,000
PPG Agency Fee:	\$9,500
Funding Source:	GEF Trust Fund

Break-down of Indicative Agency Fee				
Agency	Trust Fund	40% Fees to be committed at Council Approval	Fees to be committed at CEO Endorsement	Total (US\$)
UNDP	GET	\$187,501	\$281,251	\$468,752

This PIF clearance and PPG approval is subject to the comments made by the GEF Secretariat in the attached project review document. It is also based on the understanding that the project is in conformity with

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Tel: +1 (202) 473 3202 - Fax: +1 (202) 522 3240  
E-mail: [gefceo@thegef.org](mailto:gefceo@thegef.org)  
[www.thegef.org](http://www.thegef.org)

The GEF PPG team will be composed of the following:

- 1) International Specialist for Project Development (Team Leader)
- 2) International Specialist in Renewable Energy Financing (and using the DREI<sup>2</sup> approach)
- 3) National Specialist in Rural Renewable Energy (Technology)
- 4) National Specialist in Rural Development
- 5) National Specialist in Gender Analysis and Social Safeguards
- 6) National Project Development Coordinator/Translator

Draft Terms of Reference (TORs) for each team member is included in Annex 2 of this Initiation Plan.

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## II. STAKEHOLDER ENGAGEMENT, PUBLIC DISCLOSURE AND OTHER REQUIREMENTS

To ensure strong country ownership, and in line with the stakeholder engagement requirements outlined in UNDP's Social and Environmental Standards (SES), the development of the project to be undertaken during this GEF PPG phase will be done in full consultation and close engagement with government, CSO and other relevant stakeholders – in particular those who will benefit from and be directly involved in the implementation of the project (i.e. direct project beneficiaries). A list of these stakeholders will be prepared and included in Annex to the project document.

If the Social and Environment Screening Procedure (SESP) included in Annex to the project document, has an overall safeguard risk rating of moderate or high, the following disclosure requirements apply:

1. A final validation workshop report will be prepared summarizing the outcomes of the validation workshop and other consultations undertaken during the PPG phase. This report must demonstrate strong country ownership and will become a key reference document should an environmental and social safeguard complaint/grievance be filed during project implementation.
2. Before CEO endorsement (if appropriate given the GEF cancellation policy) or at the latest by the LPAC meeting, the UNDP-GEF project document, SESP and related management plans, and other relevant information/documents (e.g. ProDoc annexes) will be made available to the public on the UNDP website or [open.undp.org](http://open.undp.org). It is recommended to make these documents available for 30 days in advance of the LPAC meeting for moderate risk projects, and 120 days in advance for high risk projects.

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## III. GEF PPG ACTIVITIES

### Component A: Preparatory Technical Studies & Reviews

The following technical studies and reviews will be conducted, building on the PIF and the comments received to the PIF (e.g. from GEF Council and STAP).

#### a. Desktop and field-based studies and data collection

This research should produce the background information required to prepare the ProDoc and CEO Endorsement Request, including but not limited to:

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<sup>2</sup> The DREI approach stands for "De-risking Renewable Energy Investment" and is a UNDP approach to identify risks and carriers for design of policy and financial derisking instruments. The DREI analysis will be used to indicate the need for financial support and design appropriate financial support mechanisms.

- Development challenge and strategy (including threats, problems and barrier assessment);
- Initial DREI study to indicate the need for financial support and identify appropriate financial support mechanisms
- Review of national policy and legislative frameworks;
- Problem and solution trees developed in consultation with project stakeholders, for a robust Theory of Change (to be prepared in **Component B**, below);
- Review of relevant past and ongoing projects for lessons; and
- Any other analyses required to address all comments on the PIF received from GEF Secretariat, GEF Council members and STAP

#### **b. Gender Analysis**

A gender analysis will be prepared to fully consider the different needs, roles, benefits, impacts, risks, differential access to and control over resources of women and men (including considerations of intersecting categories of identity such as age, social status, ethnicity, marital status, etc.) given a project's context, and to identify appropriate measures to address these and promote gender equality and women's empowerment. The analysis will form the basis of a Gender Action Plan and Budget to guide gender mainstreaming during project implementation. The Gender Analysis, and the Gender Action Plan and Budget must be attached as Annexes to the Project Document. See guidance available [here](#).

