

Standard Summary Project Fiche for the Transition Facility

1. Basic Information

1.1. CRIS Number: 2007/19343.04.02

1.2. Title:

Support in developing the administration's capacity to manage the National GHG Emissions Registry

1.3. Sector: Environment

1.4. Location:

Romania

2. Objectives

2.1. Overall Objective:

To strengthen the Romanian administration capacity to implement the environmental *acquis* provisions¹ in the field of climate change.

2.2. Project purpose:

To support the Ministry of Environment and Sustainable Development (MESD) and the National Environmental Protection Agency (NEPA) to reduce the costs associated with the implementation of climate-change policy provisions by developing an integrated mechanism for monitoring Community greenhouse gas emissions in Romania.

2.3. Justification

According to **EC Monitoring Report on the state of preparedness for EU membership of Bulgaria and Romania from September 22nd 2006**, the European Commission confirms that Romania have made further progress to complete its preparation for membership, demonstrating appropriate administrative capacity to apply EU principles and legislation from 1st January 2007:

"Good progress can be noted as regards administrative capacity in general. Staff recruitment and training have been carried out. The division of responsibilities between different levels of the environment administration has been improved. However, the advisory role of the Ministry and the National Environmental Protection Agency towards regional and local agencies remains to be strengthened. The remaining job vacancies be filled in before accession and training needs to be continued in order to ensure appropriate quantity and quality of staff."

The current project is correlated with the following **Community legal acts**:

¹ Pursuant to Decision No. 280/2004/EC, Article 4, the Commission Regulation (EC) No 2216/2004 for a standardized and secured system of registries pursuant to Directive 2003/87/EC and the Kyoto Protocol provisions.

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- **Directive 2003/87/EC** of the European Parliament and of the Council of 13 October 2003 establishing a scheme for greenhouse gas emission allowance trading within the Community and amending Council Directive 96/61/EC. This act has been transposed by the Governmental Decision No. 780/2006 and implemented by the Ministerial Orders No. 1008/2006 and No. 1175/2006;
- **Directive 2004/101/EC** of the European Parliament and of the Council of 27 October 2004 amending Directive 2003/87/EC establishing a scheme for greenhouse gas emission allowance trading within the Community, in respect of the Kyoto Protocol's project mechanisms. This act has been transposed by the Governmental Decision No. 780/2006
- **Decision no 280/2004/EC** of the European Parliament and of the Council of 11 February 2004 concerning a mechanism for monitoring Community greenhouse gas emissions and for implementing the Kyoto Protocol. This act will be transposed by Ministerial Order.
- **Commission Regulation (EC) No 2216/2004** of 21 December 2004 for a standardized and secured system of registries pursuant to Directive 2003/87/EC of the European Parliament and of the Council and Decision No 280/2004/EC of the European Parliament and of the Council. The management of the national registry has been regulated by the Ministerial Order 1008/2005.

3. Description

3.1. Background and justification:

Project is conceived to support Ministry of Environment and Sustainable Development (MESD) and the National Environmental Protection Agency (NEPA) to put in place a National GHG Registry fully compliant with the Kyoto Protocol and EU provisions, namely the Commission Regulation EC No. 2216/2004 for a standardized and secured system of registries pursuant to European Parliament and of the Council Directive 2003/87/EC and Decision No 280/2004/EC.

As mentioned by Kyoto Protocol, a National GHG Emission Registry is necessary for accounting of the assigned amounts during the commitment period and therefore is an important instrument for the climate change policy. In this respect, the project aims:

1. To have in place an efficient instrument to independently assist the elaboration of Romanian climate change policy and implement the EU related policy.

2. To independently evaluate progress in meeting the requirements of the Kyoto Protocol and participation in the implementation of EU climate change policy provisions in our country.

3. To assist Romania to qualify for Track 1 eligibility criteria for JI projects.

The registry is an efficient instrument to assist the development of emission projections, to implement the EU-ETS established by the Directive 2003/87/EC and support the elaboration of Romanian climate change policy.

In line with the Article 18 of the Directive 2003/87/EC - between 2007-2009 - our country will develop the National GHG Registry into a consolidated system supervised by another Member State (Finland) which will host our registry.

Taking into account of the importance of climate change for the future environment policy, our country will have to develop the national registry separately. For the long run, this will contribute more directly to the implementation of the national climate change policy and to reducing the costs of implementation of the climate change policy.

In parallel, this solution will enhance self-governing of Romanian decision-makers in the evaluation of progress to meet requirements of the Kyoto Protocol and, further reduction commitments as well as the participation in the implementation of EU climate change policy in our country.

According to Report on the 3rd/last Peer Review Mission in Romania (7-10 February 2006) the recommendations/conclusions were:

- *"The activity of the NEPA is well defined but there are still some responsibilities which need transferring from the MESD to the NEPA;*
- *There are some concerns regarding the elaboration of the National Allocation Plan for allowances (which has been finalized by September 2006); its completion a priority, with an accent on 2012 projections;*
- *Continuous efforts are still necessary I preparing the Nature 2000 List (an aspect which was signalled, even if it was not part of the evaluated sectors);*
- *A larger involvement of the NEPA, REPAs, and LEPAs is needed;*
- *There is a need to intensify the allocation of funds (especially towards the REPAs);*
- *A system of penalties and a suitable rise of fines is necessary;*
- *The availability of the EC experts to offer assistance in sensitive domains. The Romanian counterpart mentioned that it will ask for TAIEX assistance in the field of chemicals – clarifying the responsibilities of the institutions involved, and in the domain of air quality – the elaboration of models for the measurement of the ozone and particulate matters emissions.*

The progress made was significant but there are still many matters to be considered."

The project which responds to both recommendations of February 2006 Peer Review Mission Report and Romania commitments taken during the negotiation process on Chapter 22-Environment supports the development of GHG emissions' projections and the implementation of the EU-ETS set by the Directive 2003/87/EC; it finally drives to the elaboration of the Romanian climate change policy.

In the climate change sector, the Romanian strategic and planning documents are:

- The National Strategy for Climate Change (NSCC)

In July 2005, the Government of Romania adopted, by Governmental Decision no. 645/2005, the first National Strategy for Climate Change (NSCC). By means of this Strategy, Romania was taken the first steps towards a concerted and coordinated national effort to implement policies in the field during the period of 2005-2007 with a view to limiting greenhouse gas emissions and preparing measures to adapt to the potential impacts of climate change.

- The National Action Plan on Climate Change (NAPCC)

Following the provisions of the NSCC, a National Action Plan on Climate Change (NAPCC) was developed by the Ministry of Environment and Sustainable Development with the assistance of the Danish Environmental Protection Agency and inputs from main stakeholders

such as ministries, research institutes, agencies, the private sector, NGOs and experts in the area.

NAPCC is the main tool to achieve the objectives included in the NSCC and established the modalities for reporting progress also. NAPCC assigned tasks and responsibilities for every stakeholder institution and identified the main actors for each specific Action and relevant task. The NAPCC provided clear deadlines for the Actions that needed to be implemented and identified potential funding sources to cover the costs for the specific Actions.

NAPCC has been approved by the Governmental Decision no. 1877/2005. NAPCC took into account the provisions of the Law 24/1994 ratifying the UN Framework Convention on Climate Change (UNFCCC) and Law 3/2001 ratifying the Kyoto Protocol (KP) as well as the obligations derived from the participation of our country at the implementation of the EU climate change policy.

NAPCC Implementation Schedule is to be completed by the end of 2007 and its updating is necessary to approach the commitment period 2008-2012.

NAPCC will be regularly updated together with the NSCC in order to improve decision making process in establishing the policies and measures in the field of climate change, so that these may be adapted to the economic developments in Romania.

In line with internal/international commitments, MESD will annually make public a report on the state of NAPCC implementation. The results of implementation progress monitoring will be communicated to the members of the National Commission for Climate Change (NCCC).

NAPCC highlighted the essential need to develop an independent national registry and to improve the infrastructure to efficiently participate in the implementation of the EU-ETS.

