

**UNITED STATES AGENCY FOR INTERNATIONAL  
DEVELOPMENT**

**Enterprise Energy Efficiency (3E)**

IQC Contract # EPP-I-00-03-00004-00  
Task Order # 12

***SEVENTH QUARTERLY PROGRESS REPORT***

***October 1, 2011 – December 31, 2011***

**Authors: Project Team**

**March 28, 2012**

Implemented by:  
Advanced Engineering Associates International, Inc. (AEAI)



“This Seventh Quarterly Progress Report is made possible by support from the American People sponsored by United States Agency for International Development (USAID). The contents of this Seventh Quarterly Progress Report were prepared by and are the sole responsibility of Advanced Engineering Associates International, Inc., and do not necessarily reflect the views of USAID or the United States Government.”

**UNITED STATES AGENCY FOR INTERNATIONAL  
DEVELOPMENT**

**Enterprise Energy Efficiency (3E)**

IQC Contract # EPP-I-00-03-00004-00  
Task Order # 12

***SEVENTH QUARTERLY PROGRESS REPORT***

***October 1, 2011 – December 31, 2011***

Submitted to:  
Economic Restructuring Office  
U.S. Agency for International Development  
Ulica Roberta C. Frasurea 1, Sarajevo, 71000, BiH

Implemented by:  
Advanced Engineering Associates International, Inc. (AEAI)  
Gajev trg 2/II, Sarajevo, 71 000  
Tel/Fax: +387 33 268 370

## Table of Contents

I.	Executive Summary	4
II.	Project Progress for the Seventh Quarter	4
III.	Anticipated Activities from the Previous Quarterly	14
IV.	Anticipated Activities for the Following Quarter	16
	ANNEX A	18
	Status of overall project progress per impact indicators	18
	ANNEX B	26
	Performance Based Monitoring Plan (PBMP)	26
	ANNEX C	28
	Seventh Quarter Deliverables	28
	ANNEX E	30
	3E Staff	30

## I. Executive Summary

In this Quarter USAID 3E submitted the Batch 3 Pilot Project Proposals to USAID for approval, and five projects have been approved. Numerous site visits to were made to the potential Pilot Projects. The works at the Mechanical Engineering Faculty (MEF) Pilot Project were completed and the preparations for its official inauguration have begun. The event is planned as a high visibility key event, with the signing of a Memorandum of Understanding for the Multimedia Center for Energy Efficiency (MCEE). In addition, seven Energy Efficiency Educational publications prepared by USAID 3E, UNDP and GIZ, will be presented for the first time at this event. The Pilot Projects in Tuzla, Gradiška and Mostar are almost completed. Three Pilot Projects were completed and officially inaugurated (Housing for Returnees in Foča and Rogatica). The Letter of Commitment for the Livno Sports Hall Pilot Project was signed on November 10. Given the Federation Minister for Physical Planning's adoption of a series of regulations with regard to energy efficiency in buildings, the possibilities of mutual cooperation on pilot projects and public awareness activities were discussed and an outline of cooperation was agreed. USAID 3E was present in the media this quarter in two articles about the MEF Pilot Project and an article about USAID 3E activities in BiH. USAID 3E organized, together with its partners UNDP, GIZ and Livno Municipality, the Livno Energy Efficiency Knowledge Days, which were held in Livno on November 10-11, 2011. This event was organized to create public awareness on Energy Efficiency's potential and benefits. The MCEE initiative was presented to the Kuwaiti Embassy in Sarajevo and to the Representation Office of German Commerce in BiH. The organization of the EE Festival, to promote Energy Efficiency and EE technologies to a wider public, is planned to be held in Sarajevo June 5 – 10, 2012, and is well under way, with the agenda drafted and meetings with potential partners and other stakeholders held, including Sarajevo Canton officials, the Mayor of Sarajevo and other government institutions and ministries.

## II. Project Progress for the Seventh Quarter

### **Task Objective 1: Support development of initiatives and technologies**

#### **Batch 3 Pilot Project Proposals**

##### **▪ *Batch 3 Pilot Project Proposal submission and approval. 10-24-2011.***

USAID 3E submitted Batch 3 Pilot Project Proposals to USAID for approval on 10-24-2011. All ten projects in Batch 3 were previously visited by USAID 3E and USAID staff as required. The first five projects were approved by USAID on November 4, 2011:

- 1. Livno, Sport Hall**
- 2. Bihac, Cultural Center**
- 3. Gracanica, SOS Children's Village**
- 4. Olovo, Primary and Secondary Schools**
- 5. Prijedor, Primary School**

Full reports have been submitted only for the first five pilot project proposals. As agreed with USAID, projects 6-10 were not analyzed in detail to save limited resources.

### **3E Meetings**

#### ***Meeting with UNDP regarding EMIS Software, 10-5-2011***

UNDP has installed EMIS on a server in Sarajevo (previously it was installed on a server in Croatia.) However, UNDP BiH has yet to find the best solution for connecting to sites where data is collected because of the data security constraints. Up to now, the only site in BiH is the Mechanical Engineering Faculty (MEF) in Sarajevo.

### **3E Pilot Project Site Visits**

#### **SREBRENICA STREET LIGHTING PILOT PROJECT**

##### ***Meeting with Srebrenica Municipality, 10-5-2011***

USAID 3E Deputy Chief of Party, met with the representatives of the Srebrenica Municipality regarding the Street Light Pilot Project in Srebrenica. The Municipality representatives explained that they will plan the funds for this pilot project for the next financial year, starting in January 2012. The roads that the municipality wants to include in this pilot project were also discussed, and it was agreed that the downtown area will be the scope of the pilot project. A letter from the Municipality Mayor confirming their support for the project was received.

#### **PRIJEDOR PRIMARY SCHOOL “Branko Ćopić” PILOT PROJECT**

##### ***Site visit of the Primary School “Branko Ćopić” in Prijedor, 12-12-2011.***

USAID 3E’s Senior Chief Engineer met with the General Manager of the school and the representative from the Agency for economic development of the Prijedor Municipality. The subject of the meeting was a detailed energy audit, as this Pilot Project was approved by USAID.