#### **c. Environmental and Social Safeguard Assessments**

The social and environmental safeguards pre-screening (pre-SESP) prepared during the PIF design phase determined the overall risk categorization of this project as **Low** and highlighted potential safeguard risks to be further assessed during the PPG phase.

The purpose of these assessments is to identify ways to avoid negative environmental and social impacts where possible (e.g., through site selection). If risk avoidance is not possible, then mitigation and management measures must be identified, in line with the UNDP Social and Environmental Standards (see section B-f below). If the required assessments cannot be undertaken or finalized during the PPG, they must be completed during the first phase of project implementation.

#### **d. Identification of project sites**

Based on the above reviews, and through consultation with stakeholders, the targeted project demonstration sites will be identified.

#### **e. Financial planning**

Co-financing will be confirmed and additional sources identified through a series of consultations with partners to ensure a coherent and sustainable financing package for the project, including post-GEF grant phase to the extent possible.

#### **f. Other required studies**

Reference, and updates where necessary, will be made to the following studies prepared during the PIF preparation: Feasibility assessment for the rural renewable energy pilot programme in Myanmar (2014).

## **Component B: Formulation of the UNDP-GEF Project Document, CEO Endorsement Request, and Mandatory and Project Specific Annexes**

Based on the technical studies and reviews undertaken under **Component A** (detailed above), the full UNDP-GEF Project Document will be developed (following the 2017 annotated UNDP-GEF Project Document available [here](#)), and the GEF CEO Endorsement Request (available [here](#)) will be prepared.

The GEF PPG Team Leader will be responsible for the consolidation and finalization of all required materials.

Preparation of the UNDP-GEF ProDoc includes a specific focus on the following areas, which do not exhaustively capture the required ProDoc content:

### **a. Theory of Change**

The detailed theory of change (ToC), based on the studies and data collection undertaken in **Component A**, will be developed. The selected approach will be identified, with a clear rationale backed by credible evidence, integrating gender concerns into the approach. Additional guidance is available in the Annotated UNDP-GEF ProDoc template.

### **b. Results Framework**

Based on the studies and data collection undertaken in **Component A**, the Results Framework will be further defined with appropriate Objective-level and Outcome-level quantitative and qualitative SMART indicators and mid-term and end-of-project targets. It will be designed in line with the following parameters:

- Do not include outputs or activities in the results framework. Outputs and corresponding indicators can be included in the results section and/or in Annex to the project document.
- Prepare a maximum of 2-3 indicators for the Objective and each Outcome. Aim to keep the total number of indicators in the results framework (and that require annual reporting to the GEF) to 15-16.
- Give special attention to include gender-responsive outcomes and other socio-economic benefits.
- Collect baseline data for each indicator using existing national sources when feasible.
- Disaggregate indicators by sex, including number of direct project beneficiaries.
- Set realistic mid-term targets and end-of-project targets that can be achieved by project closure.
- Summarize risks and assumptions, and sources of verification/data.

See the annotated UNDP-GEF Project Document template for additional guidance on developing the Results Framework.

### **c. Monitoring and Evaluation (M&E) Plan and Budget**

The on-the-ground monitoring could be undertaken by national institutes/universities as appropriate. Clarify the roles of various groups involved in project M&E, how project-level monitoring links with data collected at the national level, and specify the frequency of monitoring. Specify monitoring tools to be used; clarify responsibilities for completing the mid-term and terminal GEF Tracking Tools (see below). Complete the M&E budget included in the UNDP-GEF Project Document noting that the total budget should be between 3-5% of the GEF grant.

**d. Stakeholder Engagement Plan**

Based on the consultations undertaken during the PPG phase, a Stakeholder Engagement Plan will be developed.

**e. Gender Action Plan and Budget**

Based on the Gender Analysis conducted in **Component A**, the Gender Action Plan and Budget will outline the gender-specific outputs to be delivered during project implementation in order to promote gender equality and women's empowerment and to ensure that inequalities are not exacerbated. As part of the work of preparing the Gender Action Plan, indicators should be proposed for inclusion in the Results Framework to facilitate the monitoring of the proposed gender mainstreaming actions.

**f. Social and Environmental Standards**

In line with the assessments conducted during **Component A** (above) and in line with UNDP's Social and Environmental Standards (SES) policy and all associated SES Guidance Notes, the SESP will be finalized and all moderate and high risks identified in the SESP will be reflected in the risk table and risk section of the project document.

