

Terms of Reference

Job Title:	International Consultant on preparation of HFC survey in Moldova
Project Reference:	Maximizing climate benefits of HCFCs Phase-out
Duration of Employment:	April - May 2015, up to 23 days, including one mission of 3 working days and 20 home-based days
Contract type:	Individual Contract
Duty Station:	Chisinau, Moldova

I. Background

The Republic of Moldova is Party to the Vienna Convention for the Protection of the Ozone Layer (Vienna, March 22, 1985) and Montreal Protocol (Montreal, September 16, 1987) since 1996. In this line, the country has committed to gradual phase-out of ozone depleting substances (ODS) such as hydrochlorofluorocarbons (HCFCs) mostly because of their high Global Warming Potential (GWP) and the significant climate benefits this would generate. Linked to the schedule for HCFCs phase-out (and the concern about HFCs), is the need for continued development of alternative substances and low or zero GWP energy efficient technologies that would minimize environmental impacts, in particular impacts on climate, as well as meeting other health, safety and economic considerations.

The Government of the Republic of Moldova has as a general objective to follow the Montreal Protocol phase-out schedule for HCFCs. The activities included in the HCFC Phase-out Management Plan Project (HPMP, Stage I) for the period 2011-2015 are meant to support the country in achieving a 10 percent reduction in HCFCs consumption baseline by 2015, contributing to Moldova's compliance with the 2013 and 2015 control targets for HCFCs.

The Republic of Moldova is a small-sized country, categorized as an Article 5 Party under the Montreal Protocol, which consumes around 1.88 ODP tonne of HCFCs, as per 2012 data and in line with Article 7 of the Montreal Protocol. The particularity of the country as compared to other candidates for HFCs survey is that Moldova is a representative small economy neighboring the European Union which has signed the Association Agreement with the EU in June 2014. As part of the association effort, it has committed to aligning its legislation, norms and standards, including in the environmental field (and specifically related to the RAC sector) with the European Union legislation and practice. Considering the current adaptation of the F-Gas regulation in Europe, which envisage reducing of the emissions of the fluorinated greenhouse gases covered by the Kyoto Protocol, it is timely for Moldova to take stock of the situation of the HFCs imports, use, consumption and availability and explore the potential impact of the new F-gas regulation in the EU on Eastern neighboring countries.

Against this background, the country has benefited from financial support from the Climate and Clean Air Coalition (CCAC), which aims at maximization of climate benefits of HCFC phase-out through demonstration of energy-efficient and low-GWP alternative technologies and conducting HFCs surveys. The main objective of this project is to conduct survey of HFCs consumption, use, availability in Moldova in refrigeration, air-conditioning sector and other applicable sectors which depend on HCFCs at this moment, and covered by HPMP support for HCFC phase-out currently implemented by the National Ozone Unit of Moldova and UNDP.

The survey would establish the current consumption/use/availability baseline of HFCs and provide for future projections of growth patterns by substance. To the extent feasible, consumption and growth patterns by sectors, primarily in refrigeration and air-conditioning sector, will also be established. In addition, the surveys will present actions taken by the country for transition from HFCs to low-GWP alternatives and will also identify opportunities and challenges for transition to low-GWP alternatives for various applications.

Successful implementation of this project is expected to contribute to wider adoption low-GWP, energy efficient and safe alternatives to HCFCs and a significant multiplier effect towards maximizing climate benefits of HCFC phase-out in Article 5 countries sustainably through direct and indirect CO₂ emission reductions, while avoiding the introduction of high-GWP alternative technologies.

In order to achieve the expected results of the project, UNDP is currently seeking to hire an international consultant to conduct a HFC survey in close coordination with the National Ozone Unit (NOU) under the Ministry of Environment.

II. Scope of work and responsibilities

The objective of this assignment is to support the NOU Moldova in conducting national HFC survey as part of the CCAC's HFC focal area programme.

