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Initiation Plan / GEF PPG

Project Title: *Complete HCFC Phase-out in Uzbekistan through Promotion of zero ODS low GWP Energy Efficient Technologies*

Country: *Uzbekistan*

Country Programme Outcome: *By 2020, rural population benefit from sustainable management of natural resources and resilience to disasters and climate change*

UNDP Strategic Plan Output: *1.3. Solutions developed at national and sub-national levels for sustainable management of natural resources, ecosystem services, chemicals and waste*

Gender Marker rating: *GEN 2*

ATLAS Project ID: 00106379	Total budget:	US\$ 50,000
ATLAS Output ID: 00107143	Allocated resources:	
PIMS ID: 6003	• GEF	US\$ 50,000
Management Arrangement: <i>DIM</i>		

AGREED BY UNDP RESIDENT REPRESENTATIVE

Helena Fraser
Resident Representative



Signature

19/10/2017
Date

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I. BRIEF DESCRIPTION OF THE INITIATION PLAN/GEF PPG

Objective & Final Outputs

The objective of the GEF PPG is to develop the project concept into a full project: *Complete HCFC Phase-out in Uzbekistan through Promotion of zero ODS low GWP Energy Efficient Technologies*. As described in the project concept (PIF), this initiation plan aims to develop a full-sized project that will build on the achievements of the previous UNDP/GEF "Initial Implementation of Accelerated HCFC Phase Out in the CEIT Region" and accelerate HCFC phase-out to achieve the 2020 compliance objectives and sustainably reduce the servicing tail. Facilitation of implementation of upgraded national legislation on control of import/export and use of HCFCs, other ODS and ODS alternatives; improvement of Customs training capacity; demonstration of zero-ODS and low-GWP energy efficient technologies in the refrigeration and air conditioning sector; and completing the process of upgrading and strengthening of the servicing sector capacity. PR and Outreach activities will increase public awareness on the need to protect the ozone layer and to improve consumer literacy of population.

During the initiation plan period, a number of studies and stakeholder consultations will be undertaken with the view to further develop the approve project concept (see GEF CEO PIF/PPG Approval letter attached in Annex 1) into a fully formulated project document. The final output of the initiation plan will be a UNDP-GEF project document with all mandatory annexes and GEF CEO endorsement template ready for submission to UNDP and GEF.

The following documents are to be consulted as background for the GEF PPG phase:

- PIF cleared for WP inclusion or GEF Council approved PIF (PFD and child project concept note for projects that are part of a program)
- SESP pre-screening (of PIF)
- Comments from GEF Secretariat, Council, STAP
- Annotated UNDP-GEF Project Document Template and associated guidance included therein

The final outputs of the GEF PPG are:

1. UNDP-GEF Project Document (ProDoc), using the 2017 standard template.
2. Mandatory annexes to the ProDoc, including gender analysis and action plan, and stakeholder engagement plan.
3. GEF CEO Endorsement Request.
4. Validation Workshop report (as appropriate for projects with a moderate and high SESP risk rating).

Any additional studies and other reports produced under the GEF PPG and not included in Annex to the project document will be submitted to UNDP and saved for future reference.

Key Dates for the GEF PPG

Milestone	Date	Notes
Internal submission date for UNDP-GEF review and clearance	April 2018	Must be at least two (2) months prior to CEO Endorsement Deadline
CEO Endorsement Deadline after which the project will be cancelled.	September 2018	Failure to submit a ProDoc and CEO ER to the GEF Sec by this deadline will lead to the automatic cancellation of the project by the GEF Secretariat.

Management Arrangements

The UNDP CO in Uzbekistan will lead the project development process and manage the GEF PPG budget in full consultation with the UNDP-GEF Technical Adviser. The GEF PPG Atlas budget is presented in *Section IV: Total Budget and Work Plan*.

UNDP CO in Uzbekistan will be responsible for the selection and recruitment of GEF PPG consultants in consultation with the UNDP-GEF Technical Adviser: developing TORs, arranging travel and meetings, and maintaining project disbursements.

Quality assurance and technical guidance for the full project development will be provided by the UNDP-GEF Technical Adviser based in Istanbul.