Mitigation and management measures for moderate and high risks will be developed and included in the project document, or included as a separate management plan in Annex to the project document, as required per UNDP's SES. If the mitigation and management measures cannot be fully detailed at the PPG phase (e.g., sites have not been determined), an environmental and social management framework (ESMF) will be prepared outlining the steps to be taken during the first phase of project implementation to address the moderate and high risks. The ProDoc must clearly state that none of the associated project activities will commence until: the assessment(s) have been completed; the required management plan(s) have been prepared; the plan(s) have been disclosed and approved by the Project Board.

**g. GEF Tracking Tool(s)**

The following required GEF Tracking Tools will be prepared, in line with the relevant GEF objectives, and included as an Annex to the ProDoc. Indicators from the GEF Tracking Tools can be included in the Results Framework as appropriate. See the GEF's website for the most up-to-date templates as these may change.

**h. Project Management Arrangements**

Based on the stakeholder analysis and consultations undertaken in **Component A** above, agreement(s) on project management and governance arrangements—including roles, responsibilities and accountabilities of lead and partner Agencies—will be secured early in the project development phase and will be fully detailed in the ProDoc.

**i. Completion of the required official endorsement letters**

These letters include the official letters on co-financing guarantee(s) from participating government institutions, bilateral development partners, multilateral development partners, NGOs, private sector, or others who wish to provide cash or in-kind contributions to the project.

A GEF OFP endorsement letter will also be required for any new participating countries to a global or regional program/project that was not included with the PIF/PFD submission. Updated GEF OFP

endorsements letters are also required if the requested GEF grant amount has changed since PIF/PFD approval.

### Component C: Validation Workshop and Report

A validation workshop will be held with relevant stakeholders to present, discuss and validate the project activities, and the final draft of the UNDP-GEF project document if possible. A validation workshop report will be prepared for projects with an overall safeguards risk rating of moderate or high.

## IV. TOTAL BUDGET AND WORK PLAN FOR GEF PPG

<b>Award ID:</b>	00107140
<b>Award Title:</b>	Myanmar Rural Renewable Energy Development Programme
<b>Business Unit:</b>	MMR10
<b>Project Title:</b>	Myanmar Rural Renewable Energy Development Programme
<b>Project (PIMS) ID:</b>	5564
<b>Implementing Partner:</b>	UNDP

GEF Outcome/Atlas Activity	Responsible Party	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount US\$	Budget Notes
Project preparation grant to finalize the UNDP-GEF project document for project <i>Myanmar Rural Renewable Energy Development Programme</i>	UNDP	62000	GEF TRUSTEE	71200	International Consultants	36000	A
				71300	Local Consultants	27750	B
				71600	Travel	29150	C
				72500	Supplies		D
				74500	Miscellaneous Expenses	1100	E
				75700	Trainings	6000	F
<b>PROJECT TOTAL</b>						<b>100,000</b>	

Budget Note	Items	Total estimated person weeks	Budget	Budget Note
A	1	Team Leader: 35 days @ 600 p.d.	21000	Please see Annex 2 for key responsibilities. Consultants' international and domestic travel and DSAs all included in "travel" line.
A	2	Finance expert: 25 days @ 600 p.d.	15000	
B	1	Renewables expert: 55 days @ 200 p.d.	11000	
B	2	Rural Dev expert: 35 days @ 200 p.d.	7000	
B	3	Gender and Social Safeguards: 15 days @ 200 p.d.	3000	
B	4	Coordinator: 45 days @ 150 p.d.	6750	
C		3 international trips, domestic travel and DSAs	29150	
E			1100	
F		Focus group meeting and workshop expenses	6000	



## Annex 1: GEF CEO PIF/PPG Approval Letter



**GLOBAL ENVIRONMENT FACILITY**  
INVESTING IN OUR PLANET

**Naoko Ishii**  
CEO and Chairperson

October 30, 2017

Ms. Adriana Dinu  
GEF Executive Coordinator  
United Nations Development Programme  
One United Nations Plaza  
304 East 45th St.  
FF Bldg., 10th floor  
New York, NY 10017

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Ms. Adriana Dinu

- 2 -

October 30, 2017

GEF focal areas strategies and in line with GEF policies and procedures. Please ensure that your final project document, with all Secretariat and Council comments fully addressed, is submitted such that CEO endorsement can be provided within 18 months of Council approval of the work program.