Detailing the requirement in establishing the National GHG Registry on NAPCC base

The necessity of this action derives from the commitments undertaken by ratifying the Kyoto Protocol and implementing efficiently the Commission Regulation (EC) No 2216/2004 - standardised and secured system of registries pursuant to Directive 2003/87/EC.

Romania has the responsibility to establish and operate a National GHG Registry for tracking issuance, holding, transfer, acquisition and retirement of GHG units (AAUs, RMUs, ERUs and CERs) according to art. 7.4 of the KP, in order to ensure accurate accounting of the assigned amounts, safeguard emission reductions by JI project implementation and to meet the monitoring, reporting and review requirements under Art. 7 and 8 of the Kyoto Protocol.

In establishing the National Registry, basic requirements - as defined per Decision 19/CP.7 and Decision 24/CP.8 technical data requirements - should have to be taken into consideration in line with the requirements of the EU ETS Registries included in the Commission Decision 2216/2004/CE.

Romania will use the experience of EU Member States and the "good practices" for establishing their own National GHG Emissions Registry.

Until 2009 the National Registry will be hosted by Finland with the possibility to continue the hosting for 1-2 years.

A. GAP analysis

In order to identify and select most feasible and sustainable projects to be financed under 2007 TF assistance, a 'gap analysis/plugging' has been conducted and addressed to 2006 CMRs underlined recommendations in the filed of *climate change*.

The 'gap' between current situation and the good state to be achieved in order to attain general and specific requirements in *climate change/GHG emissions* domain let to prioritization of the present project having two sub-components:

- a) A technical assistance (TA) focussed mainly on IB activities/training programme;
- b) An investment (INV) - IT equipment and dedicated software to technically support the National GHG Registry database management.

Environmental regulatory/legal aspects, human resources, the procedural system, in-place or needed equipment, regulatory and enforcement aspects have been judged when gap analysis was conducted:

1. Climate change *acquis* - full transposition/enforcement:

The main challenge will be to strengthen the capacity and capability of the MESD and NEPA in implementing and enforcement of the transposed EU environmental legislation.

GAP analysis underlined the need to:

- Reviewing of Ministerial Order for implementation of the Directive 2003/87/EC and Directive 2004/101/EC in 2008-2012;
- Transpose the Commission Regulation (EC) No 2216/2004 for a standardized and secured system of registries pursuant to Directive 2003/87/EC;
- Transpose the Decision No 280/2004/EC of the European Parliament and of the Council of 11 February 2004 concerning a mechanism for monitoring Community greenhouse gas emissions and for implementing the Kyoto Protocol.

The following Romanian legal acts were adopted in the field of climate change:

- Governmental Decision no. 645/2005 for the approval of the Romania's National Strategy on Climate Change 2005 – 2007 (Official Journal no. 670/27.07.2005).
- Governmental Decision no. 877/2005 for the approval of the Romania's National Action Plan on Climate Change (Official Journal. no.110/06.02.2006);
- Law no. 104/2005 ratifying the Memorandum of Understanding between Government of Romania and Government of France Republic on Joint Implementation projects based on Article 6 of the Kyoto Protocol to the United Nations Framework Convention on Climate Change signed on 28 September 2004, at Bucharest (Official Journal no. 389/09.05.2005).

The Directive 2003/87/EC establishing the scheme for greenhouse gas emission allowance trading and the Directive 2004/101/EC (linking Directive) have been transposed through the Government Decision No. 780/2006. This Government Decision and the Ministerial Orders issued subsequently provide the legal framework for the participation of our country in the implementation of EU-ETS.

2. Institutional framework and shared implementation responsible:

NEPA has been assigned the administrator of the National GHG Registry through the Romania Ministerial Order No. 1008/2005 and the Governmental Decision No. 780/2006.

Human resources status:

- Existing and expansion of staff : from 3 persons to 10-12;
- Training of staff: 6-8 persons from NEPA and 4 persons from MESD.

A HR Strategy has been drawn up in order to increase the personnel numbers in the environment field, which proposes to increase the personnel involved in climate change sector at MESD and NEPA.

Next to the quantitative aspect of staff, the quality is of at least equal importance. Continuous training and capacity building measures are continuously required to make the government environmental staff fully aware of all aspects of EU environmental requirements. Although administration capacity building has already been initiated through earlier EU Phare assistance and other multilateral and bi-lateral projects, in line with 2006 CMR provisions, further and more intensive/specific training activities are still required for an effective implementation.

3. Procedural system/assets obtained so far:

- Proper implementation of Commission Regulation (EC) No 2216/2004 for a standardized and secured system of registries pursuant to Directive 2003/87/EC with the assistance of Finnish hosting;
- Better implementation of the Directive 2003/87/EC and Directive 2004/101/EC
- Establishing a system for training of EU ETS operators;
- For the elaboration of the National Allocation Plan, the preliminary inventory of the installations covered by the Directive 2003/87/EC was elaborated by the National Environmental Protection Agency in December 2005.
- The National GHG Inventory for the period 1989 – 2003 was drawn up and submitted in May 2005 to the UNFCCC Secretariat and to the Environmental European Agency. The inventory for 2004 is under development with the expected deadline 1 May 2006;
- The responsibility to administrate the National GHG emissions Registry was transferred from the National Research & Development Institute for Environmental Protection (ICIM Bucharest) to the National Environmental Protection Agency, assigned as administrator through Minister Order MESD No. 1008/2005;
- The Report on Demonstrable Progress in Implementing the Kyoto Protocol was finalized and submitted in January 2006 to the UNFCCC Secretariat;
- A distinctive section with information regarding climate change aspects was displayed on the official web site of the MESD, which is periodically updated.

4. Costs estimates:

Denmark Environmental Protection Agency/DEPA assistance project evaluated the estimated cost for the specific IT facilities/software to be purchased that raised about **EUR 207,000** in addition to in-kind contribution to be provided by the MESD and NEPA.

5. Additionally, there is more specific implementation and enforcement requirements to be met related to:

- Developing the national policy on climate change
- Complying with the UNFCCC provisions
- Observing the international commitments on reducing GHG emission.

B. GAP plugging

In order to insure full transposition and enforcement of the climate change and GHG related *acquis* and taking into account the GAP assessment conclusions above described, the National GHG Registry was conceived to be achieved with the synergies of *Phare 2006 Programme*, *The Netherlands MATRA bilateral co-operation project* and *2007 Transition Facility Programme*:

- **Phare 2006 project** “*Support in the implementation of the EU requirements concerning the monitoring and reporting of carbon dioxide (CO₂) and other greenhouse gas emissions (TA)*” is to identify the needs for the entire climate change institutional structure focussing on the inventory and reporting capacity;
- Within the bilateral co-operation with the Netherlands/MATRA, the separate national registry aspects will be developed in a feasibility study (FS) approaching the technical specifications, financial and human resources aspects;
- The solutions identified in both projects mentioned above will be brought into effect with the assistance of in the **2007 Transition Facility** “*Support in developing the administration capacity to manage the National GHG Emissions Registry*” and Romanian budget.

Consequently, good co-ordination during projects implementation is to be insured by adequate implementation arrangements as described in Chapter 6.

The 2007 TF INV component (servers and software), which is supporting the implementation of specific *acquis* requirement is justified by the obligations Romania committed during negotiations on Chapter 22 – ENV in order to set-up its National GHG Emission Registry:

- Decision No. 280/2004/EC (Article 6)
- Directive 2003/87/EC (Article 19) and
- Commission Regulation No. 2216/2004/EC.

At the end of this project, the Romanian authority assigned to run the National GHG Registry will be able to ensure the accurate accounting of the issue, holding, transfer and cancellation of allowances and manage the Kyoto Protocol units in order to sustain the achievement of climate change policy in our country.

Precaution measures to avoid overlapping

Coordination measures:

1. The Romanian Ministry of Environment and Sustainable Development is annually organizing the ‘**Donors’ Coordination Meeting for the Environment Sector**’ who aims for an efficient coordination of the financial-assistance donors in the environmental sector in order to avoid accidental overlapping that might occur when assistance is received from different sources like EU, World Bank, EBRD, EIB, IFIs and/or bilateral assistance.

