

Task Instruction Sheet

**Support for the establishment of the Pakistan Green
Building Certification System through the formation
and operation of the relevant stake-holders
consultative body**

2023. 04.

KICT

Task Instruction Sheet

1. Name of the Project

- Support for the establishment of Pakistan Green Building Certification System through the formation and operation of a consultative body of the relevant stake-holders consultative body

2. Purpose of the task

- In this project, the Pakistan Green Building Certification System must be prepared, and it is essential to review the opinions and contents of local experts in Pakistan.
- To this end, we would like to entrust the formation and operation of a local expert council to an institution with relevant expertise among Pakistan's internal experts and various experiences and expert pools.
- We would like to promote a review of the Pakistan Green Building Certification System prepared through the operation of the relevant council.

3. Scope of the task

- Formation of a consultative body of experts and stake-holders related to green building in Pakistan
- Holding and operating a meeting of experts, collecting and sending the results
- Legal review and documentation support for Pakistan's localization of the Pakistan Green Building Certification System (draft)

4. Period of Task Performance period

- From the date of signing the contract to June 30, 2024 (approximately 14 months until the end of this project)

5. Contents of the task

- Organization of Technical Committee related to green building certification in Pakistan and operation of quarterly meetings

- **Map relevant stakeholders and establish a stakeholder working group**

Identify relevant stakeholders among governmental institutions at the national and sub-national level, building and construction industry, energy efficiency and renewable energy sector, private sector, civil society, academic institutions and beneficiaries. The working group shall maintain a gender balance and an adequate representation from vulnerable groups. It will provide a technical overview and a high-level guidance at every stage of the technical assistance.

- **Conduct an inception meeting**

An inception meeting will be organized to present the goals, milestones, anticipated deliverables and the role of the stakeholder working group. The inception meeting will be held in-person, depending on the national regulations for in-person meetings at that moment.

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- **Conduct of regular working group meetings**

Regular stakeholder working group meetings (Months 6, 12 and 18) will be held in order to provide input to and validate outputs, including the building and regulatory assessment, and technology and best practice identification, the development of green building standards and policy guidelines, the MV&E Framework, and the financing mechanisms.

The half-yearly meetings will be held in person, depending on the national regulations for in-person meetings at that moment. Travel costs and DSA for working group members will be covered and the meeting location will be provided by the government. International consultants will participate virtually.

- Review Analysis on data related to the Pakistan Green Building Certification System

- **Review Analysis by building energy, design and structural experts**

- **Review analysis for economic revitalization and training of related experts (drafts)**

- **Review of Pakistan's legal system, demand and reflection plan**

- Pakistan Regional Public Hearing and Expert Education Support

- **Support for the implementation of local public hearings**

7. Preparation of the report

- The report shall be prepared and submitted by compiling and organizing the performance details of the relevant services, but the relevant data, etc. shall be included in the appendix if necessary.

8. Submission of deliverables

- 1 copy of the result report (in English and e-mail)

9. Other matters (security measures, settlement conditions, etc.)

- Taxation charges and fees related to consignment services are borne by KICT.