#### **BANJA LUKA STUDENT DORMITORY “Nikola Tesla” PILOT PROJECT**

##### ***Site visit of the Student Dormitory “Nikola Tesla” in Banja Luka, 12-12-2011.***

USAID 3E’s Senior Chief Engineer met with the General Manager of the Student Dormitory „Nikola Tesla“ and the representatives from the Mechanical Engineering Faculty in Banja Luka. The subject of the meeting was a site visit and the analysis of the proposed technical solution. The Site Visit Report will be prepared by USAID 3E and submitted to USAID for approval.

#### **BIJELJINA STREET LIGHTING PILOT PROJECT**

##### ***Meetings with Bijeljina Municipality regarding the street and park lighting pilot project proposal, 10-7-2011 and 12-8-2011.***

USAID 3E Deputy Chief of Party, met with the Bijeljina Municipality representatives and the Mayor. The pilot project proposal for the street and the public park lighting EE improvement was discussed, along with the Municipality’s co-financing commitment. After the meeting, a site visit of the existing lighting system in the park and roads was made. The three main roads in the downtown area and the central public park comprise the proposed scope for

this pilot project. USAID 3E Deputy Chief of Party, USAID COR and another USAID representative met with the representatives from Bijeljina Municipality on 12-8-2011. The subject of the meeting was to inspect the street lighting in in the Bijeljina pilot project proposal that is pending USAID approval.

#### **DOBOJ ADMINISTRATION BUILDING PILOT PROJECT**

- ***Site visit of pilot project proposal in Doboj, 12-07-2011.***  
USAID 3E Deputy Chief of Party, USAID COR and another USAID representative met with the representatives of the Doboj Municipality to visit and discuss the pilot project proposal Doboj Administration Building that is pending USAID approval.

#### **TREBINJE STREET LIGHTING PILOT PROJECT**

- ***Site visit of pilot project in Trebinje, 12-16-2011.***  
USAID 3E Deputy Chief of Party, USAID COR and another USAID representative met with the representatives of Trebinje Municipality to visit and discuss the pilot project proposal for Street Lighting in Trebinje that is pending USAID approval.

#### **PILOT PROJECT – Mechanical Engineering Faculty (MEF) Sarajevo**

- ***Meetings between USAID 3E, subcontractor Neimari and EL-TE3 and MEF representatives, October – December 2011.***  
The USAID 3E Chief Engineer and Senior Chief Engineer met with the supervisor of works and the representatives of Neimari, the successful bidder of the boiler solicitation, and its subcontractor EL-TE3. USAID 3E representatives examined the completed work to date and were satisfied with its quality. The order, schedule and organization of works were agreed upon.

#### **PILOT PROJECT – Tuzla Pazar Primary School**

- ***Elementary School Pazar Pilot Project in Tuzla, 10-14-2011***  
The USAID 3E Senior Chief Engineer and Chief Engineer met with the school director, a supervisor of works appointed by the Tuzla Municipality and representatives of AlfaTherm, the successful bidder of the solicitation for heating system works and its subcontractor Vodo-Ins Tuzla. Most of the works are completed, despite having to work around the schedule of classes. The heating is working, except for the gym, where the radiators are being installed. The USAID 3E representatives examined the completed work and were satisfied with its quality. The remaining items will be installed and fully functional by October 24.

#### **PILOT PROJECT – Zenica Palliative Care Center**

- ***Palliative Care Pilot Project in Zenica, 10-11-2011***  
The USAID 3E Senior Chief Engineer and Chief Engineer met with General Manager and Technical Manager of Grijanje Zenica to discuss the technical specifications of works. A detailed Energy Audit is being prepared to select the technical and financial best solution for the project.

### **PILOT PROJECT – Foča Housing for Returnees**

- ***Official opening of the Housing for Returnees building Pilot Project in Foča urban area, 10-6-2011***

The U.S. Ambassador to BiH officially opened the building built for returnees in Foča on October 6, 2011. Catholic Relief Services BiH constructed these buildings with the support of the U.S. Embassy, the RS and FBiH Ministry of Refugees and Displaced Persons and the Municipality of Foča. The building is located in the center of Foča. The USAID 3E Project financed the 12 cm thermal insulation of the building, as well as the installation of compact florescent light bulbs (CFLs) that will provide further savings for the home owners. The event had good media coverage.

- ***Foča Pilot Project, inauguration of the Housing for Returnees buildings, in the Kratina and Slatina villages 11-16-2011***

Representatives of USAID and USAID 3E attended the opening of the buildings for returnee families in the Foča Municipality. Also present at the inauguration ceremony were the representatives of USAID Budapest Head Office: Regional Contracting officer, Regional Legal Advisor, Regional Controller and Acquisition Agents. Catholic Relief Services BiH constructed these buildings, located in the villages of Kratina and Slatina, with the support of the Embassy of the Kingdom of the Netherlands, the RS and FBiH Ministry of Refugees and Displaced Persons and the Municipality of Foča. The USAID 3E Project financed the 8 cm thermal insulation of the building and the installation of compact florescent light bulbs (CFLs) that will provide further savings for the home owners. Each building will house four families and premises for one business, which supports the administration of local community needs.

### **PILOT PROJECT – Rogatica Housing for Returnees**

- ***Rogatica Pilot Project, inauguration of the building 11-03-2011.***

Representatives of USAID 3E attended the opening of the building for returnees in Rogatica. Hilfswerk Austria International constructed this building with the support of the U.S. Embassy, the RS Ministry of Refugees and Displaced Persons and the Municipality of Rogatica. U.S. Ambassador to BiH cut the ribbon, together with the Mayor of the Foča Municipality. The USAID 3E Project financed the thermal insulation of the building, a 12cm thick thermal insulation that is in line with the requirements for this particular climate zone. The Project also installed the compact florescent light bulbs that will provide further savings for the home owners.

### **PILOT PROJECT – Mostar Old Gymnasium**

- ***Old High School Pilot Project in Mostar, October – November, 2011***

The USAID 3E Senior Chief Engineer and Chief Engineer met with the school director, the supervisor of works appointed by the City of Mostar, and the representatives of AlfaTherm, the subcontractor for piping works. Most of the works are completed, despite having to work mostly on weekends because all classrooms are occupied from 8a.m. to 7 p.m. Monday to Friday. USAID 3E representatives examined the completed work and were satisfied with its quality.

