



**TERMS OF REFERENCE
FOR
TECHNICAL AND POLICY CONSULTANT FOR THE
DEVELOPMENT OF AN ELECTRIC STOVE STANDARD AND
STANDARD IMPLEMENTATION STRATEGY FOR NEPAL**

Background and Overview

The Global Alliance for Clean Cookstoves (Alliance) is a public-private partnership to save lives, improve livelihoods, empower women, and protect the environment by creating a thriving global market for clean and efficient household cooking solutions. The Alliance's 100 by 2020 goal calls for 100 million households to adopt clean and efficient cookstoves and fuels by 2020. We are working with a strong network of public, private, and non-profit partners to help overcome the market barriers that currently impede the production, deployment, and use of clean cookstoves in developing countries.

Earlier this year the Alliance launched a project, [Maximizing the Health Benefits of Clean Household Energy in Urban Nepal](#), with support from the Norwegian Ministry of Foreign Affairs. Household air pollution (HAP) is a leading risk factor for ill health in Nepal, accounting for over 21,000 premature deaths each year.¹ The project aims to combat this through a series of measures to promote smoke-free kitchen communities, including studies to measure usage and health impacts of cookstoves in homes (in progress), to assess consumer preferences (completed), and to assess the market (completed). In addition, the Alliance will also partner with the Nepal Bureau of Standards and Metrology (NBSM) to develop of an electric cookstove standard and implementation plan. The consumer preference study and market assessment should inform the development of the standard and implementation strategy.

Standards promote rigorous goals and definitions for quality, performance, durability, and safety. Standards are implemented as policies and programs that promote informed consumer choices and drive the market toward cleaner stoves and fuels. There are many options for implementing standards in a country, and it is not easy to develop a strategy that is relevant for the market, feasible, and effective. The most appropriate and effective strategies are designed to match the market landscape, policies, consumers, and other stakeholder needs and experiences. To be successful and impactful,

¹ Institute for Health Metrics and Evaluation (IHME). GBDCoCompareDataVisualization. Seattle, WA: IHME, University of Washington, 2016. Available from [http:// vizhub.healthdata.org/gbd-compare](http://vizhub.healthdata.org/gbd-compare). (Accessed October 5, 2017).

standards strategy should be comprehensive and cover standards development, policy and regulation, enforcement, consumer awareness, and monitoring and evaluation.

The Alliance is seeking a consultant to (1) support the development of an electric stove standard in Nepal, and (2) develop an implementation strategy for the electric stove standard.

Submit applications using the provided application form by email to Neeraja Penumetcha, Program Manager of Technology, Impacts and Analytics, (npenumetcha@cleancookstoves.org) by 11:59pm GMT on Wednesday, November 1, 2017. The contract is expected to be for up to one year and the start date is anticipated to be on or around November 20, 2017.

Scope of Work

The scope of work includes two parts that are complementary. Part I is technical; the final deliverable is a national electric stove standard for Nepal. Part II, which will be phased in after Part I has started, is policy-oriented; the final deliverable is a strategy to implement the national electric stove standard.

The consultant will work closely with the Alliance, specifically with the Kathmandu-based Nepal Project Coordinator, and with the DC-based Program Manager of Technology, Impacts and Analytics. The consultant will also work closely with the Nepal Bureau of Standards and Metrology (NBSM) for Part I.

Part I – Technical – Development of an Electric Cookstove Standard for Nepal

NBSM has expressed interest in developing electric stove-specific standards on safety and performance, including efficiency, durability, and other performance metrics identified as important by country stakeholders. Efforts could be informed by international, regional, and national standards in other countries: for example, in China, where many of the stoves are manufactured or in India, where TERI is interested in developing induction stove standards.

A standard should be developed to support the electric stove market, without unintended consequences for the perceptions of other technologies and fuels in Nepal; careful consideration of existing biomass cookstove and fuel standards and labeling plans and programs will be necessary. In addition, the standard should be developed to cover different types of electric stoves, including induction, infrared, coil, etc.

Part II – Policy – Development of a Standard Implementation Strategy with Stakeholders

Based on the standard, stakeholder consultations, results from the market assessment and the consumer preference study, and desk research, the consultant should develop an in-depth understanding of ongoing policy efforts for standards and standards implementation, evaluate market conditions and suitability for implementation options, and identify potential barriers. From this the consultant should develop a standard implementation strategy for implementation by local stakeholders.

