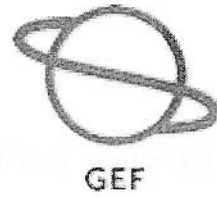




United Nations Development Programme
Country: UZBEKISTAN
Project Document



Project Title PIMS 4158 (FSP) : "Promoting Energy Efficiency in Public Buildings in Uzbekistan"

UNDAF Outcome(s): By 2009, national laws are harmonized with selected United Nations legal instruments, and the implementation and monitoring of the latter are improved

Expected CP Outcome(s): Obligations under international environmental conventions and agreements fulfilled through improved effectiveness of environment management and development of clean energy sources.
(Those linked to the project and extracted from the CPAP)

Expected Output(s): Improved institutional capacities of national/local authorities in environment management and clean energy development that respond to the needs of the poor.
(Those that will result from the project and extracted from the CPAP)

National Executing Partner: State Committee for Architecture and Construction of the Republic of Uzbekistan

Responsible parties: UNDP, GEF, Ministry of Economy, Ministry of Health, Ministry of Public Education, Ministry of Higher and Secondary Specialized Education, National Centre for Hydro-meteorological Services, Construction companies, Design institutes, etc.

Brief Description

The project aims at reducing energy consumption and associated greenhouse gas emissions in public buildings in Uzbekistan, particularly in the healthcare and educational sectors, by improving building norms and standards, demonstrating integrated building design approaches, and developing the capacity of local specialists in design, construction, and maintenance. The project's goal is promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects. The project will include five activity results targeting both new and renovated buildings.

Programme Period:	<u>2005-2009</u>
Key Result Area (Strategic Plan):	<u>4.2: Catalyzing environmental finance.</u>
Project ID	00070640
Atlas Award ID:	00057241
Start date:	<u>October 2009</u>
End Date	<u>December 2014</u>
PAC Meeting Date	<u>06 October 2009</u>
Management Arrangements	NIM

2009 AWP budget:	\$ 59,580.00
Total resources required	\$ 13,384,765.00
Total allocated resources:	
• GEF	\$ 2,913,885.00
• Regular (UNDP):	\$ 270,880.00
Parallel funding:	
• Government (Uzbekistan)	\$ 8,600,000.00
In-kind Contribution of Government of Uzbekistan	\$ 1,600,000.00

AGREED BY UNDP RESIDENT REPRESENTATIVE:

Ms. Anita Nirody,
 Resident Representative in Uzbekistan

Signature

Date: (Month, day, year)

10/28/09

AGREED BY THE GOVERNMENT OF UZBEKISTAN:

Mr. Mukhammadjan Achilov,
 Deputy Chairman, State Committee on Architecture and Construction

Signature

Date: (Month, day, year)

10/28/09

TABLE OF CONTENTS

UNDP PROJECT DOCUMENT	3
ACRONYMS	4
I. SITUATION ANALYSIS.....	5
II. STRATEGY.....	5
III. RESULT AND RESOURCES FRAMEWORK	7
IV. MANAGEMENT ARRANGEMENTS	14
V. MONITORING FRAMEWORK AND EVALUATION.....	18
VI. LECAL CONTEXT	28
VII. TOTAL BUDGET AND WORKPLAN (attached separately in Excel format).....	29
VIII. ANNEXES	36

I. ACRONYMS

CPD	Country Programme Document
EIA	Environment Impact Assessment
EU	European Union
EAs	Executing Agencies
FEP	Fund for environmental protection
FSP	Full-Sized Project
GE	Global Environment
GHG	Greenhouse Gases
Gosarkhitekstroy	State Committee for Architecture and Construction
IAs	Implementing Agencies
IBDA	Integrated Building Design Approaches
IPCC	International Panel on Climate Change
IW	Inception workshop
PMU	Project Management Unit
M&E	Monitoring and Evaluation
NGO	Non-Governmental Organization
PB	Project Board
PIF	Project Identification Form
PIR	Project Implementation Review
PIU	Project implementation unit
RCU	UNDP/GEF Regional Coordinating Unit in Bratislava
SNiP	Building Standards and Rules
TBD	To be determined
ToR	Terms of Reference

UNDP	United Nations Development Programme
UNDP-CO	United Nations Development Programme Country Office
UNEP	United Nations Environment Programme
UNFCCC	United Nations Framework Convention on Climate Change

I. SITUATION ANALYSIS

In Uzbekistan, buildings account for 49% of total energy consumption, or 17 million tons of oil equivalent (toe) annually.¹ Most buildings were constructed during the Soviet era and are now physically worn out. Since that time, the population of Uzbekistan has grown from 14 million to 27 million people, and it will reach 30 million by 2015². More than 30% of the population is children, which places huge demands on education and health care services. At the same time, the number and quality of existing facilities are not sufficient to meet demand. In the educational sector, 40% of the existing 9,700 schools are located in non-educational facilities, 8% are in emergency conditions and almost 30% are used in excess of their capacity. In the healthcare sector, 1,336 of the existing 6943 buildings used as healthcare facilities will require capital reconstruction, and 565 facilities are housed in interim space and will require new, purpose-built facilities. In addition, 66% of healthcare facilities require reconstruction of their heating and hot water systems³.

To respond to these demographic and social challenges, the Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. In 2008 alone, the government invested nearly USD 450 million in the schools sector alone to construct and renovate buildings. Furthermore, programmes currently underway will deliver more than 10.8 million m² of new and reconstructed space by 2015 – a tremendous opportunity for “building in” energy efficiency through improved design and technologies. However, construction continues to proceed according to outdated building norms and practices, and energy efficiency considerations are not yet factored in to the design and construction process, leading to excessive energy consumption.

The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan. This is because it contributes 39% to the total national CO₂ emissions associated with fuel combustion⁴ and according to the IPCC Fourth Assessment Report⁵ the role and contribution of buildings will remain in the medium-term future. On another hand, it houses a significant potential for energy savings and CO₂ reductions as average potential for CO₂ emission reduction is 52% in reconstructed buildings and about 60% in new buildings.

II. STRATEGY

The project is designed to work as efficiently as possible by targeting areas where the government is committed to reconstructing and constructing public facilities and mainstreaming energy-efficient integrated building design into current practice. By focusing on both new construction and reconstruction, the project will reach a larger segment of the public building stock. By focusing on design techniques and codes, the project can affect education and healthcare facilities, but also other public buildings. Because most design institutes are state-owned and focused on public sector construction using the code for public buildings, the potential for the government to play a leading role in the buildings sector – and to influence sectoral energy consumption and related emissions - is very high.

Integrated building design as it is discussed in the project documentation is understood as follows: building design that integrates climatic conditions, the capture and the conservation of the free solar and internal gains, the efficient and comprehensive reduction of all heat losses through walls and ventilation, the accurate control of all external energy introduced for providing thermal comfort, light, and hot water, and – last but not least – user awareness of a new behaviours regarding energy use and good operations and maintenance practices.

The proposed full-sized project will promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through project demonstration sites.

¹ International Energy Agency statistics for 2005 at www.iea.org/

² Victoria Anoshkina, Zulfiya Davidova, Marat Ibragimov, Rustam Ibragimov, 2008: Uzbekistan population forecast. (www.cer.uz).

³ Data provided by the State Committee for Architecture and Construction

⁴ International Energy Agency. 2008. CO₂ emissions from fuel combustion. OECD/IEA: Paris.

⁵ Levine, M., D. Ürge-Vorsatz, K. Blok, L. Geng, D. Harvey, S. Lang, G. Levermore, A. Mongameli Mehlwana, S. Mirasgedis, A. Novikova, J. Rilling, H. Yoshino, 2007: Residential and commercial buildings. In *Climate Change 2007: Mitigation. Contribution of Working Group III to the Fourth Assessment Report of the Intergovernmental Panel on Climate Change* [B. Metz, O.R. Davidson, P.R. Bosch, R. Dave, L.A. Meyer (eds)], Cambridge University Press, Cambridge, United Kingdom and New York, NY, USA.

The overall project objective is to reduce energy consumption and associated GHG emissions in new and existing buildings in the educational and healthcare sectors. The project will include five activity results targeting both new and renovated buildings as follows: Activity Result 1 will strengthen norms and regulations applicable to both new and reconstructed buildings, “building in” efficiency into design; Activity Result 2 will establish a highly-visible energy management system in all targeted public sector buildings; Activity Results 3 will build the capacities of building sector to meet more stringent energy performance requirements for all buildings, both on the design side and the construction technologies side; Activity Result 4 will demonstrate the concept of integrated building design in two new and six reconstructed buildings; and Activity Result 5 will integrate the results of the project into standard practice in the public sector and share results with the residential and commercial sectors.

III. RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Programme Results and Resource Framework:						
Obligations under international environmental conventions and agreements fulfilled through improved effectiveness of environment management and development of clean energy sources						
Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:						
<i>Indicators:</i> Improved capacity in environmental management through reorganization of environmental governance structures. National renewable energy strategy and national waste management strategy adopted and implementation started;						
<i>Baseline:</i> National policy/strategic plans in place, but poorly implemented;						
<i>Target:</i> Uzbekistan meets obligations under United Nations Framework Convention on Climate, United Nations Convention on Biodiversity and United Nations Convention to Combat Diversification and timely reports on implementation						
Applicable Key Result Area (from 2008-11 Strategic Plan): 4.2 Catalyzing environmental finance.						
Partnership Strategy: State Committee for Architecture and Construction is a National Execution Agency. Other partners are Ministry of Health, Ministry of Primary Education and Ministry of Higher Education, municipal and regional governments, National Technical University, Tashkent Institute for Architectures and Building Constructors, State Committee for Nature Protection, National Centre for Hydrometeorological Services (Uzhydromet), building companies, design institutes, NGOs						
Project title and ID (ATLAS Award ID): Promoting Energy Efficiency in Public Buildings in Uzbekistan; Project ID: # 00070640 (Atlas Award 00057241)						
INTENDED OUTPUT(S)	OUTPUT BASELINE(S)	OUTPUT INDICATOR(S)	OUTPUT TARGETS	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
Output 1: Reduced energy consumption and associated GHG emissions in new and existing buildings in the education and healthcare sectors	1. Building codes and standards for public buildings are outdated and energy consumptions in buildings are significantly higher than international standards. The thermal energy demand for new and existing buildings on average: 185 and 200 kWh/m ² respectively, which much higher than international standards. There is no government	1.1 Number of approved Building Codes and Standards, where energy efficient measures factored in. 1.2 Institutional strengthening, at least one Department on energy efficient building codes established within the Gosarhitektstroy 1.3 One study tour for foreign country completed for key personnel of this department to	2009 Target 1 At least 5 existing building codes and norms revised. The first draft on proposal for the establishment of Energy Efficient Building Code Department prepared. Target 2 Analytical report on mandatory energy audit and certification system implementation strategy prepared. Target 3 Methodological base for new training modules and educational programs	1 Activity Result New energy efficient standards and regulations applied to more than 2 million m ² of public space in the educational and healthcare sectors commissioned annually Actions: - Review and revise building codes for public buildings and other relevant norms and standards to incorporate mandatory provisions for integrated building design and energy performance standards; - Establish an Energy Efficient Building Code Department within the State Committee on Architecture and Construction and train staff on the codes process; - Design and deliver training on the new norms to public servants	Activity 1 Gosarkhitektstroy, Ministry of Health, Ministry of Primary Education and Ministry of Higher Education, building companies, design institutes	TOTAL for the Activity 1 - \$964,261.00 (UNDP: \$270,880.00; GEF: \$373,381.00; Government in-kind contribution for 2009-2014 is \$320,000.00) Year 2009: \$35,680.00 (UNDP: \$21,880.00; GEF: \$13,800.00) (contract, services, equipment admin & management cost, travels) Year 2010: \$209,766.00 (UNDP: \$61,896.00; GEF: \$147,870.00)