At the end of November, 2011, the supervisors confirmed in writing that the works have been completed according to the contract. A system for remote monitoring of energy consumption needs to be installed and a solicitation for those works for several pilot projects, including Mostar, will be launched in the near future.

### **PILOT PROJECT – Livno Sports Hall**

▪ ***Meeting with UNDP, held at UNDP premises, 11-4-2011.***

USAID 3E Deputy Chief of Party met with the UNDP Project Manager to discuss the UNDP involvement in the USAID 3E Sport Hall Pilot Project in Livno and the Livno Energy Efficiency Knowledge Days. The UNDP representative confirmed that UNDP will participate in the Livno Pilot Project and that they will provide the Monitoring & Verification System and the Energy Management Information System (EMIS) software that will be used to monitor the energy consumption of the Sport Hall building in Livno. In addition, UNDP will participate in the Livno Energy Efficiency Knowledge Days and will provide balloons for the street event with the slogan “Save energy – protect the environment – think of yourself” and the equipment necessary for inflating the balloons.

▪ ***Signing of the Letter of Commitment for the Livno Sports Hall Pilot Project, held on November 10, 2011 in Livno.***

The signing of the Letter of Commitment for the Livno Sports Hall Pilot Project was held in Livno during the Livno EE Knowledge Days. The USAID 3E Project along with its partners the Municipality of Livno, GIZ, UNDP and ESCO ECO Energija Company, signed the LOC on November 10, 2011. The Livno Sports Hall was selected as one of the USAID 3E Pilot Projects and the measures being implemented will include: installation of a new 500 kW biomass boiler, installation of a district heating supply line, replacement and repair of the windows and replacement of a roof section, installation of a heating substation, refurbishment of the existing heating and ventilation system and installation of the Monitoring and Verification System. The value of the project is more than 300,000 USD. It was agreed that the partners would participate with approximately the following amounts: USAID 3E 95,000 USD; Livno Municipality 95,000 USD; ESCO ECO Energija Company 120,000 USD. UNDP 20,000 USD and GIZ will equip the energy management room at the Livno Municipality building.

### **PILOT PROJECT – Primary and Secondary Schools (Energy Service Company (ESCO) Concept)**

▪ ***Meeting with Suisse Caritas regarding the Olovo Pilot Project November – December, 2011.***

The USAID 3E Chief of Party, Deputy Chief of Party and Chief Engineer met with the Suisse Caritas Head Delegate for BiH regarding the Olovo Pilot Project. Suisse Caritas was informed that the Olovo Pilot Project was approved by USAID and that project preparation can begin. It was agreed that the first step would be to contact other possible project partners such as the Ministry of Education of the Zenica Canton, UNDP and the Embassy of Japan. Once the

project partners and overall budget are known, USAID 3E and Caritas will start preparing the project scope. The ratio of funding was also discussed, as well as amounts of money expected from the Municipality. Suisse Caritas will do an estimate for the installation of new windows, insulation and ancillary works for Olovo Pilot Projects (Primary and Secondary schools) as well as investigate what kind of material was used for the roof. The following was also discussed: costs for works, ESCO models, repayment periods for the Suisse Caritas loan that will be used to finance the project, co-financing by the Canton, and the Letter of Intent to participate in the project submitted by Dvokut. Dvokut is a privately owned company that owns the ESCO Eko biomass based district heating company in Livno. On December 15, 2011, a conclusion was reached that Suisse Caritas and Dvokut will agree on the project financing and repayment schedule, and present it to the Cantonal Ministry of Education. USAID 3E funds would not be repaid and will serve to reduce the amount that the Canton would need to invest in refurbishment of windows, which is the measure with the longest repayment period in the project.

### **PILOT PROJECT – Lepa Radić Kindergarten Gradiška**

#### **▪ *Site visit of “Lepa Radić” Kindergarten, 12-13-2011***

The USAID 3E Senior Chief Engineer met with the General Manager of the Kindergarten and the representative from Termoelektro-NS-Gradiška, to review the implemented works and discuss the preparation of the Final Report. All the windows have been replaced and the thermal insulation of the walls and the roof installed. It was suggested that a public invitation for M&V should be prepared. Preliminary works for this have been done. The Final Report should be prepared by the end of February 2012.

### **Task Objective 2: Increase public and private sector capacity**

#### **▪ *Meeting with Terme Ilidza regarding a Pilot Project proposal, 11-30-2011.***

The USAID 3E Chief of Party, Deputy Chief of Party and Senior Chief Engineer met with Terme Ilidza Director and Deputy Director to discuss a pilot project proposal they had for USAID 3E. The USAID 3E team conducted a walk-through audit of the facility and noted the relevant data. USAID 3E representatives explained that pilot project selection is completed for the time being and the USAID 3E project does not have funds for further projects. However, 3E will note the findings and instruct the Terme Ilidza management on the next steps they should take with regard to EE at their facility.

#### **▪ *Meeting with the Federal Ministry for Physical Planning, December 2011.***

The USAID 3E Chief of Party and Deputy Chief of Party met with the Federation Minister for Physical Planning. The meeting was to discuss possible cooperation between the Ministry and USAID 3E in the field of energy efficiency in buildings. The Ministry adopted a series of regulations with regard to energy efficiency in buildings, such as the obligation to obtain energy certificates for new buildings and existing buildings when sold or rented. The Ministry also keeps records of legal entities authorized to perform energy audits in FBiH and is also involved in public awareness activities. The possibilities of mutual cooperation on pilot projects and public awareness activities were

explored. USAID 3E will prepare a proposal for cooperation and present it to the Ministry. An outline of the cooperation was agreed on. USAID 3E will prepare a memo for the Minister and a draft Letter of Commitment. USAID 3E Chief Engineer presented the Energy Management Information System (EMIS) software.

### **USAID 3E Publications / Capacity Building Booklets**

#### ▪ ***USAID 3E Capacity Building Educational Publications***

The USAID 3E project, along with its partners GIZ and UNDP prepared a series of Capacity Building Educational Publications related to energy efficiency with the following titles:

- “Manual for selection of EE projects in local community,”
- “Green Office” – manual,
- “Green Office” – workbook,
- “Manual for Weekly and Daily Analysis and Interpretation of Energy Consumption Data,”
- “Manual for Energy Audit Implementation in Buildings.”
- “Economic and Financial Analysis of Energy Efficiency Projects,” and
- “Energy Management in Cantons, Cities and Municipalities.”

