

**Terms of Reference
(TOR)
Department of Resource & Development
Federated States of Micronesia
Energy Division
Facilitation of the Implementation of Micronesia Public Sector Building Energy
Efficiency Project**

Consultancy Title: Technical Advisor- Building EE Policy Specialist
Project Name: Micronesia Public Sector Buildings Energy Efficiency (MPSBEE) Project
Duty Station: Federated States of Micronesia and homebased
Duration of the Contract <ul style="list-style-type: none">● Commencement date (tentative): Tentative● Completion date (tentative): Per Technical & Financial Proposal

Objectives

1. To review the local and international EC&EE policies and regulations
2. To identify and recommend established local and international EC&EE policies and regulations that can be modified to fit FSM environment
3. To identify and recommend established local and international EC&EE policies for gender inclusivity and women empowerment
4. To identify and recommend established local and international EC & EE policies for financial management of savings generated by EE initiatives.

Scope of Work

- Responsible to provide a detailed technical design, delivery, and development of EC&EE policies and regulations of the MPSBEE Project;
- Provide strategic policy advice in the areas financial planning and management;
- Identify barriers and constraints in EC & EE policies and regulation implementation and recommend effective courses of action;
- Identify, assess and provide recommendations on how to integrate other international policies and regulations on EC&EE to the MPSBEE project;
- Find and incorporate lessons learned from other relevant EC&EE projects in regards to policies and regulation implementation

Deliverables

The consultancy assignment shall involve the following tasks:

- Report on analysis of survey on the effectiveness of existing enforced policies and regulations for the building sector in FSM in the public sector.
- Report on a comparative evaluation of domestic and foreign EC & EE policies and regulations for building sector in FSM
- Report on proposed policies or regulations on the practice and application of EC & EE in public sector based on the comparative analysis
- Report on proposed developed policies on the enhanced involvement of qualified women in the promotion and implementation of EC & EE technology designs and application in public sector buildings.
- Report on developed policies of institutional and financial policies regarding the savings/revenue generated by public sector buildings
- Report on recommendations on the integration of international EC&EE policies or regulations to fit the FSM environment.

Qualifications & Experience

1. Master Degree in engineering (or equivalent technical tertiary qualification) with a focus on energy and its end uses and EE/RE;
2. At least 10 years of experience in the field of energy efficiency
3. Significant demonstrated experience in: energy end use analysis and energy efficiency in buildings; EE policy development;
4. Excellent communication skills;
5. Strong interpersonal and communication skills;
6. Excellent networking skills;
7. Full proficiency in English, both written and verbal;
8. Skilled presenter of ideas in one on one situations and in group meetings and symposia;
9. Proven experience in resource mobilization from governments, non-government organizations and the private sector;
10. Multidisciplinary professional experience; and
11. Good appreciation of, and strong links with, relevant international organizations.

Payment Schedule

- The payment schedule can be discussed and finalized during the contract preparation period based on the deliverable dates proposed by the consultant in their Proposal, and conditions agreed with DoRD.
Note: The deliverables include the specific tasks and responsibilities stated in this TOR.

Proposal Submission

Offerors must send the following documents:

- i) Technical Proposal.
- ii) Financial Proposal.

The Financial Proposal must be submitted separate from the Technical Proposal. Consultancy Proposal should be mailed to C/- FSM BEE Consultant (MPSBEE), P.O. Box PS-12, Palikir, Pohnpei FSM 96941 or sent via email to madialexace@gmail.com or fsm.mpsbeeproject@gmail.com clearly stating the title of consultancy applied for. Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. DoRD will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants. Failure to submit your application as stated above will be considered incomplete and therefore the application will not be considered.

Women candidates are encouraged to apply.

