Background

Jordan is currently implementing its HCFC Phase-out Management Plan (HPMP) which identifies priority sectors for receiving Multilateral Fund (MLF) grant funding towards achievement of national HCFC phase-out targets under the Montreal Protocol on Substances that Deplete the Ozone Layer. In the Stage I HPMP, the Government of Jordan has prioritized HCFC phase-out in the entire AC manufacturing sector for meeting obligations through 2017 and allowing it to ban both manufacturing and importation of HCFC-22 based AC units. Although the Stage I HPMP remains open for remaining technical assistance activities, the Stage II HPMP is about to start. The Stage II HPMP will help Jordan meet its 2018-2022 HCFC consumption reduction targets, with a 50% reduction of HCFCs from its baseline by 1 January 2022 through investments and TA in the foam manufacturing sector.

The ozone depleting substances (ODS) III HCFC Phase-out Project under the World Bank as the MLF Implementing Agency captures the AC Sector Plan from the Stage I HPMP, as well as the foam sector from the Stage II HPMP with the exception of spray foam (implemented by UNIDO).

To support Jordan to implement the AC and foam sector plans under the HPMP and ODSIIIProject, a small PMU will operate within the National Ozone Unit (NOU). The PMU will support and contribute in implementing TA in the AC and foam sectors as well as foam subprojects for a duration to be determined by the NOU in coordination with the World Bank. The PMU will manage the implementation of investments and TA activities in a manner that ensures that MLF and World Bank policies regarding financial management, use of funds and procurement are followed, while providing the necessary technical and administrative support to the beneficiaries to fulfil their respective obligations throughout the subproject cycle.

The NOU in the Ministry of Environment will hire a Technical Officer (TO) to serve in the PMU and support completion of the Stage I AC Sector Plan and implementation of the Stage II Foam Sector Plan under the ODSIII HCFC Phase-out Project.

Responsibilities

The overall responsibility of the TO is to assist in the completion of the AC Sector Plan and the planning and implementation of the Foam Sector Plan in line with country obligations and commitments and to focus on the investment activities to ensure that: (a) the planning and implementation of the investment
subprojects are carried out in a timely manner and in line with the annual work plan, the Grant Agreement and the PIM of the project, (b) the processing of hiring consultants (experts), review of proposals and appraisal reports, endorsement of disposal plans, and coordination with other related government agencies and (c) implementation of other assigned tasks under the HPMP.

The assistance of the TO, in close coordination and consultation with the NOU and NOU Section Head, will include but is not limited to:

- Coordinate with stakeholders in the public and private sectors that are relevant to the air-conditioning and foam sectors;
- Prepare or review TORs for consultancy services to support implementation, and supervision of HCFC phase-out activities;
- Prepare relevant reports as required by the Implementing Agencies and the Executive Committee;
- Monitoring works of expert consultants;
- Facilitate project supervision or evaluation as may be required by the Implementing Agency and the Monitoring and Evaluation Officer of the Executive Committee;
- Facilitate audits as required by the Project;
- Organize meetings and workshops for Ministry of Environment’s staff and staff of other relevant agencies to ensure full cooperation of all stakeholders in the HCFC phase-out efforts;
- Inform the industry of the availability of funds from the MLF;
- Organize training and TA for the beneficiaries;
- Supervise conversion projects;
- Implement the foam sector plan as per the overall Stage II HPMP Agreement between Jordan and the Executive Committee, with the World Bank as the Lead Agency and UNIDO as the Cooperating Agency.
- In cooperation with the NOU, manage activities related to the implementation of investments and TA activities; ensuring that MLF and World Bank policies on financial management, use of funds and procurement are followed when implementing the subprojects.
- Assist enterprises prepare subprojects using the agreed template and prepare sub-grant agreements
- Monitor subproject implementation and execution of environmental management aspects (baseline equipment disposal, ESMP, etc.) and recording and reporting information.
- Review and provide recommendation for NOU to approve subproject proposals for ODS phase-out activities submitted by eligible enterprises in accordance with procedures agreed by MOENV and the Bank;
- Coordinate implementation of approved subprojects with other stakeholders;
- Monitor implementation of all the subprojects financed under the AC Sector Plan including equipment disposal;
• Develop in coordination with the enterprise beneficiaries and using an agreed template per the Project Implementation Manual (PIM) subproject completion reports for submission to the NOU; and,
• Undertake other activities as assigned by the NOU Section Head and Head of the NOU