	<p>organization that deals with energy efficiency measures in public buildings and in construction sector as well.</p> <p>2. Government is not aware of the current energy consumptions in public buildings. Hence there are no compulsory energy audits, systems of energy performance and the specialists, which are responsible for building energy performance.</p> <p>3. Current building designs do not take into account energy efficiency measures and do not meet to international standards. Hence training modules and educational programs on design of energy efficient buildings for practicing architects and engineers as well as for current students are not developed. Therefore they do</p>	<p>familiarize with the Energy Efficient Regulations in buildings.</p> <p>2. Establishment of Mandatory Energy Audits and Certification System for Energy Performance and functioning system of energy managers in public buildings introduced and are in force.</p> <p>3. Improved training modules and educational programs on energy efficient building codes and designs, and number and types of study programs introduced in Tashkent Institute on architecture and construction and Tashkent State Technical University.</p> <p>4. Implementation of pilot demonstration sites based on integrated building design approaches showcased and the energy- and cost-saving potential of integrated building</p>	<p>prepared.</p> <p>Target 4 Concept of Integrated Building Design Approaches prepared and approved.</p> <p>Target 5 Justification report on inefficiency of current construction and tendering policies prepared and accepted by government.</p> <p>2010</p> <p>Target 1 Energy Efficient Building Code Department established in the Head Office of Gosarhitektstroy. At least 20 staff of this department trained and completed study tour.</p> <p>Target 2 Monitoring data collected on the energy consumption and cost at 6 project demonstration sites before the insulation works in the buildings.</p> <p>Target 3 At least two training workshops with architects and engineers are conducted. Discussion of context of proposed training modules and Energy Efficient Building curricula for study programs of Tashkent Institute on architecture and construction and Tashkent State</p>	<p>involved in the compliance process (approval and commissioning), such as the clerks in charge of permitting at the State Committee for Architecture and Construction and the staff of the Construction Quality Control Inspectorate responsible for checking facilities during the construction and usage of buildings</p> <p>2 Activity Result</p> <p>Government is aware of performance in existing healthcare and educational facilities and can prioritize investments in efficiency</p> <p>Actions:</p> <ul style="list-style-type: none"> - Expand current regulations on mandatory energy audits to include auditing and reporting in public buildings; - Design and complete a study tour for key personnel in the Codes Office to relevant countries that are using audits and certificate schemes to support code compliance and/or monitor consumption in existing buildings; - Develop, approve, and apply methodology to monitor building energy performance for each targeted building type; - Develop and introduce a mandatory system of energy performance certificates (“energy passports”) for new and existing public buildings to display performance data and ensure compliance with revised norms and standards; - Develop an energy information management system to 	<p>Activity 2</p> <p>Gosarkhitektstroy, Ministry of Health, Ministry of Primary Education and Ministry of Higher Education, State Committee for Nature Protection, National Centre for Hydrometeorological Services (Uzhydromet), municipal and regional governments</p>	<p>(ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels)</p> <p>Year 2011: \$140,876.00 (UNDP: \$46,776.00; GEF: \$94,100.00)</p> <p>(ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels)</p> <p>Year 2012: \$111,236.00 (UNDP: \$46,776.00; GEF: \$64,460.00)</p> <p>(ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels)</p> <p>Year 2013: \$80,096.00 (UNDP: \$46,776.00; GEF: \$33,320.00)</p> <p>(ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels)</p> <p>Year 2014: \$66,607.00 (UNDP: \$46,776.00; GEF: \$19,831.00).</p> <p>(ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels)</p>
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	<p>not know about available construction materials, which can save energy in buildings.</p> <p>4. Low awareness of Integrated Building Design Approaches, which directed to the development of energy efficiency buildings among current architects and designers, as well as among decision making government organizations.</p> <p>5. Current tendering, construction programs, procurement regulations, and budgetary allocations do not provide incentives for using energy more efficiently. Buildings codes for the residential sector are also relatively inefficient.</p>	<p>design approaches calculated/tested and results disseminated to all beneficiaries of the project.</p> <p>5. Adoption of new practices in construction and public administration. Implementation of new policies and dissemination of best results of the project across the country.</p>	<p>Technical University held.</p> <p>Target 4 Analytical paper on advantages and cost-effectiveness of implementation of Integrated Building Design Approaches in project demonstration sites prepared and discussed.</p> <p>Target 5 At least one analytical report on economic, environmental and social benefits of integrated building design and on locally available and tested technologies, materials and other EE practices in buildings prepared and disseminated to all beneficiaries and to 36 leading design institutes.</p> <p>2011</p> <p>Target 1 At least the first draft for 5 updated codes for public buildings prepared.</p> <p>Target 2 Monitorign data collected on the energy consumption and cost at 6 project demonstration sites after the insulation works in the buildings</p> <p>Target 3 At least 4 training modules developed for current</p>	<p>systematically collect, store and analyze data on energy consumption and the costs and benefits of energy saving measures and quantify energy savings, financial savings, and GHG emission reductions from the new, energy-efficient norms;</p> <p>- Work with Ministries of Education and Health to establish a system of energy managers in medical and educational buildings, design and deliver continuing education modules for facilities managers and a unit on energy management at the secondary school level, and determine the feasibility of financial incentives for institutions that reduce energy consumption in their facilities</p> <p>3 Activity Result</p> <p>Uzbek design and construction professionals have the capacity to design efficient buildings and manage their performance</p> <p>Actions:</p> <p>Work with the Tashkent Architectural-Construction Institute (TACI) to design and deliver training modules on the new building codes to familiarize architects and engineers with the codes and to provide an overview of compliance;</p> <p>- Work with Tashkent State Technical University (TSTU) to expand its energy management programs at the bachelors and masters level to include a specialization in energy savings in buildings and include course</p>	<p>Activity 3</p> <p>Gosarkhitektstroy, National Technical University, building companies, design institutes, Tashkent Institute for Architectures and Building Constructors</p>	<p>TOTAL for the Activity 2 - \$839,181.00 (GEF: \$519,181.00; Government in-kind: \$320,000.00)</p> <p>Year 2009: \$20,100.00 (GEF: \$20,100.00)</p> <p>Year 2010: \$169,138.00 (GEF: \$169,138.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>Year 2011: \$154,238.00 (GEF: \$154,238.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>Year 2012: \$58,492.00 (GEF: \$USD 58,492.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>Year 2013: \$95,492.00 (GEF: \$95,492.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost,</p>
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		<p>practicing architects and engineers. Proposal at least for one educational curricula and study program (specialization) on Energy Efficient Buildings prepared and submitted Ministry of Higher and Secondary Education.</p> <p>Target 4 Two new buildings using integrated design principles constructed.</p> <p>Target 5 Mid term independent evaluation conducted and Evaluation report prepared, published and findings disseminated to all beneficiaries.</p> <p>2012</p> <p>Target 1 5 new energy efficient building codes and standards approved and in force.</p> <p>Target 2</p> <p>Methodological base and its concept to monitor energy performance for each targeted building type and software developed.</p> <p>Target 3 Theoretical aspects of integrated building design approach developed and How-to guide reference book on applying</p>	<p>content on energy savings in buildings and integrated design in the model program for academic disciplines for post-secondary institutions with architecture and buildings engineering programs. Introduce sustainable buildings information in curricula for post-secondary and technical schools;</p> <ul style="list-style-type: none"> - Develop and distribute information on integrated building design for practicing architects and developers through continuing education modules and master classes, publish a how-to guide on applying integrated building design to new and existing buildings in Uzbekistan; - Provide advisory services to architects and engineers on low or no-cost design measures and best available technologies and materials; - Develop and maintain a database of best available technologies, materials, and services in the sustainable buildings sector; - Organize presentations on the potential for efficient building technologies at trade fairs and other key events attended by professionals in the construction materials, building technologies, and heat and power industries <p>4 Activity Result</p> <p>Energy- and cost-saving potential of integrated building design showcased in project demonstration sites</p> <p>Actions:</p> <ul style="list-style-type: none"> - Work with local architects and engineers to ensure that the 	<p>travels)</p> <p>Year 2014: \$21,721.00 (GEF: \$21,721.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>TOTAL for the Activity 3 - \$503,769.00 (GEF: \$183,769.00; Government in-kind: USD 320,000.00)</p> <p>Year 2009: \$1,300.00 (GEF: \$1,300.00)</p> <p>Year 2010: \$36,882.00 (GEF: \$36,882.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, audio&video and printings, travels)</p> <p>Year 2011: \$32,083.00 (GEF: \$32,083.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>Year 2012: \$100,527.00 (GEF: \$100,527.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost,</p>
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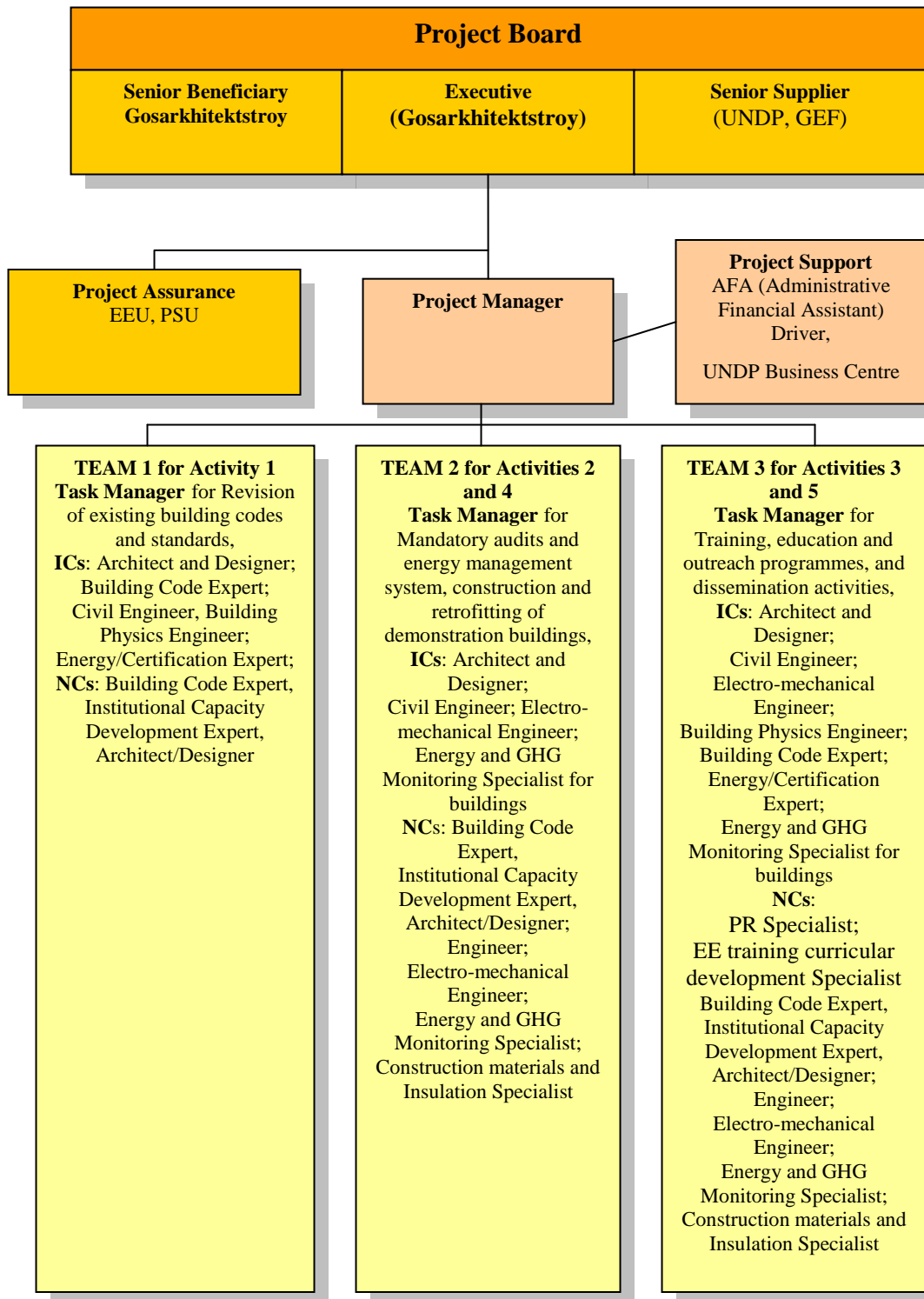
			<p>integrated building design approach published for practicing specialist and educational modules of universities.</p> <p>Target 4 At least one report and analytical paper on energy performance, energy savings, financial savings, GHG emission reductions in project demonstration sites prepared.</p> <p>Target 5 At least one guidance to accompany the release of 5 new approved building codes and standards published and disseminated to current construction architects and engineers and for educational modules of universities.</p> <p>2013</p> <p>Target 1 At least 25% reduction in energy consumption in buildings achieved due to enforcement of new building codes and standards.</p> <p>Target 2 A government regulations (law, Government Decree etc.) on mandatory system of energy performance certificates (“energy passports”) established and</p>	<p>proposed new buildings selected are designed and constructed according to the principles of integrated building design and will comply with more efficient codes. In the case of buildings that will undergo retrofitting or capital reconstruction, work will include all of the above principles with the exception of building location;</p> <ul style="list-style-type: none"> - Co-finance key energy efficient technology options in eight pilot buildings; - Monitor pilot building energy performance and quantify energy savings, financial savings, GHG emission reductions, and other non-energy benefits; - Based on the results of the monitoring, encourage the replication of successful design and construction approaches in other schools and hospitals covered by state-funded programmes; - Promote results of the pilot buildings and integrated building design work nationally through the professional literature and the broader media, regionally through the CARnet network and globally through the UNDP-GEF Framework for Promoting Low Greenhouse Gas Emissions Building and through Uzbekistan's governmental affiliations. <p>5 Activity Result</p> <p>Project findings provided regarding efficient buildings influence construction practices and public administration</p>	<p>for Nature Protection, National Centre for Hydrometeorological Services (Uzhydromet), municipal and regional governments, building companies, design institutes, National Technical University, Tashkent Institute for Architectures and Building Constructors, NGOs</p> <p>Activity 5 Gosarkhitektstroy, Ministry of Health, Ministry of Primary Education</p>	<p>travels)</p> <p>Year 2013: \$10,527.00 (GEF: \$10,527.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>Year 2014: \$3,750.00 (GEF: \$3,750.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>TOTAL for the Activity 4 - \$10,563,932.00 (GEF: \$1,643,932.00; Government: \$8,600,000.00 (construction of project demonstration buildings¹); Government in kind: USD 320,000.00)</p> <p>Year 2009: \$0 (GEF: \$0)</p> <p>Year 2010: \$159,160.00 (GEF: \$159,160.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>Year 2011: \$774,980.00</p>
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		<p>adopted. Behavioral and attitude change of energy managers in buildings achieved.</p> <p>Target 3 A databases of best available technologies, materials and services in the sustainable building sector developed and disseminated to all beneficiaries by CD.</p> <p>Target 4 At least 5 new state funded buildings replicate the best results of project demonstration sites in design and construction process.</p> <p>Target 5 Strategy paper outlining the approaches for incorporating good practices from project into public administration prepared and published.</p> <p>2014</p> <p>Target 1 Thermal energy reduction to an average of 140 and 150 kWh/m² (25% reduction) achieved for new and retrofitted buildings respectively due to new building codes and standards. 5 new approved building codes and standards are applied to other construction sectors (commercial buildings</p>	<p>practices. Best practices disseminated across other sectors which are not directly targeted by the project</p> <p>Actions:</p> <ul style="list-style-type: none"> - Work with the media and directly with major building constructors and owners to raise their awareness on economic, environmental and social benefits of integrated building design and on locally available and tested technologies, materials and other EE practices in buildings; - Develop, publish, and disseminate guidance to accompany the release of the new efficient building codes; - Conduct two independent evaluations of the project: a mid-term evaluation and a final evaluation and disseminate the findings through key channels; - Develop a strategy paper outlining the approaches for incorporating good practices from the project into public administration (i.e., codes, tendering practices, bulk procurement, policies, sectoral development programmes, municipal finance, etc.) and organize a high-level roundtable to discuss implementation 	<p>and Ministry of Higher Education, State Committee for Nature Protection, National Centre for Hydrometeorological Services (Uzhydromet), municipal and regional governments, building companies, design institutes, National Technical University, Tashkent Institute for Architectures and Building Constructors, NGOs</p>	<p>(GEF: \$774,980.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>Year 2012: \$689,006.00 (GEF: \$689,006.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>Year 2013: \$16,986.00 (GEF: \$16,986.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>Year 2014: \$3,797.00 (GEF: \$3,797.00) (ICs, NCs, contract, services, vehicle, equipment admin &management cost, travels)</p> <p>¹ Construction of project demonstration buildings is planned for 2009-2014</p> <p>TOTAL for the Activity 5 - \$512,325.00 (GEF: \$192,325.00; Government in kind: \$320,000.00)</p> <p>Year 2009:</p>
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			<p>etc.).</p> <p>Target 2 Energy information management system developed and established to collect, store and analyze data on energy consumption. 80 audits carried out annually (40 in schools and 40 in hospitals)</p> <p>Target 3 At least 300 architects trained. Submitted designs meet and exceed the requirements of more efficient codes</p> <p>Target 4 Best results of project demonstration sites disseminated across other commercial and private housing sectors.</p> <p>Target 5 Final independent evaluation conducted and Evaluation report prepared, published and findings disseminated to all beneficiaries.</p>			<p>\$2,500.00 (GEF: \$2,500.00) Year 2010: \$1,712.00 (GEF: \$1,712.00) (ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels) Year 2011: \$4,212.00 (GEF: \$4,212.00) (ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels) Year 2012: \$27,371.00 (GEF: \$27,371.00) (ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels) Year 2013: \$75,371.00 (GEF: \$75,371.00) (ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels) Year 2014: \$81,159.00 (GEF: \$81,159.00) (ICs, NCs, contract, services, vehicle, equipment admin & management cost, travels)</p>
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IV. MANAGEMENT ARRANGEMENTS

The project will be nationally implemented and the *State Committee for Architecture and Construction* will be the National Executing Agency (further referred to as *Gosarkhitektstroy*). *Gosarkhitektstroy* is the lead government agency in Uzbekistan in the area of public buildings: its departments oversee areas such as building norms, design regulations and innovation, certification of building materials, tendering, and monitoring. The Energy Efficient Building Code Office at the *Gosarkhitektstroy* will be responsible for the overall coordination within the agency and with other stakeholders. *Gosarkhitektstroy* will allocate dedicated research and administrative facilities and technical staff to support project implementation on a full and part-time basis. The *Gosarkhitektstroy* will also assign a National Project Coordinator to provide for overall project guidance and coordination with the ongoing work of *Gosarkhitektstroy*. Several divisions within *Gosarkhitektstroy* will be particularly important for project implementation, such as those focusing on oversight of design organizations, the implementation of new technologies, and urban planning.



The Project Board, consisting of the key project stakeholders, will be responsible for making by consensus management decisions for a project when guidance is required by the Project Manager (PM), including recommendation for approval of project plans and revisions. In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance to standards⁶ that shall ensure best value to money, fairness, integrity transparency and effective international competition. In case a consensus cannot be reached, final decision shall rest with the UNDP Programme Manager/Officer. Project reviews by this group are made at designated decision points during the running of a project, or as necessary when raised by the PM. This group is consulted by the PM for decisions when PM tolerances (normally in terms of time and budget) have been exceeded.

The composition of the Project Board is as follows:

- (i) The representative of the State Committee for Architecture and Construction (National Project Coordinator) performs the role of **Executive** of the Project Board and represents the project ownership to chair the Project Board. The Executive ensures that the project is focused throughout its life cycle on achieving its objectives and delivering outputs that will contribute to higher level outcomes.
- (ii) Senior Suppliers are UNDP and GEF, which are responsible for timely provision of all resources required for achieving the project output. These resources include the following: program and technical support, knowledge and information, planning and evaluation, financial resources, logistics and other assistance;
- (iii) Project beneficiaries will be represented by the Ministry of Health, Ministry of Public Education and Ministry of Higher Education, Municipal and regional governments, Tashkent Institute of Architecture and Construction, State Committee for Nature Protection, National Centre for Hydro-meteorological Services (Uzhydromet), building companies, design institutes, NGOs.

The principal project beneficiary is the State Committee for Architecture and Construction but other project beneficiaries listed above will be actively involved in decision-making and monitoring process during the augmented Project Board meetings.

Ministry of Health, Ministry of Public Education and Ministry of Higher Education will benefit from project results through reduction of energy consumption (gas, electricity, heating, cooling etc.) in buildings and increase in savings through improved building envelope, which can be spent for other needs e.g. purchase of books, sport facilities or modern medical equipment. Tashkent Institute for Architecture and Construction will have modern educational program and curricula on energy efficiency and therefore may provide qualified specialist in this field in order to meet growing demand. State Committee for Nature Protection and National Centre for Hydro-meteorological Services and all other stakeholders will benefit from reduction of GHG emissions due to improved energy efficiency of public buildings that contributes to improved environment at national, regional and global levels.