Furthermore, the MoEWM designed, developed and is continuously up-dating a **Donors’ Database** containing technical and financial information/data regarding assistances received from different financing interventions/sources in the environmental protection area. Database is up-dated and coordinated by the Ministry of Public Finance/National Aid Coordinator on a legally established base.

2. No overlap exists with **SOP Environment/Structural and Cohesion Funds** assistance and its priority axis (http://www.mmediu.ro/integrare/comp1/SOP_ENV_Oct.pdf).

3.2. Linked Activities

1999/2001-2002 Danish *“Technical assistance project for transposition and implementation of EU Directives in air quality”*

In 1999, through the Danish technical assistance project for transposition and implementation of EU Directives in air quality field, the ‘*Sectoral Approximation Strategy for Air and Climate Change in Romania*’ was elaborated.

Phare 2006 Twinning project - RO 06/IB/EN/01 – *“Implementation and enforcement of the environmental Acquis focussed on air quality and climate change – phase II, REPA Cluj”* which aims to strengthening the institutional capacities at regional and local levels in terms of improved technical performances of staff in permitting, monitoring and inspection, reviewing and up-dating regional component of the relevant strategic and planning documents on environmental protection, improvement of the data collection/storage systems, development of remediation actions/measures and Programmes of contaminated sites in the region developed. **REPA Cluj-Napoca** will act as Focal Point for the other REPAs/LEPAs/NEG/ NEPA regarding the technically focussed activities in air quality and *climate change sectors*.

The two components of the twinning project are *daily and technically focussed activities*:

- Daily activities:

- To monitor the implementation of the Action Plans and Programmes for Air Quality Management;
- To support the optimisation of the reporting system on air quality;
- To support reviewing/up-dating of climate change permits;
- To support monitoring of compliance of regional operators developing specific activities with effect on earth climate.

- Technically focussed activities on climate change envisage:

- Support to optimisation the monitoring and reporting system for greenhouse gases; to train staff on climate changes priority issues;
- To advise the other RTAs/STEs from the other twinning projects with technically focussed activities related to air quality and climate changes issues whenever the case;
- To assist in developing the network for communication and exchange of information/progress related to air quality and climate changes issues, getting the position of ‘**Focal Point**’ among other REPAs and LEPAs during project implementation.

Phare 2006 - *Support in the implementation of the EU requirements concerning the monitoring and reporting of carbon dioxide (CO₂) and other greenhouse gas emissions (TA).*

The project will improve the national system for the assessment of anthropogenic emissions, develop more national emission factors and methods of calculation for different sectors and activities and improve the national greenhouse gas emission inventory. The project also includes delivery of specialized training to the civil servants working in the field of climate change, as well as awareness raising activities targeted to public

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2006 Danish EPA - Capacity Building of the MESD in Romania for Kyoto Protocol eligibility requirements

Romania has requested assistance from Denmark in strengthening its capacity in dealing with the Kyoto Protocol reporting requirements. The present Project Document describes in detail the technical assistance proposed for the Romanian Government represented by the Ministry of Environment and Sustainable Development (MESD).

MATRA Pre-accession Projects Programme (MPAP) - The improvement of the registry of GHG emissions

The project will provide know how transfer on the functioning of a separate national registry on the emissions of GHG. For 2007-2009, the national registry will run in a consolidated form hosted by Finland

The project financed by MPAP will deliver the practical solutions to develop a separate national registry in fully in compliance with the EU and UNFCCC requirements. It is a sort of a feasibility study to assess the actual conditions (technical, institutional, financial and human) to put in place and operate a separate registry. The solutions identified in this project, will be brought into effect by budget resources and the assistance of the Transition Facility

The project financed by MPAP will up date and fully extend the broad picture of the national registry, approached in PHARE 2006. The project financed under PHARE 2006 is to identify the general picture of the institutional capacity related to climate change and is to focus on the inventory and reporting capacity.

3.3. Results

1. The National GHG Emission Registry database set-up in compliance with EU requirements and Kyoto Protocol;
2. Manuals for Installation, Operational and Maintenance Manuals of the National GHG Emission Registry elaborated;
3. Training activities delivered to recipient institution (MESD, NEPA and REPA Cluj staff) in line with specific legislation requirements;
4. Investment associated facilities (servers and software) carried-out (equipment purchased, delivered to final beneficiaries, installed, put into operation and tested).

3.4. Activities (including Means)

Activities	Means
<p>1. Setting-up the National GHG Emission Registry database – in compliance with EU requirements and Kyoto Protocol;</p> <p>2. Elaboration of the Installation, Operational and Maintenance Manuals for the National GHG Emission Registry;</p> <p>3. Delivery training activities to recipient institution (MESD and NEPA staff) in line with in force legislation requirements:</p> <p>3.1. To carry-out Training Need Assessment (TNA), Training Map, Training Strategy, Training Syllabus and Programme;</p> <p>3.2 To deliver specific training to recipient institutions (MESD, NEPA and REPA Cluj staff and MEF) to adequately operate and manage the National GHG Emission Registry database:</p> <p>- Module I basic: 4 modules of minimum 4 days each on general climate change and GHG issues;</p> <p>- Module II advanced: 4 modules of minimum 4 days each in software database and Installation, Operational and Maintenance Procedures related National GHG Emission Registry;</p> <p>- 2 months coaching in managing/maintenance National GHG Emission Registry for MESD and NEPA staff;</p> <p>- Practical trials – “learning by doing” – know-how transfer from present EU GHG Registry administrator - Finland (1 week; 10 persons).</p> <p>4. Purchasing/instalment/putting into operation and testing servers and software for MESD and NEPA in order to set-up the National GHG Emission Registry - compliant with the Kyoto Protocol and <i>acquis</i> (INV).</p>	<ul style="list-style-type: none"> • One Service Contract for 10 months. • Team Leader, Key Experts and a pool of non-Key Experts, international and/or local, long term and/or short-term; • Backstopping facilities during project implementation; • National Procurement Rules strictly followed; • TF Contract implemented under EDIS technical and financial management and control procedures.

Details on INV component (GHG Registry servers and dedicated software) are enclosed in

Annex no. 6.

Table - Estimates on "workload and costs" associated to project's activities

Activity	Workload (man/month)		Costs (MEuro)
	Key experts:	Non-key experts:	
1. Setting-up the National GHG Emission Registry database – in compliance with EU requirements and Kyoto Protocol	Key Expert 1/TL: 2 man/months Key Expert 2: 2 man/months Key Expert 3: 2 man/months	A pool of non-key experts (2/3), each of them assigned for about 20 man/days	Key Experts 0.13 Non-key Experts 0.02 <u>TOTAL: 0.14</u>
2. Elaboration of the Installation, Operational and Maintenance Manual for the National GHG Emission Registry	Key Expert 1/TL: 2 man/months Key Expert 2: 1.5 man/months	A pool of non-key experts (2/3), each of them assigned for about 20 man/days	Key Experts 0.06 Non-key Experts 0.02 <u>TOTAL: 0.10</u>
3. Delivery training activities to recipient institution (MESD and NEPA staff) in line with in force legislation requirements.	Key Expert /TL: 2 man/month Key Expert 2: 1.5 man/months Key Expert 3: 1.5 man/months	- A pool of non-key experts (2/3), each of them assigned for about 20 man/days; -Incidental costs associated training courses (renting room, training materials, accommodation/ travel, per diem for Experts out of base of operation in the beneficiary country and practical-trial costs in Finland.	Key experts costs: 0.06 Non-key Experts 0.03 Incidental costs: (training related costs) 0.06 <u>TOTAL: 0.15</u>
4. INVESTMENT*	-	-	0.11**
Expenditure Verification	-	-	0.01
TOTAL	-	-	0.51

* INV (servers, software) is covered from the "IT supply" budgetary-line. Consequently, 25% of the INV component is insured by the National Fund/Ministry of Economy and Finance, as joint co-financing (30,000 EUR).

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Activity # 3 – details:

- **Module I basic: 4 courses of minimum 4 days each** on specific software database issues;
- **Module II advanced: 4 courses of 4 days each** in Installation, Operational and Maintenance Procedures related National GHG Emission Registry;
- **2 months** coaching/on-the-job training in managing/maintenance National GHG Emission Registry for MESD and NEPA staff – practical trials/demonstration;
- **Practical trials** – “learning by doing” – know-how transfer from present EU GHG Registry administrator - Finland.