USAID 3E and its partners GIZ and UNDP plan to organize a promotional event to mark the publication of this EE Library for Bosnia and Herzegovina.

#### ▪ ***Meetings with Sparkasse Bank, regarding 3E Capacity Building Educational Publications, October – November, 2011***

As Sparkasse Bank made a decision to participate as a donor in 3E Capacity Building Educational Publications, a USAID 3E representative met with the Head of the Sparkasse Department for Marketing and Communication to agree on the details of the Sparkasse promotion within the “Economic and Financial Analysis for EE projects” publication. It was agreed that the Sparkasse representative will prepare the promotional text of the Sparkasse bank services, including the loan application procedures and logo. The promotional text will be placed on the two back sides of the publication. It was also suggested that a Sparkasse bank representative make a presentation at the “Livno EE knowledge days,” which USAID 3E will organize in Livno in November, during the public awareness activities dedicated to the finalized 3E pilot project in Livno. Sparkasse Bank agreed to be a donor for two USAID 3E Capacity Building Educational Publications (EP): the “Economic and Financial Analysis for EE projects” and the “Manual for SEAP Project Selection” prepared by GIZ. They will donate 5,000 KM for these publications.

#### ▪ ***IEE (Intelligent Energy Europe) Roundtable at the Parliament of Bosnia and Herzegovina, 11-28-2011.***

USAID 3E Country Project Director and USAID 3E Deputy Chief of Party attended the IEE Roundtable where the issue of BiH entering into the Intelligent Energy Europe program was discussed. By joining the IEE, Bosnia and Herzegovina is opening channels to access the financial means for implementation of these projects. The implementation of these projects would

assist sustainable development and attract new investments and be beneficial for the environment protection and employment.

### **Task Objective 3: Raise public awareness**

#### **EE KNOWLEDGE DAYS IN LIVNO**

▪ ***Livno EE Knowledge Days, held 10 – 11 November 2011 in Livno.***

The Livno EE Knowledge Days event was organized to create public awareness on Energy Efficiency's potential and benefits. The first day included:

- i) A conference that gathered experts from various fields of energy efficiency to present their experiences and knowledge to support the transfer of EE know-how,
- ii) The signing of the Letter of Commitment between USAID 3E, UNDP, GIZ, Municipality of Livno and ESCO ECO Energija Company for the Sports Hall in Livno Pilot Project,
- iii) Site visit to the Sports Hall building, and
- iv) Site visit to the ESCO ECO district heating company.

The first part of the second day was an open day, with street events for adults and children such as information desks in the city square that gathered Livno citizens who were interested to find out more about issues related to energy efficiency. The second part of the second day was also an open event organized in front of the Livno Sport Hall, a football tournament between the teams of Livno schoolchildren with the slogan: "Football for Energy Efficiency." Presents were prepared for the winning team as well as for all participants.

#### **USAID 3E Presentations**

▪ ***Round table organized by the Chamber of Commerce of Sarajevo Canton, October 11, 2011***

The USAID 3E Public Outreach Specialist attended the Round Table organized by the Chamber of Commerce of Sarajevo Canton. The Project „EU Build Energy Efficiency“ was presented by the Project Coordinator for BiH. The partners in the project, its goals, target groups, expected results and key activities were presented. A presentation „The Role of Public and Non-Governmental Sector in Energy Efficiency in Buildings“ was made by the Consultant on the project „EU Build Energy Efficiency“ from the Faculty of Mechanical Engineering of Sarajevo.

▪ ***USAID Fair, 10-20-2011.***

USAID organized a Street Fair for the celebration of 50 years of USAID and 15 years in BiH. The USAID 3E project prepared a power-point presentation of its actual pilot projects implemented across Bosnia and Herzegovina and presented it on a big screen, and handed out an educational brochure "20 EE Tips" and Fact Sheets about the USAID 3E project and its activities. A public survey of energy efficiency awareness of the visitors of the fair was also organized. This activity is already a regular practice of the USAID 3E project during such public occasions and events where the project's representatives have an opportunity to interact with the public.

- ***USAID 3E Pilot Project at MEF status update press release, 11-08-2011***

The works at the Mechanical Engineering Faculty building in Sarajevo to secure the energy efficiency of the building are almost completed. Energy Efficient reconstruction of the Mechanical Engineering Faculty (MEF) encompasses the following renovation works:

  - Building insulation
  - Window replacement
  - New boiler installation

For the building insulation, a 10cm thermal insulation is being installed. The old and worn down windows are being replaced by new windows that provide much better heat and sound insulation. A new condensation gas boiler with a modern automatic heating control system is being installed, with much better energy efficiency characteristics and more efficient energy operation. The works are expected to be completed by the beginning of December, 2011.
- ***Article on e kapija website regarding MEF Pilot Project, 12-22-2011.***

An article about the MEF Pilot Project was published on e-kapija website, a website that offers business news. The article was published in English and local languages for subscribers.
- ***Article on Radio Sarajevo website regarding the USAID 3E project, 12-22-2011.***

An article about the USAID 3E project was published in local language on the Radio Sarajevo website.

#### **EE FESTIVAL**

- ***Meeting with GIZ representatives, 12-02-2011***

The USAID 3E Country Project Director and Chief of Party met with GIZ representatives, Regional Project Manager of the GIZ Open Regional Fund for Energy Efficiency and the GIZ Energy Efficiency Project in Bosnia & Herzegovina Team Leader. At the meeting, GIZ's participation in the EE Festival in June 2012 was discussed.
- ***Meeting with the company STUDID regarding organization of the EE Festival in June 2012, 12-12-2011.***

Representatives of USAID 3E met with the representatives of STUDID to listen to presentations on the organization of the EE Festival scheduled for June 2012. A Draft of the program was presented for each of the planned 5 days.
- ***Meeting with U.S. Embassy Cultural Attaché regarding the Sarajevo EE Festival, held on 12-12-2011.***

The USAID 3E Country Project Director and Deputy Chief of Party, met with the U.S. Embassy Cultural Attaché and the Environmental Specialist. The meeting was held to discuss in more detail the EE Festival concept that 3E is preparing for June 2012. The EE Festival is planned to be a week-long event to promote Energy Efficiency and EE technologies to a wider public. 3E presented this concept to the US Embassy representatives in order to further involve the U.S. Embassy in planning, ideas and support of this event.