A Working Group will guide the GEF PPG team, and review and endorse the GEF PPG deliverables. The Working Group is responsible for ensuring that the deliverables outlined in this GEF PPG are completed on time and in line with UNDP and GEF requirements. The UNDP Resident Representative will chair the Working Group. Working Group members will include: Deputy Resident Representative of UNDP in Uzbekistan, UNDP-GEF Technical Adviser based in UNDP Istanbul Regional Hub, Head of Sustainable Development Cluster of UNDP in Uzbekistan, Head of Resource Mobilization Unit of UNDP in Uzbekistan (representatives of main national stakeholders, including the State Committee of the Republic of Uzbekistan for Ecology and Environmental Protection, State Customs Committee of the Republic of Uzbekistan etc. may be included in the Working Group).

The GEF PPG team will be composed of the following:

- 1) International Specialist on ODS (ozone depleting substances) Management/GEF Expert for Project Development (Team Leader);
- 2) National Specialist on ODS Management (Team Member);
- 3) National Specialist on legal issues and private sector engagement (Team Member);
- 4) National Specialist on Gender Mainstreaming (Team Member).

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

II. STAKEHOLDER ENGAGEMENT, PUBLIC DISCLOSURE AND OTHER REQUIREMENTS

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

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

1. A final validation workshop report will be prepared summarizing the outcomes of the validation workshop and other consultations undertaken during the PPG phase. This report must demonstrate strong country ownership and will become a key reference document should an environmental and social safeguard complaint/grievance be filed during project implementation.

2. Before CEO endorsement (if appropriate given the GEF cancellation policy) or at the latest by the LPAC meeting, the UNDP-GEF project document, SESP and related management plans, and other relevant information/documents (e.g. ProDoc annexes) will be made available to the public on the UNDP website or open.undp.org. It is recommended to make these documents available for 30 days in advance of the LPAC meeting for moderate risk projects, and 120 days in advance for high risk projects.

III. GEF PPG ACTIVITIES

Component A: Preparatory Technical Studies & Reviews

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

a. Desktop and field-based studies and data collection

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

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

b. Gender Analysis

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

c. Environmental and Social Safeguard Assessments

Not required as per UNDP Procedures for GEF PPG.

d. Identification of project sites

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

e. Financial planning

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

f. Other required studies

Not applicable.

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

Based on the technical studies and reviews undertaken under **Component A** (detailed above), the full UNDP-GEF Project Document will be developed, and the GEF CEO Endorsement Request will be prepared.

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

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

a. Theory of Change

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

b. Results Framework

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

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

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

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

d. Stakeholder Engagement Plan

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

e. Gender Action Plan and Budget

Based on the Gender Analysis conducted in **Component A**, the Gender Action Plan and Budget will outline the gender-specific outputs to be delivered during project implementation in order to promote gender equality and women's empowerment and to ensure that inequalities are not exacerbated.

f. Social and Environmental Standards

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

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

g. GEF Tracking Tool(s)

The following required GEF-6 Chemicals and Waste Tracking Tool (POPs, Mercury, ODS and/or other chemicals) will be prepared, in line with the relevant GEF objectives, and included as an Annex to the ProDoc. Indicators from the GEF Tracking Tools can be included in the Results Framework as appropriate.

h. Project Management Arrangements

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

i. Completion of the required official endorsement letters

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

A GEF OFP endorsement letter will also be required for any new participating countries to a global or regional program/project that was not included with the PIF/PFD submission. Updated GEF OFP endorsements letters are also required if the requested GEF grant amount has changed since PIF/PFD approval.

Component C: Validation Workshop and Report

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

IV. TOTAL BUDGET AND WORK PLAN FOR GEF PPG

Award ID:	00106379
Award Title:	Complete HCFC Phase-out in Uzbekistan through Promotion of zero ODS low GWP Energy Efficient Technologies
Business Unit:	UZB10
Project Title:	Complete HCFC Phase-out in Uzbekistan through Promotion of zero ODS low GWP Energy Efficient Technologies
Project (PIMS) ID:	6003
Implementing Partner:	UNDP CO Uzbekistan