The Project Board may delegate its controlling functions to the Project Assurance Group. The role of the Project Assurance Group is to support the Project Board in conducting the objective and independent control function. This role also is ensured that the key project stages subjected to the Project Board management will be properly implemented. Project Assurance Group is represented by the UNDP's Energy and Environment Unit (EEU) and the Programme Support Unit (PSU).

The *Project Implementation Unit* will consist of Project Manager and Administrative and Financial Assistant (AFA) to be hired for the duration of the project. The Project Manager is fully responsible for

⁶ UNDP Financial Rules and Regulations: Chapter E, Regulation 16.05: a) The administration by executing entities or, under the harmonized operational modalities, implementing partners, of resources obtained from or through UNDP shall be carried out under their respective financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. b) Where the financial governance of an executing entity or, under the harmonized operational modalities, implementing partner, does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, that of UNDP shall apply.

the direct project execution and coordination of all project activities. He/she has a right to implement the planned activities in accordance with the AWP approved by the Project Board. AFA will be responsible for secretarial and administrative tasks (see TORs enclosed in Annex 3).

To achieve the project outputs and implement the project activities, Project Manager will be also supported by three teams of national experts (from research institutes, relevant ministries, NGOs etc.) and international consultant(s) recruited by UNDP based on the approved Annual Plan on project activities. The Project Manager will be responsible for the consultants' timely deliverables and their contributions to the overall project outputs.

Team 1 will focus on revising of existing building codes and standards, Team 2 will work on mandatory audits and establishing of energy management system, and also construction and retrofitting of eight demonstration buildings, Team 3 will conduct training and education and outreach programmes as well as dissemination of the project results.

Direct UNDP Country office Support Services to the Programme Implementation

The UNDP and the State Committee for Architecture and Construction of the Republic of Uzbekistan (or *Gosarkhitektstroy*), have agreed that the UNDP Country Office will provide the following support services for the project activities at the request of the *Gosarkhitektstroy*:

- (i) Identification and/or recruitment and solution of administrative issues related to the project personnel;
- (ii) Procurement of commodities, labor and services;
- (iii) Identification and facilitation of training activities, seminars and workshops;
- (iv) Financial monitoring and reporting;
- (v) Processing of direct payments;
- (vi) Supervision of project implementation, monitoring and assistance in project assessment.

The UNDP country office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the *Gosarkhitektstroy* is strengthened to enable it to carry out such activities directly.

When providing the above support services, the UNDP Country Office will recover the costs for providing Implementation Support Services on the basis of actual costs and transaction fee based on the Universal Price List (see Annex 1 attached). The procurement of goods and services and the recruitment of project personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures. If the requirements for support services by the country office change during the life of a project, the list UNDP country office support services is revised with the mutual agreement of the UNDP resident representative and the *Gosarkhitektstroy*.

The relevant provisions of the Standard Basic Assistance Agreement (SBAA) between the Government of Uzbekistan and the UNDP, signed by Parties on 10th June 1993, including the provisions on liability and privileges and immunities, shall apply to the provision of such support services.

In order to accord proper acknowledgement to GEF for providing funding, a GEF should appear on all relevant GEF project publications, including among others, project hardware and vehicles purchased with GEF funds. Any citation on publications regarding projects funded by GEF should also accord proper acknowledgement to GEF. The UNDP logo should be more prominent -- and separated from the GEF logo if possible, as UN visibility is important for security purposes.

V. MONITORING FRAMEWORK AND EVALUATION

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

Within the annual cycle

- (i) On a quarterly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.
- (ii) An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- (iii) Based on the initial risk analysis submitted (see Annex 2), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- (iv) Based on the above information recorded in Atlas, a Quarterly Progress Reports (QPR) shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.
- (v) a project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- (vi) a Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events

Annually

- (i) Annual Review Report. An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- (ii) Annual Project Review. Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

Project Inception Phase

Monitoring and Evaluation (M&E) of the project will follow the UNDP Program Manual and GEF M&E procedures and will be conducted by the project team and the UNDP Country Office (UNDP-CO) with support from UNDP/GEF Regional Coordination Unit in Bratislava.

M&E activities are spread across the project components. The overall emphasis on M&E in the context of the project is to capture valuable data on both new and reconstructed public buildings in Uzbekistan and to understand the impacts of both the buildings and the policies and programmes that relate to them.

Special attention will be given to the development of a methodology that will meet these needs and will conform to internationally-recognized best practices in GHG monitoring methodologies and protocols.

The M&E plan includes the following documents and activities: inception report, project implementation reviews, quarterly operational reports, a mid-term and final evaluation. M&E budget is provided in the table below and detailed draft M&E Plan is presented below. It will be finalized at the Project's Inception Meeting following a collective fine-tuning of indicators, means of verification, and the full definition of project staff M&E responsibilities.

A Project Inception Workshop will be conducted with the full project team, relevant government counterparts, co-financing partners, the UNDP-CO and representation from the UNDP-GEF Regional Coordinating Unit. A fundamental objective of this Inception Workshop will be to assist the project team to understand and take ownership of the project's goal, objective and outcomes, as well as finalize preparation of the project's first annual work plan on the basis of the project's logframe matrix. This will include reviewing the logframe (indicators, means of verification, assumptions), imparting additional detail as needed, and on the basis of this exercise finalize the Annual Work Plan (AWP) with precise and measurable performance indicators, and in a manner consistent with the expected outcomes for the project. Additionally the purpose and objective of the Inception Workshop (IW) will be to: (i) introduce project staff with the UNDP-GEF expanded team which will support the project during its implementation, namely the CO and responsible Regional Coordinating Unit staff; (ii) detail the roles, support services and complementary responsibilities of UNDP-CO and RCU staff vis à vis the project team; (iii) provide a detailed overview of UNDP-GEF reporting and monitoring and evaluation (M&E) requirements, with particular emphasis on the harmonized Annual Project Implementation Reviews (PIRs)/Annual Project Report (APR), Project Board Meetings, as well as mid-term and final evaluations. Equally, the IW will provide an opportunity to inform the project team on UNDP project related budgetary planning, budget reviews, and mandatory budget rephasings. The IW will also provide an opportunity for all parties to understand their roles, functions, and responsibilities within the project's decision-making structures, including reporting and communication lines, and conflict resolution mechanisms. The Terms of Reference for project staff and decision-making structures will be discussed again, as needed, in order to clarify for all, each party's responsibilities during the project's implementation phase.

Monitoring responsibilities and events

The day-to-day monitoring of implementation progress will be the responsibility of the project manager, whose work will be based on the project's annual work plan and its indicators. Annual monitoring will be carried out by the Project Board (PB), including Government, UNDP, and key beneficiaries of the project, which is the highest policy-level meeting of the parties directly involved in the implementation of a project. The first such meeting will be held within the first twelve months following the inception workshop. A detailed schedule of Project Board's meetings to review project progress will be developed by the project management, in consultation with project national executing agency, State Agency for Construction and Architecture, and stakeholder representatives and incorporated in the Project Inception Report. Such a schedule will include: (i) tentative time frames for Project Board's meetings and (ii) project related Monitoring and Evaluation activities. For each Project Board meeting the project manager will prepare annual project report and submit it to the PB members at least two weeks prior to the meeting for review and comments. In addition, ad-hoc meetings can be scheduled between the Government, UNDP, project manager, and other pertinent stakeholders as deemed appropriate and relevant to allow parties to take stock and to troubleshoot any problems pertaining to the project in a timely fashion to ensure smooth implementation of project activities.

Day to day monitoring of implementation progress will be the responsibility of the Project Manager, assisted by experts as deemed necessary based on the project's Annual Work Plan and its indicators. The Project Team will inform the UNDP-CO of any delays or difficulties faced during implementation so that the appropriate support or corrective measures can be adopted in a timely and remedial fashion. Periodic monitoring of implementation progress will be undertaken by the UNDP-CO through quarterly meetings with the National Executing Agency, or more frequently as deemed necessary. This will allow parties to take stock and to troubleshoot any problems pertaining to the project in a timely fashion to ensure smooth implementation of project activities.

Project Reporting

The Project Manager in conjunction with the UNDP-GEF extended team will be responsible for the preparation and submission of the following reports that form part of the monitoring process:

A Project Inception Report will be prepared immediately following the Inception Workshop. It will include a detailed First Year/Annual Work Plan divided in quarterly time-frames detailing the activities and progress indicators that will guide implementation during the first year of the project. This Work Plan would include the dates of specific field visits, support missions from the UNDP-CO or the Regional Coordinating Unit (RCU) or consultants, as well as time-frames for meetings of the project's decision making structures. The Report will also include the detailed project budget for the first full year of implementation, prepared on the basis of the Annual Work Plan, and including any monitoring and evaluation requirements to effectively measure project performance during the targeted 12 months time-frame. The Inception Report will include a more detailed narrative on the institutional roles, responsibilities, coordinating actions and feedback mechanisms of project related partners. In addition, a section will be included on progress to date on project establishment and start-up activities and an update of any changed external conditions that may effect project implementation. When finalized the report will be circulated to project counterparts who will be given a period of one calendar month in which to respond with comments or queries. Prior to this circulation of the Report, the UNDP Country Office will review the document. As part of the Inception Report, the project team will prepare a draft Reports List, detailing the technical reports that are expected to be prepared on key areas of activity during the course of the Project, and tentative due dates. Where necessary this Reports List will be revised and updated, and included in subsequent APRs. These technical reports will represent the project's substantive contribution to specific areas, and will be used in efforts to disseminate relevant information and best practices at local, national and international levels.

The UNDP/GEF PIR/APR will be prepared on an annual basis prior to the PB meeting to reflect progress achieved in meeting the project's Annual Work Plan and assess performance of the project in contributing to intended outcomes through outputs and partnership work. The PIR/APR will include the following: (i) An analysis of project performance over the reporting period, including outputs produced and, where possible, information on the status of the outcome; (ii) The constraints experienced in the progress towards results and the reasons for these; (iii) The three (at most) major constraints to achievement of results; (iv) AWP and other expenditure reports; (v) lessons learned; and (vi) Clear recommendations for future orientation in addressing key problems in lack of progress.

Short reports outlining main updates in project progress will be provided quarterly to the local UNDP Country Office and the UNDP-GEF regional office by the project team.

During the last three months of the project the project team will prepare the Project Terminal Report. This comprehensive report will summarize all activities, achievements and outputs of the Project, lessons learnt, objectives met, or not achieved, structures and systems implemented, etc. and will be the definitive

statement of the Project's activities during its lifetime. It will also lay out recommendations for any further steps that may need to be taken to ensure sustainability and replicability of the project's activities.

Independent evaluations

The project will be subject to two independent external evaluations as follows. An independent Mid-Term Evaluation will be undertaken at the mid point of project implementation (January 2012). The Mid-Term Evaluation will determine progress being made towards the achievement of outcomes and will identify course correction if needed. It will focus on the effectiveness, efficiency and timeliness of project implementation; will highlight issues requiring decisions and actions; and will present initial lessons learned about project design, implementation and management. Findings of this review will be incorporated as recommendations for enhanced implementation during the final half of the project's term. The organization, terms of reference and timing of the mid-term evaluation will be decided after consultation between the parties to the project document. The Terms of Reference for this Mid-term evaluation will be prepared by the UNDP CO based on guidance from the Regional Coordinating Unit and UNDP-GEF. An independent Final Evaluation will take place three months prior to the terminal tripartite review meeting and will be undertaken in accordance with UNDP and GEF guidance. The final evaluation will focus on the delivery of the project's results as initially planned (and as corrected after the mid-term evaluation, if any such correction took place). The final evaluation will look at impact and sustainability of results, including the contribution to capacity development and the achievement of global environmental goals. The final evaluation should also provide recommendations for follow-up activities, and the report will feature management response to the issues raised. The Terms of Reference for this evaluation will be prepared by the UNDP CO based on guidance from the Regional Coordinating Unit and UNDP-GEF.

Audit clause

The Government of Uzbekistan, and the relevant authorities in the regions of Kashkadarya and Karakalpakstan, will provide the Resident Representative of UNDP Uzbekistan with certified periodic financial statements, and with an annual audit of the financial statements relating to the status of UNDP (including GEF) funds according to the established procedures set out in the Programming and Finance manuals. Audit of the project will be conducted as per UNDP-GEF procedures and requirements.

Learning and knowledge sharing

Results from the project will be disseminated within and beyond the project intervention zone through existing information sharing networks and forums. One of the networks is the UNDP-supported "*Environment and Sustainable Development in Central Asia and Russia*" network (CARnet: www.caresd.net).

In addition, the project will participate, as relevant and appropriate, in *UNDP/GEF sponsored networks organized for Senior Personnel* working on projects that share common characteristics. The project will identify and participate, as relevant and appropriate, in scientific, policy-based and/or any other networks, which may be of benefit to project implementation though lessons learned. The project will identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects. Identify and analyzing lessons learned is an on-going process, and the need to communicate such lessons as one of the project's central contributions is a requirement to be delivered at least once every 12 months. UNDP/GEF shall provide a format and assist the project team in categorizing, documenting and reporting on lessons learned.

Finally, there will be a two-way flow of information between the project and the *UNDP-GEF global Framework Programme on Low Greenhouse Gas Emissions Buildings*. Activities that will benefit the project and support effective project learning and knowledge sharing will include those carried out under two of the thematic approaches in the framework programme: 1) Using public buildings and municipalities as promoters of energy efficiency; and 2) Promoting and increasing the uptake of high quality energy building regulations. The project results will be useful to the framework programme in areas where it focuses on the leading role of the public sector, such as codes, metering, assessment and monitoring, and broad education programmes. Data from the project will also enhance the state of knowledge of building performance in the broader region.

