

The day-to-day implementation of the regional project and Armenia UNDP CO components will be carried out through the well-established UNDP Climate Change Programme Unit coordinated by and located at the MNP (office space, means of communication, and other utilities as part of the Government of Armenia in-kind contribution): see Figure 1 for a graphic representation of the intended project management structure.

A full time Task Leader (TL) technical expert will be brought in under the project to provide necessary management and technical backstopping to the Climate Change Programme Coordinator. The Task Leader is fully responsible for the direct project execution and coordination of all project activities. He/she has a right to implement the planned activities in accordance with the Annual Work Plan approved by the UNDP and PSC. A project team will be established and recruited on a competitive basis for project implementation.

The project team will be managed by the TL, who will be accountable to the Programme Coordinator and UNDP for planning, implementation quality, timeliness and effectiveness of the activities carried out and the proper use of funds. The recruitment of the TL will be carried out by UNDP according to the UNDP procedures. In order to successfully implement the project activities, it is preferable and advantageous to use the accumulated capacities, including personnel, experience and information, established, trained and strengthened during the UNDP-GEF projects implemented in the partner countries. The Task Leader will be supported by International technical consultant. International technical consultant must have experience of UNDP-GEF projects implemented in EEU countries.

The Project Management Team will assist in recruitment of International and National Consultants, including candidate search/selection, preparation of TORs, and supervision; project coordination, including organization of regular meetings with the national implementing agency; financial management and accountability, issuance of payments, training staff on financial disbursements and reporting, and ensuring completeness and timeliness of financial reporting; technical reporting including preparation of progress reports; monitoring and evaluation; organization of training/workshop activities; and other tasks.

Relevant regional activities will be subcontracted to, and executed by appropriate regional organizations with the expertise and time on mutually agreed terms. Regional organizations, which have the comparative advantage vis-à-vis the relevant regional activities, will be designated as the sub-contractor for those activities. One mechanism to determine such possible comparative advantages is procurement via Open International Competition or Limited International Competition, as per UNDP Programme and Operations Policies and Procedures.