Sincerely,



Naoko Ishii  
Chief Executive Officer and Chairperson

Attachment: GEFSEC Project Review Document  
Copy to: Country Operational Focal Point, GEF Agencies, STAP, Trustee

## Annex 2: Draft Terms of Reference (TORs) of Consultants Financed by the Project Preparatory Grant (GEF PPG)

If appropriate, please use this guidance to support the preparation of PPG TORs. Full standard TOR templates will be prepared by the UNDP-GEF RBM team in the coming months. The cost per consultancy week and number of weeks provided below are indicative only and may be revised.

Position, Type and Cost	Role, Deliverables and Qualifications
<p><b>TEAM LEADER</b></p> <p><b>Position:</b> <i>Rural Renewable Energy</i> Project Development Specialist (GEF PPG Team Leader)</p> <p><b>Type:</b> IC (international)</p> <p><b>Cost per person week:</b> US\$3,000</p> <p><b>Number of person weeks needed:</b> 7 weeks</p>	<p><b>Role</b></p> <p>The <i>Rural Renewable Energy</i> Project Development Specialist will be the GEF PPG Team Leader and will be responsible for quality assurance and timely preparation of all reports and documentation, including the finalized UNDP Project Document (ProDoc) and CEO Endorsement Request, with all mandatory and project specific Annexes and supporting documentation. S/he will be responsible for managing all consultants on the GEF PPG Team, and coordinating the Team’s work.</p> <p><b>Deliverables</b></p> <ol style="list-style-type: none"> <li>1) <u>Management of the GEF PPG Team</u> <ol style="list-style-type: none"> <li>a. Define and submit a <b>detailed methodology and work plan</b> in consultation with the other consultants with clear delegation of responsibilities for the International Consultants (ICs) and National Consultants (NCs);</li> <li>b. Ensure that project development is <b>participatory, gender-responsive and based on extensive stakeholder engagements</b>; and</li> <li>c. Verify and ensure that all project components are <b>technically sound and cost effective</b>.</li> </ol> </li> <li>2) <u>Preparatory Technical Studies and Reviews (Component A)</u>: With inputs from the other national and international consultants, as detailed in their respective TORs: <ol style="list-style-type: none"> <li>a. Compile <b>baseline/situational analysis</b> for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices as appropriate;</li> <li>b. Oversee the <b>stakeholder analysis and consultations</b> and ensure that they are complete and comprehensive;</li> <li>c. Ensure the preparation of the <b>gender analysis</b> and ensure its findings are meaningfully integrated into the project’s strategy, theory of change and results framework;</li> <li>d. Ensure action points, including risk assessments, from the <b>UNDP Social and Environmental Screening Procedure (SESP)</b> at the PIF stage (“pre-screening”) are fully implemented during the PPG, and update that screening in an iterative fashion throughout the PPG, as appropriate;</li> <li>e. Conduct/oversee the <b>identification of the project sites</b>, with documentation of selection criteria;</li> <li>f. Oversee the consultations with partners regarding <b>financial planning</b>; and</li> <li>g. Ensure completion of <b>any additional studies</b> that are determined to be needed for the preparation of the ProDoc and all other final outputs.</li> </ol> </li> </ol>