First course of each Module I and II is dedicated to “train the trainers”.

Target staff:

1. Module I and II: MESD, NEPA and REPA Cluj – maximum 20 trainees/course;
2. Coaching activities: MESD and NEPA staff – up to 12 trainees.
3. Practical trials (4 persons from MESD and 6 persons from NEPA).

Topics*:

Module I – Basic and general knowledge on climate changes and GHG topics:

- - EU policy and legislation - Commission Regulation (EC) No 2216/2004 and Directive 2003/87/EC;
- The VIth European Programme for Environment – *Climate change*;
- Kyoto Protocol provisions;
- GHG Registry – Finland;
- GHG emissions’ projections and the implementation of the EU-ETS;
- GHG tracking issuance, holding, transfer, acquisition and retirement of GHG units (AAUs, RMUs, ERUs and CERs);
- The accurate accounting of GHG emissions, safeguard emission reductions by JI project implementation;
- GHG Monitoring, reporting requirements.

Module II – advanced know-how transfer in the field of climate change/GHG:

- GHG Database management.

** To be refined within Terms of reference/Tender Dossier.*

POOL of KEY EXPERTS – linked by Activities #1, 2 and 3

Key Expert #1

Team Leader – Climate change Expert (6 man/month, TF 110,000 EUR)

(about 22days/months x 6 months x 850 EUR= 110,000 EUR)

Bound to results 1, 2 and 3

Tasks:

- Overall project management (Contract management and coordination of activities)
- Member of the Project Steering Committee

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- Assisting the elaboration of the Installation, Maintenance and Operational Procedures Manual related National GHG Emission Registry
- Participate in the preparation of Training Curriculum
- Identify and establish relationship with other project stakeholders Results dissemination/dissemination of project outputs

Profile:

- Appropriate university degree (technical and/or environmental sciences – *climate change/GHG*)
- At least 7 years experience in project management/consultancy - Senior, international expert
- Wide knowledge about EC legislation on climate change/GHG and Kyoto Protocol
- Robust practical experience in issues related organizing/managing National GHG Registries
- Very good command of English (oral and written)
- Excellent computer skills (Word, Excel, Power Point)
- Very good interpersonal communication skills

Key Expert #2 – GHG Emissions Registry expert (5 man/month, TF 80,000 EUR)
(about 22 days/months x 5 months x 750 EUR= 80,000 Euro)

Bound to results 2

Tasks:

- Coordination the process of elaboration, with the assistance of the pool of key/non-key experts, the Installation/Maintenance and Operational Procedures Manual related National GHG Emission Registry
- Co-ordinate testing activities of the software facilities installed
- Counterpart/technical support to Project Leader

Profile:

- Senior/junior short-term international expert
- International projects management skills and experience
- Appropriate university degree in ITC science
- Wide knowledge and work experience in operating/administration the GHG Emission Registry System
- At least 3 years working experience in projects/consultancy
- Very good command of English (oral and written)
- Excellent computer skills (Word, Excel, Power Point)
- Good communication skills

Key Expert #3 – ITC Expert –software (5 man/month, TF 80,000 EUR)
(about 22days/months x 5 months x 750 EUR= 80,000 EUR)

Bound to results 1, and 3

Tasks:

- Co-ordinate the activities of equipment supply
- Deliver training for MESD and NEPA

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Profile:

- Senior/junior short-term international expert
- Appropriate university degree in ITC sciences – software/database management
- International projects management skills and experience
- At least 5 years working experience in international project/consultancy
- Design Database - Software expertise
- Training skills
- Good communication skills
- Very good command of English (oral and written)

Pool of non-key Experts - estimates:

A pool of **5-7 non-key Experts** (short-term, local and international, senior or junior); an it is expected an average time-input, for each non-key expert, of **15-20 man/days**, at a fee rate of **300-450 EUR/day**.

Budget breakdown:

Activities #1, 2 and 3

- **Key-Experts Fees: 0.27 MEuro**
- **Non-key Experts Fees: 0.06 MEuro**
- **Incidental Expenditure/training related costs: 0.06 MEuro** - costs borne by the Beneficiary
- **Expenditure verification 0.01 MEuro**

TOTAL 1: 0.40 MEuro

Activity #4 – INV - Purchasing/instalment/putting into operation and testing **servers and software** for MESD and NEPA for the National GHG Emission Registry

INV is enclosed under “IT supply” budgetary line and borne by the Beneficiary*.

TOTAL 2: 0.11 MEuro

2007 Transition Facility support (75%); 0.08 MEuro

National, joint co-financing (25%): 0.03 MEuro

** 25% from total INV allocated budget will be jointly co-financed from the National Fund/MEF*

TOTAL (1+2): 0.51 MEuro

(0.42 MEuro TF support and 0.09 MEuro national, joint co-financing)

3.5. Lessons learned:

See Annex 5.

4. Institutional Framework

The institutional framework within which the present programme operates comprises governmental public institutions belonging to central, regional and local administration. Each institution has sufficient ownership, counterpart and absorption capacity in terms of human and financial resources allocated to sustain projects implementation.

The central Governmental environmental structure in Romania is the **Ministry of Environment and Sustainable Development (MESD)** re-organised in **April 2007** through

Decision No. 368/25 April 2007 published in the Romanian Official Journal No.284/27 April 2007.

The main responsibilities of the Ministry relate to the development of environmental strategy, policy and legislation, focussed on the EU legislation approximation.

According to GD No. 497/2004 as amended by the GD No. 1179/2004 and GD No. 128/2006 regarding the establishment of the institutional framework for coordination, implementation and management of Structural Instruments, MESD is the Managing Authority for SOP Environment. The Managing Authority for SOP Environment is organized as a General Directorate, according to GD No. 308/2005 and GD No. 136/2006.

The National Environmental Protection Agency (NEPA)

The national environmental executive structure was set-up by the Decision of Government No. 1625 of 23 December 2003 on the establishment, organization and functioning of the NEPA. This was further amended by the recent **Governmental Decision No. 459 of 19 May 2005 (OJ No. 462/31.05.2005)** on the institution set-up and the reorganisation of NEPA, REPAs and LEPAs.

By way of this decision, REPAs and LEPAs are directly subordinated to the NEPA.

The **National Environmental Protection Agency (NEPA)** represents the national executive level subordinated to the Ministry of Environment and Sustainable Development (MESD). The main roles are to provide technical and scientific assistance and support to environmental institutions (mainly to the ministry) and to co-ordinate, from a technical point of view, the territorial public authorities for environmental protection at local and regional level, providing the necessary training.

Specific functions of planning approvals and reporting control are also attached to NEPA, together with the development of secondary legislation for implementation and enforcement.

The National Environmental Protection Agency has the following main responsibilities:

- To authorize the activities with impact over the environment, according to the competences established in the legislative documents, and coordinates this process at national, regional and local level;
- To ascertain the unconformities within the authorization documents emitted and to inform the inspection authority in the field of environmental protection about them;
- To adopt the measures to be taken in the case of unconformities within the authorization documents;
- To ensure the technical support for elaborating the strategies and politics in the field of environmental protection;
- To coordinate the achievement of the sectoral action plans and The National Action Plan for Environmental Protection;
- To collaborate and ensure the technical support for elaborating the specific legislative documents promoted by the central authority for the environmental protection;
- To ensure the functioning of National Reference Laboratory for air, waste, noise and vibrations and also for radioactivity;
- To organize and coordinate the National Integrated Monitoring System;
- To participate in international programmes/ projects and partnerships of public concern;
- To accomplish the technical training of the personnel belonging to the local and regional authorities for environmental protection and National Environmental Guard, on the basis

of the annual programme approved by the central authority for environmental protection.

NEPA is supporting MESD to implement climate change policy in Romanian. NEPA has as main responsibilities periodical reviewing the implementation of Directive 2003/97/EC provisions in our country, participation in drafting the National Allocation Plan and the completion and reporting of the **National GHG Inventory**. NEPA is also responsible for maintaining of the **National Registry** and **EC reporting related obligations**.

