



**UNITED NATIONS DEVELOPMENT PROGRAMME
TERMS OF REFERENCE / INDIVIDUAL CONTRACT**

I. Job Information

Job title:	International Consultant on Energy Efficient and Low-Carbon Building codes
Type:	Individual Contract
Project Title/Department:	UNDP/GEF "Market Transformation for Sustainable Rural Housing in Uzbekistan"/Sustainable Development Cluster
Duration of the service:	20 w/d during July 2018 – 20 November 2018
Work status (full time /part time):	Part time
Duty stations:	Based on desk work in home-country with a mission
Expected travel site:	1 mission (5-7 days) to Tashkent, Uzbekistan and work in the project office
Reports to:	Project Manager

II. Background Information

The UNDP/GEF and Government of Uzbekistan project on "Market Transformation for Sustainable Rural Housing in Uzbekistan" seeks to transform the rapidly growing rural housing sector in Uzbekistan towards a more sustainable and low-carbon development pathway by designing, piloting and scaling-up a green mortgage market mechanism, which will boost the demand for low-carbon housing among the Uzbek rural population. The project objective is to provide Uzbekistan's rural population with improved, affordable and environmentally friendly living conditions.

Component 3 focuses on strengthening and enforcing minimum energy efficiency standards (MEPS) in housing construction by reviewing existing building codes.

Under the overall supervision of the Project Manager, and the direct supervision of the and the direct supervision of the Task Manager/Building designs, codes and standards, the International Consultant will bring-in the best international practices and assist to the responsible national organization in review and revision of building codes and regulations to introduce energy efficiency (EE) and low-carbon (LC) standards and requirements for residential housing, develop methodology for green housing (EE and LC) certification/labelling, and conduct a training of relevant stakeholders on the revised building codes and certification/labelling through fulfilling the following tasks.

III. Functions / Key Outputs Expected

Review and revision of existing building codes and regulations to introduce energy efficiency (EE) and low-carbon (LC) standards and requirements for residential housing:

- Develop, based on international best practices such as the Minimum Energy Performance Standards (MEPS) and the EU Energy Performance of Buildings Directive (at the extent applicable to national circumstances), recommendations/concepts for the revision of regulatory documentation (building codes and regulations) that ensure increased energy efficiency of residential (in particular rural) housing in Uzbekistan;
- Analyze the first edition of the revised normative documentation (EE and LC building codes) and provide comments/recommendations on their consistency and conformity with the indicated above international best practices and standards; and verify the finalized revision of the EE and LC building codes based on the comments/recommendations provided;
- Develop a roadmap for gradual development of EE and LC building codes related to the housing and on how to bring them in line with highest international standards, including MEPS and EU Energy Performance of Buildings Directive;

- Conduct introductory training on the new EE and LC building codes for specialists and experts of the Ministry of Construction (“Minstroy”), design organizations, practicing engineers and architects;

Capacity building of the Ministry of Construction (Minstroy) staff and other stakeholders responsible for enforcement of adopted energy efficient and low-carbon building codes (SNIps):

- Conduct one training seminar on best practices on enforcement of adopted energy efficient and low-carbon building codes (SNIps) and through discussion identify further training needs; collect participant’s feedback, based on which formulate the next steps.

Develop methodology for green (EE/LC) housing certification/labelling:

- Develop methodology, criteria and procedure for certification of energy-efficiency of rural houses based on the best international practices as a tool for boost demand for green mortgages and establish green housing market;
- Identify criteria for each scale of energy-efficiency and low-carbon label;
- Develop draft energy passport for energy-efficient and low-carbon rural houses;
- Propose monitoring mechanism and/or cadastre for certified energy-efficient and low-carbon houses.

IV. Timeframe and fees

The following deliverables and indicative schedule are expected from the consultancy contract. Exact dates of beginning and completion stages as well as scope of works for each phase can be corrected by Project Manager based on reasonable justification by the consultant. The project reserves the right, if necessary, to amend the terms of reference of a consultant on a written agreement. The final schedule will be agreed upon in the beginning of consultancy assignment. All deliverables should be submitted to UNDP by the Consultant in Russian both in hard and e-versions and then approved by the project team and UNDP SDC.

#	Deliverables	Timeframe	Payment
1	Report on recommendations/concepts for the revision of regulatory documentation (building codes and regulations) that ensure increased energy efficiency of residential (in particular rural) housing in Uzbekistan developed, submitted, cleared by Task Manager/Building designs, codes and standards and approved by Project Manager (5 w/d and 20% of the total assignment scope of work).	31 August 2018	25%
2	Report on the first and final revisions of the EE and LC building codes developed by national organization developed, submitted, cleared by Task Manager/Building designs, codes and standards and approved by Project Manager (5 w/d and 25% of the total assignment scope of work).	31 October 2018	
3	Report on findings of a training seminar on best practices on enforcement of adopted energy efficient and low-carbon building codes (SNIps) developed by national organization developed, submitted cleared by Task Manager/Building designs, codes and standards and approved by Project Manager (5 w/d and 25% of the total assignment scope of work)	10 November 2018	75%
4	Report on methodology, criteria and procedure developed for certification of energy-efficiency of rural houses, including labels, draft energy passport, and monitoring mechanism and/or cadastre for certified energy-efficient and low-carbon houses developed, submitted cleared by Task Manager/Building designs, codes and standards and approved	20 November 2018	

	by Project Manager (5 w/d and 25% of the total assignment scope of work)		
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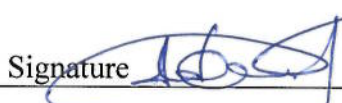
This is a lump sum contract that should include costs of consultancy and other related costs, if any, required to produce the above deliverables, including one mission to Tashkent in 2018 (5-7 days). Payment will be released in 2 (two) installments (25% and 75%) upon timely submission of respective deliverables (#1 and #2-4 respectively) and their acceptance by Project Manager and UNDP SDC.

V. Recruitment Qualifications

Education:	Master's degree in the following areas: civil engineering, construction engineering, architecture.
Experience:	At least five (5) years of proven working experience in development/enforcement of energy efficient and low-carbon building codes and regulations; Proficient in energy efficiency in buildings; Sound knowledge of procedures related to development, application and enforcement of energy efficient and low-carbon building codes and regulations; Proven experience with similar assignments in the CIS countries; experience in Central Asia region is an asset; Sound knowledge of best international practices and energy efficiency standards and regulations; Proven working experience with international development organization in promoting energy efficiency in buildings is an asset.
Language Requirements:	Proficiency in English and Russian.
Other:	<ul style="list-style-type: none"> • Strong analytical skills, result-orientation; • Ability to perform under tight deadlines and timely delivery of good-quality products; • Ability to work in a multinational environment and establish good personal contacts; • 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; • Understanding of local conditions and ability to work with local professionals.

UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and minorities are highly encouraged to apply. UNDP Gender Balance in Management Policy promotes achievement of gender balance among its staff at all levels.

VI. Signatures - Post Description Certification

Incumbent (if applicable)		
Name	Signature	Date
Dosbergen Musaev Project Manager		Date 16.07.2018