- ***Meeting with Sarajevo Canton and City of Sarajevo representatives at the City premises, 12-21-2011.***

USAID 3E Country Project Director, Deputy Chief of Party and Public Outreach, Education and Marketing Specialist met with the Minister of Transport for Canton Sarajevo, a Deputy Mayor of Sarajevo and other City representatives. USAID 3E requested the support and participation of the Cantonal and City representatives in organizing the “Sarajevo Energy Efficiency Festival” planned as a series of high profile events organized from June 5-9, 2012. During those days USAID 3E would like to: promote knowledge of energy efficiency (EE) among the citizens and businesses of Bosnia and Herzegovina and raise needed funds for the “Multimedia Center of Energy Efficiency (MCEE),” which will be located at the Mechanical Engineering Faculty in Sarajevo. It was concluded at the meeting that USAID 3E will prepare a letter stating what would be the specific requests to the City from 3E and the benefits to the City of Sarajevo of participating in the events.

- ***Letter to Deputy Mayor regarding Sarajevo Energy Efficiency Festival, 12-28-2012.***

A letter was sent to the Deputy Mayor of Sarajevo, regarding cooperation in the organization of “Sarajevo Energy Efficiency Festival,” scheduled for June 2012. Based on our correspondence to date and as agreed in the meeting on 12-21-2011, 3E informed the Deputy Mayor of areas where 3E would like cooperation with the City of Sarajevo in regard to the organization of the Sarajevo Energy Efficiency Festival. In addition, USAID 3E would like to use the logo and the name of the City of Sarajevo in the title of the events and when sending invitations to diplomats, international organizations, governmental institutions and other invitees.

- ***Meeting with the Programming and Marketing Manager of Cinema City Multiplex, 12-23-2011.***

The USAID 3E Deputy Chief of Party met the Programming and Marketing Manager of the Cinema City Multiplex to discuss the EE Festival, scheduled for June 2012. The U.S. Embassy Cultural Attaché suggested a meeting with the Marketing Manager of Cinema City as he recently went on an educational leadership program trip organized for media people by the U.S. Embassy. In Washington D.C., the group visited the D.C. Environmental Film Festival and made contacts with the director of the festival and a film director who made the movie "The City Dark." It was suggested that the director could be a very interesting and engaging person to bring to Sarajevo for a lecture.

### **Multimedia Center for Energy Efficiency (MCEE)**

- ***Meeting with the representative of the Embassy of the State of Kuwait in Sarajevo, at the Kuwait Embassy premises, 12-19-2011.***

USAID 3E Deputy Chief of Party and USAID 3E Chief Engineer, met with the Diplomatic Attaché, at the premises of the Kuwaiti Embassy in Sarajevo. The purpose of the meeting was to present the MCEE Initiative. The Kuwaiti Diplomatic Attaché was interested in the MCEE initiative and asked USAID 3E

to prepare a detailed proposal what the Kuwait Embassy could support within the center and what the cost would be. The Embassy will then present this proposal to the government in Kuwait and seek support.

▪ ***Meeting with Representation Office of German Commerce in BiH, at USAID 3E premises, 11-29-2011.***

The USAID 3E Chief of Party and Deputy Chief of Party met with the representatives of the Representation Office of German Commerce in BiH. In the meeting USAID 3E representatives informed the attendees about the USAID 3E initiative to set up the Multimedia Center for Energy Efficiency, where companies connected to the energy efficiency sector could present their products and technologies. The representative of the Office of German Commerce liked the idea and agreed to support the MCEE center by contacting the relevant German companies.

### **Environmental:**

▪ ***Pilot project site visits with the USAID Environmental Officers.***

The USAID 3E Deputy Chief of Party, USAID Regional Environmental Advisor, USAID COR and USAID Bureau Environmental Officer conducted site visits of two projects – the Mechanical Engineering Faculty in Sarajevo on 10-25 and the Primary School in Tuzla on 10-27, with regard to the environmental compliance of pilot project works implementation. Both USAID 3E pilot projects had satisfactory environmental reviews and no outstanding issues with regard to pilot project works implementation.

▪ ***Training on Environmental Compliance, held on 10-26-2011.***

A USAID Training on Environmental Compliance was held on October 26, 2011, attended by USAID 3E Deputy Chief of Party. The topics discussed were Environmental Compliance Requirements, Process and Procedures organized by the USAID E&E Bureau.

### **III. Anticipated Activities from the Previous Quarterly**

This section takes the anticipated activities from the previous Quarterly Report and indicates, on an item-by-item basis, what was actually accomplished during the quarter.

#### **Task Objective 1: Support development of initiatives and technologies**

Identify and prequalify SMEs that can or could participate in project development and implementation.

##### MEF pilot project

- Oversee the completion of the pilot project work.
  - Completed.

##### Mostar “Gimnazija” pilot project

- Oversee pilot project work.

- Ongoing.

#### Tuzla primary school “Pazar” pilot project

- Oversee pilot project work.
  - Ongoing.

#### EE renovation of houses pilot project

- Oversee pilot project work.
  - Completed.

#### Foča pilot projects

- Complete procurement of the EE light bulbs for the project.
  - Completed.
- Inauguration of the building.
  - Completed.

#### Rogatica pilot project

- Complete procurement of the EE light bulbs for the project.
  - Completed.
- Inauguration of the building.
  - Completed.

#### Batch 2

- Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved Batch #2 projects.
  - Completed.

#### Batch 3

- Prioritize on a competitive basis list of proposed Batch 3 proposals and submit for USAID approval.
  - Completed.

#### Batch 4

- Identify candidates for Batch 4.
  - Completed.
- Prepare a technical and financial analysis for the proposed pilot projects.
  - In process.

#### **Task Objective 2: Increase public and private sector capacity**

- Continue developing contacts with design, installation and construction SMEs and other private sector counterparts in BiH.
  - Ongoing.
- Continue developing contacts with public sector counterparts.
  - Ongoing.