In order to achieve the above stated objective, the International Consultant will have the following

Tasks and Responsibilities:

1. Review the existing data and potential HFC data sources in the country:
 - Assist in identifying sources of data for HFCs imports and consumption trends in the country (2011-2014), and guide national experts in carrying out the data collection process;
 - Help identify key partners to be engaged in the process;
 - Briefly review EU approximation legislation that relates to HFC controls.
2. Assist in the planning and implementation of the HFC survey work:
 - Ensure regular guidance and consultations with Work on a detailed work plan for country to conduct and analyze the HFC surveys, identify potential gaps in the initial data gathering;
 - Accompany the activities of the surveying teams, based on past experiences such as HPMP survey for example;
 - Provide feedback as required during the HFC survey work.
3. Coordinate analysis of the results of survey with NOU Moldova:
 - Correlate HFC substance species with possible end-use in various sectors;
 - Establish estimated HFC use by sector;
4. Review collated HFC data:

- Review the historical HFC use data;
 - Review and forecast growth of HFC use for various applications;
 - Establish growth patterns in HFC use by substance/sector.
5. Present results in a format that will allow its meaningful presentation to the stakeholders through the final report:
- Finalize the report of the survey for submission to the funding facility (USDoS) and the CCAC secretariat for approval;
 - Coordinate the finalization of national report on HFC survey.
6. Undertake 1 mission (up to 3 working days) to Chisinau, Moldova in April, 2015

The final report should include:

- The analysis of HFC historical data and consumption patterns with forecasts;
- Compilation of data on available low-GWP alternatives for various applications;
- Identification of opportunities and challenges for applying low-GWP alternatives for various applications;
- Estimation of the potential impact of transition to low-GWP alternatives, where feasible, in terms of contributing to the country's voluntary CO2 emission reduction targets by 2020.

DELIVERABLES

- Provide the final report of HFC survey in Moldova.

III. Deliverables

Nr	Deliverables	Tentative timeframe
1.	The 1 st draft report on HFCs survey in Moldova developed	April, 2015
2.	Participation in stakeholders' consultation meeting including presentation of the 1 st draft report	April, 2015
3.	The 2 nd draft report on HFCs survey in Moldova with input comments from stakeholders submitted	May, 2015
4.	Final draft report on HFCs survey in Moldova submitted	May, 2015
5.	Final report on performed assignment submitted	May, 2015

IV. Timeframe

The timeframe for the assignment of the National Experts is planned through April-May 2015. The consultancy should involve about 20 home-based working days and about 3 working days in Moldova .

V. Management arrangements

The International Consultant will work at and under the direct supervision of UNDP Moldova and Moldova's National Ozone Unit (NOU) under the Ministry of Environment. The work will be monitored by NOU, UNDP Moldova, and UNDP's Montreal Protocol Unit's outpost in the Istanbul Regional Hub for the Europe and CIS region. The consultant will work closely with the recruited National Consultants for various HFC consuming sub-sectors such as industrial and commercial refrigeration, air-conditioning (mobile and split) as required by the assessment programme.

VI. Payment schedule

The payment for the services will be carried out in two installments upon submission and approval of deliverables, and certification by UNDP that services have been satisfactorily performed as follows:

1st installment at the rate of 20% of total amount after approval of deliverable no.1;

2nd installment at the rate of 80% of total amount after the completion and approval of deliverable no.2,3,4,5.

VII. Requirements for experience and qualification

1. Academic Qualifications:

- Master's in Engineering (Mechanics, Refrigeration), Environmental Management, Chemical Hazardous Management or other related fields is required.

2. Years of experience:

- At least five (5) years of experience with activities related to Refrigeration and Air-Conditioning sector, environmental science or any other relevant fields ;
- Familiarity with the Vienna Convention and Montreal Protocol desirable;
- Experience of work in international assistance projects/development projects. Previous experience with UNDP is a very strong advantage.

3. Competencies:

- Ability to analyze guidance documents, tools, and other resources related to environmental protocols/conventions;
- Strong interpersonal skills, communication and diplomatic skills, ability to work in a team;
- Good writing and reporting skills;
- Ability to work under pressure and stressful situations, and to meet tight deadlines.

4. Language requirements:

- Proficiency in English. Knowledge of Romanian and/or Russian will be an asset.

VIII. Documents to be included when submitting the proposals:

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal: explaining why they are the most suitable for the work including past experience in similar Projects (please provide brief information on each of the above qualifications item by item);
2. Financial proposal (in USD, specifying a total request amount per day, including all related costs, e.g. fees, per diems, travel costs, phone calls etc.);
3. Dully completed and signed P11 Form (or personal CV) including past experience in similar projects and at least 3 references.
4. Cover letter, outlining the survey methodology and approach.