



Announcement for the Providers of Environmental Services to Industries

Are you a Lebanese institution (Company, Center, NGO) or an individual consultant with a working experience with industries in one or more of the following fields?: Resource Efficiency (RE), Cleaner Production (CP), Environmental Audit (EA), Energy Audit (EnA), Environmental Impact Assessment Studies, Environmental and/or Energy Management System implementation (EMS/EnMS)?

Do you have a basic understanding in sustainable industrial production?

Would you like to raise your capacities and attend on-job training in sustainable industrial production (resource efficiency, cleaner production, environmental accounting and management...) in order to provide such services to industries on a commercial basis in the future?

Are you ready to conduct field visits to industrial companies if needed in different areas of Lebanon?

You have now the opportunity to build your capacities through on-job training activities in sustainable industrial production by participating in the execution of the **"Switch-Med-Med TEST-II project"** as per the attached terms of references. The Switch-Med/Med TEST II project aims at increasing the supply and demand of sustainable production services to industry. It is funded by the European Commission and implemented by the Industrial Research Institute (IRI) / (the Lebanese Cleaner Production Center - LCPC) in cooperation with the United Nations Industrial Development Organization (UNIDO), and in partnership with the Ministry of Industry, the Ministry of Environment, the Association of the Lebanese Industrialists, The Chamber of Commerce, Industry and Agriculture and Banque Du Liban (please refer to attached project brochure)

To learn more about the project and know how to benefit from its capacity building activities,

We have the pleasure to invite you to

An awareness seminar about the objective and activities of Switch-Med/MEDEST II project

On 08/09/2015 at IRI premises

For more information about the project and its services, kindly contact us through phone: 00961-5-467831 ext. 245, 009613295251 or mails: m.haidar@iri.org.lb and info@lebanese-cpc.net, attention: **Dr. Mohamad Haidar** before the end of August 2015.





المملكة العربية السعودية
وزارة الصناعة





Annex A

**SWITCH-MED/MED Transfer of Environmentally
Sound Technology (TEST) II in the South
Mediterranean Region - Lebanon
*(Service Providers Terms of References)***



1.

ackground

B

SWITCH-MED initiative

The SWITCH-MED initiative (www.switchmed.eu) is a regional multi-component program funded by the European Union (EU). SWITCH-Meds overall objective is to facilitate the shift toward Sustainable Consumption and Production (SCP) in the Southern Mediterranean region by demonstrating successful examples of how this can be done. The initiative consists of three main components: a) a policy component; b) a demonstration component and c) a networking facility component.

MED TEST II builds on the results of the MED TEST I pilot initiative, and in particular on the UNIDO TEST methodology, and the database of sustainable production practices and documented industry cases implemented between 2009 and 2012 in the various industrial sectors in Tunisia, Morocco and Egypt (available for download www.unido.org/medtest).

SWITCH-MED/MED TEST II-Lebanon

An agreement was signed between the Industrial Research Institute (IRI) and the United Nations Industrial Development Organization (UNIDO) to lead the implementation of MED Transfer of Environmentally Sound Technology (TEST) II in Lebanon under the strategic guidance of a regional SWITCH-MED Steering Committee (SC) which include representatives of : I) all European Neighborhood & Partnership Instrument (ENPI) countries (9 countries), II) the executing agencies (UNIDO, SCP/RAC and UNEP), III), the EU and IV) two national focal points (NFPs) from each participating country (one from the Ministry of Industry (MOI) and one from the Ministry of Environment (MOE)) and in synergy with relevant stakeholders such as Banque Du Liban (BDL), Association of Lebanese Industrialists (ALI) and the Chamber of Commerce, Industry and Agriculture in Beirut and Mount Lebanon (CCIA-BML).

IRI has assigned a core team of senior six experts who will be responsible for the delivery of the technical assistance to the companies under TEST programme. These core experts include two energy efficiency experts, two EMS expert and two resource efficiency experts. These core team experts will as part of their core role will be also guiding the experts from a pool of 8 new service providers, who will be trained on the job providing assistance and support during the TEST audits, as specified in table 1.



TEST, an integrated approach and a global program, is a combination of resources efficiency and cleaner production (RECP), environmental management system (EMS) and material flow cost accounting tools to achieve sustainable production in industry.

This project will focus on the food and beverages sector. The areas of coverage will be mainly Beirut, Mount-Lebanon. The Beqaa valley will be covered to certain extent as well

MED TEST II-Lebanon: Main Objective and Outcomes

The objective of the MED TEST II subcomponent is to increase demand and supply of sustainable production services to the industry.