#### **Task Objective 3: Raise public awareness**

- EE Festival
  - Develop concept
    - Completed.

- Make contacts with partners and local counterparts
  - In process.
- Manage website content, upload news, announcements, project files, and links regularly.
  - Ongoing.
- Organize media coverage of workshops, trainings, presentations and other PR events.
  - Ongoing.
- Plan PR events:
  - Organization of Livno Energy Efficiency Knowledge Days.  
Completed
  - MEF Pilot Project status update Press Release  
Completed
  - Rogatica Pilot Projects inauguration Press Release  
Completed
  - Foča Pilot Projects inauguration Press Release  
Completed

#### IV. Anticipated Activities for the Following Quarter

##### **Task Objective 1: Support development of initiatives and technologies**

Identify and prequalify SMEs that can or could participate in project development and implementation.

##### MEF pilot project

- Perform post-installation monitoring and verification.

##### Mostar “Gimnazija” pilot project

- Oversee pilot project work.

##### Tuzla primary school “Pazar” pilot project

- Oversee pilot project work.

##### Batch 3

- Commence development of energy audits and Conceptual Engineering Designs (CED) for the approved Batch #2 projects.

##### Batch 4

- Prepare a technical and financial analysis for the proposed pilot projects.

##### **Task Objective 2: Increase public and private sector capacity**

- Continue developing contacts with design, installation and construction SMEs and other private sector counterparts in BiH.
- Continue developing contacts with public sector counterparts.

**Task Objective 3: Raise public awareness**

- EE Festival
  - Develop detailed program
  - Make contacts with partners and local counterparts
  
- Manage website content, upload news, announcements, project files, and links regularly.
- Organize media coverage of workshops, trainings, presentations and other PR events.
- Plan PR events:
  - Prepare MEF inauguration.
- Prepare EE Educational booklets inauguration.

## ANNEX A

<i>Status of overall project progress per impact indicators</i> <sup>1</sup>	PROGRESS TO DATE		
	Completed	In Progress	Deferred
<b>Project Mobilization and Reporting</b>			
Contract signature and authorization to start work.	•		
Inception meetings with USAID CTO, May; project briefing with USAID Mission BiH.	•		
Install 3E systems & equipment: local office.	•		
Introduce project to the stakeholders.	•		
Review and finalize Work Plan with USAID; performance indicators with CTO.	•		
Prepare the Procurement Policy Manual.	•		
Establish relationships with other USAID projects and donors.	•		

<b>Task Objective 1: Support development of initiatives and technologies</b>			
<b>KRA 1</b>	<b>Implement 10 energy efficiency pilot projects.</b>		
KRA 1.1	Identify counterparties.		•
KRA 1.1.1	Identify all project stakeholders (potential partners for pilot projects).		•
KRA 1.1.2	Identify and prequalify SMEs that can or could participate in project development and implementation.		•
KRA 1.1.3	Identify consumer associations, local chambers of commerce/economy, local chambers of crafts, and other NGOs who are or could be active in EE.	•	
KRA 1.2	Prepare and implement 3 kick-off workshops for project stakeholders. (USAID to approve workshop content within one week of submission.)	•	
KRA 1.3	Activate process for selecting and implementing pilot projects.	•	

<b>KRA 1.3.1</b>	<b>First pilot project.</b>		
KRA 1.3.1.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•	
KRA 1.3.1.2	Identify candidates for first pilot project.	•	
KRA 1.3.1.3	Make initial site visits.	•	
KRA 1.3.1.4	Fill out the Environmental Checklist.	•	
KRA 1.3.1.5	Prepare a technical and financial analysis for the proposed pilot projects.	•	
KRA 1.3.1.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval. (USAID to approve within two weeks of submission.)	•	

<sup>1</sup> KRAs which have not yet been commenced have no indicators.

KRA 1.3.1.7	Commitment document signed.	•		
KRA 1.3.1.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved project.	•		
KRA 1.3.1.9	Conduct an Environmental Due Diligence (EDD) examination.	•		
KRA 1.3.1.10	Prepare a bankable project proposal.			
KRA 1.3.1.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.			
KRA 1.3.1.12	Establish baseline energy consumption.	•		
KRA 1.3.1.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)	•		
KRA 1.3.1.14	Partner identifies independent supervisor for works.	•		
KRA 1.3.1.15	Require permits necessary for renovation/construction works to be obtained by partner.	•		
KRA 1.3.1.16	Oversee pilot project work.	•		
KRA 1.3.1.17	3E, project partner and independent supervisor sign off on PP implementation completion.			
KRA 1.3.1.18	Perform post-installation monitoring and verification.			

<b>KRA 1.3.2</b>	<b>Batch #1 (3 projects)</b>			
KRA 1.3.2.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•		
KRA 1.3.2.2	Identify candidates for Batch #1.	•		
KRA 1.3.2.3	Make initial site visits.	•		
KRA 1.3.2.4	Fill out the Environmental Checklist.	•		
KRA 1.3.2.5	Prepare a technical and financial analysis for the proposed pilot projects.	•		
KRA 1.3.2.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval. (USAID to approve within two weeks of submission.)	•		
KRA 1.3.2.7	Commitment documents signed.	•		
KRA 1.3.2.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved Batch #1 projects.	•		
KRA	Conduct an Environmental Due Diligence (EDD)		•	

1.3.2.9	examination.			
KRA 1.3.2.10	Prepare bankable project proposal.			
KRA 1.3.2.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.			
KRA 1.3.2.12	Establish baseline energy consumption.		•	
KRA 1.3.2.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)	•		
KRA 1.3.2.14	Partner identifies independent supervisor for works.	•		
KRA 1.3.2.15	Require permits necessary for renovation/construction works to be obtained by partner.	•		
KRA 1.3.2.16	Oversee pilot project work.		•	
KRA 1.3.2.17	3E, project partner and independent supervisor sign off on PP implementation completion.			
KRA 1.3.2.18	Perform post-installation monitoring and verification.			

