

Ordinance No. 125

on establishing a standing interagency working group and approving its charter

In order to ensure the effectiveness of the project N 00059937 “Improving energy efficiency in buildings” implemented with the support of the United Nations Development Programme and Global Environmental Facility,

I order to:

1. Establish a standing interagency working group supporting the implementation of activities planned by the “Improving energy efficiency in buildings” project, with the following membership:

A. Hakopyan	Deputy Urban Development Minister of Armenia (head of the working group)
S. Srapyan	Head of housing stock management and communal division of the housing provision, management of housing stock and communal policy department of the administration of the Ministry of Urban Development of Armenia
O. Karapetyan	Head of technical regulation and standardization division of the scientific-technical policy of the administration of the Ministry of Urban Development of Armenia
H. Tzughunyan	Head of energy-saving and technical norms division of the development department of the administration of the Ministry of Energy and Natural Resources of Armenia
M. Tzarukyan	Chief specialist of soil and atmosphere protection division of the environmental protection Department of the administration of the Ministry of Nature Protection of Armenia
A. Yeganyan	Head of the regional economic development division of the tourism and regional economic development department of the administration of the Ministry of Economy of Armenia
G. Minasyan	Director of Constructors Union of Armenia (with consent)
Ye. Vardanyan	Head of the administration of the Rector of Yerevan state architectural and civil engineering University (with consent)
H. Yesayan	Coordinator of implementation and monitoring of the renewable energy energy-saving fund of Armenia (with consent)
H. Abrahamyan	Representative of Glendale hills CJSC (with consent)
A. Karapetyan	Expert of construction norms and standards of the project “Improving energy efficiency in buildings” (Secretary) (with consent)

2. Approve the charter of the standing interagency working group supporting the implementation of activities planned by the project “Improving energy efficiency in buildings”, as presented in the Annex.
3. Instruct the head of the working group to present reports on the work done every three months.
4. I would personally supervise the implementation of this ordinance.

Annex

to the ordinance of the Minister of Urban Development of Armenia

No. 125 dated 11 November 2010

Charter

of the standing interagency working group supporting implementation of activities planned by the project
“Improving energy efficiency in buildings”

I. General provisions

1. This charter defines the rules of operation for the standing interagency working group (hereinafter working group) supporting the implementation of activities planned by the UNDP-GEF-00059937 project “Improving energy efficiency in buildings” (hereinafter project).

2. Activities conducted by the working group should be in line with the action plan of the government of the Republic of Armenia for implementation of the national energy-saving and renewable energy program of the Republic of Armenia and the program for approximation of urban development norms to European standards.

3. The Main objective of the working group is to support the effective implementation of the project.

II. Scope of work and competences of the working group

4. The working group implements support activities for forming an enabling of supportive environment for developing construction norms and regulations for the use of modern energy-efficient construction technologies and construction materials and their mandatory enactment, as well as building professional skills and capacities for introducing the construction principles in the design of energy efficient buildings (from the design phase up to the construction and exploitation phase).

5. The activities of the working group are as follows:

1) discuss and provide consultancy on recommendations for opportunities and removing barriers to the introduction of new energy efficiency norms and standards;

2) discuss the list and the timetable for the development, revision and localization of construction norms and standards;

3) discuss drafts of construction norms and/or standards developed/amended by international and national experts within the framework of the project and present recommendations;

4) present recommendations for improving the application and control mechanisms for construction norms and standards;

5) discuss the design and construction process of pilot energy efficient residential apartment buildings, and present recommendations for work quality control and exploitation;

6. The working group can also discuss and provide consultancy for clarifying the framework of already planned activities and those in the process of planning for the future phases of the project, in the following directions:

- 1) organizing training courses and exhibitions, developing promotional materials and awareness building on energy efficient construction materials, technologies;
- 2) organizing targeted training and retraining courses on the design of energy efficient buildings and energy audit procedures;
- 3) developing procedures licensing of independent inspectors for certification of energy efficient materials and labeling.

III. Organization of the work of the working group

7. The working group organizes its work through meetings, which are held once every three months, and also as necessary.
8. The sessions of the working group are valid if the simple majority of working group members are present.
9. Working group sessions are chaired by the head of the working group, and if he is absent, by one of the members of the working group as recommended by the head of the working group.
10. The agenda of the working group is approved by the decision of the working group. The secretary of the working group informs the members of the working group about the sessions, their venues and times, no later than two days before the sessions, at the same time providing the members with the agenda of the session and materials relating to the issues to be discussed.
11. Decisions of the working group are taken by the simple majority of votes of the present members. If votes are equal, the vote of the head of the working group is decisive. Decisions of the working group are recorded in protocols (minutes) and the protocols (minutes) are signed by all members present at the session of the working group.
12. If a special opinion is expressed, it is submitted to the head of the working group in writing and attached to the protocol (minutes).
13. Representatives from stakeholder governmental bodies and nongovernmental organizations can be invited to the sessions of the working group on a case-by-case basis.
14. The working group reports to the Minister of Urban Development of Armenia.

VI. Organization of the operations of the working group

15. Technical and organizational work related to the operations of the working group are organized by the administration of the Ministry of Urban Development of Armenia, as well as UNDP-GEF “Improving energy efficiency in buildings” project staff.

VII. Termination of operations of the working group

16. Operations of the working group shall be terminated by the ordinance of the Minister of Urban Development of Armenia.