	<p>3) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: With inputs from the other national and international consultants, as detailed in their respective TORs, and based on international best practice:</p> <ol style="list-style-type: none"> <li>a. Develop, present and articulate the project’s <b>theory of change</b>;</li> <li>b. Develop the <b>Results Framework</b> in line with UNDP-GEF policy;</li> <li>c. Develop a detailed <b>Monitoring and Evaluation Plan and Budget</b>;</li> <li>d. Oversee and ensure the preparation of a <b>Stakeholder Engagement Plan</b>;</li> <li>e. Oversee and ensure the preparation of a <b>Gender Action Plan and Budget</b>;</li> <li>f. Update the <b>SESP</b> based on assessments undertaken during Component A, and ensure the development of <b>environmental and/or social management plan(s)</b> for all risks identified as Moderate or High in the SESP;</li> <li>g. Prepare the required <b>GEF tracking tool(s)</b>;</li> <li>h. Secure and present agreements on <b>project management arrangements</b>;</li> <li>i. Ensure the completion of the <b>required official endorsement letters</b>; and</li> <li>j. Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce the <b>draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes</b>, using the required templates.<sup>3</sup></li> </ol> <p>4) <u>Validation Workshop (Component C)</u>:</p> <ol style="list-style-type: none"> <li>a. Lead the validation workshop to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on the SESP and any management plans; and</li> <li>b. Oversee all necessary revisions that arise during the workshop.</li> <li>c. Ensure completion of Validation Workshop Report.</li> </ol> <p>5) <u>Final Deliverables</u>:</p> <ol style="list-style-type: none"> <li>a. Consolidation of all technical and consultation inputs including from national stakeholders, UNDP, GEF Secretariat, STAP and GEF Council, into a well written and concise UNDP ProDoc with all required sections and Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance;</li> <li>b. Completion of the GEF CEO Endorsement Request;</li> <li>c. All documentation from GEF PPG (including technical reports, etc.); and</li> <li>d. Validation Workshop Report.</li> </ol> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master’s degree or higher in a relevant field, such as <i>energy policy, law or finance, renewable energy industry development, renewable energy technology</i>;</li> <li>▪ Minimum 7 years of demonstrable experience in the technical area of <i>[complete]</i>;</li> <li>▪ Fluency in written and spoken English;</li> <li>▪ <i>[other skills]</i></li> </ul>
<p><b>RENEWABLE ENERGY FINANCING</b></p> <p><b>Position:</b> Renewable Energy Finance Expert</p>	<p><b>Role</b></p> <p>The Renewable Energy Finance Expert will be responsible for providing technical inputs in relation to the financial context for renewable energy development in Myanmar’s rural areas, the development of proposed approaches for de-risking investment and the needs and demands of the renewable energy market.</p> <p><b>Deliverables</b></p>

<sup>3</sup> Please verify with the UNDP-GEF team that the correct templates are being used.

<p><b>Type:</b> IC (international)</p> <p><b>Cost per person-week:</b> US\$2,500</p> <p><b>Number of person-weeks needed:</b> 4 weeks</p>	<ol style="list-style-type: none"> <li>1) <u>Preparatory Technical Studies and Reviews (Component A)</u>: Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including: <ol style="list-style-type: none"> <li>a. Prepare inputs for the <b>baseline/situational analysis</b> for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices;</li> <li>b. Support the <b>stakeholder analysis and consultations</b> and ensure that they are complete and comprehensive;</li> <li>c. Support the preparation of the <b>gender analysis</b>;</li> <li>d. Support the action points, including risk assessments, from the <b>UNDP Social and Environmental Screening Procedure (SESP)</b> at the PIF stage (“pre-screening”) are fully implemented during the PPG, and support the iterations of that screening in an iterative fashion throughout the PPG, as appropriate;</li> <li>e. Support the <b>identification of the project sites</b>, with documentation of selection criteria;</li> <li>f. Support the completion of <b>any additional studies</b> that are determined to be needed for the preparation of the ProDoc and all other final outputs.</li> </ol> </li> <li>2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: Prepare inputs and support the development of final PPG deliverables, as agreed with the PPG Team Leader.</li> <li>3) <u>Validation Workshop (Component C)</u>: <ol style="list-style-type: none"> <li>a. Contribute to the validation workshop; and</li> <li>b. Support all necessary revisions that arise during the workshop, as appropriate.</li> </ol> </li> <li>4) <u>Final Deliverables</u>: <ol style="list-style-type: none"> <li>a. <i>[complete]</i></li> </ol> </li> </ol> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master’s degree or higher in a relevant field, such as <i>finance, business administration, economics</i>;</li> <li>▪ Minimum 5 years of demonstrable experience in the technical area of <i>renewable energy finance</i>;</li> <li>▪ Fluency in written and spoken English;</li> <li>▪ <i>[other skills]</i></li> </ul>
<p><b>MYANMAR RURAL RENEWABLE ENERGY SECTOR</b></p> <p><b>Position:</b> Myanmar Rural Renewable Energy Expert</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$1,000</p>	<p><b>Role</b></p> <p>The Myanmar Rural Renewable Energy Expert will provide inputs in relation to Myanmar’s energy sector development, rural renewable energy issues and Myanmar energy financing context.</p> <p><b>Deliverables</b></p> <ol style="list-style-type: none"> <li>1) <u>Preparatory Technical Studies and Reviews (Component A)</u>: Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including: <ol style="list-style-type: none"> <li>a. Prepare inputs for the <b>baseline/situational analysis</b> for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices;</li> </ol> </li> </ol>