Type of M&E activity	Responsible Parties	Budget US\$	Time frame
Inception Workshop (IW)	<ul style="list-style-type: none"> ▪ Project manager ▪ UNDP CO, UNDP GEF 	3,000	Within first two months of project start up
Inception Report	<ul style="list-style-type: none"> ▪ Project manager ▪ UNDP CO 	None	Immediately following IW
Development of a Methodology for Measuring Building Performance and Related Emissions Reduction	<ul style="list-style-type: none"> ▪ Oversight by GEF Technical Advisor ▪ Short-term international consultant 	7,500	Immediately following IW
Measurement of Means of Verification for Project Purpose Indicators	<ul style="list-style-type: none"> ▪ Project manager will oversee the hiring of specific studies and institutions, and delegate responsibilities to relevant team members, particularly the Energy and GHG Monitoring Specialist 	To be finalized in Inception Phase and Workshop. Cost to be covered by targeted survey funds.	Start, mid and end of project
Measurement of Means of Verification for Project Progress and Performance (measured on an annual basis)	<ul style="list-style-type: none"> ▪ Oversight by Project GEF Technical Advisor and project manager ▪ Measurements by regional field officers and local IAs 	TBD as part of the Annual Work Plan's preparation. Cost to be covered by field survey budget.	Annually prior to APR/PIR and to the definition of annual work plans
APR and PIR	<ul style="list-style-type: none"> ▪ Project manager ▪ UNDP-CO ▪ UNDP-GEF 	None	Annually
TPR and TPR report	<ul style="list-style-type: none"> ▪ Government Counterparts ▪ UNDP CO, project manager ▪ UNDP-GEF Regional Coordinating Unit (RCU) 	None	Every year, upon receipt of APR
Periodic status reports	<ul style="list-style-type: none"> ▪ Project manager 	None	TBD by project manager and UNDP CO
Mid-term evaluation	<ul style="list-style-type: none"> ▪ Project manager ▪ UNDP- CO ▪ UNDP-GEF RCU ▪ External Consultants (evaluation team) 	20,000	At the mid-point of project implementation.
Final External Evaluation	<ul style="list-style-type: none"> ▪ Project manager, ▪ UNDP-CO, UNDP-GEF RCU ▪ External Consultants (evaluation team) 	20,000	At the end of project implementation
Terminal Report	<ul style="list-style-type: none"> ▪ Project manager ▪ UNDP-CO 	None	At least one month before the end of the project
Lessons learned	<ul style="list-style-type: none"> ▪ Project manager 	12,000	Yearly

	<ul style="list-style-type: none"> ▪ UNDP-GEF RCU (formats for documenting best practices) 		
Audit	<ul style="list-style-type: none"> ▪ UNDP-CO ▪ Project manager 	25,000 (average 5,000 per year)	Yearly
Visits to field sites (UNDP staff travel costs to be charged to IA fees)	<ul style="list-style-type: none"> ▪ UNDP Country Office ▪ UNDP-GEF Regional Coordinating Unit (as appropriate) ▪ Government representatives 	16,500	Yearly
TOTAL INDICATIVE COST <i>Excluding project staff time, UNDP staff and travel expenses.</i>		USD 106,250	

Quality Management for Project Activity Results

OUTPUT 1: Reduced energy consumption and associated GHG emissions in new and existing buildings in the education and healthcare sectors		
Activity Result 1 (Atlas Activity ID)	New energy efficient standards and regulations applied to more than 2 million m2 of public space in the educational and healthcare sectors commissioned annually	Start Date: 01.11.2009 End Date: 31.12.2014
Purpose	To update codes for public buildings to reduce allowable consumption by at least 25%	
Description	<ul style="list-style-type: none"> • Review and revise building codes for public buildings and other relevant norms and standards to incorporate mandatory provisions for integrated building design and energy performance standards • Establish an Energy Efficient Building Code Department within the State Committee on Architecture and Construction and train staff on the codes process • Design and deliver training on the new norms to public servants involved in the compliance process (approval and commissioning), such as the clerks in charge of permitting at the State Committee for Architecture and Construction and the staff of the Construction Quality Control Inspectorate responsible for checking facilities during the construction and usage of buildings 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Approval of updated versions of the five building codes relevant to energy consumption in public buildings	Published regulations. Comparison with other codes in the region and international best practice (through international databases).	01.05.2011
Updated version of 5 energy efficient building codes are enforced by the newly established Department of Gosarkhitektstroy.	Annual report of Gosarkhitektstroy. Institutional analysis. Structured interviews with staff and clients.	01.10.2013
Compliance process is in place	Annual report Gosarkhitektstroy on the compliance process. Feedback from personnel trained.	01.11.2012
Activity Result 2 (Atlas Activity ID)	Government is aware of performance in existing healthcare and educational facilities and can prioritize investments in efficiency	Start Date: 01.01.2010 End Date: 31.12.2014

Purpose	Government provides and enacts necessary regulations to mandate the audits, supports certification process, Ministries enrol pilot facilities		
Description	<ul style="list-style-type: none"> Expand current regulations on mandatory energy audits to include auditing and reporting in public buildings Design and complete a study tour for key personnel in the Codes Office to relevant countries that are using audits and certificate schemes to support code compliance and/or monitor consumption in existing buildings Develop, approve, and apply methodology to monitor building energy performance for each targeted building type Develop and introduce a mandatory system of energy performance certificates (“energy passports”) for new and existing public buildings to display performance data and ensure compliance with revised norms and standards Develop an energy information management system to systematically collect, store and analyze data on energy consumption and the costs and benefits of energy saving measures and quantify energy savings, financial savings, and GHG emission reductions from the new, energy-efficient norms Work with Ministries of Education and Health to establish a system of energy managers in medical and educational buildings, design and deliver continuing education modules for facilities managers and a unit on energy management at the secondary school level, and determine the feasibility of financial incentives for institutions that reduce energy consumption in their facilities 		
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>	
Implementation of mandatory energy audits	Project documentation, legislative record, interviews and documentation from implementing agency	01.06.2014	
Audits carried out and certificate schemes applied to support code compliance and/or monitor consumption in existing buildings	Project documentation, government regulations	01.08.2012	
Energy performance monitoring is carried out in existing buildings annually by Gosarhitektstroy	Project documentation; data from certification system.	01.07.2014	
Data collected during certification process is available through the information system	Review of information system and cross-check with certificates issued	01.11.2014	
Developed computer soft for energy information management system is used in project demonstration sites and enables systematically collect, store and analyze data on energy consumption, etc.	Project documentation. Interviews with energy managers and ministry personnel.	01.05.2012	
Improved energy efficiency of health and educational facilities due to establishment of energy managers institution in at least one region for two ministries: Ministry of Health and Ministry of Public Education	Interviews with energy managers and ministry personnel	01.09.2014	

Activity Result 3 (Atlas Activity ID)	Uzbek design and construction professionals have the capacity to design efficient buildings and manage their performance	Start Date: 01.01.2010 End Date: 31.12.2014
Purpose	To improve ability of practicing architects to 1) comply with more efficient codes; and 2) integrate more efficient design into their buildings	
Description	<ul style="list-style-type: none"> • Work with the Tashkent Architectural-Construction Institute (TACI) to design and deliver training modules on the new building codes to familiarize architects and engineers with the codes and to provide an overview of compliance • Work with Tashkent State Technical University (TSTU) to expand its energy management programs at the bachelors and masters level to include a specialization in energy savings in buildings and include course content on energy savings in buildings and integrated design in the model program for academic disciplines for post-secondary institutions with architecture and buildings engineering programs. Introduce sustainable buildings information in curricula for post-secondary and technical schools • Develop and distribute information on integrated building design for practicing architects and developers through continuing education modules and master classes, publish a how-to guide on applying integrated building design to new and existing buildings in Uzbekistan • Provide advisory services to architects and engineers on low or no-cost design measures and best available technologies and materials • Develop and maintain a database of best available technologies, materials, and services in the sustainable buildings sector • Organize presentations on the potential for efficient building technologies at trade fairs and other key events attended by professionals in the construction materials, building technologies, and heat and power industries 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Integrated building design introduced in Ministry for Higher and Secondary Education's Educational Classifier as a compulsory subject for students, who pursue to get academic degree in Architecture.	Review of prototype efficient designs. Structured interviews. Documentation on use of advisory services.	01.09.2014
Ability of students in engineering and architecture to understand energy management in buildings and use efficient techniques and technologies in their work	Records of academic progress of students in integrated design and energy savings of buildings. Interviews with engineering and architecture students, who taking compulsory courses related to energy efficiency of buildings.	01.10.2014
At least 300 architects trained and submitted designs meet and exceed the requirements of more efficient codes	Survey of first-time acceptance rate for plans and statistics on building commissioning. Independent review of energy performance of a sample of designs submitted.	01.11.2014
Increased awareness of building sector professionals of the efficient construction materials and technologies market and	Documentation on use of advisory services.	01.09.2013

awareness of suppliers about potential sales		
Information on best locally available technologies, materials, and services in the sustainable buildings sector is collected, stored and used	Information available at the state company Uzstroyateriali on sales and use of energy efficient materials	01.12.2014
Awareness of building sector professionals of the efficient construction materials and technologies market and awareness of suppliers about potential sales	Sales records, number of companies and products on the market and company performance, number of new products certified, trade show documentation structured survey of builders assessing awareness.	01.04.2012
Activity Result 4 (Atlas Activity ID)		
	Energy- and cost-saving potential of integrated building design showcased in two new public buildings and six renovated public buildings	Start Date: 01.01.2010 End Date: 31.12.2014
Purpose	Designs and performance information for pilot buildings are available nationally and internationally	
Description	<ul style="list-style-type: none"> • Work with local architects and engineers to ensure that the proposed new buildings selected are designed and constructed according to the principles of integrated building design and will comply with more efficient codes. In the case of buildings that will undergo retrofitting or capital reconstruction, work will include all of the above principles with the exception of building location • Co-finance key energy efficient technology options in eight pilot buildings • Monitor pilot building energy performance and quantify energy savings, financial savings, GHG emission reductions, and other non-energy benefits • Based on the results of the monitoring, encourage the replication of successful design and construction approaches in other schools and hospitals covered by state-funded programmes • Promote results of the pilot buildings and integrated building design work nationally through the professional literature and the broader media, regionally through the CARnet network and globally through the UNDP-GEF Framework for Promoting Low Greenhouse Gas Emissions Building and through Uzbekistan's governmental affiliations 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Construction and commissioning completed for buildings that used the concept of Integrated Building Design	Public records, analysis of designs	01.11.2010
Government constructed and reconstructed 8 public buildings as planned. The financing of these buildings is included in State investment program for construction and reconstruction of public buildings.	Documentation on commissioning of six buildings retrofitted or reconstructed, and at least two buildings constructed using integrated design principles	01.09.2011
Pilot building demonstrates improved energy performance, energy savings quantified, financial savings achieved,	Audit records (including baseline audits for reconstructed facilities and audits for current prototype schools and hospitals;	01.12.2012

GHG emission reductions recorded, and other non-energy benefits identified	i.e., a control group).	
Project facilitates the replication of results	Review of designs submitted under construction tenders for public buildings. Selected review of buildings funded by budgetary and extra-budgetary construction funds for schools, hospitals and athletic facilities	01.12.2013
Designs and performance information for pilot buildings is available nationally and internationally	Project documentation; media review; records from international meetings, databases	01.12.2014
Activity Result 5 (Atlas Activity ID)		
	Project findings provided regarding efficient buildings influence construction practices and public administration practices. Best practices disseminated across other sectors which are not directly targeted by the project	Start Date: 01.01.2010 End Date: 31.12.2014
Purpose	To integrate good practice related to Energy Efficient Buildings into at least one component of public administration.	
Description	<ul style="list-style-type: none"> • Work with the media and directly with major building constructors and owners to raise their awareness on economic, environmental and social benefits of integrated building design and on locally available and tested technologies, materials and other EE practices in buildings • Develop, publish, and disseminate guidance to accompany the release of the new efficient building codes • Conduct two independent evaluations of the project: a mid-term evaluation and a final evaluation and disseminate the findings through key channels • Develop a strategy paper outlining the approaches for incorporating good practices from the project into public administration (i.e., codes, tendering practices, bulk procurement, policies, sectoral development programmes, municipal finance, etc.) and organize a high-level roundtable to discuss implementation 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Major building constructors and owners use and apply the integrated building design and locally available and tested technologies, materials and other EE practices in buildings	Review of project documentation and structured interviews.	01.12.2014
New building codes approved, published and disseminated nationally to all municipal governments.	Review of project documentation and structured interviews.	01.12.2014
Lessons learned on improving energy efficiency of buildings and relevant findings available	Project evaluation reports	01.12.2014
Energy Efficient Buildings integrated into at least one component of public administration	Review of government regulations	01.12.2014

VI. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the SBAA between the Government of Uzbekistan and UNDP, signed on June 10, 1993.

Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the executing agency and its personnel and property, and of UNDP's property in the executing agency's custody, rests with the executing agency.

The executing agency shall:

- (iii) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- (iv) assume all risks and liabilities related to the executing agency's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The executing agency agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

VII. TOTAL BUDGET AND WORKPLAN

Award ID: 00057241												
Award Title: PIMS 4158 CC FSP: Uzbekistan Public Buildings EE FP												
Project ID: 00070640												
Project Title: PIMS 4158 CC FSP: Uzbekistan Public Buildings EE FP												
Executing Agency: State Committee for Architecture and Construction												
GEF Outcome/Atlas Activity	Responsible Party (Implementing Agency)	Source of Funds	Atlas Budget ary Account Code	ERP/ATLAS Budget Description/Input	Amount (USD) Year 1	Amount (USD) Year 2	Amount (USD) Year 3	Amount (USD) Year 4	Amount (USD) Year 5	Total (USD)	Budget notes	
OUTCOME 1: [Atlas activity]	State Committee for Architecture and Construction	6200 GEF	71300	Local consultants	18728	18728	18728	18728	14269	89181		
			71200	International consultants	89100	53460	19440	-	-	162000		
			72100	Contractual services - companies	1500	4470	15060	12000	2970	36000	1	
			72800	Equipment	-	-	-	-	-	-	-	
			74500	Miscellaneous	-	-	-	-	-	-	-	
			71600	Travel	27342	17442	11232	2592	2592	61200		
				sub-total			136670	94100	64460	33320	19831	348381
OUTCOME 2: [Atlas activity]	State Committee for Architecture and Construction	6200 GEF	71300	Local consultants	10986	10986	16190	16190	3469	57821		
			71200	International consultants	15000	18000	18000	15000	15000	81000		
			72100	Contractual services - companies	40000	104000	20000	10000		174000	2	
			72800	Equipment	120000	-	-	50000	-	170000	3	
			74500	Miscellaneous	-	18000	-	-	-	18000	4	
			71600	Travel	3252	3252	4302	4202	3252	18360		
				sub-total			189238	154238	58492	95492	21721	519181
OUTCOME 3: [Atlas activity]	State Committee for Architecture and	6200 GEF	71300	Local consultants	23594	17302	5767	5767	-	52430		
			71200	International consultants	-	-	78000	-	-	78000		
			72100	Contractual services -	12500	1250	1250	1250	3750	20000	5	


	Construction			companies							
			72800	Equipment	-	-	-	-	-	-	
			74200	Audio, Video, and Print Production cost	-	12000	15000	3000	-	30000	6
			71600	Travel	2088	1531	510	510	-	4639	
				sub-total	38182	32083	100527	10527	3750	185069	
OUTCOME 4: [Atlas activity]	State Committee for Architecture and Construction	6200 GEF	71300	Local consultants	21266	21266	15190	15190	3038	75950	
			71200	International consultants	11232 0	93600	28080	-	-	234000	
			72100	Contractual services - companies	-	60000	60000	500	500	121000	7
			72800	Equipment	-	578500	578500	-	-	1157000	8
			74500	Miscellaneous	-	-	-	-	-	-	
			71600	Travel	25574	21614	7236	1296	259	55979	
				sub-total	15916 0	774980	689006	16986	3797	1643929	
OUTCOME 5: [Atlas activity]	State Committee for Architecture and Construction	6200 GEF	71300	Local consultants	3175	3175	5557	5557	2381	19845	
			71200	International consultants	-	-	-	21000	21000	42000	
			72100	Contractual services - companies	-	-	20000	35000	45000	100000	9
			72800	Equipment	-	-	-	-	-	-	
			74500	Miscellaneous	-	-	-	3000	3000	6000	10
			71600	Travel	1037	1037	1814	10814	9778	24480	
				sub-total	4212	4212	27371	75371	81159	192325	
Project Management [Atlas activity]	State Committee for Architecture and Construction	0012 UNDP	71300	Local consultants	33904	33904	33904	33904	33904	169520	
			71200	International consultants	-	-	-	-	-	-	
			72100	Contractual services - companies	5000	5000	5000	5000	5000	25000	11
			72200	Vehicle	25000	-	-	-	-	25000	12
			72800	Equipment	12000	-	-	-	-	12000	13
			74500	Miscellaneous	5000	5000	5000	5000	5000	25000	14
			71600	Travel	2872	2872	2872	2872	2872	14360	
				sub-total	83776	46776	46776	46776	46776	270880	

				UNDP PM							
		6200 GEF	72200	Vehicle	25000	-	-	-	-	25000	12
				sub-total All PM	108776	46776	46776	46776	46776	295880	
				TOTAL GEF	552462	1059613	939856	231696	130258	2913885	
				TOTAL	636238	1106389	986632	278472	177034	3184765	

Budget notes:

