

Specific Terms of Reference

Manager of the Project Management Unit (PMU) for the Third Phase of the Egyptian Pollution Abatement Program (EPAP III)

Position:	EPAP III PMU Manager/Program Manager for the Egyptian Environmental Affairs Agency
------------------	--

Expert profile:	Industrial pollution abatement / cleaner production / environment / project management
------------------------	--

Background:	<p>The third phase of the Egyptian Pollution Abatement Project (2017-2022) is under implementation and provides a mixture of soft loans and grants to encourage public and private industrial enterprises to invest in pollution abatement technologies. The Egyptian Environmental Affairs Agency (EEAA) is responsible for overall project management and the National Bank of Egypt (NBE) is the Apex Bank responsible for financial management. EUR 120 million in loans and EUR 20 million in grants is provided from the European Investment Bank, Agence Française de Développement, KfW and the European Union.</p> <p>Under the investment component, eligible companies may apply for loans up to EUR 15 million and subject to achieving the agreed environmental objectives receive a 20% grant, if the sub-project is financially non-viable, and 10% grant if it is. An SME grant only window of EUR 5 million is available to eligible companies with an annual turnover of <EGP 50 million (approximately EUR 2.5 million) and receive a grant of 20% up to a maximum EUR 300,000. It is expected that >30 sub-loan projects and >40 SMEs projects will be implemented.</p> <p>The main EPAP III stakeholders will receive Technical Assistance from COWI-MWH with support spread across four components:</p> <ol style="list-style-type: none">1. Support to the PMU and industrial enterprises to improve sub-borrower performance and comply with environment regulations.2. EEAA capacity building on industrial inspection, monitoring and enforcement.3. Support to banks on marketing the EPAP III investment facility and the integration of depollution financing and
--------------------	---

Egyptian Environmental Affairs Agency

Third Egyptian Pollution Abatement Project (EPAP III)

environmental and social risk assessment in bank operations.

4. Communications, awareness and media.

EEAA has established a Project Management Unit (PMU) that is fully responsible for the implementation and monitoring of the EPAP III program activities. The PMU is headed by a Program Manager that will be assisted by a Technical Support Team and a Monitoring and Evaluation Support Team. The PMU currently has 10 staff.

EEAA is looking to appoint a full-time expert for 2 years commencing September 2020 to fill the post of the EPAP III Program Manager (PMU Manager).

- Scope of Work:**
- Overall supervision of the EPAP III program activity.
 - Supervise staff of the EEAA EPAP III Project Management Unit in the performance of their respective duties and ensure the efficient functioning of the unit.
 - Responsible for the planning and supervision of the PMU activities and sub-project investments.
 - Support industries in achieving compliance, planning and management.
 - Market EPAP III investment facility to industry to develop a pipeline of projects for financing through the EPAP III loan facility and SME grant window.
 - To lead the PMU in the identification, development, procurement, implementation, and monitoring of EPAP III sub-projects in accordance with the EPAP III Operations Manual.
 - Coordinate with the Technical Assistance Consultant to assist sub-borrowers and grant recipients prepare pollution abatement sub-projects including technical studies, cost benefit analysis, compliance action plans and EIA.
 - Coordinate with the National Bank of Egypt and other participating banks on the lending and disbursement of EPAP III funds for eligible investment projects and in capacity building on depollution financing.
 - Coordinate with the relevant departments in EEAA on the implementation of program and capacity building activities.
-

Egyptian Environmental Affairs Agency

Third Egyptian Pollution Abatement Project (EPAP III)

- Supervise and follow up sub-project implementation and ensure projects are being progressed satisfactorily and in accordance with sub-project Technical Agreements.
 - Prepare, or as appropriate supervise the preparation of progress reports, annual reports, program completion report and other reports that may be required by the stakeholders including (i) reporting the program's performance to the Program Director with a copy to the Technical Assistance Consultant and (ii) preparing, or as appropriate, supervising the preparation of annual work plans and budgets and present these to the PSC for approval.
 - Represent the PMU and the EPAP III program in general to national and international audiences in Egypt and internationally.
 - Participate and represent the PMU as non-decision-making member in the Project Steering Committee (PSC) and serve as secretary of the committee.
 - Undertake external high-level communication.
 - Supervise and coordinate Technical Assistance contributions to the PMU.
 - Seek PSC approval for sub-projects above EUR 2 million.
 - Sign off on all sub-project approvals to NBE, as the EPAP III Apex Bank, and relevant participating banks and enterprise.
 - Co-sign together with the Technical Assistance consultant on the requests for disbursements for the KfW grant funds and requests for replenishment of the disposition fund.
 - Coordinate with different related donor-funded programs.
-

Qualifications and Experience:

- Graduate in engineering, environmental science, environmental economics, chemistry or equivalent.
 - At least 15 years' experience in industrial pollution abatement / cleaner production projects, resource efficiency, or environmental planning and management with at least 5 years in a senior position.
-

Egyptian Environmental Affairs Agency

Third Egyptian Pollution Abatement Project (EPAP III)

- Experienced in the preparation, assessment, monitoring and evaluation of environmental projects especially pollution abatement related projects.
 - Experience in managing major projects and multi-disciplinary project teams is essential.
 - Previous experience with donor projects and procedures would be advantageous.
 - Sound knowledge of Egypt's environmental laws or issues related to the environmental related regulations, is an asset.
 - Proven ability to establish excellent working relationships with a wide range of stakeholders (e.g. governmental agencies at the regional and national level, private sector companies, etc.).
 - Must have strong oral and written communication skills and be able to understand and appropriately respond to project needs.
 - Proven experience in preparing well-structured technical reports in English and Arabic.
 - Fluent in English and Arabic.
-

Start Date: September 2020

Contract Period: Up to September 2022.

Applications: Interested applicants should send a motivation letter addressed to the Chief Executive Officer of the Egyptian Environmental Affairs Agency and CV (highlighting experience relevant to the position and not exceeding 5 pages), along with references and relevant supporting certificates (if available) as annexes.

Applications (in one PDF file) should be submitted by **29 August 2020**, by e-mail to: **gefuntegypt@gmail.com**.

Subject of the e-mail is EPAP III Program Manager