GEF Outcome/Atlas Activity	Responsible Party	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount US\$	Budget Notes
Project preparation grant to finalize the UNDP-GEF project document for project "Complete HCFC Phase-out in Uzbekistan through Promotion of zero ODS low GWP Energy Efficient Technologies"	UNDP	62000	GEF TF	71200	International Consultants	30,000	A
				71300	Local Consultants	12,000	B
				71600	Travel	3,500	C
				72500	Supplies	1,000	D
				74500	Miscellaneous Expenses	500	E
				75700	Trainings	3,000	F
PROJECT TOTAL						50,000	

Budget Note	Items	Total estimated person weeks	Budget	Budget Note
A	International Specialist on	10 weeks (50)	30,000	Please see Annex 2 for key

	ODS Management/GEF Expert	w/days)		responsibilities.
B	National Specialist in Gender Mainstreaming	6 weeks (30 w/days)	3,000	
	National Specialist in ODS Management	12 weeks (60 w/days)	6,000	
	National Specialist on legal issues and private sector engagement	6 weeks (30 w/days)	3,000	
C	Travels		3,500	This will include: travel and DSA for the local consultants; vehicle lease and fuel costs for field missions for the local and international consultants; and per diem cost of stakeholders participating in project preparation workshops and meetings.
D	Supplies		1,000	Costs for supplies (paper, printing etc.)
E	Miscellaneous Expenses		500	Bank charges
F	Trainings, Workshops, Conferences		3,000	Costs of hosting local meetings and stakeholder consultation workshops, and project validation workshop (including venue hire, audio-visual hire, etc.)

V. GEF PPG ACTIVITIES TIMEFRAME AND BUDGET

PPG Activity	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Budget (US\$)
Component A: Technical studies, etc.			X	X	X							8,000
Component B: Formulation of ProDoc, etc.			X	X	X	X	X	X	X	X		40,000
Component C: Validation Workshop								X				2,000
Delivery of final outputs								X				0

I. MANDATORY ANNEXES

Annex 1: GEF CEO PIF/PPG Approval Letter



GLOBAL ENVIRONMENT FACILITY
INVESTING IN OUR PLANET

Naoko Ishii
CEO and Chairperson

September 25, 2017

Ms. Adriana Dinu, GEF Executive Coordinator
United Nations Development Programme
New York, NY 10017

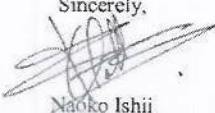
Dear Ms. Dinu:

I am pleased to inform you that I have approved the medium-sized project concept detailed below. I have also approved your request for project preparation grant.

Decision Sought:	Project Identification Form (PIF) and Project Preparation Grant (PPG) Approval
GEFSEC ID:	9722
Agency:	UNDP
Agency ID:	6003
Focal Area:	Chemicals and Waste
Project Type:	Medium-Sized Project
Country:	Uzbekistan
Name of Project:	Complete HCFC Phase-out through Promotion of Zero ODS Low GWP Energy Efficient Technologies
Indicative GEF Project Grant:	\$1,998,040
Indicative Agency Fee:	\$189,814
PPG Grant:	\$50,000
PPG Agency Fee:	\$4,750
Funding Source:	GEF Trust Fund

This PIF and PPG approval is subject to the comments made by the GEF Secretariat in the attached project review document. It is also based on the understanding that the project is in conformity with GEF focal areas strategies and in line with GEF policies and procedures. Please submit your final medium-sized project document for my approval no later than 12 months after PIF approval.