- 1 These expenses include a workshop for member of the EE buildings codes working group, three trainings for the Department of Energy Efficient Codes at the Gosarkhitektstroj, and 8 trainings for regional officials of Gosarkhitektstroj on implementing and enforcement of the new codes.
- 2 These include: conduct of audits and training on auditing (contract to cover the development of the technical specifications for audits, travel, workshops organized, and training provided); the development and implementation of a study tour to address auditing and performance certification programs; services to develop a draft scheme for energy performance certificates; preparation of technical specifications and tendering documentation for an energy management system; software and user training for the energy management system; and training for facilities managers in the three demonstration regions (Tashkent Region, Kashkadarya, and Karakalpakstan).
- 3 Equipment includes auditing equipment; computer hardware for the energy management system; auditing equipment (combustion analyzers, electronic thermometers, and temperature data loggers) for regional offices of ministries.
- 4 Editing, layout, and publication costs of the “energy manager” curriculum (development costs covered under the LC Curriculum Specialist).
- 5 Two training sessions for key architects and engineers on code compliance; eight “master classes” for largest design institutes in the field of public sector construction on integrated building design; participation in Buildings Exposition, including stand
- 6 Publication of a CD-ROM that contains the database of best available technologies and materials (development of database covered by LC Construction Materials). Editing, layout, and publication of a “reader” (guide and anthology of relevant regional regional articles) on energy efficiency measures, Integrated Building Design, and technologies and materials (coordinated by LC Architect).
- 7 For preparation of technical documentation and tender specification in support of the buildings materials, technologies, and services to be provided in the reconstruction of six public buildings and the construction of two new public buildings (assess needs in terms of relevant materials, technologies, and services, collect and verify specifications, prepare tendering documentation, and support the evaluation of proposed offers in the form of technical evaluations of proposals and guidance to the extent required by the project team and the government counterparts. Project CD-ROM in English, Russian and Uzbek including site descriptions, materials and techniques used, blueprints, results and summary presentations including photo documentation.
- 8 Construction equipment includes construction materials and technologies required for the energy efficiency-related reconstruction of six buildings and construction of two new buildings. Auditing equipment to measure energy performance of the eight buildings consists of gas meters, heat meters, water meters, temperature sensors with data loggers for indoor and outdoor monitoring, and computer and software for data collection from eight sites.
- 9 Mid-term evaluation and final evaluation; report on opportunities to mainstream energy efficiency into public administration practices in Uzbekistan; Publications of prototype designs for public buildings for technical audience; editing layout, and publication of project results in the form of a brochure, a summary for policy-makers, and a booklet.
- 10 Two round-table meetings for policy-makers on mainstreaming energy efficiency into the practice of public administration.
- 11 Annual financial audit for project
- 12 Cost-shared project vehicle for travel related to project management
- 13 Computer hardware and software for project unit, printer, projector
- 14 Sundries (office supplies and telecommunications)

ANNUAL WORKPLAN AND BUDGET FOR 2009

	<p>United Nations Development Programme Uzbekistan Year: 2009</p> <p>Project Number: 00070640 Award ID: 00057241</p> <p>Project Title: Promoting Energy Efficiency in Public Buildings in Uzbekistan</p>										
<p><u>EXPECTED OUTPUTS</u> <i>And baseline, indicators including annual targets</i></p>	<p><u>PLANNED ACTIVITIES</u> <i>List activity results and associated actions</i></p>	<p>TIMEFRAME</p>				<p>RESPONSIBLE PARTY <i>(i.e. code of implementing agency)</i></p>	<p>PLANNED BUDGET</p>				
		Q1	Q2	Q3	Q4	<p>Funding Source</p>		Account	Budget Description	Amount	
						Fund	Donor			budget for Y2009	
<p>Output 1: Reduced energy consumption and associated GHG emissions in new and existing buildings in the education and healthcare sectors Baseline: 1. Building codes and standards for public buildings are outdated and energy consumptions in buildings are significantly higher than international standards. There is no government organization that deals with energy efficiency measures in public buildings. Indicator: 1.1. Number of approved energy efficient building codes and standards for public buildings Indicator 1.2 Institutional strengthening, at least one Department on energy efficient building codes established within the Gosarhitekstroy Indicator 1.3 One study tour for foreign country completed for key personnel of this department to familiarize with the Energy Efficient Regulations in buildings.</p>	<p>1 Activity Result New energy efficient standards and regulations applied to more than 2 million m2 of public space in the educational and healthcare sectors commissioned annually Action. Review and revise building codes for public buildings and other relevant norms and standards to incorporate mandatory provisions for integrated building design and energy performance standards Action. Establish an Energy Efficient Building Code Department within the State Committee on Architecture and Construction and train staff on the codes process</p>				X						
						62000	10003	71300	Local Consultants	3,650.00	
						62000	10003	71600	Travel	1,900.00	
						62000	10003	72100	Contr. Serv. - Companies	6,000.00	
						62000	10003	74200	Audio Visual&Print.img	2,000.00	

<p>Target: 1 At least 5 existing building codes and norms are revised; The first draft of proposal for the establishment of Energy Efficient Building Code Department prepared.</p> <p>Target: 1.1 At least 5 existing building codes and norms are revised; The first draft of proposal for the establishment of Energy Efficient Building Code Department prepared.</p> <p>Target 1.2 Institutional strengthening, at least one Department on energy efficient building codes established within the Gosarhitekstroy</p> <p>Target 1.3 One study tour for foreign country completed for key personnel of this department to familiarize with the Energy Efficient Regulations in buildings.</p> <p>Baseline: 2. Government is not aware of the current energy consumption in public buildings.</p> <p>Indicator: 2. Establishment of Mandatory Energy Audits and Certification Systems for energy performance.</p> <p>Target: 2. Analytical report on mandatory energy audit and certification system implementation strategy prepared.</p> <p>Baseline: 3. Training modules and educational programs on design of energy efficient buildings for practicing architects and engineers as well as for current students are not developed.</p> <p>Indicator: 3. Improved training modules and educational programs on energy efficient building codes and designs, and number and types of study programs introduced.</p> <p>Target: 3. At least two training workshops with architects and engineers are conducted one the discussion of context of proposed</p>						62000	10003	74500	Miscellaneous	250.00	
	TOTAL FOR ACTIVITY 1									13,800.00	
	<p>2 Activity Result Government is aware of performance in existing healthcare and educational facilities and can prioritize investments in efficiency</p> <p>Action. Design a study tour for key personnel in the Codes Office to relevant countries that are using audits and certificate schemes to support code compliance and/or monitor consumption in existing buildings</p>				X	000641	62000	10003	71200	Intern. Consultants	20,000.00
							62000	10003	74500	Miscellaneous	100.00
TOTAL FOR ACTIVITY 2									20,100.00		
<p>3 Activity Result Uzbek design and construction professionals have the capacity to design efficient buildings and manage their performance</p> <p>Action. Work with Tashkent State Technical University (TSTU) to expand its energy management programs at the bachelors and masters level to include a specialization in energy savings in buildings and include course content on energy savings in buildings</p>				X	000641	62000	10003	71300	Local consultants	1,250.00	
						62000	10003	74500	Miscellaneous	50.00	
TOTAL FOR ACTIVITY 3									1,300.00		
<p>5 Activity Result Project findings provided regarding efficient buildings influence construction practices and public administration practices. Best practices disseminated</p>				X	000641	62000	10003	71400	Contr. Serv - Ind.	2,000.00	

<p>training modules and Energy Efficient Building curricula for degree study programs.</p> <p>Baseline: 4. Low awareness of Integrated Building Design Approaches.</p> <p>Indicator: 4. Implementation of pilot demonstration sites based on integrated building design approaches.</p> <p>Target: 4. Concept of Integrated Building Design Approaches prepared and approved.</p> <p>Baseline: 5. Current tendering, construction programs, procurement regulations, and budgetary allocations do not provide incentives for using energy more efficiently.</p> <p>Indicator: 5. Adoption of new practices in construction and public administration.</p> <p>Target: 5. Justification report on inefficiency of current construction and tendering policies prepared and accepted by government.</p> <p>Related CP outcome: Obligations under international environmental conventions and agreements fulfilled through improved effectiveness of environment management and development of clean energy sources</p>	<p>across other sectors which are not directly targeted by the project</p> <p>Action. Work with the media and directly with major building constructors and owners to raise their awareness on economic, environmental and social benefits of integrated building design and on locally available and tested technologies, materials and other EE practices in buildings</p>									
								TOTAL ACTIVITY 5	2,500.00	
<p>6 Activity Result Project management</p>				X	000641			71400	Contr. Serv. - Ind.	17,000.00
								72800	Equipment & Furniture	2,500.00
								72400	Communic.	680.00
								73500	Remburs. cost	1,500.00
						04000	00012	74500	Miscellaneous	200.00
								TOTAL FOR ACTIVITY 6	21,880.00	
TOTAL									59,580.00	

Prepared by _____ R. Baykhanova, EEU Climate Change Specialist

Cleared by _____ A. Abdurahmanov, Head of EEU

Unit _____ Finance

VII. ANNEXES

Annex 1. Universal Price List

Annex 2. Risk Analysis

Annex 3. Terms of Reference

Annex 4. Approved FSP proposal

ANNEX 1. Universal Price List

Valid as of 01 March 2009

UNDP 2009 Universal Price List For Country Office Services to UN Agencies and Programmes



(For Country Office Cost Bands, refer to page 3 of this document)

Service ¹ (see service notes overleaf)	High Cost	Mid-High Cost	Mid-Low Cost	Low Cost
Payment Process ²	23.75	16.88	12.99	9.30
Issue check only (Atlas Agencies)	6.81	4.83	3.70	2.65
Vendor profile only (Atlas Agencies only)	10.88	7.66	5.89	4.19
Staff selection and recruitment process	373.80	252.85	196.09	134.75
Advertising (20%)	74.76	50.57	39.21	26.95
Short-listing (40%)	149.52	101.14	78.41	53.90
Interviewing (40%) ³	149.52	101.14	78.41	53.90
Staff HR & Benefits Administration & Management ⁴ (one time fee, per staff Service incl. contract issuance, UNJPF/MP enrollment, payroll setup - Starting 2006 this price applies to the separation process as well)	134.42	96.22	73.59	53.29
Recurrent personnel management services: Staff Payroll & Banking Administration & Management ⁵ (per staff, per calendar year)	330.19	227.08	176.50	120.12
Payroll validation, disbursement (35%)	118.72	79.48	61.78	42.04
Performance evaluation (30%)	101.76	68.12	52.95	36.04
Extension, promotion, entitlements (30%)	101.76	68.12	52.95	36.04
Leave monitoring (5%)	16.96	11.35	8.83	6.01
Consultant recruitment	140.33	106.70	81.65	60.02
Advertising (20%)	29.87	21.34	16.33	11.80
Short-listing & selection (40%)	59.73	42.68	32.66	23.61
Contract issuance (40%)	59.73	42.68	32.66	23.61
Issue/Renew IDs (UN LP, UN ID, etc.)	28.72	20.47	15.67	11.31
Local driver's licenses (full process)	37.01	26.47	20.25	14.65
Accreditation w. government	37.01	26.47	20.25	14.65
Vehicle registration (full process)	37.01	26.47	20.25	14.65
Visa request (excl. government fee)	25.78	18.13	13.99	9.93
Ticket request (booking, purchase)	31.30	22.13	16.98	12.16
Travel authorization	25.78	18.13	13.99	9.93
Hotel reservation	13.81	9.99	7.62	5.57
F10 settlement	17.12	12.08	9.27	6.63
Procurement process involving CAP (and/or ITB, RFP requirements) ⁶	204.62	202.81	156.57	109.42
Identification & selection (50%) ⁷	147.31	101.41	78.28	54.71
Contracting/issue purchase order (25%)	73.65	50.70	39.14	27.35
Follow-up (25%)	73.65	50.70	39.14	27.35
Procurement not involving CAP (low value procurement, local)	89.94	62.80	48.18	34.47
Identification & selection ⁸ (50%)	44.47	31.40	24.09	17.23
Issue purchase order (25%)	22.23	15.70	12.05	8.62
Follow-up (25%)	22.23	15.70	12.05	8.62
Disposal of equipment ⁹	124.11	86.48	66.57	47.05
Custom clearance	45.85	31.93	24.58	17.36
Shipment arrangement	76.60	54.59	41.80	30.15
Fellowship package (per participant)	83.07	58.89	45.26	32.18
AR Management Process (create/apply receivable pending item- Atlas Agencies Only)	9.57	6.82	5.22	3.77

ANNEX 2. Risk Analysis

#	Description	Date Identified	Type	Impact & Probability	Countermeasures/Mngt response	Owner	Submitted, updated by	Last Update	Status
1	Lack of governmental commitment to revise and introduce more stringent energy efficient building norms and standards	December 2008	Political	Low. The risk will negatively impact the result of the Target 1	The Government of Uzbekistan recognizes the need for energy efficiency improvements in buildings. As per Article 3 of the Urban Building Codex, the Committee for Architecture and Construction developed and approved a schedule for regular revisions of building norms and standards up until 2010. The Government has requested GEF support to help ensure that the next scheduled revisions are in line with international best practices on building energy efficiency	Project Manager	Rano Baykhanova		
2	Lack of motivation among public facilities managers (Ministry of Health and Education) to deal with energy efficiency	December 2008	Operational	Low. The risk will negatively impact the result of the Target 4 and Target 5	The project will introduce new regulations making energy audits and a system of energy managers mandatory for all targeted public buildings.	Project Manager	Rano Baykhanova		
3	Subsidized prices for energy on the domestic market will reduce the willingness of project stakeholders to save energy	December 2008	Financial	Low. The risk will negatively impact the result of the Target 1 and Target 2	The government has increased prices for both heat and power consistently over the past 5 years, and there is no evidence to indicate that this trend will change. In addition, the export price of natural gas (which will directly provide heat to 50% of all new school and hospital construction through 2015) is very high, leading to an incentive to free up natural gas resources for export.	Project Manager	Rano Baykhanova		
4	Low level of knowledge and skills among local	December 2008	Institutional	Medium. The risk will	The project will provide technical assistance to build	Project Manager	Rano Baykhanova		

	professionals to integrate energy efficiency in building design and operations			negatively impact the result of the Target 3 and Target 4	capacities of various local stakeholders involved in building design, construction and operation will constitute the major part of the project. This technical assistance will be provided through a “learning-by-doing” approach whereby local specialist will work together with international consultants to design and operate pilot EE projects in public buildings.				
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ANNEX 3. Terms of Reference for key project personnel

1. Project Manager

I. Position Information	
Position Title:	Project Manager
SC range:	SC-9
Project Title:	Promoting Energy Efficiency in Public Buildings in Uzbekistan
Duration of the service:	6-months, with possible extension
Work status	Full-time
Reports To:	Head of Environment and Energy Unit

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under direct supervision of the Head of Environment and Energy Unit, the Project Manager is fully responsible for operational and programmatic management of the project according to the project document, UNDP and GEF corporate rules and procedures and for fulfilling the following functions.</p>

III. Functions / Key Outputs Expected
<ul style="list-style-type: none">• Responsible for day-to-day management, administration and decision-making for the project;• Oversees strategic planning process for the project and ensures its implementation in accordance with the signed project document;• Responsible for ensuring that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost;• Manage the realization of project outputs through activities;• Ensures that project contributes to the promotion of gender equality by reaching, involving and benefiting both women and men in its activities (gender mainstreaming);• Provide direction and guidance to project team(s)/ responsible party (ies);• Identifies partnership strategies with regard to providers of specialised expertise and possible co-financiers, and assists in resource mobilisation for project components;• Identify and obtain any support and advice required for the management, planning and control of the project;• Liaise with any suppliers;• Perform other duties related to the scope of work of the PM as required <p>Running a project</p> <ul style="list-style-type: none">• Plan the activities of the project and monitor progress against the initial quality criteria;• Mobilize goods and services to initiative activities, including drafting TORs and work specifications;

- Manage requests for the provision of financial resources by UNDP, using advance of funds, direct payments, or reimbursement;
- Manage and monitor the project risks, submit new risks to the Project Board for consideration and decision on possible actions if required; update the status of these risks by maintaining the Project Risks Log;
- Be responsible for managing issues and requests for change by maintaining an Issues Log;
- Prepare the quarterly and annual financial and progress reports and submit the reports to the Project Board, UNDP and GEF;
- Monitors the implementation of project components, analyses problems that hamper their implementation and takes appropriate measures to ensure timely delivery of required inputs and achievement of project-wide results;
- Monitors and reports to UNDP and GEF on all financial and procurement matters of the project, including proper utilization of funds and delivery, budget revisions, availability of funds, reconciliation of accounts, establishment of internal control mechanisms. Acts as a focal point to liaise with auditors and ensures follow-up actions. Ensures the accuracy and reliability of financial information and reporting;
- Monitors and facilitates advocacy and mass media outreach activities, writing of success stories, newspapers coverage, PR campaigns;
- Organize workshops, seminars and round tables to introduce project outputs to all stakeholders involved. Render support to related UNDP thematic activities such as publications, sharing of knowledge and group discussions;
- Liaises with other UNDP and UNDP-GEF funded projects to implement possible synergies.

