

TERMS OF REFERENCE

Capacity Building workshop on developing NAMAs/MRV and NAMAs Finance LOW-EMISSION CAPACITY BUILDING (LECB) PROJECT

I. BACKGROUND

The objective of the project is to facilitate a comprehensive market transformation of the Egyptian market towards the use of more efficient electric appliances at a level where cost-efficiency is proven. This is envisaged to be achieved through the combination of regulatory tools such as minimum energy performance standards and information labels, enhanced public awareness, capacity building and innovative and attractive financing mechanisms. The project targeted to strengthen the regulatory and institutional framework, develop monitoring and enforcement mechanisms and provide training to public authorities, appliance professionals, energy suppliers and other relevant stakeholders.

In accordance with the commitment of all parties to the UNFCCC to support climate change efforts at the national level, the ongoing LECB project is in the process of enabling Egypt to strengthen national capacities to do the following: 1) Design a low-emission development strategy (LEDS); 2) Identify opportunities for Nationally Appropriate Mitigation Actions (NAMAs) in the context of national development; 3) Facilitate the design and adoption of mitigation actions by selected industries; and 4) Design systems for Measuring, Reporting, and Verifying (MRV) mitigation actions. The Project targets the Public and Private Sectors.

The LECB project working to develops the capacity of experts and institutions in Egypt to respond to opportunities that have been identified for engaging Public Sector and private sector to participation in addressing the issue of climate change. The LECB Project seeks to improve the national capacity on design.

II. OBJECTIVES

The main objective is improving the national capacities on developing NAMAs proposal. The LECB is looking forward to hire advanced consultancy (company /group of experts /individual experts) Working under the supervision of the Project Manager to provide advanced trainings via implementation a workshop for capacity building of national experts (governmental /private) on design and develop NAMAs documents, develop MRV and financial NAMAs models according to the international guidance and standards, and also provide case studies on how to develop NAMAs documents and financial model on the main mitigation sectors (energy, industry, transport).

III. MAIN TASKS OF THE CONSULTANCY

The consultancy will support the Ministry of Environment and the LECB project to:

1. Provide Capacity Building training on how to develop NINOS & NAMAs design document with provide applications and case studies on the main mitigation sectors (energy, industry, transport).

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2. Prepare manual guidance on how to develop NAMAs design document with MRV system and financial models.
3. Prepare education video on how to develop NAMAs.

Task 1:

Provide Capacity Building training on how to develop NINOS & NAMAs design document with provide application and case studies on the main mitigation sectors (energy, industry, transport):

The training has to cover, *inter alia*, the following topics:-

1. Definition of NAMAs and identification of NAMAs Types.
2. How to write NINOs & NAMA design documents.
3. Alignment of NAMAs with domestic plans and policies.
4. How to structure NAMA financing
5. The NAMA development process
6. Measurement, reporting and verification (MRV) of NAMAs.
7. Quantifying of NAMAs and NAMAs governance.
8. NAMAs Case studies on the main mitigation sectors or sub sector (energy, industry, transport)
9. NAMAs Design Template requirements with practical cases on how to fill the template.

Task 2:

Develop a training manual guidance on how to develop NAMAs design document with MRV system and financial models: -

- a) Develop a simple manual explain the main steps and requirements to develop NAMAs include the required data and information, also the steps to develop MRV system and financial models.
- b) This manual has to be prepared according to the international guidance and standards to develop NAMAs with reference to the source of methodology and source of information.
- c) The manual has to include an index for the expirations and definitions of the all terms related to NAMAs areas in both Arabic and English versions.

Task 3: Develop an education video on how to develop NAMAs.

Develop sample short education video explaining the main steps and requirements needed to develop NAMAs design document according to international standards.

IV. QUALIFICATIONS AND EXPERIENCE

1. Advanced degree or higher (Master's or higher) in areas relevant to climate change mitigation & GHGs inventories, environment and national development
2. Good knowledge of global and national climate change issues
3. A minimum of 7 years of professional experience in the area relevant to NAMAs development and NAMAs financial models, low emission development strategy LEDs.
4. Substantial involvement in the preparation of GHGs emissions mitigation scenarios.
5. Good presentation skills.
6. Demonstrated team working spirit.

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7. Good interpersonal/communication skills
8. Good oral and written communication skills (in English and Arabic)

V. DURATION

The Consultant will organize a five day capacity building workshop for about 15-20 trainees according to the following

1. NAMAs developing workshop (2 days)
2. MRV design workshop (2 days)
3. Developing NAMAs financial models (1 day)

The workshop is expected to be held during the first half of May 2018

VI. RESPONSIBILITIES

The Consultant will be responsible for;

- Delivering the training manuals, illustrating videos, presentations, applications, case studies, exercises before the training workshop in separate hard and soft copies according to the number of participants plus two extra copies for the project internal use

The LECB Project will be responsible for;

- All logistical arrangements of the training workshop, including reserving training room or training center that is equipped with all necessary audiovisual and training facilities including two coffee breaks and one lunch break everyday
- Providing the list of trainees from relevant ministries and entities
- Share in developing the training agenda

VII. SCOPE OF BID PRICE AND SCHEDULE OF PAYMENTS

- **The contract will be issued on lumpsum basis for the agreed duration**
- **Proposer(s) should submit price offer including number of working days**

Offers (technical and financial) to be sent to

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