

TERMINAL EVALUATION TERMS OF REFERENCE

TERMINAL EVALUATION (TE) OF THE: 'MARKET TRANSFORMATION THROUGH THE INTRODUCTION OF ENERGY EFFICIENCY STANDARDS AND THE LABELLING OF APPLIANCES IN SOUTH AFRICA (PIMS 3277).

INTRODUCTION

In accordance with UNDP and GEF M&E policies and procedures, all full and medium-sized UNDP support GEF financed projects are required to undergo a terminal evaluation upon completion of implementation. These terms of reference (TOR) sets out the expectations for a Terminal Evaluation (TE) of the: 'Market Transformation Through the Introduction of Energy Efficiency Standards and the Labelling of Appliances in South Africa (PIMS 3277). The 5-year project commenced in November 2011 and was given two extension rounds until 31 March 2019. The project is implemented by the Department of Energy, through a project management unit.

The essentials of the project to be evaluated are as follows:

PROJECT SUMMARY TABLE

Project Title:	Market Transformation Through the Introduction of Energy Efficiency Standards and the Labelling of Appliances i			
GEF Project ID:	2692		<i>at endorsement (Million US\$)</i>	<i>at completion (Million US\$)</i>
UNDP Project ID:	PIMS 3277	GEF financing:	4 375 000	4 375 000
Country:	South Africa	IA/EA own:		
Region:	Africa	Government:	4 766 408	
Focal Area:	Climate Change	Other SECO:	4 000 000	0
FA Objectives, (OP/SP):	See below	Total co-financing:	4 766 408	
Executing Agency:	Department of Energy	Total Project Cost:	13 141 408	
Other Partners involved:	Department of Trade & Industry	ProDoc Signature (date project began):		1 November 2011
		(Operational) Closing Date:	Proposed: 31 October 2016	Actual: 31 March 2019

OBJECTIVE AND SCOPE

The project was designed to support the implementation of South Africa's Energy Efficiency Strategy, which set an overall energy intensity reduction target of 12% by 2015 and a 10% reduction in the residential sector. The Strategy identified a residential appliance Standards and Labelling (S&L) project as a major contributor towards the target. The project aims to address the policy, information, technology and financial barriers that were preventing the widespread introduction and uptake of efficient appliances.

The goal of the project is to reduce greenhouse gas emissions caused by household appliances' electricity consumption by facilitating a comprehensive market transformation for the South African market towards the use of energy efficient electrical appliances. This is to be achieved through the introduction of two regulations applicable to 12 residential electrical appliances, namely minimum energy performance standards (MEPS) and information labels. It has been estimated, that once in effect, the regulations could yield up to 388 GWh of electricity savings per annum, which is equivalent to 4.6Mt of CO₂. The objective of the GEF funding is to remove the most significant barriers impeding the uptake of energy efficiency appliances, and in so doing contribute materially towards the Strategy's targeted 10% reduction in residential energy consumption. The project had five outcomes:

1. Policy and regulatory framework for the S&L project
2. Define labelling specifications and MEPS thresholds for the 12 products considered for regulation
3. Strengthen the capacity of institutions and individuals involved in the S&L project
4. Awareness raising campaign
5. Implementation of Market Surveillance and Compliance regime to ensure performance standards are met
6. Development of Monitoring and Evaluation Capacity are met

The TE is limited to the GEF component of the project

The TE will be conducted according to the guidance, rules and procedures established by UNDP and GEF as reflected in the UNDP Evaluation Guidance for GEF Financed Projects.

The objectives of the evaluation are to assess the achievement of project results, and to draw lessons that can both improve the sustainability of benefits from this project, and aid in the overall enhancement of UNDP programming.

EVALUATION APPROACH AND METHOD

An overall approach and method¹ for conducting project terminal evaluations of UNDP supported GEF financed projects have developed over time. The evaluator is expected to frame the evaluation effort using the criteria of **relevance, effectiveness, efficiency, sustainability, and impact**, as defined and explained in the [UNDP Guidance for Conducting Terminal Evaluations of UNDP-supported, GEF-financed Projects](#)². A set of questions covering each of these criteria have been drafted and are included with this TOR (see [Annex C](#)). The evaluator is expected to amend, complete and submit this matrix as part of an evaluation inception report, and shall include it as an annex to the final report.

The evaluation must provide evidence-based information that is credible, reliable and useful. The evaluator is expected to follow a participatory and consultative approach ensuring close engagement with government counterparts, in particular the GEF operational focal point, UNDP Country Office, project team, UNDP GEF Technical Adviser based in the region and key stakeholders. The evaluator is expected to conduct a field mission to South Africa, to visit the project sites jointly identified with the project manager. Interviews will be held with the following organizations at a minimum including: UNDP Country Office, Department Of Energy, Department of Trade and Industry, South African Bureau of Standards, National Regulator for Compulsory Specifications, Eskom, independent test laboratories, Consumer Goods Council, manufacturers and retailers.