The implementation of the MED TEST II project is expected to generate the following outcomes in Lebanon:

- Raise the national capacities of 8 local service providers (SPs) to be able in the future to provide TEST approach services to the industry on a commercial basis;
- Completion of 8 industry demonstration projects by which these industrial companies identify and implement sustainable production practices and technologies that lead to environmental and economic benefits (average 20% water saving, 20% energy saving, 10% BOD/COD load reduction compared to baseline and referred to unit of production)
- Share information and provide a recommendation for harmonizing and reinforcing policies, regulations and incentive financial schemes to support RECP technologies in industry.

2. Selection of SPs

Invitation to apply will be disseminated through the websites of IRI, Lebanese Cleaner Production center (LCPC), CCIAB-ML, ALI, MoI, MoE and other social media. Emails, faxes and letters will also be sent to potential SPs as per the database developed by UNIDO and updated by the project's key institutional stakeholders.

The applied SPs will be 1st screened according to the selection criteria outlined in the table below. Then 12-15 SPs will be interviewed by IRI-LCPC with the participation of NFPs and UNIDO to select 8 SPs.



SP Qualifications (Selection Criteria)

	Criteria	Description	Evaluation
1	Area of services	RECP, Environment or/and Energy (including environmental and energy management systems) services on a commercial basis	YES/NO
2	Legal Entity	Service providers with a registered legal entity (consulting companies; public-semi-public centers, NGOs) are preferable to individual consultants	Service providers* (10 points) Consultants** (0 points)
3	Experience of the service provider (not applicable to consultants)	At least 3 years working experience with industries	YES/NO
		Documented number of industrial clients (reference) in the past 3 years for any of the following services: Resource efficiency, Cleaner production, environmental audit (EA), energy audits, environment and/or energy management system implementation (EMS/EnMS).	5 points (1-3 clients) 10 points (4-6 clients) 15 points (more than 7)
4	Education of allocated professional from the service provider or of consultant	University degree in engineering, energy, environmental technology, environmental management or other fields relevant to the project	Yes/no
		Advanced certified training Course on RECP, EMS or EE	2 points for each certified training (max 10 points)
5	Experience of allocated professional from the service provider or of consultant	A minimum of 2 documented years of working experience in industry.	YES/NO

		Participation to one or more industry client project in any of the following areas: cleaner production (CP) study, resource efficiency, environmental audit (EA), energy audit, environment and/or energy management system implementation, etc.	5 points (1-3 project/clients) 10 points (4-6 project/clients) 15 points (more than 7 projects/clients)
6	Language requirements of allocated professional	Fair communication (oral and written) skills in Arabic and English.	Yes/no
7	Computer skills of allocated professional	Excellent computer and word processing skills (minimum Microsoft word, excel and power point skills)	Yes/no
8	Nationality	Lebanese	Yes/no

**Service provider: denotes organizations (company, center, NGO)*

*** Consultant: refers to individual/free lance consultants*

If the score is NO at any of the criteria above, the SP is excluded. Maximum points = 50

3. **cope of Work for SPs and other Requirements**

Service providers (SPs) will be engaged in the following sub-tasks of the industry demonstration task:

- attend the capacity building activities of the on-the-job trainings to company staff and SPs. A
- provide supportive role in industrial assessment at demonstration companies in line with UNIDO TEST guidelines. P
- provide supportive role in drafting TEST action plans for each demonstration company. P
- provide supportive role in the assessment and quantification of project's results in each company. P

The selected SPs will be trained in on-the-job training as part of the activities of task 3.5, and then the trained SPs will participate in executing the Tasks 3.4, 3.6 and partly also 3.7 (described in table 1) as explained in the following sections during the period of December 2015 - April 2017.

It is expected that the service providers that will be selected have the willingness to continue to work in the field of RECP to develop the local market of RECP services to many more industrial clients after completion of this assignment.

The on-the-job trainings for the demonstration companies (2-3 staff per company called internal TEST-Team) and professionals from local service providers (SPs), are modular trainings (3 training courses; 2+2+1 days) which will be conducted at IRI and which includes also an on-the-job training at companies which will follow each module. The outcomes and results of the implementation of each module at companies will be presented and discussed with all teams (all participated companies and SPs) at the beginning of the next module training.