<b>KRA 1.3.3</b>	<b>Batch #2 (4 projects)</b>			
KRA 1.3.3.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•		
KRA 1.3.3.2	Identify candidates for Batch #2.	•		
KRA 1.3.3.3	Make initial site visits.	•		
KRA 1.3.3.4	Fill out the Environmental Checklist .		•	
KRA 1.3.3.5	Prepare a technical and financial analysis for the proposed pilot projects.	•		
KRA 1.3.3.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval. (USAID to approve within two weeks of submission.)	•		
KRA 1.3.3.7	Commitment documents signed.		•	
KRA 1.3.3.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved Batch #2 projects.			
KRA 1.3.3.9	Conduct an Environmental Due Diligence (EDD) examination.			
KRA 1.3.3.10	Prepare bankable project proposal.			
KRA 1.3.3.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.			
KRA	Establish baseline energy consumption.			

1.3.3.12			
KRA 1.3.3.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)		
KRA 1.3.3.14	Partner identifies independent supervisor for works.		
KRA 1.3.3.15	Require permits necessary for renovation/construction works to be obtained by partner.		
KRA 1.3.3.16	Oversee pilot project work.		
KRA 1.3.3.17	3E, project partner and independent supervisor sign off on PP implementation completion.		
KRA 1.3.3.18	Perform post-installation monitoring and verification.		

<b>KRA 1.3.4 Batch #3 (5 projects)</b>			
KRA 1.3.4.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•	
KRA 1.3.4.2	Identify candidates for Batch #3.	•	
KRA 1.3.4.3	Make initial site visits.	•	
KRA 1.3.4.4	Fill out the Environmental Checklist .		•
KRA 1.3.4.5	Prepare a technical and financial analysis for the proposed pilot projects.	•	
KRA 1.3.4.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval. (USAID to approve within two weeks of submission.)	•	
KRA 1.3.4.7	Commitment documents signed.		
KRA 1.3.4.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved Batch #3 projects.		
KRA 1.3.4.9	Conduct an Environmental Due Diligence (EDD) examination.		
KRA 1.3.4.10	Prepare bankable project proposal.		
KRA 1.3.4.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.		
KRA 1.3.4.12	Establish baseline energy consumption.		
KRA 1.3.4.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)		

KRA 1.3.4.14	Partner identifies independent supervisor for works.			
KRA 1.3.4.15	Require permits necessary for renovation/construction works to be obtained by partner.			
KRA 1.3.4.16	Oversee pilot project work.			
KRA 1.3.4.17	3E, project partner and independent supervisor sign off on PP implementation completion.			
KRA 1.3.4.18	Perform post-installation monitoring and verification.			

<b>KRA 1.3.5</b>	<b>Batch #4 (5 projects)</b>			
KRA 1.3.5.1	Compile initial list of proposed pilot projects and perform preliminary screening and selection.	•		
KRA 1.3.5.2	Identify candidates for Batch #3.	•		
KRA 1.3.5.3	Make initial site visits.	•		
KRA 1.3.5.4	Fill out the Environmental Checklist .		•	
KRA 1.3.5.5	Prepare a technical and financial analysis for the proposed pilot projects.		•	
KRA 1.3.5.6	Prioritize on a competitive basis list of proposed pilot projects and submit for USAID approval. (USAID to approve within two weeks of submission.)			
KRA 1.3.5.7	Commitment documents signed.			
KRA 1.3.5.8	Perform energy audit and develop the Conceptual Engineering Design (CED) for the approved Batch #3 projects.			
KRA 1.3.5.9	Conduct an Environmental Due Diligence (EDD) examination.			
KRA 1.3.5.10	Prepare bankable project proposal.			
KRA 1.3.5.11	Presentation to lender for financing under the DCA facility if requested by the pilot project partner.			
KRA 1.3.5.12	Establish baseline energy consumption.			
KRA 1.3.5.13	Prepare, launch tender, select successful bidder, submit for USAID approval and award contracts for pilot project Detailed Design (DD) and implementation. (USAID to approve within one week of submission.)			
KRA 1.3.5.14	Partner identifies independent supervisor for works.			
KRA 1.3.5.15	Require permits necessary for renovation/construction works to be obtained by partner.			
KRA	Oversee pilot project work.			

1.3.5.16				
KRA 1.3.5.17	3E, project partner and independent supervisor sign off on PP implementation completion.			
KRA 1.3.5.18	Perform post-installation monitoring and verification.			
<b>KRA 2</b>	<b><i>Increase private sector access to credit for energy efficiency activities.</i></b>			
KRA 2.1	Identify commercial banks extending credit for EE.	•		
KRA 2.2	Organize a round table with the banks on increasing private sector access to EE financing.	•		
<b>KRA 3</b>	<b><i>Train a commercial bank in loan appraisal and financial product development in support of the energy efficiency sector.</i></b>			
KRA 3.1	Identify training needs of Raiffeisen personnel.	•		
KRA 3.2	Prepare and implement agreed training for Raiffeisen Bank to enhance its performance to appraise loan proposals under the DCA facility. (USAID to approve training content within one week of submission.) show	•		
<b>KRA 4</b>	<b><i>Increase the capacity of at least 50 SMEs to directly apply for and/or provide technical assistance for EE loans and investments.</i></b>			
KRA 4.1	Prepare a workshop on “development of bankable EE project proposals” and implement the workshop in the region of each of the 10 pilot project locations. (USAID to approve workshop content within one week of submission.)		•	
<b>KRA 5</b>	<b><i>Increase the capacity of selected public sector counterparts to apply for and repay EE loans and undertake EE investments.</i></b>			
KRA 5.1	Prepare a workshop on “development of bankable EE project proposals” and implement the workshop at public sector counterparts that decide to co-fund their share in pilot projects using loan proceeds under the DCA facility or from other lending source. (USAID to approve workshop content within one week of submission.)		•	
<b>Task Objective 2: Increase public and private sector capacity</b>				
<b>KRA 1</b>	<b><i>Increase the capacity of public sector counterparts to understand and implement energy efficiency programs.</i></b>			
KRA 1.1	Prepare and implement workshops on `Green office` practices at participating public sector buildings. (USAID to approve workshop content within one week of submission.)		•	

KRA 1.2	Prepare and implement EE workshops on energy management in the region of each of the 10 pilot project locations. (USAID to approve workshop content within one week of submission.)		•	
KRA 1.3	Demonstrate and promote case studies of successful implementation of the pilot projects.			