Standards implementation can include labeling, certification, a communications strategy to both consumers and manufacturers, as well as monitoring, verification, and evaluation. The consultant should consider the full complement of standards implementation components and develop a comprehensive strategy. This strategy should include the key roles and responsibilities for all relevant organizations (e.g., government agencies, testing centers, etc.), timelines and required resources for each implementation activity, and any other relevant detail necessary to execute the strategy. After the initial assessment and development of a draft strategy, the consultant should circulate the strategy among all key stakeholders and hold consultation meetings to review and refine the proposed ideas and recommendations.

Activities and Deliverables

Activities within Part I include:

1. Review of relevant electric stove standards, including international standards (ISO), regional, and national standards (e.g., India and China). Relevant standards include those for electric stoves generally, as well as for specific types of electric stoves (induction, infrared, coil, etc.), with special focus on induction stoves.
2. Review of Nepal electric stove market – currently available products, likely available products
3. Recommendations on scope, methodology, indicators, benchmarks, timeline, and regional collaboration/harmonization
4. Drafting a national electric stove standard for Nepal in collaboration with NBSM
5. Stakeholder engagement in partnership with NBSM, including convenings of technical experts to review and approve a national electric standard

The consultant will work closely with NBSM to ensure that all activities necessary to adopt a national standard for electric stoves for Nepal. It is expected that Part I will take approximately 6 months.

Deliverables for Part I:

1. Review of existing electric standards with recommendations on adaptation for Nepal
2. Draft national standard for electric stoves
3. Final, approved national standard for electric stoves

Activities within Part II include:

1. Review of ongoing Nepal national standards (e.g., standards for other types of stoves such as biomass, or other household appliances), and related implementation policies and programs
2. Review of existing relevant research and reports on availability, performance, and consumer awareness of cookstoves in the Nepalese market (e.g., market assessment, consumer preference study, etc.)

3. Initial stakeholder consultations with a wide range of stakeholders, including manufacturers, distributors, retailers, testing centers, relevant government ministries and agencies, (e.g., customs, ministries of energy, finance, health & population, etc.), etc.
4. Development of a draft standard implementation strategy with recommendations on key roles for organizations, timelines, resource requirements, etc.
5. Stakeholder feedback consultations on the draft strategy
6. Development of a final implementation strategy

As both parts are complementary, activities may be undertaken simultaneously. It is expected that Part II will take approximately 6 months.

Deliverables for Part II:

1. Draft standard implementation strategy
2. Final standard implementation strategy

Additional Considerations

The consultant will have at least monthly check-in calls or meetings with the Alliance; additional check-ins may be requested by the Alliance as needed. At monthly check-ins, the consultant will provide an update on work completed, budget spent, adherence to timeline, and any challenges that may have arisen. Any changes to the timeline or workplan must be approved by the Alliance.

Both the standard development and the standard implementation strategy development will require extensive interaction with stakeholders in Nepal. Consultants not based in Kathmandu should explicitly include travel and budget for travel in the proposal. All applicants should demonstrate that they are able to work productively with local stakeholders as well as complete all required activities and deliverables in a timely manner.

Proposal Instructions

Please submit a proposal and work plan describing the following (maximum of 10 pages, 12-point font, single-spaced):

- Proposed timeline and approach for completing the work, including a description of the overall process. The timeline should include dates for the activities as outlined above and specific deliverables.
- Unique qualifications and relevant previous experience with household appliance standards and standards implementation of the consultant team should be detailed, including demonstrated ability to convene key stakeholders in Nepal, as well as an understanding of and experience in the Nepalese context. If the organization plans to hire any sub-contractors, a letter of support from each sub-contracting organization must be provided.
- Biographical summaries of consultant team conducting the work should be provided

- Budget detailing, per activity, (1) the expected level of effort, (2) daily rates, (3) anticipated direct expenses. As much as possible, the level of effort and daily rates should be indicated by required team members and activity.
 - If the consultant is hiring subcontractors, this should be detailed in the budget as well.
 - Indirect cost estimates may not exceed 13%.

Appendices may be provided for supplementary materials as relevant, but review will be based mainly on the information provided in the work plan.

Applications will be evaluated based on the quality of the proposal as well as the appropriateness of the budget for the proposed work. The Alliance may provide feedback to applicants to adjust the proposals to meet budget or other constraints. Selection will be based on the following criteria:

- Experience developing standards and/or standards implementation strategies and programs
- Appropriateness of proposed work plan
- Appropriateness of budget
- Experience in Nepal, including working with key Nepalese stakeholders
- Demonstrated ability to complete deliverables within a specified timeframe

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