

TERMS OF REFERENCE
FOR A CONSULTANCY TO COORDINATE THE ACTIVITIES
RELATED TO PREPARATION OF AN HCFC PHASE OUT MANAGEMENT PLAN

Job title: National Consultant in Data Collection
Duty station: Chisinau
Duration of employment: 5 months – March – July 2010
Contract type: SSA

OBJECTIVE

The objective of this consultancy service is to assist National Ozone Unit (Ministry of Environment, Republic of Moldova) in development of HCFC Phase-out Management Plan.

BACKGROUND

The XIXth Meeting of the Parties to the Montreal Protocol in September 2007, through its Decision XIX/6, adopted an accelerated phase-out schedule for HCFCs. The first control is the freeze on production and consumption of HCFCs which would be from 01 January 2013, at the Baseline Levels (average of 2009 and 2010). The second control step is the reduction of 10% from the Baseline Levels. The decision also directed the Executive Committee of the Multilateral Fund to assist the Parties in preparation of HCFC Phase-out Management Plans (HPMP).

In order to prepare HCFC Phase-out Management Plan for the Republic of Moldova the following activities will be implemented:

- Initiation meeting of National Ozone Unit, International Consultant and Technical Experts to finalize the roles and responsibilities of the various stakeholders, development and finalization of the terms of reference for activities and personnel, finalization of work plans for various activities and development of formats and templates for data inventory/collection and reporting.
- Data inventory/collection and analysis. Discussions organization and proposals of inputs for developing strategies for compliance with 2013 HCFCs freeze and 2015 reduction Draft document preparation.

SCOPE OF WORK

The National Consultant under the supervision of the National Ozone Unit (MENR), UNDP Country Office in Moldova and UNDP/MPU Programme Coordinator for Europe and CIS will be responsible for:

- Development of appropriate questionnaires and formats for reporting the information and data inventory/collected.
- Data collection on industry profiles, baselines, consumption, import/export, and applications.
- Data collection on present and historical HCFC consumption by enterprises.
- Data analysis including but not necessarily limited to classification of data based on present and historical HCFC consumption by enterprise, sector, sub-sector and application, list of HCFC users segregated by sector/sub-sector, data on first and second conversions by sector/sub-sector, historical (production where applicable) consumption and export data by sector/sub-sector, projected growth trends until 2009/10 and required

reductions in HCFC consumption for meeting the 2013 freeze and 2015 reductions, by sector/sub-sector.

- Submission of data for cross-check and verification by National Ozone Unit.
- Collaboration with the International Consultant in respect of data inventory/collection and analysis.

REPORTS

Reports on data inventory/collection and analysis in accordance with elaborated formats and agreed requirements by the International Consultant.

QUALIFICATIONS AND SKILLS REQUIRED

- Engineering degree or equivalent, related to refrigeration equipment.
- At least 10 (ten) years experience in the refrigeration sector.
- Good knowledge of refrigeration and air-conditioning: current situation, trends and problems to be solved.

DELIVERABLES

Deliverable	Deadline
Establishment of survey national team for (technical experts). Development of appropriate questionnaires and formats for reporting the information and data collected.	March 20, 2010
Reports - analysis of inventory/collected data. Discusses summarized/analysis with key national stakeholders, national experts and key representatives of the national scientific, technical institutions and NRA representatives.	April 20, 2010
Submission of collected data for cross-check and verification by NOU/International Consultant/UNDP/MPU Programme Coordinator for Europe and CIS. Preparation and submission of the final report (survey & inventory).	May 20, 2010
Based on collected data and inputs from the stakeholder discussions and inputs to strategy development prepared scenarios for phase-out of HCFC.	June 16, 2010
Preparation (together with International/National Consultants) of the National HPMP (draft) proposal . Assist NOU/ME, Republic of Moldova in responding to comments on HPMP from MLF/ExCom.	July 30, 2010