Sincerely,


Naoko Ishii
Chief Executive Officer and Chairperson

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

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

Position, Type and Cost	Role, Deliverables and Qualifications
<p>TEAM LEADER</p> <p>Position: <i>International Consultant on ODSs Management (Chemicals and Waste) Project Development Specialist (GEF PPG Team Leader)</i></p> <p>Type: IC</p> <p>Cost per person week: US\$ 3,000</p> <p>Number of person weeks needed: 10 weeks</p>	<p>Role The <i>ODSs Management (Chemicals and Waste)</i> Project Development Specialist will be the GEF PPG Team Leader and will be responsible for quality assurance and timely preparation of all reports and documentation, including the finalized UNDP Project Document (ProDoc) and CEO Endorsement Request, with all mandatory Annexes and supporting documentation. S/he will be responsible for managing all consultants on the GEF PPG Team, and coordinating the Team's work.</p> <p>Deliverables</p> <ol style="list-style-type: none"> 1) <u>Management of the GEF PPG Team</u> <ol style="list-style-type: none"> a. Define and submit a detailed methodology and work plan in consultation with the other consultants with clear delegation of responsibilities for the National Consultants (NCs); b. Ensure that project development is participatory, gender-responsive and based on extensive stakeholder engagements; and c. Verify and ensure that all project components are technically sound and cost effective. 2) <u>Preparatory Technical Studies and Reviews (Component A):</u> With inputs from the other national and international consultants, as detailed in their respective TORs: <ol style="list-style-type: none"> a. Compile baseline/situational analysis for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices; b. Oversee the stakeholder analysis and consultations and ensure that they are complete and comprehensive; c. Ensure the preparation of the gender analysis and ensure its findings are meaningfully integrated into the project's strategy, theory of change and results framework; d. Ensure action points, including risk assessments, from the UNDP Social and Environmental Screening Procedure (SESP) at the PIF stage ("pre-screening") are fully implemented during the PPG, and update that screening in an iterative fashion throughout the PPG, as appropriate; e. Conduct the identification of the project sites, with documentation of selection criteria; f. Oversee the consultations with partners regarding financial planning; and g. Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. 3) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes (Component B):</u> With inputs from the other national, as detailed in their respective TORs, and based on international best practice: <ol style="list-style-type: none"> a. Develop, present and articulate the project's theory of change; b. Develop the Results Framework in line with UNDP-GEF policy;

	<p>c. Develop a detailed Monitoring and Evaluation Plan and Budget;</p> <p>d. Oversee and ensure the preparation of a Stakeholder Engagement Plan;</p> <p>e. Oversee and ensure the preparation of a Gender Action Plan and Budget;</p> <p>f. Update the SESP based on assessments undertaken during Component A, and ensure the development of environmental and/or social management plan(s) for all risks identified as Moderate or High in the SESP;</p> <p>g. Prepare the required GEF tracking tool(s);</p> <p>h. Secure and present agreements on project management arrangements;</p> <p>i. Ensure the completion of the required official endorsement letters; and</p> <p>j. Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce the draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory Annexes, using the required templates.¹</p> <p>4) <u>Validation Workshop (Component C)</u>:</p> <p>a. Lead the validation workshop to present, discuss and validate the final draft ProDoc and mandatory annexes, with a special focus on the SESP and any management plans; and</p> <p>b. Oversee all necessary revisions that arise during the workshop.</p> <p>c. Ensure completion of Validation Workshop Report.</p> <p>5) <u>Final Deliverables</u>:</p> <p>a. Consolidation of all technical and consultation inputs into a well written and concise UNDP ProDoc with all required sections and Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance;</p> <p>b. Completion of the GEF CEO Endorsement Request;</p> <p>c. All documentation from GEF PPG (including technical reports, etc.); and</p> <p>d. Validation Workshop Report.</p> <p>Qualifications</p> <ul style="list-style-type: none"> ▪ Postgraduate or other advanced university degree in the fields of zero ODS low GWP energy efficient technologies, climate mitigation or other relevant fields. ▪ At least 10 years of demonstrated working experience in the field of zero ODS low GWP energy efficient technologies with design and assessment of programmes/projects, and at least 5 years of working experience in a similar professional role (i.e. technical advisor and/or expert); ▪ Proficiency in English, excellent analytical and drafting skills; knowledge of written and spoken local language (preferably Russian) is an advantage. ▪ Knowledge and practical experience in the political, social and environmental factors and issues related to zero ODS low GWP energy efficient technologies, climate change mitigation and/or low-carbon development in Central Asia, preferably in Uzbekistan; ▪ Skills in facilitation and development of multi-stakeholder workshops and broad-based consultative processes/ programmes/project documents on zero ODS low GWP energy efficient technologies, climate change mitigation and/or any other environment related discipline; ▪ An independent, reliable, responsible self-motivator, able to work under pressure; ▪ Excellent communication, team-building and diplomatic skills to develop
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¹ Please verify with the UNDP-GEF team that the correct templates are being used.