No institutional constraints and changes are foreseen in this respect.

MESD and NEPA represent the Romanian central public authorities that will become the direct owners of the National GHG Registry database, the Installation/Operational and Maintenance Manuals and co-financed equipment/software, as immediate assets, after the project completion.

5. Detailed Budget

	Transition Facility support			Co-financing			Total costs (€M)
	Investment	Institution Building	Total Transition Facility (=I+IB)	National Public Funds (*)	Other Sources (**)	Total co-financing of the project	TF plus co-financing
Project 01 Service contract	0.08	0.34	0.42	0.09**	0.00	0.09**	0.51
TOTAL	0.08	0.34	0.42	0.09**	0.00	0.09**	0.51

(**) **The Beneficiary's contribution to TF projects is insured as joint co-financing.** As indicated by the Budget breakdown, the national contribution corresponding to the joint co-financing is borne to the National Fund/MEF (90,000 Euro). In addition, in kind contribution shall be committed from the MESD's budget to insure a smoother implementation of activities described in the Terms of Reference/Tender Dossier.

MESD, as Beneficiary, and the MEF/NAO will strictly monitor the co-financing expenses for the INV component and training related costs. For the earmarked co-finance, a clear and verifiable set of costs will be provided. The beneficiary will define which budget lines are the source for co-financing. Co-financing flow and stock data will be submitted on a quarterly-base to the TF Project Steering Committee and twice a year to the Sector Monitoring Sub-Committee/SMSC no.9.

MESD and NAO commit themselves to a sound financial management and control of present TF 2007 project.

The National Fund/Ministry of Economy and Finance contribution to present project is **90,000 EUR**.

VAT is not an eligible expenditure under both the Transition Facility and national cofinancing funds indicated in the above budget table. Where contracts are subject to VAT due to provisions of national legislation, these funds have to be provided from national resource outside and in addition to the amounts indicated in the budget table.

	Transition Facility support			Co-financing			Total costs (€M)
	Investment	Institution Building	Total Transition Facility (=I+IB)	National Public Funds (*)	Other Sources (**)	Total co-financing of the project	TF plus co-financing
TF Service Contract							
Key Expert #1 - Team Leader	-	0.11	0.11	-	-	-	0.11
Key Expert #2	-	0.08	0.08	-	-	-	0.08
Key Expert #3	-	0.08	0.08	-	-	-	0.08
Non-key Experts	-	0.06	0.06	-	-	-	0.06
Incidental Expenditure – training related the Beneficiary	-	-	-	0.06	-	0.06	0.06
IT supply – INV	0.08	-	0.08	0.03	-	0.03	0.11
Expenditure verification	-	0.01	0.01	-	-	-	0.01
TOTAL	0.08	0.34	0.42	0.09*	-	0.09*	0.51

* INV (servers, software) is covered by "IT supply" budgetary-line and 25% joint national co-financing is committed from the National Fund/Ministry of Economy and Finance (30,000 EUR). Training related costs (60,000 Euro) are borne by the Beneficiary represented by the National Fund/ Ministry of Economy and Finance.

6. Implementation Arrangements

6.1. Implementing Agency

The Implementing Agency (IAG) is the **Central Finance and Contracting Unit (CFCU)**; it retains the overall responsibility for the general, financial and administrative management of the project. CFCU that operates the European Community financial assistance within the Extended Decentralized Implementation System (EDIS) is authorized to carry out the following administrative and procedural functions:

- Co-ordination of financial resources and expenditures;
- Organization of tenders;
- Management of contracts;
- Management of payments/checking of Invoices and supporting documents;
- Procurement of goods and services;
- Execution of works and the performance of grant contracts;
- Monitoring and reporting to NAO and EC.

Programme Authorising Officer (PAO)

The Programme Authorising Officer (PAO) is a representative of the national administration - head of the CFCU. The PAO is appointed by the NAO in consultation with the NAC and is responsible to the NAO for the operations of the CFCU/IAG and for the sound financial management and control of the projects to be implemented.

Central Finance and Contracting Unit (CFCU)

Ministry of Economy and Finance
44, Mircea Voda Street, Bucharest 3, Romania
Phone: (0040-21) 326.87.33/326.55.55 extension 104
Fax (0040-21) 326.87.30

Contact person

Mrs. Carmen ROSU, Director, PAO

Phone: (0040-21) 326.87.33/326.55.55 extension 104
e-mail: carmenrosu@cfcu.ro

The Implementing Agency (CFCU) assigns a **Project Manager** and a **Project Financial Officer** responsible for monitoring administrative and financial execution of Contracts.

2. The Implementing Authority

Ministry of Environment and Sustainable Development (MESD) which retains the overall responsibility regarding technical aspects related project implementation and the financial responsibility for providing parallel co-financing from the state budget for the INV component.

Senior Programme Officer (SPO)

The Senior Programme Officer (SPO) is the **General Director** of the **General Directorate for Management of the Structural instruments within the of Environment and Sustainable Development** – responsible to the PAO / CFCU for the technical implementation of the projects who gives approval on Reports and Invoices.

Mrs. Liliana CHIRILĂ, General Director, SPO

Ministry of Environment and Sustainable Development
General Directorate for Management of the Structural Instruments
Phone: +40.21.300.77.77
Fax: +40.21.316.07.78
liliana.chirila@mmediu.ro

3. Beneficiary:

Ministry of Environment and Sustainable Development General Directorate Environmental Impact Assessment, Pollution Control and Atmosphere Protection Mrs. Dumitra MEREUTA, Director Phone: (40-21) 316.22.20 dumitra.mereuta@mmediu.ro B-dul Libertatii no.12, Bucharest	National Environmental Protection Agency Mr. Zoltan Levente NAGY, President Aleea Lacul Morii nr.151, Sector 6 Phone: (40-21) 207.11.01 Aleea Lacul Morii no.151, Sector 6, Bucharest
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The Project Implementation Unit (PIU) - which operates under MESD - retains the technical responsibility for monitoring the implementation of the activities in line with EDIS procedures. The Implementing Authority (MESD) assigns a **Project Officer** responsible for monitoring the implementation of the project's activities strictly following EDIS procedure.

A **Project Steering Committee** will be set-up to oversee the programme implementation with a defined number of members from all relevant stakeholders/NGOs. Prospective stakeholders will be consulted and have commented the drafted fiches.

The SC is to be established immediately after adoption of Commission Decision in order to monitor the progress of procurement and preparation of tender documentation (specifically ToR/Tender Dossier design).

It includes representatives of Ministry of the Environment and Sustainable Development – PIU and technical counterpart, NEPA Pollution Control and Risk Management Directorate, 2006 Phare TW project at REPA Cluj – RTA and PLs, Ministry of Economy and Finance and CFCU, the TF Consultant.

The SC members meet on a quarterly basis in order to review on project progress.

The **Project Steering Committee (PSC)** is to be approved through **Minister Order**.

2007 Transition Facility will be implemented under the rules for **Extended Decentralized Implementation System (EDIS)** according to article 53 (1) b of the Financial Regulation - EC EURATOM No. 1605/2002, 25.6.2002, OJ L 248 16.9.2002, p.1.

In order to insure **project readiness and coherence with other linked projects and activities to directly benefit of know-how transfer**, as regards the implementation arrangement the following specifications have to be observed:

1. Programming/Evaluation programme outputs/deliverables:

1.1 MESD - Structural Funds Directorate/PIU - 2 persons: the assigned Programming Officer (100%) and the **Programming- QA Controller*** and SPO;

- **General Directorate Environmental Impact Assessment, Pollution Control and Atmosphere Protection**, 1 person, about 25% time-input;

1.2 NEPA - Directorate Atmosphere Protection and Climate Change - technical counterpart: 1 person, about 25% time-allocation.

** Details on EDIS QA/QC Procedure are provided into Annex 7.*

2. Preparation of Tender Dossier:

2.1 MESD - Structural Funds Directorate/PIU - 1 person/the assigned Project Officer, 75% time-allocation;

- **General Directorate Environmental Impact Assessment, Pollution Control and Atmosphere Protection**, 1 person/the technical counterpart, about 50% time-allocation;

2.2 NEPA - Directorate Atmosphere Protection and Climate Change - 1 person/ the technical counterpart, about 25% time-allocations.