Closing a Project

- Ensure proper operational, financial and programmatic closure of the project;
- Prepare Final Project Review Reports to be submitted to the Project Board and the Outcome Board;
- Identify follow-on actions and submit them for consideration to the Project Board; Manage the transfer of project deliverables, documents, files, equipment and materials to national beneficiaries;
- Prepare final CDR for signature by UNDP and the Implementing Partner.

2. Administrative and Finance Assistant

I. Position Information	
Position Title:	Administrative and Finance Assistant
SC range:	SC-6
Project Title:	Promoting Energy Efficiency in Public Buildings in Uzbekistan
Duration of the service:	6-months, with possible extension
Work status	Full-time
Reports To:	Project Manager

II. Background

The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building

capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under direct supervision of Project Manager, AFA is fully responsible for operational and programmatic management of the project according to the project document, UNDP and GEF corporate rules and procedures and for fulfilling the following functions.

III. Functions / Key Outputs Expected

- Be responsible for logistics, procurement, finance and recruitment for the project, in accordance with corporate UNDP/GEF rules and regulations;
- Prepare all financial and administrative documents related to the project implementation;
- Develop quarterly and annual budget plans for recruitment of personnel; maintain financial records and monitoring systems to record and reconcile expenditures, balances, payments and other data for day-to-day transaction and reports;
- Advise and assist Project staff, experts and consultants on all respects of allowances, salary advances, travel claims and other financial and administrative matters, and calculate and authorize payments due for claims and services;
- Prepare detailed cost estimates and participates in budget analysis and projections as required to handle all financial operations of the project office and reconcile all accounts in required time frame;
- Maintain, update and transmit inventory records of non-expendable equipment in accordance with UNDP/GEF rules;
- Perform cash custodian's duties being primarily responsible for project's cash disbursements and maintain project's petty cash book and payrolls related to the regional offices;
- Ensure leave monitoring of project staff, check the accuracy and proper completion of monthly leave reports;
- Analyze the potential problems concerning administrative-financial issues and take respective measures to provide adequate project's resources in time for implementation of the project activities;
- Define the cost-effective measures for optimal use of resources of the project;
- Ensure full compliance of administrative and financial processes and financial records with UNDP/GEF rules, regulations, policies and strategies;
- Encourage awareness of and promotion of gender equality among project staff and partners;
- Perform other duties related to personnel, administrative and financial issues of project as required.

IV. Recruitment Qualifications

Education:	Higher education in any of the following areas: Economics, Finance, Business administration, Management or a related field.
Experience:	At least 3-years relevant experience. Working experience in international organizations is an advantage.
Language Requirements:	Fluency in English, Russian and Uzbek
Others:	Strong analytical, communication and management skills, result and client-orientation, ability to work in a team; Ability to work under pressure and with tight deadlines, ethics and honesty; Ability to use information and communication technology as a tool and resource; Experience in handling web-based management systems

	Ability to handle multiple tasks simultaneously and ability to prioritize
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3. Task Manager 1 Revision of existing building codes and standards

I. Position Information	
Position Title:	Task Manager
SC range:	SC-8
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Project Component:	Component 1: Revised Building Codes and Standards
Duration of the service:	6 month (with possible extension subject to satisfactory performance)
Work Status:	full time
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under the guidance and supervision of the Project Manager, the Task Manager provides operational services ensuring high quality, accuracy and consistency of work. The Task Manager works in close collaboration with the Government Counterparts, project, operations, and Programme’s staff in the CO staff to exchange information and ensure consistent service delivery, and undertake day-to-day responsibility for operational support services for the satisfactory achievement of the project outputs.</p>

III. Functions / Key Outputs Expected
<p>Under the overall supervision of the PM, Task Manager will perform the following duties:</p> <ul style="list-style-type: none"> • Ensures smooth and timely delivery of operational support services in accordance with work plans; analyses potential problems and takes appropriate measures to ensure timely delivery of agreed inputs. Defines cost-effective measures for optimal utilization of resources; • Keeps fully conversant with ongoing and planned project component activities to facilitate realistic planning of operational support services; works closely with relevant staff of UNDP office, consults with Government officials to ensure timely and efficient provision of assistance; • Be responsible for the satisfactory achievement and implementation of the project outputs related to revision of building codes and standards; • Be responsible for ensuring timely and accurate completion of all procedures related to procurement of necessary inputs for the implementation of relevant component activities;

- Work closely with State Committee on architecture and construction of Uzbekistan (Gosarhitektstroy) responsible staff and coordinate activities of national consultants to be hired for the elaboration of unified information system;
- Plan and execute a program of trainings and workshops for the Gosarhitektstroy’s staff and entrepreneurs in the regions;
- Support the Project Manager in identifying possible social and economic impact of the project for the beneficiaries;
- Participate in planning and development of analytical reports, business guides and other deliverables aimed at enhancing public awareness on the role results of the project;
- Plan and implement the work in accordance with the overall work-plan using both human and financial resources available in the most effective/efficient way;
- Assist the Project Manager in identifying partnership strategies with initiative stakeholders;
- Advise on and contribute to improvement of Project activities;
- Contribute in organizing various PR events including roundtable discussions, workshops, exhibitions and trainings;
- Ensure compliance with UNDP and Gosarhitektstroy procedures;
- Perform other duties and responsibilities as required.

IV. Recruitment Qualifications	
Education:	Advanced university degree (Master) in any of the following areas: Management, Economics, Finance and Business Administration.
Experience:	At least 3 years of progressively responsible experience in operations (finance/budget, human resources and general administration). Work experience in any international organization is an advantage.
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	Strong managerial and communication skills, client-orientation, ability to work in a team; Initiative, analytical judgement, ability to work under pressure, ethics and honesty; Ability to use information and communication technology as a tool and resource; Knowledge of spreadsheet and database packages, experience in handling of web based management systems.

4. Task Manager 2 Mandatory audits and energy management system, construction and retrofitting of demonstration buildings

I. Position Information	
Position Title:	Task Manager
SC range:	SC-8
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Project Component:	Components 2 and 4: “Mandatory Audits and Energy Management” and “Demonstration Buildings”
Duration of the service:	6 month (with possible extension subject to satisfactory performance)
Work Status:	full time
Reports To:	Project Manager

II. Background

The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under the guidance and supervision of the Project Manager, the Task Manager provides operational services ensuring high quality, accuracy and consistency of work. The Task Manager works in close collaboration with the Government Counterparts, project, operations, and Programme’s staff in the CO staff to exchange information and ensure consistent service delivery, and undertake day-to-day responsibility for operational support services for the satisfactory achievement of the project outputs.

III. Functions / Key Outputs Expected

Under the overall supervision of the PM, Task Manager will perform the following duties:

- Ensures smooth and timely delivery of operational support services in accordance with work plans; analyses potential problems and takes appropriate measures to ensure timely delivery of agreed inputs. Defines cost-effective measures for optimal utilization of resources;
- Keeps fully conversant with ongoing and planned project component activities to facilitate realistic planning of operational support services; works closely with relevant staff of UNDP office, consults with Government officials to ensure timely and efficient provision of assistance;
- Be responsible for the satisfactory achievement and implementation of the project outputs related to mandatory audits and energy management and project demonstration buildings;
- Be responsible for ensuring timely and accurate completion of all procedures related to procurement of necessary inputs for the implementation of relevant component activities;
- Work closely with State Committee on architecture and construction of Uzbekistan (Gosarhitektstroy) responsible staff and coordinate activities of national consultants to be hired for the elaboration of unified information system;
- Plan and execute a program of trainings and workshops for the Gosarhitektstroy’s staff and entrepreneurs in the regions;
- Support the Project Manager in identifying possible social and economic impact of the project for the beneficiaries;
- Participate in planning and development of analytical reports, business guides and other deliverables aimed at enhancing public awareness on the role results of the project;
- Plan and implement the work in accordance with the overall work-plan using both human and financial resources available in the most effective/efficient way;
- Assist the Project Manager in identifying partnership strategies with initiative stakeholders;
- Advise on and contribute to improvement of Project activities;
- Contribute in organizing various PR events including roundtable discussions, workshops, exhibitions and trainings;

- Ensure compliance with UNDP and Gosarhitekstroy procedures;
- Perform other duties and responsibilities as required.

IV. Recruitment Qualifications

Education:	Advanced university degree (Master) in any of the following areas: Management, Economics, Finance and Business Administration.
Experience:	At least 3 years of progressively responsible experience in operations (finance/budget, human resources and general administration). Work experience in any international organization is an advantage.
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	Strong managerial and communication skills, client-orientation, ability to work in a team; Initiative, analytical judgement, ability to work under pressure, ethics and honesty; Ability to use information and communication technology as a tool and resource; Knowledge of spreadsheet and database packages, experience in handling of web based management systems.

5. Task Manager 3 Training, education and outreach programmes, and dissemination activities

I. Position Information

Position Title:	Task Manager
SC range:	SC-8
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Project Component:	Components 3 and 5: “Training and education” and “Outreach and Information Dissemination”
Duration of the service:	6 month (with possible extension subject to satisfactory performance)
Work Status:	full time
Reports To:	Project Manager

II. Background

The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under the guidance and supervision of the Project Manager, the Task Manager provides operational services ensuring high quality, accuracy and consistency of work. The Task Manager works in close collaboration with the Government Counterparts, project, operations, and

Programme's staff in the CO staff to exchange information and ensure consistent service delivery, and undertake day-to-day responsibility for operational support services for the satisfactory achievement of the project outputs.

III. Functions / Key Outputs Expected

Under the overall supervision of the PM, Task Manager will perform the following duties:

- Ensures smooth and timely delivery of operational support services in accordance with work plans; analyses potential problems and takes appropriate measures to ensure timely delivery of agreed inputs. Defines cost-effective measures for optimal utilization of resources;
- Keeps fully conversant with ongoing and planned project component activities to facilitate realistic planning of operational support services; works closely with relevant staff of UNDP office, consults with Government officials to ensure timely and efficient provision of assistance;
- Be responsible for the satisfactory achievement and implementation of the project outputs related to training and education and outreach/information dissemination;
- Be responsible for ensuring timely and accurate completion of all procedures related to procurement of necessary inputs for the implementation of relevant component activities;
- Work closely with State Committee on architecture and construction of Uzbekistan (Gosarhitektstroy) responsible staff and coordinate activities of national consultants to be hired for the elaboration of unified information system;
- Plan and execute a program of trainings and workshops for the Gosarhitektstroy's staff and entrepreneurs in the regions;
- Support the Project Manager in identifying possible social and economic impact of the project for the beneficiaries;
- Participate in planning and development of analytical reports, business guides and other deliverables aimed at enhancing public awareness on the role results of the project;
- Plan and implement the work in accordance with the overall work-plan using both human and financial resources available in the most effective/efficient way;
- Assist the Project Manager in identifying partnership strategies with initiative stakeholders;
- Advise on and contribute to improvement of Project activities;
- Contribute in organizing various PR events including roundtable discussions, workshops, exhibitions and trainings;
- Ensure compliance with UNDP and Gosarhitektstroy procedures;
- Perform other duties and responsibilities as required.

IV. Recruitment Qualifications

Education:	Advanced university degree (Master) in any of the following areas: Management, Economics, Finance and Business Administration.
Experience:	At least 3 years of progressively responsible experience in operations (finance/budget, human resources and general administration). Work experience in any international organization is an advantage.
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	Strong managerial and communication skills, client-orientation, ability to work in a team; Initiative, analytical judgement, ability to work under pressure, ethics and honesty; Ability to use information and communication technology as a

	tool and resource; Knowledge of spreadsheet and database packages, experience in handling of web based management systems.
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6. International Consultant/Architect and Designer

I. Position Information	
Position Title:	International consultant/Architect and designer
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	76 weeks of total work
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under the direct supervision of the Project Manager, overall guidance of UNDP’s Head of Environment & Energy Unit and in close cooperation with other International and National Consultants, the International Consultant/Architect and designer of EE buildings (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:</p>

III. Functions / Key Outputs Expected
<ul style="list-style-type: none"> • Provide advice on development of improved energy performance codes of Integrated Building Design; • Technical oversight over Integrated Building Design pilot projects construction and monitoring, including consultant coordination and site inspections for project demonstration buildings; • Act as trainer for training workshops for architects and engineers on Integrated Building Design, as well as EE building educational curricula in universities; • Define capacity building needs for effective construction of EE public buildings and develop the corresponding recommendation for the full project developed; • Suggest successful institutional models and best practices on application of the integrated building design approach, particularly models and practices that have been successful in the CIS region; • Propose institutional arrangements for effective promotion and incorporation of EE building codes, standards, and norms; • Analyze building codes applied to design and construction of public buildings as well as other norms and standards related to promotion of integrated building design approach • Assess the scope, feasibility and capacities for implementing integrated building design approaches at the national context; • Define barriers to effective promotion of EE in public buildings and integrated

- building design approach including capacity barriers;
- Suggest international best practices on the integrated building design approach and energy performance standards in building construction sectors.

IV. Recruitment Qualifications	
Education:	<ul style="list-style-type: none"> • At least Masters Degree in architecture or construction engineering; • Academic qualification in building construction energy, preferably with specialization design and construction of public buildings. He/she must have knowledge of the integrated building design.
Experience:	<ul style="list-style-type: none"> • At least ten (10) years of working experience as a specialist in the field of design and construction of energy efficient buildings, working knowledge of the relevant application of renewable energy technologies/systems and bioclimatic design will be an asset; • Sound practical experience in implementation and monitoring of pilot and demonstration projects related to design and construction of EE in buildings.
Language Requirements:	Proficiency in English, excellent analytical and presentation skills; preferably knowledge of written and spoken Russian and/or Uzbek language.
Others:	<ul style="list-style-type: none"> • Good understanding of local construction materials and practices. • Outstanding time-management, organizational and interpersonal skills.

7. International Consultant/Building Code Expert

I. Position Information	
Position Title:	International consultant/Building Codes Expert
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	36 weeks of total work
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under the direct supervision of the Project Manager, overall guidance of UNDP’s Head of</p>

Environment & Energy Unit and in close cooperation with other International and National Consultants, the International Consultant/Building Code Expert (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:

III. Functions / Key Outputs Expected

- Support the State Committee on architecture and construction of Uzbekistan in drafting the new energy performance related codes and incorporation of international best practices;
- Provide specific comments on the findings and identify any areas where there may be insufficient information to support the development of project activities in the area of building codes reform, including enforcement and training;
- Suggest international best practices on efficient building codes that are applicable to Uzbekistan in reduction of GHG due to introduction of EE building approach;
- Identify “lessons learned” and potential risks from code-related projects, both in the CIS and in other regions;
- Assess the feasibility and completeness of the proposed project activities in support of building codes reform, including the development and acceptance of new codes, enforcement, and training.

IV. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> • Academic qualification in the field of energy, engineering, architecture, or construction.
Experience:	<ul style="list-style-type: none"> • At least fifteen (15) years of working experience as a specialist in the field of building codes and efficient buildings; • Good comprehension of the Energy Efficiency issues, procedures for introduction and enactment of the new building codes (SNiP), providing basis for achievement of project goals; • Practical experience in implementation and monitoring of model building codes; • Working experience in CIS countries in the area of building codes; • Strong awareness of international best practice in the field of building codes.
Language Requirements:	Proficiency in English; preferably proficiency in written Russian
Others:	<ul style="list-style-type: none"> • Good understanding of local construction materials and practices. • Outstanding time-management, organizational and inter-personal skills.

8. International Consultant/Energy and Certification Expert

I. Position Information

Position Title:	International consultant/Energy and certification expert
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit

Duration of the service: Reports To:	35 weeks of total work Project Manager
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II. Background

The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under the direct supervision of the Project Manager, overall guidance of UNDP’s Head of Environment & Energy Unit and in close cooperation with International and National Consultants, the International Consultant/Energy and Certification Expert (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:

III. Functions / Key Outputs Expected

- Expert consultant in developing improved building energy performance standards and codes including calculation methodologies.
- Support for developing standardized building material and building energy certification and labels.
- Assistance to develop strategies for the uptake and handling of the new standards, codes, certification procedures and labels.
- Consultant for training workshops for architects and engineers.
- Expert consultant for developing training courses for building auditors, architects and engineers;
- Study reports and recommendations of experts’ work group and International Consultants on determination of the situation with energy effective buildings in relevant sectors, legislative, guiding, technical and informational materials, related to institutional system and normative-technical regulation in building sector of Uzbekistan in order to Promote Energy Efficiency in Public Buildings;
- Prepare review on certification system of the dwelling and public houses in international and national practice;
- Prepare recommendations on strengthening certification on energy consumption in Buildings for the decision making persons;
- Coordinate prepared recommendations on strengthening requirements with relevant organizations and structures;
- Seek approval and enactment of the agreed recommendations;
- Achieving and documenting of analytical researches on planned sector.