¹ For additional information on methods, see the [Handbook on Planning, Monitoring and Evaluating for Development Results](#), Chapter 7, pg. 163

² <http://web.undp.org/evaluation/evaluations/handbook/english/documents/pme-handbook.pdf>

MAINSTREAMING

UNDP supported GEF financed projects are key components in UNDP country programming, as well as regional and global programmes. The evaluation will assess the extent to which the project was successfully mainstreamed with other UNDP priorities, including poverty alleviation, improved governance, the prevention and recovery from natural disasters, and gender.

IMPACT

The evaluators will assess the extent to which the project is achieving impacts or progressing towards the achievement of impacts. Key findings that should be brought out in the evaluations include whether the project has demonstrated: a) verifiable improvements in ecological status, b) verifiable reductions in stress on ecological systems, and/or c) demonstrated progress towards these impact achievements.³

CONCLUSIONS, RECOMMENDATIONS & LESSONS

The evaluation report must include a chapter providing a set of **conclusions, recommendations** and **lessons**.

IMPLEMENTATION ARRANGEMENTS

The principal responsibility for managing this evaluation resides with the UNDP CO in South Africa. The UNDP CO will contract the evaluators and ensure the timely provision of per diems and travel arrangements within the country for the evaluation team. The Project Team will be responsible for liaising with the Evaluators team to set up stakeholder interviews, arrange field visits, coordinate with the Government etc.

EVALUATION TIMEFRAME

The total duration of the evaluation will be 25 days according to the following plan:

Activity	Timing	Completion Date
Preparation	3 days	05 May 2019
Evaluation Mission	13 days	15 June 2019
Draft Evaluation Report	7 days	25 June 2019
Final Report	2 days	01 July 2019

EVALUATION DELIVERABLES

The evaluation team is expected to deliver the following:

Deliverable	Content	Timing	Responsibilities
Inception Report	Evaluator provides clarifications on timing and method	No later than 2 weeks before the evaluation mission.	Evaluator submits to UNDP CO

³ A useful tool for gauging progress to impact is the Review of Outcomes to Impacts (ROtI) method developed by the GEF Evaluation Office: [ROtI Handbook 2009](#)

Presentation	Initial Findings	End of evaluation mission	To project management, UNDP CO
Draft Final Report	Full report, (per annexed template) with annexes	Within 3 weeks of the evaluation mission	Sent to CO, reviewed by RTA, PCU, GEF OFPs
Final Report*	Revised report	Within 1 week of receiving UNDP comments on draft	Sent to CO for uploading to UNDP ERC.

*When submitting the final evaluation report, the evaluator is required also to provide an 'audit trail', detailing how all received comments have (and have not) been addressed in the final evaluation report.

TEAM COMPOSITION

The evaluation team will be composed of 1 international evaluator. The consultant shall have prior experience in evaluating similar projects. Experience with GEF financed projects is an advantage. The evaluators selected should not have participated in the project preparation and/or implementation and should not have conflict of interest with project related activities.

The Consultant must present the following qualifications:

- Minimum 10 years of relevant professional experience;
- Knowledge of UNDP and GEF processes and procedures;
- Previous experience with results-based monitoring and evaluation methodologies;
- Technical knowledge in the targeted focal area(s);
- A Master's degree in environmental sciences, climate change mitigation, energy engineering or other closely related field; PhD will be considered as an advantage

EVALUATOR ETHICS

Evaluation consultants will be held to the highest ethical standards and are required to sign a Code of Conduct (Annex E) upon acceptance of the assignment. UNDP evaluations are conducted in accordance with the principles outlined in the [UNEG 'Ethical Guidelines for Evaluations'](#)

PAYMENT MODALITIES AND SPECIFICATIONS

(this payment schedule is indicative, to be filled in by the CO and UNDP GEF Technical Adviser based on their standard procurement procedures)

%	Milestone
10%	At contract signing
30%	Following submission of the preliminary report
40%	Following submission and receipt of the final draft report
20%	Following approval of the final draft report which has considered and incorporated comments

APPLICATION PROCESS

Applicants are requested to apply online procurement.za@undp.org by **10 March 2019**. Individual consultants are invited to submit applications together with their CV for these positions. The application should contain a current and complete CV in English with indication of the e-mail and phone contact. Shortlisted candidates will be requested to submit a price offer indicating the total cost of the assignment (including daily fee, per diem and travel costs).

UNDP applies a fair and transparent selection process that will take into account the competencies/skills of the applicants as well as their financial proposals. Qualified women and members of social minorities are encouraged to apply.