An indicative timetable for submission of the TD to the CFCU and on implementation schedule is provided in Annex 2 – Detailed Implementation Chart.

3. Tendering/Contracting:

3.1 MESD - Structural Funds Directorate/PIU - 1 person, Project Officer, about 20% time-allocation;

- **General Directorate Environmental Impact Assessment, Pollution Control and Atmosphere Protection**, 1 person/, about 20% time-input;

3.2 NEPA - Directorate Atmosphere Protection and Climate Change - 1 person, technical counterpart, about 20% time-allocation.

4. Monitoring project implementation:

4.1 MESD - Structural Funds Directorate/PIU - 2 persons/the assigned Project Officer and the Monitoring QA Controller and SPO, about 50% time allocation;

- **General Directorate Environmental Impact Assessment, Pollution Control and Atmosphere Protection**, 2 persons, about 50% time allocation;

4.2 NEPA - Directorate Atmosphere Protection and Climate Change, 2 persons, about 50% time-allocation;

4.3 2006 Phare TW project from REPA Cluj – 2 persons - RTA and the RTA counterpart - about 10 % time-allocation;

4.4 2006 Phare TA project – Team Leader, PIU Project Officer, 1 person, about 10 % time-allocation.

2007 Transition Facility will be implemented under the rules for **Extended Decentralized Implementation System (EDIS)** according to article 53 (1) b of the Financial Regulation - EC EURATOM No. 1605/2002, 25.6.2002, OJ L 248 16.9.2002, p.1.

Sensitive coordination issues:

Coordination with 2006 Phare projects like *“Implementation and enforcement of the environmental Acquis focussed on nature protection – REPA Sibiu (TW)”* and 2005 Phare project *“Investment support to assist the environmental protection decisions through GIS system”* and *MATRA assistance* is insured either during the TF programming phase and further measures took by MESD/IA along monitoring projects’ implementation, in terms of representation, frequency, internal control procedures and unique Implementation Authority MESD/PIU:

1. Regular-base meetings/Reports:

- **Monthly Meetings** – monthly-base meeting organized by MESD/Implementing Authority where all EU assistances (Phare TWs and TAs representatives) participate;
- **Project Steering Committee Meetings** – quarterly-base organized and chaired by SPO (stakeholders enclosed);
- **Sector Monitoring Sub-Committee** – trimester-base organized and chaired by NAC/Managing Authority for Community Framework Support within MEF;
- **Joint Monitoring Committee** – yearly base.

2. Broad representation:

- Implementing Agency/CFCU
- Implementing Authority – SPO and PIU members/Project Officers;
- NAC/MACSF
- Contractors of all projects;
- EC Representative
- MESD technical departments
- REPAs Cluj and NEPA - 2006 Phare twinning project on air quality and climate change RTAs and TLs

3. Internal Control procedures/QA and QC measure:

- EDIS Programming and Monitoring Procedures;
- Internal Audit trials
- Risks Registry and Risk mitigation measures
- External evaluators

6.2. Twinning

N/A

6.3. Non-standard aspects

The National Procurement Rules (NPR) will be strictly followed in the contracting of TF project. The supply to be sub-contracted by TF technical assistance project will be based on best interest of the Beneficiary and cost effectiveness.

6.4. Contracts

One Service Contract: 0.51 MEuro

(0.42MEuro TF and 0.09MEuro national, joint co-finance, insured by the National Fund within the Ministry of Economy and Finance)

INV component (servers, software) is covered by "IT supply" budgetary-line. Consequently, 25% of the INV component represents national, joint co-financing - as indicated in the Budget breakdown table – borne by the National Fund/Ministry of Economy and Finance (30,000 EUR).

7. Implementation Schedule

7.1. Start of tendering/call for proposals

January 2008

7.2. Start of project activity

July 2008

7.3. Project completion

April 2009

The implementation period will be **10 months**.

8. Sustainability

Relevant Government measures ensure project sustainability.

Beneficiary institutions are **public institutions** from centralized/decentralized Governmental administration as described under chapter 4 – Institutional Framework – legally established and financed from State Budget. The administrations' budget allocations are proposed by Government and approved - rectified if case - by Romanian Parliament (State Budget Law) on an annually base.

Following project completion, MESD undertake specific administrative measures to ensure **staff and budget resources** for the project sustainability:

1. The **cooperation agreements** between central administrations and mandated bodies are currently being drafted and will be finalized before 2007 TF project starts.

2. Staff:

- The TF project requires full commitment, participation and cooperation of senior managing staff of the beneficiary institutions (MESD and NEPA);
- MESD and NEPA will insure the necessary human and technical resources/in-kind for an efficient and smooth implementation of projects;
- Staff, represented by **civil servants**, is permanently employed under Romanian Law no.188/1999 provisions, modified and completed by Law no.251/2006;
- In place **HR Strategy and Recruitment Plan**;
- The **trainers** prepared within "train the trainers" module will develop further training activities to central and local administration operational personnel/dissemination;
- **The National Environment Training Centre (NETC)** - adequately equipped with ITC facilities through Phare 2006 INV project - will allow further organize and develop training activities on general and specific environmental protection issues - **climate change/GHG** - to attain sustainability of the learning process. **NETC** will allow integration, coordination of training activities for all environmental staff.
- The cooperation agreements between central administrations and mandated bodies are currently being drafted and will be finalized latest by the beginning of the 2007 TF projects;
- The knowledge and practical experience acquired during training/exchange of experience/ international exercises will be conveyed to other staff dealing with similar responsibilities in their respective authorities in Romania using shared webpage documents.

3. Financial resources/State Budget:

- A separate budgetary line is allocated from MESD budget to properly operate and maintenance of in place equipment and if case, to its upgrade; the National GHG Integrated Registry system will be regularly updated and maintained by the responsible bodies;
- In line with Governmental Decision No.188/1999, compulsory training activities are foreseen and covered from State Budget for all civil servants – at least 7 days/year/civil servant on general and specific technical issues - in line with staff Job Description Fiches;
- MESD is committed to undertake all measures to finance additional costs/in-cash that may arise in order to ensure timely completion of project;

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associated to implementation of climate change policy provisions by developing an integrated mechanism/system for monitoring Community GHG emissions.	Kyoto Protocol provisions and comparably with reference year 2006.	Monitoring Sub-Committees (SMSC no.9);	Directives and their Implementation Plans is continued in a pro-active way;
		<ul style="list-style-type: none"> Annual Reports prepared for Joint Monitoring Committee (JMC/Ministry of Public Finance); Regular reports of international environmental cooperative programmes; MESD Annual Donors' Meeting Report 	<ul style="list-style-type: none"> Adequate yearly allocation from state budget to support authorities in their current activities; Successful implementation of Tasks under Phare 2004-2006 multi-annual programming exercise.
Results	Objectively verifiable indicators	Sources of Verification	Assumptions
1) The National GHG Emission Registry database set-up in compliance with EU requirements and Kyoto Protocol;	National GHG Emission Registry database tested by EU Registry administrator – Finland within an inter-comparison exercise.	Monthly Technical Progress Reports (TPRs);	Horizontal and transparent co-operation between Implementing Authority, Consultant, Implementing Agency and other project key stakeholders;
2) Installation, Operational and Maintenance Manuals for the National GHG Emission Registry elaborated;	The Installation, Maintenance and Operational Procedures delivered by Consultant and approved by 2 nd PSC before ½ project implementation.	Minutes of the PIU Monthly Meetings;	Interest of beneficiary institutions for training component is obvious;
3) Training activities delivered to recipient institution (MESD, NEPA and REPA Cluj staff) in line with specific legislation requirements;	Trainees identified from TNA that participated at the coaching courses addressed to NEPA as administrator of the national GHG Registry.	Minutes of the PIU weekly Working-Meeting developed acc. to EDIS monitoring procedure requirements;	Trained staff will continue activities at respective institutions.
	No. of training modules organized by Contractor and delivered to MESD and NEPA staff.	Monthly Technical Progress Reports (TPRs) endorsed by SPO and approved by PAO/CFCU;	Implementing Authority, Consultant, Implementing Agency and other project key stakeholders;
		Training reports; EU/national experts mission reports;	Institutional capacity to ensure participants
		EDIS procedures checklists on TF documents;	
		Guidelines and procedure manuals of similar programmes;	