<p><b>Number of person-weeks needed:</b> 11 weeks</p>	<ul style="list-style-type: none"> <li>b. Support the <b>stakeholder analysis and consultations</b> and ensure that they are complete and comprehensive;</li> <li>c. Support the preparation of the <b>gender analysis</b>;</li> <li>d. Support the action points, including risk assessments, from the <b>UNDP Social and Environmental Screening Procedure (SESP)</b> at the PIF stage (“pre-screening”) are fully implemented during the PPG, and support the iterations of that screening in an iterative fashion throughout the PPG, as appropriate;</li> <li>e. Support the <b>identification of the project sites</b>, with documentation of selection criteria;</li> <li>f. Support the completion of <b>any additional studies</b> that are determined to be needed for the preparation of the ProDoc and all other final outputs.</li> </ul> <p>2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: Prepare inputs and support the development of final PPG deliverables, as agreed with the PPG Team Leader.</p> <p>3) <u>Validation Workshop (Component C)</u>:</p> <ul style="list-style-type: none"> <li>a. Contribute to the validation workshop; and</li> <li>b. Support all necessary revisions that arise during the workshop, as appropriate.</li> </ul> <p>4) <u>Final Deliverables</u>:</p> <ul style="list-style-type: none"> <li>a. <i>[complete]</i></li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master’s degree or higher in a relevant field, such as <i>engineering, natural resources management, environment, finance</i>;</li> <li>▪ Minimum 5 years of demonstrable experience in the technical area of <i>renewable energy</i>;</li> <li>▪ Fluency in written and spoken English and <i>Myanmar language</i>; <i>[other skills]</i></li> </ul>
<p><b>MYANMAR RURAL DEVELOPMENT</b></p> <p><b>Position:</b> Myanmar Rural Development Expert</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$1,000</p> <p><b>Number of person-weeks needed:</b> 7 weeks</p>	<p><b>Role</b> The Myanmar Rural Development Expert will provide inputs in relation to Myanmar’s rural development context and associated government administrative structures.</p> <p><b>Deliverables</b></p> <p>1) <u>Preparatory Technical Studies and Reviews (Component A)</u>: Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including:</p> <ul style="list-style-type: none"> <li>a. Prepare inputs for the <b>baseline/situational analysis</b> for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices;</li> <li>b. Support the <b>stakeholder analysis and consultations</b> and ensure that they are complete and comprehensive;</li> <li>c. Support the preparation of the <b>gender analysis</b>;</li> <li>d. Support the action points, including risk assessments, from the <b>UNDP Social and Environmental Screening Procedure (SESP)</b> at the PIF stage (“pre-screening”) are fully implemented during the PPG, and support the iterations of that screening in an iterative fashion throughout the PPG, as appropriate;</li> <li>e. Support the <b>identification of the project sites</b>, with documentation of selection criteria;</li> </ul>