	<p>partnerships;</p> <ul style="list-style-type: none"> ▪ Familiarity with UNDP/GEF programming policies, templates and requirements for MSP.
<p>TEAM MEMBER</p> <p>Position: <i>National Specialist on ODS Management</i></p> <p>Type: NC</p> <p>Cost per person-week: US\$ 500</p> <p>Number of person-weeks needed: 12 weeks</p>	<p>Role</p> <p>The National Specialist in ODS Management will be GEF PPG Team Member and will be responsible for quality and timely preparation of inputs, including technical data for all reports and documentation, including the finalized UNDP Project Document (ProDoc), with all mandatory Annexes and supporting documentation.</p> <p>Deliverables</p> <ol style="list-style-type: none"> 1) <u>Preparatory Technical Studies and Reviews (Component A)</u>: Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including: <ol style="list-style-type: none"> a. Prepare inputs for the baseline/situational analysis for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices; b. Support the stakeholder analysis and consultations and ensure that they are complete and comprehensive; c. Support the preparation of the gender analysis; d. Support the action points, including risk assessments, from the UNDP Social and Environmental Screening Procedure (SESP) at the PIF stage (“pre-screening”) are fully implemented during the PPG, and support the iterations of that screening in an iterative fashion throughout the PPG, as appropriate; e. Support the identification of the project sites, with documentation of selection criteria; f. Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. 2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes (Component B)</u>: Prepare inputs and support the development of final PPG deliverables, as agreed with the PPG Team Leader. 3) <u>Validation Workshop (Component C)</u>: <ol style="list-style-type: none"> a. Contribute to the validation workshop; and b. Support all necessary revisions that arise during the workshop, as appropriate. 4) <u>Final Deliverables</u>: <ol style="list-style-type: none"> a. Final UNDP Project Document, Project Results Framework, and Request for CEO Endorsement and GEF Tracking Tool fully compliant with the enforced GEF rules and standards, cleared by Regional Technical Advisor and fully compliant with the enforced GEF rules and standards and its submission to GEF Secretariat which includes assistance to UNDP with response to any GEF Sec comments. <p>Qualifications</p> <ul style="list-style-type: none"> ▪ Bachelor’s degree in the following areas: environment protection science or technical sciences related to engineering of refrigeration systems, chemicals, ODS and chemicals management ▪ At least 2 years of relevant experience. Working experience in international organizations is an asset.

	<ul style="list-style-type: none"> ▪ Excellent command of spoken and written Uzbek and Russian are essential. Knowledge of English is an advantage. ▪ Practical experience in coordination of the field project activities associated with environment protection, ODS chemicals management, and corresponding sustainable development; Proven experience related to engineering of refrigeration systems is an advantage; ▪ Proven experience in working and collaborating with regional/local governments and private business; ▪ Initiative and strong leadership skills; ▪ Result and client-orientations; ▪ Strong analytical, communication, writing, presentation and communication skills; ▪ Excellent interpersonal and cross cultural communication skills, ability to work in a team and to work under pressure and with tight deadlines, ethics and honesty; ▪ Ability to use IT and communication technologies as a tool and resource.
<p>TEAM MEMBER</p> <p><i>Position: National Specialist on legal issues and private sector engagement</i></p> <p><i>Type: NC</i></p> <p><i>Cost per person-week: US\$ 500</i></p> <p><i>Number of person-weeks needed: 6 weeks</i></p>	<p>Role</p> <p>The National Specialist on legal issues and private sector engagement will be GEF PPG Team Member and will be responsible for quality and timely preparation of inputs, including technical data for all reports and documentation, including the finalized UNDP Project Document (ProDoc), with all mandatory Annexes and supporting documentation.</p> <p>Deliverables</p> <p>5) Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including:</p> <ul style="list-style-type: none"> a. Prepare inputs for the baseline/situational analysis for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices; b. Support analysis of acting legislation on ODS and its effects to private sector, conducting consultations with private sector involved in refrigeration sector and ensure that they are complete and comprehensive; c. Support the preparation of the private sector engagement analysis; d. Support the identification of the project sites, with documentation of selection criteria; e. Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. <p>6) Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes (Component B): Prepare inputs and support the development of final PPG deliverables, as agreed with the PPG Team Leader.</p> <p>7) Validation Workshop (Component C):</p> <ul style="list-style-type: none"> a. Contribute to the validation workshop; and b. Support all necessary revisions that arise during the workshop, as appropriate. <p>8) Final Deliverables:</p> <ul style="list-style-type: none"> b. Final UNDP Project Document, Project Results Framework, and Request for CEO Endorsement and GEF Tracking Tool fully compliant with the enforced