The on-the-job training will include and reflect the TEST assessment steps at the demonstration companies:

- 1) A
an initial phase of inventory at the level of the production processes for the qualification of resource use and waste/emissions (inventory and benchmarking as per international standards of similar industry, priority setting and set up of baseline indicators);
- 2) D
etailed analysis (based on material/energy/water balances) leading to identification of root sources and causes of losses and pollution;

- 3) identification and techno-economic-environmental assessment of the feasibility of technology, management and operational measures for improvement. I
- 4) EST action plan comprising the improvement measures selected by the company to be implemented. T

The training will be focused on theoretical and practical aspects in addition to group work and examples from enterprises implemented TEST approach. A training master plan will be prepared to organize the training. The training program will consist of:

- on-classroom lectures; I
- role playing exercises, brainstorming, group discussions and case studies; R
- implementation of what learnt on-the-job training at the companies. I

The industrial assessment at demonstration companies will be conducted in line with UNIDO TEST guidelines as shown above in the on-the-job training. This activity will be led by the core team of the project with the support of the newly trained professionals from SPs.

4. Ps Assignment/Deliverables S

The overall goal of on the job training of the SPs is to build professional capacities which will enable them to provide technical assistance and training to industry on a commercial scale in the area of sustainable production utilizing an integrated TEST approach.

Table 1 shows the activities to be performed by the SPs in cooperation with demonstration company TEST team, under the supervision and direction of the IRI consultant team and as part of SP contracts with IRI.

Each SP will be dedicated to one Demonstration Company. The SP shall submit specific deliverables





as per the tasks and responsibilities allocated by the IRI consultant Team within a total of 15 man-days.

Presence of service provider trainees during the training session is obligatory (any absence of the service provider trainee, may subject the SP Company for disqualification).

Particular activities and deliverables to which will SPs contribute are specified within Table 1.



Table 1: Task 3 (Industry Demonstration) tasks/activities, needed resources and deliverables, milestones and outcomes

Task/Activity No.	Needed Man-Days from SP	Deliverable/Milestone/ Outcomes
3	Industry demonstrations	
3.4	Conduct industrial assessment at demonstration companies in line with UNIDO TEST guidelines.	
3.4.1	2	contribution in the developing of 1 st version of the technical report through: <ul style="list-style-type: none"> • participation in inventory and benchmarking and in setting up priorities for more detailed analysis • calculation of baseline indicators at least for one priority area
3.4.2	4	contribution in the developing of 2 nd version of the technical report through: <ul style="list-style-type: none"> • participation in implementing material/energy/water balances at least for one selected area (priorities / flows / focus areas or their parts) • identification and calculation of relevant OPIs • participation in identification of root sources and causes of losses and pollution for selected area(s).

Task/Activity No.	Needed Man-Days from SP	Deliverable/Milestone/ Outcomes
3.4.3 Preparing for and sharing in the brainstorming sessions to generate improvement options. Participate in the technical, environmental and financial assessment of some of the improvement options.	3	contribution in the developing of improvement measures and implementation of: <ul style="list-style-type: none"> • easibility evaluation at least for 2 selected options • upport in development of technical report at least for one feasible measure(that includes: savings catalogue consisting of project's idea fact sheets for each identified improvement measures - managerial, operational and technology solutions).
3.5.2 Attend the on-the-job trainings. The training will be based on TEST kit and it will consist of 3 theoretical cumulative sessions of 2+2+1 days interspersed with on-the-job industrial audits activities (activity 3.4).	No man-days will be allocated as this is a capacity building of SPs	Participation in all cumulative sessions (together 5 days). Rest of the on-the-job trainings will be implemented within the work in company.
3.6 Draft TEST action plans for each demonstration company. Follow up coaching of TEST teams in companies for: i) channeling through the existing financing schemes identified under task 2; ii) the design/upgrade of their internal management procedures and information system for good house-keeping.		

Task/Activity No.	Needed Man-Days from SP	Deliverable/Milestone/ Outcomes
3.6.1	Participate in the session to prepare the company action plan with measures selected for implementation. Sharing ideas to improve the information system of the company. Contribute to drafting TEST action plans for selected improvement measures to be approved by company for implementation among those identified within activity 3.4.	2 Contribution in the developing of the action plans through description of at least two selected measures.
3.6.2	TEST team present the action plan to the companies' managements to approve them and start implementation	1 Attend the meeting, amend measures prepared by him/her following outputs of the meeting
3.7	Assessment and quantification of project's results in each company and preparation of individual company cases (fact sheet – 2 pages).	3 Develop draft company fact sheet (two pages)

Task/Activity/Deliverable	Month																												
	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	
Detailed analysis (based on material/energy/water balances) leading to identification of root sources and causes of losses and pollution.																													
Identification and techno-economic-environmental assessment of the feasibility of technology, management and operational measures for improvement.																													
Attend the on-the-job trainings. The training will be based on TEST kit and it will consist of 3 theoretical cumulative sessions of 2+2+1 days interspersed with on-the-job industrial audits activities.																													
Draft TEST action plans for each demonstration company comprising the improvement measures selected by the companies for implementation.																													
TEST team present the action plan to the companies' managements to approve them and start implementation																													