4) Investment associated facilities (serves and software) carried-out (equipment purchased, delivered to final beneficiaries, installed, putted into operation and tested)	Recipient institutions – MESD and NEPA - operating equipment/ software for the National GHG Emission Registry.	<ul style="list-style-type: none">Internal/external Audit trial Reports and recommendations;Single Monitoring Information System database (SMIS).	<ul style="list-style-type: none">Recipient staff will continue activities at respective institutions to insure programme sustainability; Folders with Training courses materials/information shared among project stakeholders by internal PC network.
Activities	Means	TF Cost (EUR)	Romania Cost (EUR)
1. Setting-up the National GHG Emission Registry database – in compliance with EU requirements and Kyoto Protocol; 2. Elaboration of the Installation, Operational and Maintenance Manuals for the National GHG Emission Registry; 3. Delivery training activities to recipient institution (MESD and NEPA staff) in line with in force legislation requirements: 3.1. To carry-out Training Need Assessment (TNA), Training Map, Training Strategy, Training Syllabus and Programme; 3.2 To deliver specific training to recipient institutions (MESD, NEPA and REPA Cluj staff and MEF) to	<ul style="list-style-type: none">One Service Contract	420,000	90,000 <ul style="list-style-type: none">Sufficient staff with necessary qualifications available;Know-how transfer is ensured by qualified international/local experts assigned by Contractor according to Working Plan/Strategy;Qualified experts in district climate changes and GHG emissions Registry identified and rapidly mobilized ;The IT and software equipment purchased will be operational in due time;Necessary inter-institutional arrangements ensured;Training activity regarding management of GHG

<p>adequately operate and manage the National GHG Emission Registry database:</p> <ul style="list-style-type: none"> - Module I basic: 4 modules of minimum 4 days each on general climate change and GHG issues; - Module II advanced: 4 modules of minimum 4 days each in software database and Installation, Operational and Maintenance Procedures related National GHG Emission Registry; - 2 months coaching in managing/maintenance National GHG Emission Registry for MESD and NEPA staff; - Practical trials – “learning by doing” <ul style="list-style-type: none"> – know-how transfer from present EU GHG Registry administrator - Finland (1 week; 10 persons). <p>4. Purchasing/instalment/putting into operation and testing servers and software for MESD and NEPA in order to set-up the National GHG Emission Registry - compliant with the Kyoto Protocol and <i>acquis</i> (INV).</p>		<p>Emission Registry successfully carried out;</p> <ul style="list-style-type: none"> • Appropriate communication and collaboration between project stakeholders; • Necessary inter-institutional arrangements ensured.
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Budget

IT supply - INV	- One Supply Contract (75% TF and 25% National joint-co-financing); - Tendering: National Procurement Rules; - Project's technical and financial management is insured under EDIS procedures and rules.	80,000	30,000
Key Expert #1 - Project Leader	6 man-months	110,000	-
Key Expert #2	5 man-months	80,000	-
Key Expert #3	5 man-months	80,000	-
Non-key experts	To be further approved by Implementing Agency in terms of no. of non-key experts and allocated time input/activity.	60,000	-
Incidental Expenditure Training related costs borne by the Beneficiary	SPO and Implementing Agency approval on Timesheets and project's Invoices.	-	60,000
Expenditure verification	Financial Audit Certificate	10,000	-
TOTAL		420,000	90,000

¹ Decision No. 280/2004/EC, Article 4 concerning the mechanism for monitoring Community greenhouse gas emission, the Commission Regulation (EC) No 2216/2004 for a standardized and secured system of registries pursuant to Directive 2003/87/EC and the Kyoto Protocol provisions.

- **90,000 Euro represents the national, joint co-financing** contribution to 2007 TF project that is borne to the Romanian National Fund/Ministry of Economy and Finance.

8. Conditionality and sequencing

Conditionality:

- MATRA project insures the technical specifications for the INV component under 2007 TF project *"Support in developing the administration capacity to manage the National GHG Emissions Registry"*;

Sequencing:

- The project to be financed from **2007 TF assistance** represents a natural and substantial sequel of the previous EU financial assistance provided to Romania – Environment sector, not reiterative, to improve its institutional capacity through **2004-2006 Phare Multiannual programme**;
- **TF Steering Committee** - members identified among project most relevant stakeholders - immediately set-up after the adoption of the Commission Decision;
- **2007 TF Service Contract** ready and signed before end of **June 2008**;
- Activities within **2007 TF Contracts** shall be implemented by the end **April 2009**.

ANNEXES TO PROJECT FICHE

1. Logical framework matrix in standard format
2. Detailed implementation chart
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period)
4. List of relevant Laws and Regulations
5. Lessons learnt from previous years
6. Estimates on National GHG Registry equipment
7. EDIS QA/QC Procedure

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TRANSITION FACILITY LOGFRAME MATRIX

LOGFRAME PLANNING MATRIX FOR Project Fiche			Programme name and number 2007/19343.04.02	Disbursement period expires: 15th 12 2010
Support in developing the administration's capacity to manage the National GHG Emissions Registry			Contracting period expires: 15th 12 2009	
			Total budget: 0.51 MEuro	TF budget: 0.42 MEuro
Overall objective	Relates to Copenhagen criterion and acquis chapter	List of other projects with same objective		
To strengthening the Romanian administration capacity to implement the environmental <i>acquis</i> provisions ¹	2006 May and September CMR	<p>1999 Danish technical assistance project - <i>'Sectoral Approximation Strategy for Air and Climate Change in Romania'</i>;</p> <p>- 2001-2002 Danish technical assistance supported the central environmental authority for the transposition of the EU Directives in the air quality field;</p> <p>- USAID project - "Strengthening the capacity of the air quality monitoring";</p> <p>- 1993 Phare project - The Master Plan for the National Environmental Monitoring System (NEMS) in Romania;</p> <p>- Phare CBC 1999 project "Joint Air Quality Monitoring System on the Romanian-Bulgarian Boundary Towns on Lower Danube".</p> <p>- Phare CBC 2003 Programme - Development of an Air Quality Management Programme for the Romanian region along the Bulgarian border, on Lower Danube";</p> <p>- Phare 2004/016-772.03.03/07.01 - Investment on ortho-rectified high resolution images at national level for developing GIS maps</p>		
Project purpose	Objectively verifiable indicators	Sources of Verification	Assumptions	
To support the Ministry of Environment and Sustainable Development (MESD) and the National Environmental Protection Agency (NEPA) to reducing the costs	MESD and NEPA staff prepared to manage the National GHG Emissions Registry and Emissions' Certificates trade/accountancy, in line with EU and	<ul style="list-style-type: none"> • TF Programme Evaluation Reports; • Peer Review Mission Reports; • Monitoring Reports prepared for Sector 	<ul style="list-style-type: none"> • National legislation compliant with EU <i>acquis</i>; • Implementation and enforcement of EU ENV 	

Legend:

D= design; T= tendering; D= contracting; I= implementation

TRANSITION FACILITY

CONTRACTING AND DISBURSEMENT SCHEDULE BY QUARTER FOR FULL DURATION OF PROGRAMME

2007 TF Project - Support in developing the administration's capacity to manage the National GHG Emissions Registry

Cumulative contracting schedule by quarter in MEUR (planned)														Total TF Total TF Allocation
Components	2007				2008				2009				Total TF Total TF Allocation	
	I	II	III	IV	I	II	III	IV	I	II	III	IV		
TA Service Contract														0.42

Components	Cumulative disbursement schedule by quarter in MEUR (planned)												Total TF Allocation	
	2007				2008				2009					
	I	II	III	IV	I	II	III	IV	I	II	III	IV		
TA Service Contract							0.17	0.27	0.38	0.42	0.42	0.42	0.42	0.42