The TO will also support the NOU substantively in its endeavor to put into place sector specific regulations and policies. This assistance will include but is not limited to:
• Collaboration with the Ministry of Industry and Trade, and the Customs Bureau, to monitor HCFC-141b and HCFC-141b imported pre-blended polyol, and eventually ban imports of ban HCFC-141b bulk and HCFC-141b imported pre-blended polyol by 1 Jan. 2022;
• Assistance to the Government of Jordan to issue measures to eliminate HCFC use in the manufacturing of new products according to the foam sector timeframe; and,
• General coordination with ministries and agencies in order to promulgate and implement cross-cutting policies which facilitate the sustainable conversion from HCFC-based foam manufacturing and use to alternatives (for example control of types of business licenses for new manufacturers of appliances, import waivers for low-GWP, alternative pre-blended polyol, etc.); and,
• Dissemination of information related to the Government’s policies to phase-out HCFCs in the manufacturing sector.

Experience and Qualifications

The TO is a technical position where the incumbent should have at least a University or Technical degree in the area of Mechanical engineering, computer skills, willingness to work hard, and good command of English (writing and speaking) and 7 years of professional progressive experience in foam production or similar industry considered essential. Knowledge the World Bank’s operations (disbursement, and financial management system), and government procedures and processes will be a key advantage.

Duration and Performance Evaluation

The assignment will at a maximum span the length of ODS III Project through Foam Sector Plan implementation but is subject to needs as determined by the NOU. Performance of the TO will be evaluated on an annual basis in line with the following criteria:

a) Timely implementation of the subprojects
b) Timely processing for approval and signing of sub-grants
c) Achievement of the assignment and properly keeping of project records and reporting, and
d) Good Working attitude and ability to work as a team with other consultants and MoENV and NOU staff, while interacting in a professional manner with subproject beneficiaries.

Selection Method

The NOU will select the Technical Officer through a competitive selection process for individual consultants in line with the ODS III procurement requirements. The initially qualified candidates shall be invited for an interview by the NOU Section Head and Head of the NOU.
## Selection Criteria

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<tr>
<th>Selection Criteria</th>
<th>Weight</th>
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<tbody>
<tr>
<td>1. Technical /university graduate degree in mechanical engineering</td>
<td>40</td>
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<tr>
<td>2. 7 years industry or relevant work experience</td>
<td>30</td>
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<td>3. Good written English and verbal communication skills , ability to communicate</td>
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<td>ideas effectively and to write quickly and clearly.</td>
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<td>4. Knowledge of World Bank operations (procurement, disbursement, and financial</td>
<td>10</td>
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<td>management system) and familiarity with project cycle</td>
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<td>5. Familiarity with International Environmental Treaties such as the Montreal</td>
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<td>Protocol dealing with controlled substances and Familiarity with Jordan</td>
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<tr>
<td>Government procedures and process</td>
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<td><strong>Total</strong></td>
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The duration of the assignment would be for 3 months (probation) and based on the performance during the probation period, the assignment could be renewed, on a yearly basis, up to project closing which is December 31, 2022.

The Technical Officer will be selected in accordance with Individual consultants procedures set out in the World Bank’s Guidelines: Selection and Employment of Consultants by World Bank Borrowers dated January 2011 which can be found at the following website: www.worldbank.org/procure.

CVs should be submitted to the following email no later than **January 25th, 2018**

(ozone.percurement@gmail.com)