	<p>f. Support the completion of <b>any additional studies</b> that are determined to be needed for the preparation of the ProDoc and all other final outputs.</p> <p>2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: Prepare inputs and support the development of final PPG deliverables, as agreed with the PPG Team Leader.</p> <p>3) <u>Validation Workshop (Component C)</u>:</p> <ol style="list-style-type: none"> <li>Contribute to the validation workshop; and</li> <li>Support all necessary revisions that arise during the workshop, as appropriate.</li> </ol> <p>4) <u>Final Deliverables</u>:</p> <ol style="list-style-type: none"> <li><i>[complete]</i></li> </ol> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master’s degree or higher in a relevant field, such as <i>engineering, natural resources management, environment, finance</i>;</li> <li>▪ Minimum 5 years of demonstrable experience in the technical area of <i>renewable energy</i>;</li> <li>▪ Fluency in written and spoken English and <i>Myanmar language</i>; <i>[other skills]</i></li> </ul>
<p><b>GENDER &amp; SOCIAL SAFEGUARDS</b></p> <p><b>Position:</b> Gender Analysis &amp; Social Safeguards Specialist</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$1,000</p> <p><b>Number of person-weeks needed:</b> 3 weeks</p>	<p><b>Role</b> The Gender Analysis &amp; Social Safeguards Specialist will provide lead technical inputs in the preparation of the gender analysis and social safeguards screening for the project design.</p> <p><b>Deliverables</b></p> <p>1) <u>Preparatory Technical Studies and Reviews (Component A)</u>: Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including:</p> <ol style="list-style-type: none"> <li>Prepare inputs for the <b>baseline/situational analysis</b> for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices;</li> <li>Support the <b>stakeholder analysis and consultations</b> and ensure that they are complete and comprehensive;</li> <li>Support the preparation of the <b>gender analysis</b>;</li> <li>Support the action points, including risk assessments, from the <b>UNDP Social and Environmental Screening Procedure (SESP)</b> at the PIF stage (“pre-screening”) are fully implemented during the PPG, and support the iterations of that screening in an iterative fashion throughout the PPG, as appropriate;</li> <li>Support the <b>identification of the project sites</b>, with documentation of selection criteria;</li> <li>Support the completion of <b>any additional studies</b> that are determined to be needed for the preparation of the ProDoc and all other final outputs.</li> </ol> <p>2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B)</u>: Prepare inputs and support the development of final PPG deliverables, as agreed with the PPG Team Leader.</p> <p>3) <u>Validation Workshop (Component C)</u>:</p> <ol style="list-style-type: none"> <li>Contribute to the validation workshop; and</li> </ol>



	<p>b. Support all necessary revisions that arise during the workshop, as appropriate.</p> <p>4) <b>Final Deliverables:</b></p> <p>a. <i>[complete]</i></p> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master's degree or higher in a relevant field, such as <i>social sciences or development studies</i>;</li> <li>▪ Minimum 5 years of demonstrable experience in the technical area of <i>conducting gender analyses and social safeguards screenings</i>;</li> <li>▪ Fluency in written and spoken English and <i>Myanmar language</i>; <i>[other skills]</i></li> </ul>
<p><b>PROJECT DEVELOPMENT COORDINATOR</b></p> <p><b>Position:</b> Project Development Coordinator &amp; Translator</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$750</p> <p><b>Number of person-weeks needed:</b> 9 weeks</p>	<p><b>Role</b></p> <p>The Project Development Coordinator &amp; Translator will provide administrative, logistical and translation support for the PPG Team.</p> <p><b>Deliverables</b></p> <ol style="list-style-type: none"> <li>1) Based on the Project Initiation Plan support the PPG Team in driving project preparation forward in country including related to: studies; Logical Framework Analysis (LFA) workshop; detailed design of the project components and activities; stakeholder and project partner coordination meetings; project implementation and management arrangements; and UNDP-GEF Project Document (ProDoc) and GEF CEO Endorsement Request (CER) Document;</li> <li>2) Provision of Administrative Services, Project Documentation Management, Financial Management, Monitoring and reporting and Provision of Technical Support Services;</li> <li>3) Assist with preparation and implementation of official meetings and workshops including the LFA and validation workshop;</li> <li>4) As per directions from the PPG Team support the Team Leader (International Consultant) and other technical experts, government and key stakeholders with specific activities during project preparation;</li> <li>5) Support translations during consultations and provide/guidance on local protocols for field visits;</li> <li>6) Support and assist the communication and awareness raising for climate change mitigation and capacity building of key stakeholders through the project development phase through meetings and outreach materials;</li> <li>7) Support the development of a draft detailed work plan and the Key sections of the submission package and roles and responsibilities (templates to be provided) for the implementation phase of the project including clearly identified activities and entities responsible for their implementation;</li> <li>8) Support the monitoring and revision as required of the work plan;</li> <li>9) Preparation of progress reports accordingly to approve work plan.</li> </ol> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Bachelor's degree or higher in a relevant field, such as <i>public administration, management, development studies</i>;</li> <li>▪ Minimum 5 years of demonstrable experience in the area of <i>development project support and management, and translation</i>;</li> <li>▪ Fluency in written and spoken English and <i>Myanmar language</i>;</li> </ul>