IV. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> • Master Degree in environment, engineering or closely related field; • Academic degree is an asset;
Experience:	<ul style="list-style-type: none"> • Work experience in the development of the building codes - at least 5 years; • Good comprehension of the Energy Efficiency issues,

	<p>procedures for introduction and enactment of the new building codes (SNIP), providing basis for achievement of the project goals;</p> <ul style="list-style-type: none"> • Experience of analytical work and/or work at international projects;
Language Requirements:	Proficiency in English; preferably proficiency in written Russian
Others:	<ul style="list-style-type: none"> • Good understanding of local construction materials and practices. • Outstanding time-management, organizational and interpersonal skills.

9. International Consultant/Civil Engineer

I. Position Information	
Position Title:	International consultant/Civil Engineer
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	18 weeks of total work
Work status:	Part time
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under the direct supervision of the Project Manager, overall guidance of UNDP’s Head of Environment & Energy Unit and in close cooperation with International and National Consultants, the Civil Engineer (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:</p>

III. Functions / Key Outputs Expected
<ul style="list-style-type: none"> • Provide advice on development of improved energy performance codes of Integrated Building Design; • Advice on civil engineering planning following Integrated Building Design methodologies for project demonstration buildings; • Act as trainer for training workshops for architects and engineers on Integrated Building Design, as well as EE building educational curricula in universities; • Define capacity building needs for effective construction of EE public buildings and develop the corresponding recommendation for the full project developed; • Suggest successful institutional models and best practices on application of the integrated

<p>building design approach, particularly models and practices that have been successful in the CIS region;</p> <ul style="list-style-type: none"> Propose institutional arrangements for effective promotion and incorporation of EE building codes, standards, and norms; Analyze building codes applied to design and construction of public buildings as well as other norms and standards related to promotion of integrated building design approach; Suggest international best practices on the integrated building design approach and energy performance standards in building construction sectors.

IV. Recruitment Qualifications	
Education:	<ul style="list-style-type: none"> At least Masters Degree in Civil engineering; Academic qualification in building construction energy, preferably with specialization design and construction of public buildings. He/she must have knowledge of the integrated building design.
Experience:	<ul style="list-style-type: none"> At least ten (10) years of working experience as a specialist in the field of building construction and planning; Sound practical experience in implementation and monitoring of pilot and demonstration projects related to design and construction of EE in buildings.
Language Requirements:	Proficiency in English, excellent analytical and presentation skills; preferably knowledge of written and spoken Russian and/or Uzbek language.
Others:	<ul style="list-style-type: none"> Good understanding of local construction materials and practices. Outstanding time-management, organizational and interpersonal skills.

10. International Consultant/Electro Mechanical Engineer

I. Position Information	
Position Title:	International consultant/Electro Mechanical Engineer
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	12 weeks of total work
Work status	Part time
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated</p>

building design approach through demonstration projects.

Under the direct supervision of the Project Manager, overall guidance of UNDP's Head of Environment & Energy Unit and in close cooperation with International and National Consultants, the International Consultant/Electro Mechanical Engineer (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:

III. Functions / Key Outputs Expected

- Provide advice on development of improved energy performance codes of Integrated Building Design;
- Advice on power consumption optimization following Integrated Building Design Approaches for project demonstration buildings;
- Act as trainer for training workshops for architects and engineers on Integrated Building Design, as well as EE building educational curricula in universities;
- Define capacity building needs for effective construction of EE public buildings and develop the corresponding recommendation for the full project developed;
- Suggest successful institutional models and best practices on application of the integrated building design approach, particularly models and practices that have been successful in the CIS region;
- Assess the scope, feasibility and capacities for implementing integrated building design approaches at the national context;
- Define barriers to effective promotion of EE in public buildings and integrated building design approach;
- Suggest international best practices on the integrated building design approach and energy performance standards in building construction sectors.

IV. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> • At least Masters Degree in Electro-mechanical engineering; • Academic qualification in building construction energy, preferably with specialization design and construction of public buildings. He/she must have knowledge of the integrated building design.
Experience:	<ul style="list-style-type: none"> • At least ten (10) years of working experience as a specialist in the field of energy efficient building and building rehabilitation including use of on-site Renewable Energy Sources; • Sound practical experience in implementation and monitoring of pilot and demonstration projects related to design and construction of EE in buildings.
Language Requirements:	Proficiency in English, excellent analytical and presentation skills; preferably knowledge of written and spoken Russian and/or Uzbek language.
Others:	<ul style="list-style-type: none"> • Good understanding of local construction materials and practices. • Outstanding time-management, organizational and interpersonal skills.

11. International Consultant/Building Physics Engineer

I. Position Information

Position Title:	International consultant/Building Physics Engineer
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Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	12 weeks of total work
Work status:	Part time
Reports To:	Project Manager

II. Background

The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under the direct supervision of the Project Manager, overall guidance of UNDP’s Head of Environment & Energy Unit and in close cooperation with International and National Consultants, the International Consultant/Building Physics Engineer (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:

III. Functions / Key Outputs Expected

- Provide advice on development of improved energy performance codes of Integrated Building Design;
- Consult for building physics following Integrated Building Design methodologies for project demonstration sites;
- Act as trainer for training workshops for architects and engineers on Integrated Building Design, as well as EE building educational curricula in universities;
- Define capacity building needs for effective construction of EE public buildings and develop the corresponding recommendation for the full project developed;
- Suggest successful institutional models and best practices on application of the integrated building design approach, particularly models and practices that have been successful in the CIS region;
- Propose institutional arrangements for effective promotion and incorporation of EE building codes, standards, and norms;
- Study legislative, guiding, methodological, technical and informational materials, regarding energy saving and efficiency in energy sector;
- Develop supplementary measures to the strategy, which was proposed with UNDP project document “Promoting Energy Efficiency in Public Buildings in Uzbekistan”;
- Achieving and documenting of analytical researches in planned sector.

IV. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> • At least Masters Degree in Building Physic Engineering; • Academic qualification in building construction energy, preferably with specialization design and construction of public buildings. He/she must have knowledge of the integrated building design.
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Experience:	<ul style="list-style-type: none"> • At least eight (8) years of working experience as a specialist in the field of in energy efficient building and building rehabilitation; • Sound practical experience in implementation and monitoring of pilot and demonstration projects related to design and construction of EE in buildings.
Language Requirements:	Proficiency in English, excellent analytical and presentation skills; preferably knowledge of written and spoken Russian and/or Uzbek language.
Others:	<ul style="list-style-type: none"> • Good understanding of local construction materials and practices. • Outstanding time-management, organizational and interpersonal skills.

12. International Consultant/Energy and GHG Monitoring Specialist for buildings

I. Position Information	
Position Title:	International consultant/Energy and GHG Monitoring Specialist for buildings
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	8 weeks of total work
Work status:	Part time
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under the direct supervision of the Project Manager, overall guidance of UNDP’s Head of Environment & Energy Unit and in close cooperation with International and National Consultants, the International Consultant/Energy and GHG Monitoring Specialist for buildings (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:</p>

III. Functions / Key Outputs Expected
<ul style="list-style-type: none"> • Develop recommendations and support establishment of energy and GHG monitoring system in building sector; • Assess level of energy consumption in the existing public buildings based on the information collected by local experts; • Identify negative impacts on environment due to high levels of energy consumption and energy inefficiency of the existing public buildings;

- Analyze opportunities for direct and indirect energy saving and GHG emission reductions from the introduction of integrated building design and new energy efficient norms for building construction and maintenance in public sector;
- Suggest international best practices on the GHG emission reduction due to introduction of EE building approach;
- Assess the integrated building design approach' capacities to reduce GHG emissions and to mitigate the adverse impact expected from climate change;
- Come up with direct and indirect GHG emission reduction estimate for project demonstration sites.

IV. Recruitment Qualifications	
Education:	<ul style="list-style-type: none"> • Academic qualification in environmental science, energy, or economics, with specialization in GHG emissions related aspects. He/she shall have knowledge of economics and/or energy economics.
Experience:	<ul style="list-style-type: none"> • Practical experience in implementation and monitoring of pilot and demonstration projects, working experience in developing countries and CIS countries is an asset; • Practical experience in financial and economic analysis and GHG emission reduction and carbon trade issues.
Language Requirements:	Proficiency in English, excellent analytical and presentation skills; preferably knowledge of written and spoken Russian and/or Uzbek language.
Others:	<ul style="list-style-type: none"> • Good understanding of local construction materials and practices. • Outstanding time-management, organizational and interpersonal skills.

13. Local consultant/Architect and Designer

I. Position Information	
Position Title:	Local consultant/Architect and Designer
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	260 weeks of total work
Reports To:	Project Manager

II. Background

The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under the direct supervision of the Project Manager and International Consultant/Architect and designer of EE buildings, overall guidance of other International consultants and in cooperation with a group of Local Consultants, the Architect/Designer (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:

III. Functions / Key Outputs Expected

- Provide recommendations on application of Integrated Building Design;
- Prepare tender documentation for building construction work;
- Ensure technical oversight over the process of construction of project demonstration buildings;
- Contribute to the development of educational curricula for university and act as trainer during training workshops for architects and engineers on Integrated Building Design;
- Achieving and documenting of analytical researches on planned sector.

Monitoring and reports:

- Operative state and progress of works will be monitored by the instrumentality of weekly work meetings on the ground of individual work plans by the relevant Task Manager of the Project;
- Final informational-technical report should be submitted for approval 3 days before completion of reporting period. Final informational-technical results on received results should be represented as instruction of the State Committee on architecture and construction of Uzbekistan (Gostarhitektstroy) to enact new building code (SNIP) on energy efficiency in buildings and the version of the new building code (SNIP) itself;
- Final report should be submitted in hard copy with signature of executor as well as on CD-R:
 - Text and informative tables in Word format;
 - Calculation tables (if such occurs) in Excel format;
- Inline illustrations should be embedded in text as objects. If these illustrations are in JPEF format, there should be also English version of legend.

IV. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> • Master Degree in public buildings construction and design or related area; • Academic degree is an asset.
Experience:	<ul style="list-style-type: none"> • Work experience in development of the building code (SNIP) and other relevant norms and standards - at least 5 years; • Good comprehension of the Energy Efficiency issues, procedures for introduction and enactment of the new building codes (SNiP), providing basis for achievement of project goals; • Experience of analytical work and/or work at international projects;
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	<ul style="list-style-type: none"> • Sociability, ability to make decisions and work in collaboration with other members of team; • Excellent analytical and organizational skills; • Excellent computer skills (Microsoft Office).

14. Local consultant/Building Code Expert

I. Position Information

Position Title:	Local consultant/Building Code Expert
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Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	260 weeks of total work
Work status	260 weeks of total work
Reports To:	Project Manager

II. Background

The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under the direct supervision of Project Manager and in close collaboration with working team of national and international experts, Building Code Expert will perform the following functions:

III. Functions / Key Outputs Expected

- Study reports and recommendations of experts’ work group and International Consultants on determination of the situation with energy effective buildings in relevant sectors, legislative, guiding, technical and informational materials, related to institutional system and normative-technical regulation in building sector of Republic of Uzbekistan in order to Improve Energy Efficiency in Buildings;
- Prepare recommended version of the SNIP (building code) for decision making persons;
- Coordinate recommended SNIP (building code) with relevant organizations and structures;
- Seek approval and enactment of the agreed version of the SNIP (building code);
- Achieving and documenting of analytical researches on planned sector.

Monitoring and reports:

- Operative state and progress of works will be monitored by the instrumentality of weekly work meetings on the ground of individual work plans by the relevant Task Manager of the Project;
- Final informational-technical report should be submitted for approval 3 days before completion of reporting period. Final informational-technical results on received results should be represented as instruction of the State Committee on architecture and construction of Uzbekistan (Gostarhitektstroy) to enact new building code (SNIP) on energy efficiency in buildings and the version of the new building code (SNIP) itself;
- Final report should be submitted in hard copy with signature of executor as well as on CD-R:
 - Text and informative tables in Word format;
 - Calculation tables (if such occurs) in Excel format;
- Inline illustrations should be embedded in text as objects. If these illustrations are in JPEG format, there should be also English version of legend.

IV. Recruitment Qualifications

- | | |
|------------|--|
| Education: | • Master Degree in environment, engineering or closely |
|------------|--|

	related field; <ul style="list-style-type: none"> • Academic degree is an asset.
Experience:	<ul style="list-style-type: none"> • Work experience in development of the building code (SNIP) - at least 5 years; • Good comprehension of the Energy Efficiency issues, procedures for introduction and enactment of the new building codes (SNiP), providing basis for achievement of project goals; • Experience of analytical work and/or work at international projects;
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	<ul style="list-style-type: none"> • Sociability, ability to make decisions and work in collaboration with other members of team; • Excellent analytical and organizational skills; • Excellent computer skills (Microsoft Office).

15. Local consultant/EE training curricula development specialist

I. Position Information	
Position Title:	Local consultant/EE training curricula development specialist
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	208 weeks of total work
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under the direct supervision of Project Manager and in close collaboration with working team of national and international consultants of the project and with organizational-methodological assistance of CO-UNDP, EE training curricula development specialist will perform the following functions:</p>

III. Functions / Key Outputs Expected
<ul style="list-style-type: none"> • Contribute to the design of new educational curricula and teacher’s guide on EE building design; • Participate as a trainer in roll-out of the programme in first stage (along with relevant international consultants); • Prepare detailed work plan for all planned period;

- Study legislative, guiding, methodological and informational materials, regarding system of formal Higher Education System, including if relevant national colleges, lyceum, system of increasing qualification in building sector in sphere of Promoting Energy Efficiency in Public Buildings in Uzbekistan;
- Study plans, programmes, strategies of development of Uzbekistan and other relevant documentation;
- Analyze system of formal Higher Education, national colleges, lyceum, system of increasing qualification in building sector in sphere of Promoting Energy Efficiency in Public Buildings in Uzbekistan;
- Determine additional needs of system of formal Higher Education, national colleges, lyceum, system of increasing qualification in building sector in sphere of Promoting Energy Efficiency in Public Buildings in Uzbekistan;
- Develop supplementary measures to the strategy, which was proposed with UNDP project document “Promoting Energy Efficiency in Public Buildings in Uzbekistan”;
- Prepare and discuss report “Promoting Energy Efficiency in Public Buildings in Uzbekistan” with decision making persons and the public through system of formal education;
- Achieving and documenting of analytical researches in planned sector.

Monitoring and reports:

- Operative state and progress of works will be monitored by the instrumentality of weekly work meetings on the ground of individual work plans;
- Current state and progress of works will be reflected in monthly individual progressive informational-technical reports, Final informational-technical report should be submitted for approval 3 days before completion of reporting period;
- Final report on received results will be reflected as section in the corporative report on evaluation of condition and needs for design, building and maintenance of buildings in Uzbekistan in terms of Promoting Energy Efficiency in Public Buildings in Uzbekistan;
- Final report should contain full description of all stages of planned works and their fulfillment in accordance with work plan;
- Received results should be putted into shape of presentations for meetings and workshops, publications in popular science editions, as well as materials for site of the project;
- Periodical and final reports should be submitted in hard copies with signature of executor and in electronical version:
 - Text and informative tables in Word format;
 - Calculation tables (if such occurs) in Excel format;
- Inline illustrations should be embedded in text as objects. If these illustrations are in JPEG format, there should be also English version of legend..

IV. Recruitment Qualifications	
Education:	<ul style="list-style-type: none"> • Higher education in environmental field, techniques, natural science and/or building; • Academic degree is an asset.
Experience:	<ul style="list-style-type: none"> • Work experience in relevant fields - environmental science, climate change and use of supplementary equipment for improving energy efficiency - at least 3 years; • Work experience in educational - methodological departments of educational system at least 3 years; • Good comprehension of system of formal education for Improvement Energy Efficiency in buildings, Climate Change, Sustainable development and Gender aspects, providing basis for achievement of project goals • Experience of analytical work and/or work at international

	projects.
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	<ul style="list-style-type: none"> • Sociability, ability to make decisions and work in collaboration with other members of team; • Excellent analytical and organizational skills; • Excellent computer skills (Microsoft Office).

