

Terms of Reference

Job Title:	National Expert to carry out a survey for Hydrochlorofluorocarbons (HCFCs) available/used/consumed in commercial refrigeration sector in Moldova
Project Reference:	Preparation of HCFC Phase-out Management Plan (HPMP) – second (2 nd) stage
Duration of Employment:	April - May 2015, up to 40 w/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 Ozone Depleting Potential.

The initial HPMP-stage I for Moldova was approved at the 63rd ExCom meeting in December 2010. The first control step was the freeze on production and consumption of HCFCs at the baseline levels by 01 January 2013, and the second control step is the reduction by 10% from the baseline level in 2015.

Preparation of a HCFC phase-out management plan (stage II) was approved at 72nd Meeting of the Executive Committee of the Multilateral Fund in May of 2014. The project is being implemented jointly by United Nations Development Programme (UNDP) and United Nations Environment Programme (UNEP). The aim of the project is to develop HPMP-Stage II proposal focusing on compliance with the Montreal Protocol targets.

The HPMP stage II, is focus on collection of information inputs in consultation with the industry/private/public sectors and design of future national interventions for Moldova to meet 2020 HCFC phase-out obligations.

The HPMP stage II will result in formulation of a specific plan of action for the HCFCs phase-out and an implementation plan document to be developed jointly by UNDP/UNEP and submitted to MLF Secretariat for approval.

To conduct survey of HCFCs consumption, use, availability in Moldova in refrigeration, air-conditioning sector and other applicable sectors, the “bottom up” approach will be used. To update baseline information, backed by the outreach to the HCFC importers and end-users in commercial sector as well as industry (agriculture, product supply chain), and identify the priority next steps to meet 2020/35% HCFC reduction step will be taken.

The surveys will present actions taken by the country for transition from HCFCs to alternatives and will also identify opportunities and challenges for transition to low-GWP alternatives for various applications.

II. Scope of work and responsibilities

The overall objective of the assignments is to support MoE/NOU in review and endorsement process on the HPMP draft, for timely finalization and submission to the ExCom as well as in responding to comments on HPMP from MLF/ExCom.

The scope of work of the National Expert is to collect and update consumption data for HCFCs covered now by the current HPMP stage 1 programme in commercial refrigeration sector.

Duties and Responsibilities:

In order to achieve the above objective, the National Expert will have the following responsibilities:

- Develop of appropriate questionnaires and formats for reporting the information and data collected (by sector and sub-sectors). The data analysis would include classification of data based on present and last 5 years HCFC consumption by enterprises, sector, sub-sectors and applications, list of HCFC importers/users segregated by sector/sub-sector, data on first and second conversions by sector/sub-sector and required reductions in HCFC consumption for meeting the 2020 reductions by sector/sub-sector;
- Organize discussion of summarized data and data analysis together with NOU officials, members of Refrigeration Association, experts/representatives, large importers of refrigerants, and importers of R&AC equipment operating on HCFC-22 at a limited participation stakeholder meeting for developing strategies for compliance with the 2020/35% reduction of HCFC.
- Based on collected data and inputs from the stakeholder discussions and inputs to strategy development prepared the national HPMP (draft) proposal for surveyed sector. The HPMP (draft) proposal, prepared focusing on compliance with the 2020/35% reduction of HCFC should cover needs for additional actions for introduction of low GWP alternatives to HCFCs into the country.

III. Deliverables

Deliverables	Tentative timeframe
1. <u>Inception report</u> containing the following information: <ul style="list-style-type: none"> - Potential HCFCs data sources in Moldova reviewed and shortlisted and the group of HCFCs chemicals to be analyzed and identified - Stakeholders' consultation process undertaken in a relevant format: interviews, meetings or round tables (with NOU support) 	April, 2015
2. Developed of appropriate questionnaires and formats for reporting the information and data collected (by sector and sub-sectors)	April, 2015
3. Draft report on HCFC data (survey) consumption/use/availability by substances and sector (commercial refrigeration) for the present and last 5 years	May, 2015
4. Prepared proposals for the draft national plan of actions for the HPMP stage 2 for surveyed sector	May, 2015
5. Participation in the Stakeholder workshop to discuss the results of the HCFCs survey in Moldova	May, 2015
6. <u>Final Report</u> on performed assignment submitted	May, 2015

III. Timeframe

The timeframe for the assignment of the National Experts is planned through April – May 2015 and shall not exceed 40 working days.

IV. Management arrangements

The national Expert will work closely with the Ministry of Environment, under overall supervision of the Ozone Unit Coordinator. The Project will provide all needed support to the consultant in order to facilitate the process. The experts will report to the Ozone Unit Coordinator and UNDP assigned programme officer.

V. 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.

- 20% upon approval of the Inception Report;
- 80% upon approval of the Final Report.

VI. Requirements for experience and qualification

1. Academic Qualifications:

- Bachelor's degree in environmental management, science, engineering (Mechanics, Refrigeration) or any other relevant fields.

2. Years of experience :

- At least 2 (two) years experience with activities related to Refrigeration and Air-Conditioning sector, environmental management or other relevant fields.

3. Competences:

- Good knowledge of Refrigeration and Air-Conditioning sector: current situation, trends and problems to be solved, familiarity with the Montreal Protocol and country programme on ODS phase-out in Moldova.
- Familiarity with the R.Moldova ODS import/export licensing and quota system.
- Skills to research, design and produce quality knowledge products, reports, research papers, etc.
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout.

4. Language requirements:

- Good written/spoken Romanian and Russian languages is a requirement. Knowledge of English language is an asset.