



Preparation phase of the project

Improving the energy efficiency of the global building supply chain industry and its products to deliver high performance buildings

Inception Workshop

30 June 2023, 09:00-16:00

Organizers

United Nations Economic Commission for Europe (UNECE)

United Nations Development Programme (UNDP) Office in Armenia

Beneficiary countries

Armenia, Georgia, Kyrgyzstan, Republic of Moldova, Tajikistan, Ukraine, Uzbekistan

About the project and its preparation phase

The project “Improving the energy efficiency of the global building supply chain industry and its products to deliver high performance buildings” supported by the International Climate Initiative (IKI), aims to develop a strong foundation of proven best practice methods and focused technical capacity that beneficiary countries can build upon to improve building energy performance and reduce embodied carbon and energy to support their development and achievement of enhanced Nationally Determined Contributions (NDC) targets.

Emphasizing scalability and replication, the project will focus specifically on improving the effectiveness of the building sector supply chain to improve the complete lifecycle performance of buildings. By focusing on the building sector supply chain, the project will address the embodied energy and carbon of buildings and ensure that buildings’ operational components are designed and installed to operate optimally. A core element of the project will be to engage actively with the beneficiary countries to develop their relevant public and private sector capacities to ensure the long-term replication and upscaling of the project activities.

This multi-year project implies a six-month Preparation Phase, the objective of which is to develop a complete project document with accompanying materials that outlines concrete, result-oriented activities of all stakeholders, takes account of national circumstances of the beneficiary countries, and responds to their needs in an effective manner while remaining consistent in terms of common outputs and outcomes, and ensures alignment across the board on the project log-frame.

UNECE leads the consortium in both the project and its Preparation Phase and will be in charge of the overall coordination of implementation of the Preparation Phase across all activities and all Implementing Partners. The Implementing Partners for the Preparation Phase comprise UNDP offices in seven beneficiary countries, United Nations Economic and Social Commission for Asia and the Pacific (ESCAP) and the United Nations Environment Programme (UNEP). The Implementing Partners for the full project additionally include UNEP-CCC (Climate Change Center), Green Building Alliance (GBA), Institute for Energy Efficiency in Production (EEP), and Passive House Institute (PHI).

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PROVISIONAL AGENDA

Time	Agenda item		Speaker
09:00-09:30	Registration and coffee		
09:30-09:45	Welcome and introductions		UNECE, IKI
09:45-10:30	Introduction of the implementing partners		UNECE, UNDP offices in beneficiary countries, ESCAP, UNEP tbc: UNEP-CCC, GBA, EEP, PHI
	Introduction by representatives of the Governments from the project beneficiary countries		Representatives of the relevant authorities from the beneficiary countries
10:30-11:00	Project Overview	Presentation on the overall project background, goals, desired outcomes, and potential impact in the beneficiary countries	UNECE
		Presentation on the objectives of the Preparation Phase, including timeline, milestones, deliverables	
11:00-11:30	Coffee break		
11:30-13:00	Current State (Baseline Situation) in Each Beneficiary Country, Problem Statement, and Rationale for the Project Intervention	National circumstances in the project beneficiary countries and assessment of the existing needs.	UNDP offices in beneficiary countries
		Concrete, results-oriented activities	Representatives of the beneficiary countries
		Individual country-tailored approaches to ensure an accurate framing of the overall project scope	Open discussion
		Wrap-up on the gap analysis and defining the project scope	All
13:00-14:00	Lunch break		

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Time	Agenda item		Speaker
14:00-15:00	Project Management and Governance	Roles and responsibilities of each implementing partner, and clarification of expectations and commitments from partners	Open discussion
	Collaboration and Communication	Coordination among the partners, and overview of the management structure for effective collaboration	UNECE
		Communication channels for project updates and information sharing	UNECE
		Progress reporting, coordination among project focal points and involved staff, monitoring mechanisms	All
	Financial and Administrative Matters	Budget allocations and reporting requirements	UNECE, IKI
		Administration, procurement, documentation	UNECE, IKI
		Risk Management	UNECE, IKI
	Accompanying Evaluation of the Project	Brief information on accompanying evaluation	Syspons (evaluation company)
15:00-16:00	Next Steps and Action Plan	Recap of the key discussion points and decisions made during the meeting: project scope, individual approaches, etc.	UNECE
		Agreement on next steps, including immediate actions and responsibilities	UNECE
		Establishing regularity for updates/exchange of information and timeline for follow-up actions	All
	Closing and Final Remarks		UNECE, Implementing Partners, Representatives of the beneficiary countries

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