16. Local consultant/Energy and GHG monitoring specialist

I. Position Information	
Position Title:	Local consultant/Energy and GHG monitoring specialist
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	132 weeks of total work
Work status	132 weeks of total work
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under the direct supervision of Project Manager and in close collaboration with national and international consultants of the project and with organizational-methodological assistance of CO-UNDP, Energy and GHG monitoring specialist will perform the following functions</p>

III. Functions / Key Outputs Expected
<ul style="list-style-type: none"> • Review and analyze existing information sources; • Prepare detailed work plan for all planned period; • Study legislative, guiding, methodological and informational materials, regarding M&E of energy consumption and GHG emissions for buildings; • Study plans, programmes, strategies of development of Uzbekistan and other relevant documentation; • Analyze system of M&E of energy consumption and GHG emissions for buildings of Uzbekistan; • Determine additional needs of existing M&E system of energy consumption and GHG emissions for buildings of Uzbekistan; • Develop supplementary measures to the strategy, which was proposed with UNDP project document “Promoting Energy Efficiency in Public Buildings in Uzbekistan”; • Prepare and discuss report “Promoting Energy Efficiency in Public Buildings in Uzbekistan” with decision making persons and the public; • Achieving and documenting of analytical researches in planned sector.

Monitoring and reports:

- Operative state and progress of works will be monitored by the instrumentality of weekly work meetings on the ground of individual work plans;
- Current state and progress of works will be reflected in monthly individual progressive informational-technical reports, Final informational-technical report should be submitted for approval 3 days before completion of reporting period;
- Final report on received results will be reflected as section in the corporative report on evaluation of condition and needs for design, building and maintenance of buildings in Uzbekistan in terms of Promoting energy efficiency in public buildings;
- Final report should contain full description of all stages of planned works and their fulfilment in accordance with work plan;
- Received results should be putted into shape of presentations for meetings and workshops, publications in popular science editions, as well as materials for site of the project;
- Periodical and final reports should be submitted in hard copies with signature of executor and in electronic version:
 - Text and informative tables in Word format;
 - Calculation tables (if such occurs) in Excel format;
- Inline illustrations should be embedded in text as objects. If these illustrations are in JPEG format, there should be also English version of legend.

IV. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> • Higher education in environmental field, techniques or building; • Academic degree is an asset.
Experience:	<ul style="list-style-type: none"> • Work experience in relevant fields - environment, climate change - at least 5 years; • Good comprehension of regulatory/legislative issues on Energy efficiency, Climate Change, Sustainable development and Gender aspects, providing basis for achievement of project goals • Experience of analytical work and/or work at international projects.
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	<ul style="list-style-type: none"> • Sociability, ability to make decisions and work in collaboration with other members of team; • Excellent analytical and organizational skills; • Excellent computer skills (Microsoft Office).

17. Local consultant/Institutional Capacity Development Expert**I. Position Information**

Position Title:	Local consultant/Institutional Capacity Development Expert
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	208 weeks of total work
Work status	208 weeks of total work
Reports To:	Project Manager

II. Background

The buildings sector represents a key target for the energy-efficiency and mitigation policies of

Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under the direct supervision of Project Manager and in close collaboration with working team of national and international consultants of the project and with organizational-methodological assistance of CO-UNDP, Institutional Capacity Development Expert will perform the following functions:

III. Functions / Key Outputs Expected

- Prepare detailed work plan for all planned period;
- Study legislative, guiding, methodological, technical and informational materials, regarding institutional system and normative-technical regulation in building sector of Uzbekistan in sphere of Improving Energy Efficiency in Buildings;
- Study plans, programmes, strategies of development of Uzbekistan and other relevant documentation for institutional system and normative-technical regulation in building sector of Uzbekistan in sphere of Improving Energy Efficiency in Buildings;
- Analyze existing institutional system and normative-technical regulation in building sector of Uzbekistan in sphere of Improving Energy Efficiency in Buildings;
- Determine additional needs in considered system;
- Develop supplementary measures to the strategy, which was proposed with UNDP project document “Promoting Energy Efficiency in Public Buildings in Uzbekistan”;
- Prepare and discuss report “Promoting Energy Efficiency in Public Buildings in Uzbekistan” with decision making persons and the public through improving institutional system and normative-technical regulation in building sector of Uzbekistan;
- Achieving and documenting of analytical researches in planned sector.

Monitoring and reports:

- Operative state and progress of works will be monitored by the instrumentality of weekly work meetings on the ground of individual work plans;
- Current state and progress of works will be reflected in monthly individual progressive informational-technical reports, Final informational-technical report should be submitted for approval 3 days before completion of reporting period;
- Final report on received results will be reflected as section in the corporative report on evaluation of condition and needs for design, building and maintenance of buildings in Uzbekistan in terms of Improving energy efficiency in buildings;
- Final report should contain full description of all stages of planned works and their fulfilment in accordance with work plan;
- Received results should be putted into shape of presentations for meetings and workshops, publications in popular science editions, as well as materials for site of the project;
- Periodical and final reports should be submitted in hard copies with signature of executor and in electronic version:
 - Text and informative tables in Word format;
 - Calculation tables (if such occurs) in Excel format;
- Inline illustrations should be embedded in text as objects. If these illustrations are in JPEG format, there should be also English version of legend.

IV. Recruitment Qualifications	
Education:	<ul style="list-style-type: none"> • Higher education in environmental field and/or building; • Academic degree is an asset.
Experience:	<ul style="list-style-type: none"> • Work experience in relevant fields - environmental science, climate change and use of supplementary equipment for improving energy efficiency - at least 5 years; • Good comprehension of Energy Efficiency in buildings, Climate Change, Sustainable development and Gender aspects, providing basis for achievement of project goals • Experience of analytical work and/or work at international projects.
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	<ul style="list-style-type: none"> • Sociability, ability to make decisions and work in collaboration with other members of team; • Excellent analytical and organizational skills; • Excellent computer skills (Microsoft Office).

18. Local Consultant/PR Specialist

I. Position Information	
Position Title:	PR Specialist
SC range:	SC-6
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	1 year (with possible extension subject to satisfactory performance)
Work status	Full-time
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under direct supervision of the Project Manager and in close cooperation with Energy and Environment Unit Programme Specialists, PR specialist performs a variety of duties and responsibilities to establish and maintain cooperative relationships with government agencies, national and international economic research & analytical centers, international organizations, private sector, UN agencies and other development partners to keep them informed on Project activities and encourage for active partnership. The incumbent will undertake the following tasks and responsibilities.</p>

II. Functions / Key Outputs Expected

- Design and undertake promotional campaign to disseminate results of the project among municipalities, building industry professionals, other decision-makers and building occupants.
- Develop and implement the project PR strategy and annual plan of PR activities;
- Develop and submit to the Project Manager consideration of scenarios for the annual video clips, TV and radio airing programs;
- Coordinate the PR activity in the area of development and dissemination of a wide range of information and promotional materials to inform all stakeholders and promote Project's activities;
- In consultation with the Project Manager organize various PR events including roundtable discussions, workshops, seminars and forums;
- Maintain Project's web-portal to make sure that it is kept up-to-date and upload materials of the events according to set requirements;
- Liaise with UNDP Communication and Outreach Specialist to ensure regular and timely publicity of the Project's activities and outputs in the UNDP web-site;
- Develop and submit to the Project Manager recommendations on new feasible solutions and promotional materials for increasing overall visibility of the Project's activities;
- Report to the Project Manager on achieved results within PR and Outreach activities;
- Build and maintain close contact with representatives from print and broadcast mass media;
- Assist the Project Manager in organizing the workshops, seminars and round tables;
- Ensure wide coverage of the events in the media through involvement of representatives from print and broadcast mass media to these events;
- Prepare and publish the project newsletter, articles and press-releases on the Project's activities and accomplishments for national/international printed and electronic media;
- Ensure that all publications and promo-materials are designed in line with UNDP Style and Graphic Standards;
- Perform other duties as requested.

IV. Recruitment Qualifications

Education:	University Degree in public relations/economics/journalism obtained at recognized institutions or other academic distinction related to above requirements.
Experience:	At least 3 years of progressive work experience relevant to the above requirements, including experience of arranging and providing media coverage of round-tables/seminars. Working experience in international organizations is advantage. Experience in web content development is an asset
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	Strong analytical, communication and management skills, client-orientation, ability to work in a team; Initiative, analytical judgment, ability to work under pressure and with tight deadlines, ethics and honesty; Ability to use information and communication technology as a tool and resource; Ability to work in a team.

19. Local Consultant/Engineer

I. Position Information

Position Title:	Local consultant/Engineer
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	26 weeks of total work, full time
Reports To:	Project Manager

II. Background

The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under the direct supervision of Project Manager and in close collaboration with working team of national and international experts, Engineer will perform the following functions:

III. Functions / Key Outputs Expected

- Consult on application of Integrated Building Design for project demonstration sites and act as trainer during training workshops for architects and engineers on Integrated Building Design;
- Ensure technical oversight over the process of construction of project demonstration buildings;
- Contribute to the development of educational curricula for university and act as trainer during training workshops for architects and engineers on Integrated Building Design;
- Consultant for training workshops for architects and engineers.
- Achieving and documenting of analytical researches on planned sector.

Monitoring and reports:

- Operative state and progress of works will be monitored by the instrumentality of weekly work meetings on the ground of individual work plans by the relevant Task Manager of the Project;
- Final informational-technical report should be submitted for approval 3 days before completion of reporting period;
- Final report should be submitted in hard copy with signature of executor as well as on CD-R:
 - Text and informative tables in Word format;
 - Calculation tables (if such occurs) in Excel format;
- Inline illustrations should be embedded in text as objects. If these illustrations are in JPEG format, there should be also English version of legend.

IV. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> • Master Degree in engineering or closely related field; • Academic degree is an asset.
Experience:	<ul style="list-style-type: none"> • Work experience in building planning and construction - at least 8 years; • Experience of analytical work and/or work at international

	projects;
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	<ul style="list-style-type: none"> • Sociability, ability to make decisions and work in collaboration with other members of team; • Excellent analytical and organizational skills; • Excellent computer skills (Microsoft Office).

20. Local Consultant/Electro Mechanical Engineer

I. Position Information	
Position Title:	Local consultant/Electro Mechanical Engineer
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	26 weeks of total work, full time
Reports To:	Project Manager

II. Background
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under the direct supervision of the Project Manager and International Consultant/Architect and designer of EE buildings, overall guidance of other International consultants and in cooperation with a group of Local Consultants, Electro Mechanical Engineer (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:</p>

III. Functions / Key Outputs Expected
<ul style="list-style-type: none"> • Provide recommendations on application of Integrated Building Design; • Consult on application of Integrated Building Design for project demonstration sites; • Ensure technical oversight over the process of construction of project demonstration buildings; • Act as trainer during training workshops for architects and engineers on Integrated Building Design; • Achieving and documenting of analytical researches on planned sector. <p>Monitoring and reports:</p> <ul style="list-style-type: none"> ○ Operative state and progress of works will be monitored by the instrumentality of weekly work meetings on the ground of individual work plans by the relevant Task Manager of the Project; ○ Final informational-technical report should be submitted for approval 3 days before completion of reporting period; ○ Final report should be submitted in hard copy with signature of executor as well as on CD-R: <ul style="list-style-type: none"> - Text and informative tables in Word format;

- Calculation tables (if such occurs) in Excel format;
- Inline illustrations should be embedded in text as objects. If these illustrations are in JPEG format, there should be also English version of legend.

IV. Recruitment Qualifications	
Education:	<ul style="list-style-type: none"> • Master Degree in Electro-mechanical engineering or related area; • Academic degree is an asset.
Experience:	<ul style="list-style-type: none"> • At least 8 years experience in planning electro-mechanical installations for new building and building rehabilitation including sizing of systems and cost analysis; • Good comprehension of the Energy Efficiency issues; • Experience of analytical work and/or work at international projects;
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	<ul style="list-style-type: none"> • Sociability, ability to make decisions and work in collaboration with other members of team; • Excellent analytical and organizational skills; • Excellent computer skills (Microsoft Office).

21. Local Consultant/Construction materials and insulation specialist

I. Position Information	
Position Title:	Local consultant/Construction materials and insulation specialist
Type:	SSA contract
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	84 weeks of total work
Work status	Full-time
Reports To:	Project Manager

II. Background
<p>Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan” aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.</p> <p>Under the direct supervision of the Project Manager and International Consultant/Architect and designer of EE buildings, overall guidance of other International consultants and in cooperation with a group of Local Consultants, the Construction materials and insulation specialist (acting in his/her individual capacity) will be tasked with the following duties and responsibilities:</p>

III. Functions / Key Outputs Expected

- Make analysis on construction materials used in building construction sector;
- Collect information on local producers of construction materials;
- Propose locally available energy efficient materials that can be used for building construction;
- Develop a data-base and catalogue on best available materials and construction materials;
- Achieving and documenting of analytical researches on planned sector.

Monitoring and reports:

- Operative state and progress of works will be monitored by the instrumentality of weekly work meetings on the ground of individual work plans by the relevant Task Manager of the Project;
- Final informational-technical report should be submitted for approval 3 days before completion of reporting period.;
- Final report should be submitted in hard copy with signature of executor as well as on CD-R:
 - Text and informative tables in Word format;
 - Calculation tables (if such occurs) in Excel format;
- Inline illustrations should be embedded in text as objects. If these illustrations are in JPEG format, there should be also English version of legend.

IV. Recruitment Qualifications	
Education:	<ul style="list-style-type: none"> • Master Degree in civil engineering, construction or related area;
Experience:	<ul style="list-style-type: none"> • At least 10 years of work experience in the field; • Good comprehension of the Energy Efficiency issues; • Experience of analytical work and/or work at international projects;
Language Requirements:	Fluency in English, proficiency in Russian and Uzbek
Others:	<ul style="list-style-type: none"> • Sociability, ability to make decisions and work in collaboration with other members of team; • Excellent analytical and organizational skills; • Excellent computer skills (Microsoft Office).

22. Driver for project vehicle

I. Job Information	
Job title:	Driver
SC Grade:	SC-2
Project Title/Department:	Promoting Energy Efficiency in Public Buildings in Uzbekistan/ Environment and Energy Unit
Duration of the service:	
Work status (full time / part time):	6 month (with possible extension subject to satisfactory performance), full time
Reports to:	Project Manager (or AFA)

II. Background Information
<p>The buildings sector represents a key target for the energy-efficiency and mitigation policies of Uzbekistan as buildings account now for 49% of total energy consumption annually. The Government of Uzbekistan has embarked on a series of large-scale programmes for renovation and construction of public buildings, which include schools, colleges, kindergartens, hospitals, and athletic facilities. However, there is a need to further enhance building norms and practices, and factor in energy efficiency considerations into the design and construction process. The new full-sized GEF funded project “Promoting Energy Efficiency in Public Buildings in Uzbekistan”</p>

aims to promote energy efficiency of on-going and future state-funded construction and renovation programmes in Uzbekistan by revising building norms and standards, building capacity of relevant government authorities and energy managers, and showcasing integrated building design approach through demonstration projects.

Under the direct supervision of the Project Manager (or AFA), the Driver will be responsible for the following:

III. Functions / Key Outputs Expected

- Drive office vehicles for the transport of authorized personnel
- Deliver and collect mail, documents and other items, meet official personnel at the airport and facilitates immigration and custom formalities and make errands for the project as required;
- Be responsible for the day-to-day maintenance of the assigned vehicle, checks oil, water, battery, brakes, tires, etc;
- Perform minor repairs and arranges for another repairs;
- Ensure that the vehicle is kept clean; log official trips, daily mileage, gas consumption, oil changes, greasing;
- Ensure that the steps required by rules and regulations are taken in case of involvement in accident;
- Perform other duties, as required by Project Manager.

IV. Qualification Requirements

Education:	Secondary education
Experience:	At least 3 years of relevant work experience
Language Requirements:	Proficiency in Uzbek and Russian, basic knowledge of English

ANNEX 4. Approved FSP proposal