	<p>GEF rules and standards, cleared by Regional Technical Advisor and fully compliant with the enforced GEF rules and standards and its submission to GEF Secretariat which includes assistance to UNDP with response to any GEF Sec comments.</p> <p>Qualifications</p> <ul style="list-style-type: none"> ▪ Bachelor’s degree in the following areas: legislation, economy, public private partnership or technical sciences related to private business management ▪ At least 2 years of relevant experience. Working experience in international organizations is an asset. ▪ Excellent command of spoken and written Uzbek and Russian are essential. Knowledge of English is an advantage. ▪ Practical experience in coordination of the field project activities associated with environment protection, green economy, natural resources management, and corresponding sustainable development; Proven experience related to private sector development, including refrigeration service/production is an advantage; ▪ Proven experience in working and collaborating with regional/local governments and private business; ▪ Initiative and strong leadership skills; ▪ Result and client-orientations; ▪ Strong analytical, communication, writing, presentation and communication skills; ▪ Excellent interpersonal and cross cultural communication skills, ability to work in a team and to work under pressure and with tight deadlines, ethics and honesty; ▪ Ability to use IT and communication technologies as a tool and resource.
<p>TEAM MEMBER</p> <p>Position: <i>National Specialist on Gender Mainstreaming</i></p> <p>Type: NC</p> <p>Cost per person-week: US\$500</p> <p>Number of person-weeks needed: 6 weeks</p>	<p>Role</p> <p>The Gender Mainstreaming Specialist will be GEF PPG Team Member and will be responsible for quality and timely inputs to relevant parts of reports and documentation, including the finalized UNDP Project Document (ProDoc), with all mandatory Annexes and supporting documentation.</p> <p>Deliverables</p> <ul style="list-style-type: none"> ▪ <u>Preparatory Technical Studies and Reviews (Component A)</u>: Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including: <ul style="list-style-type: none"> ○ Lead and advise on the stakeholder analysis and consultations and ensure that they are complete and comprehensive; ○ Prepare the gender analysis and work closely with the Team Leader to ensure its findings are meaningfully integrated into the project’s strategy, theory of change and results framework; ○ Support action points, including risk assessments, from the UNDP Social and Environmental Screening Procedure (SESP) at the PIF stage (“pre-screening”) are fully implemented during the PPG, and update that screening in an iterative fashion throughout the PPG, as appropriate; and ○ Support completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. ▪ <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory</u>

Annexes (Component B): Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, including:

- Prepare the **Stakeholder Engagement Plan**;
- Provide concrete inputs to mainstream gender to project document;
- Prepare the **Gender Action Plan and Budget**;
- Contribute to the updated the **SESP**, as needed, based on assessments undertaken during Component A;
- Support the development of **environmental and/or social management plan(s)** for all risks identified as Moderate or High in the SESP; and
- Support the agreements on **project management arrangements**.

▪ Validation Workshop (Component C):

- Contribute to the validation workshop; and
- Support all necessary revisions that arise during the workshop, as appropriate.

▪ Final Deliverables:

- Final UNDP Project Document, Project Results Framework, and Request for CEO Endorsement and GEF Tracking Tool fully compliant with the enforced GEF rules and standards, cleared by Regional Technical Advisor and fully compliant with the enforced GEF rules and standards and its submission to GEF Secretariat which includes assistance to UNDP with response to any GEF Sec comments.

Qualifications

- Bachelor's degree in gender studies, development studies, development economics or any other relevant social science subject
- At least 2 years of progressively responsible experience in the areas of gender mapping and analyses, auditing, promotion of gender equality and mainstreaming. Thorough understanding of the concepts and practices related to gender issues and rights-based approaches. Proven experience related to gender mainstreaming in environmental protection programmes/projects, including at UN is an advantage;
- Proven experience in working and collaborating with regional/local governments and private business;
- Initiative and strong leadership skills;
- Results and client-orientations;
- Strong analytical, communication, writing, presentation and communication skills;
- Excellent interpersonal and cross cultural communication skills, ability to work in a team and to work under pressure and with tight deadlines, ethics and honesty
- Ability to use IT and communication technologies as a tool and resource
- Excellent command of spoken and written Uzbek and Russian are essential. Knowledge of English is an advantage.