LIST OF RELEVANT LAWS AND REGULATIONS

CLIMATE CHANGE/GHG

- DIRECTIVE 2003/87/EC OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 13 October 2003 establishing a scheme for greenhouse gas emission allowance trading within the Community and amending Council Directive 96/61/EC. This act has been transposed by the Governmental Decision No. 780/2006 and implemented by the Ministerial Orders No. 1008/2006 and No. 1175/2006
- Directive 2004/101/EC of the European Parliament and of the Council of 27 October 2004 amending Directive 2003/87/EC establishing a scheme for greenhouse gas emission allowance trading within the Community, in respect of the Kyoto Protocol's project mechanisms. This act has been transposed by the Governmental Decision No. 780/2006
- DECISION No 280/2004/EC OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 11 February 2004 concerning a mechanism for monitoring Community greenhouse gas emissions and for implementing the Kyoto Protocol. This act will be transposed by Ministerial Order.
- COMMISSION REGULATION (EC) No 2216/2004 of 21 December 2004 for a standardised and secured system of registries pursuant to Directive 2003/87/EC of the European Parliament and of the Council and Decision No 280/2004/EC of the European Parliament and of the Council. The management of the national registry has been regulated by the Ministerial Order 1008/2005.

LESSONS LEARNT FROM PREVIOUS YEARS

Identified Gaps or Recommended courses of intervention	Action for covering the GAP or implement the recommended intervention	Phare programming (Project Reference) 2004 - 2006			Transition Facility
		2004	2005	2006	
CLIMATE CHANGE The project supports of fulfilment commitments undertaken in the negotiation process of Chapter 22- Environment and responds to the preliminary recommendations of February 2006 Peer Review Mission Report as regards the development of emissions projections through establishing an efficient instrument to assist the development of emission projections, to implement the EU-ETS set by the Directive 2003/87/EC and to support the elaboration of Romanian climate change policy.	<ul style="list-style-type: none"> Supply the relevant software/server equipment; Delivering training for the operating personnel; Preparing GHG Registry Operational Manuals; Providing the necessary inter-institutional arrangements. 	-	-	Phare 2006 Task 3.5 - Support in the implementation of the EU requirements concerning the monitoring and reporting of carbon dioxide (CO ₂) and other greenhouse gas emissions (TA); Phare 2006 TW Task 1.2 Implementation and enforcement of the environmental Acquis focussed on air quality and climate change - REPA Cluj (TW)	2007 TF Project - Support in developing the administration's capacity to manage the National GHG Emissions Registry
It will ensure an					

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Identified Gaps or Recommended courses of intervention	Action for covering the GAP or implement the recommended intervention	Phare programming (Project Reference) 2004 - 2006		
		2004	2005	2006
independent evaluation of progress in meeting the requirements of the Kyoto Protocol, and participation in the implementation of EU climate change policy in our country.				Transition Facility

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ANNEX 6

The estimated equipment necessary to set-up the National GHG Registry

Web Server - 1 piece	1 pc.
3.0GHz/800MHz, 2MB L2, 2x512MB, O/Bay HS U320, 585W, Rack	2 pcs.
73.4 GB Hot-Swap U320 10K SCSI SSL Drive	1 pc.
585W Power Supply	
Application Server -- 1 piece	1 pc.
3.0GHz/800MHz, 2MB L2, 2x512MB, O/Bay U320, 625W p/s, Rack	2 pcs.
73.4 GB Hot-Swap U320 10K SCSI SSL Drive	1 pc.
xSeries 625W Hot-Swap Power Supply	
Application Server for testing -- 1 piece	1 pc.
3.0GHz/800MHz, 2MB L2, 2x512MB, O/Bay U320, 625W p/s, Rack	1 pc.
EM64T 3.0GHz/800 MHz 2MB L2 cache, Processor	2 pcs.
73.4 GB Hot-Swap U320 10K SCSI SSL Drive	1 pc.
xSeries 625W Hot-Swap Power Supply	
Database Server -- 1 piece	1 pc.
X346, Xeon 3.0GHz/800MHz, 2MB L2, 2x512MB, O/Bay U320, 625W p/s, Rack	1 pc.
EM64T 3.0GHz/800 MHz 2MB L2 cache, Processor	1 pc.
2 x 512MB PC2-3200 ECC DDR2 Non Chipkill SDRAM RDIMM Kit	1 pc.
2 x 1GB PC2-3200 ECC DDR2 SDRAM RDIMM Kit	1 pc.
73.4 GB Hot-Swap U320 10K SCSI SSL Drive	5 pcs.
ServeRAID 7k Adapter Option	1 pc.
Ultra320 SCSI Controller 2	1 pc.
Series 625W Hot-Swap Power Supply	1 pc.
200/400GB LTO-Generation 2 Full-High Tape Drive	1 pc.
NetBAY 4U Tape Enclosure	1 pc.
2M Ultra2 SCSI Cable (0.8mm to 0.8mm)	1 pc.
LTO Generation 2 Media (5 pack)	1 pc.
Racking configuration:	1 pc.
S2 42U Standard Rack Cabinet	2 pcs.
DPI Universal Rack PDU High Voltage	2 pcs.
UPS 7500XHV - Rack	1 pc.
PS/2 Travel Keyboard	1 pc.
1U 17" Flat Panel Monitor Console Kit (without keyboard)	1 pc.
1x8 Console Switch	4 pcs.
3M Console Switch Cable (PS/2)	2 pcs.
3U Quick Install Filler Panel Set	1 pc.
1U Quick Install Filler Panel Set	
Switch:	
Cisco Catalyst 3560 24 10/100/1000T + 4 SFP Enhanced Image	
Router:	
1841 Security bundle w/AIM-VPN, Adv. IP Svcs, 64FL/256DR	

Total estimated cost: 110,000 Euro
 TF (75% from INV allocated budget): 80, 000 Euro
 Romanian National Fund (25% joint co-financing): 30,000 Euro

Annex 7

The Romanian Ministry of Environment and Sustainable Development operates Phare Programmes (2004-2006)/ projects under EDIS procedure which includes also a special dedicated chapter on "QUALITY ASSURANCE and QUALITY CONTROL" in all PCM phases. The QUALITY ASSURANCE PROCEDURES describes functions & procedures for the Management of the Community assistance under EDIS (PHARE). The procedure applies to all PHARE projects over the entire period of time of their development.

Responsibility and authority

The responsibility for applying and implementing current procedure rests with the Head of PIU - DSPO.

General Principles

The Internal technical quality and conformity control should not be looked upon as a separate, specialized system within the Implementing Authority. This unit should be recognized as an **integral part of the system** that is to be used as a **management tool to regulate and guide operations**.

The purpose of this internal procedure is to **provide guidance to operational staff on the technical quality and conformity assurance and control functions for the PHARE programmes**.

The techniques are the mechanism by which control and conformity objectives are achieved and they must be reviewed to be effective and efficient in accomplishing the objectives. Techniques include such things as specific policies, procedures, plans of organization etc.

Programming QA Procedures

The quality assurance procedures related to the programming phase of the projects are detailed below.

Identification & selection of projects

The Project Officers collect the relevant data in order to identify the major problems and needs within environment and water sectors, as well as problem/ need analysis and present the results to the Programming - QA Controller.

The Project Officers identify the thematic sectors to be supported by Phare assistance within environmental sectors and based on the national environmental policy documents and present the results to the Programming - QA Controller.

The Project Officers select specific project ideas and present the results to the Programming - QA Controller.

The Programming - QA Controller informs the DSPO and the SPO about the selection of the future projects.

Preparation of standard project fiches

The Project Officer(s) prepare the Standard Project Fiches and present them to the **Programming- QA Controller**.

The Programming - QA Controller controls the conformity with the EC requirements for the content of the project fiches and gives recommendations for improvement.

The Project Officers up-date and revise the project fiches.

The final versions are sent to the Programming - QA Controller.

The Programming - QA Controller informs the DSPO - Senior QA Controller and the SPO about the final project fiches and their conformity.

The DSPO - Senior QA Controller and the SPO perform the final QA of the project fiches, respecting the "four eyes" principle.