<b>KRA 2</b>	<b><i>Increase the capacity of SMEs to understand and implement energy efficiency programs.</i></b>			
KRA 2.1	Prepare and implement EE workshops for SMEs on energy management in the region of each of the 10 pilot project locations. (USAID to approve workshop content within one week of submission.)		•	
KRA 2.2	Prepare and implement EE workshops for SMEs on “energy auditing in buildings and typical EE measures for buildings” in the region of each of the 10 pilot project locations. (USAID to approve workshop content within one week of submission.)		•	
KRA 2.3	Demonstrate and promote case studies of successful implementation of the pilot projects.			

### **Task Objective 3: Raise public awareness**

<b>KRA 1</b>	<b><i>Website development and activation.</i></b>			
KRA 1.1	Define technical requirements for website design.	•		
KRA 1.2	Define content structure for website design.	•		
KRA 1.3	Website design.	•		
KRA 1.4	Prepare and upload content for initial functionality of website. (USAID to approve content within one week of submission.)	•		
KRA 1.5	Ongoing website content management, regular upload of news, announcements, project files, links etc. (USAID to approve content within one week of submission.)	•		

<b>KRA 2</b>	<b><i>Media</i></b>			
KRA 2.1	Identify and establish contacts with media members/representatives for potential cooperation (journalists, editors, producers, media associations).	•		
KRA 2.2	Organize media coverage of workshops, trainings, presentations and other PR events.		•	
KRA 2.3	Development of 3E press-packets. (USAID to approve content within one week of submission.)		•	

<b>KRA 3</b>	<b><i>Handouts and Information.</i></b>			
KRA 3.1	Develop 1-page Fact Sheet on 3E project. (USAID to approve fact sheet within one week of submission.)	•		
KRA 3.2	Develop hand-out on EE basics. (USAID to approve hand-out within one week of submission.)	•		
KRA 3.3	Develop press releases on key project activities. (USAID to approve press releases within one week	•		

	of submission.)			
KRA 3.4	Develop one page fact sheet on each pilot project. (USAID to approve fact sheet within one week of submission.)			
<b>KRA 4</b>	<b><i>E Info-boards for public sector.</i></b>			
KRA 4.1	Initial and final design of info-board template. (USAID to approve content within one week of submission.)			
<b>KRA 5</b>	<b><i>3E e-Newsletter.</i></b>			
KRA 5.1	Identification of target groups for e-Newsletter dissemination.			
KRA 5.2	e-Newsletter preparation and dissemination. (USAID to approve content within one week of submission.)			
<b>KRA 6</b>	<b><i>Consumer and Public associations.</i></b>			
KRA 6.1	Develop hand-out for associations. (USAID to approve hand-out within one week of submission.)	•		
KRA 6.2	Prepare workshops for association members. (USAID to approve workshop content within one week of submission.)		•	
KRA 6.3	3E and associations hold joint press conferences. (USAID to approve press releases within one week of submission.)			
<b>KRA 7</b>	<b><i>Promotion of awareness on energy technology.</i></b>			
KRA 7.1	Facilitate presentations of energy-related SMEs on products, services and technology solutions.		•	
<b>KRA 8</b>	<b><i>DCA Information Dissemination.</i></b>			
KRA 8.1	Provide information on financing opportunities under the DCA facility on website.			
KRA 8.2	Disseminate information on DCA through hand-out packages in workshops and presentations.		•	
KRA 8.3	Advise and support RBA in the development of a RBA initiated DCA promotional campaign it chooses to conduct.			

**ANNEX B*****Performance Based Monitoring Plan (PBMP) <sup>2</sup>***

<b>Indicator 1</b>	<b>Target</b>	<b>Achieved</b>
Number of pilot projects implemented.	<b>10</b>	<b>0</b>
Percentage of cost share.	<b>30%</b>	<b>0%</b>

<b>Indicator 2</b>	<b>Target</b>	<b>Achieved</b>
Energy saved as a result of USG assistance – Standard F indicator.		
Quantity of greenhouse gas emissions, measured in metric tons CO <sub>2</sub> equivalent, reduced or sequestered as a result of USG assistance – Standard F indicator.		
Amount of costs saved.		

<b>Indicator 3</b>	<b>Target</b>	<b>Achieved</b>
Number of technical and financial analyses.	<b>30</b>	<b>21</b>
Number of bankable project proposals.	<b>10</b>	<b>0</b>
Number of presentations to lenders. (Amount of private financing mobilized with a DCA guarantee - Standard F indicator)		

<b>Indicator 4</b>	<b>Target</b>	<b>Achieved</b>
Number of bank staff who have passed through energy efficiency project financing training. (Number of people receiving USG supported training in technical energy fields – Standard F indicator)	<b>10</b>	<b>30</b>

<b>Indicator 5</b>	<b>Target</b>	<b>Achieved</b>
Number of public sector counterparts trained on the benefits of energy management (Number of people receiving USG supported training in energy related business systems - Standard F indicator).	<b>20</b>	<b>33</b>

<b>Indicator 6</b>	<b>Target</b>	<b>Achieved</b>
Number of SMEs trained on energy management, technical energy fields, and development of bankable project proposals (Number of people receiving USG supported training in technical energy fields - Standard F indicator).	<b>50</b>	<b>51</b>

<b>Indicator 7</b>	<b>Target</b>	<b>Achieved</b>
Number of EE project applications received as a result of information dissemination.	<b>30</b>	<b>62</b>

<b>Indicator 8</b>	<b>Target</b>	<b>Achieved</b>
Number of website hits.	<b>4500</b>	<b>5760</b>

<sup>2</sup> As indicators occur, they will be added to this chart.

<b>Indicator 9</b>	<b>Target</b>	<b>Achieved</b>
Number of seminars for chambers of commerce and crafts and consumers associations.	<b>11</b>	<b>2</b>

  

<b>Indicator 10</b>	<b>Target</b>	<b>Achieved</b>
Number of technology providers presenting their solutions.	<b>9</b>	<b>9</b>

## ANNEX C

### *Seventh Quarter Deliverables*

- Press Release for the 3<sup>rd</sup> Energy Council, dated 9-28-2011 in English and local language.
- Presentation for the 3<sup>rd</sup> Energy Council, dated 9-28-2011 in English and local language.
- B3-1 Livno Sport Hall – Site visit report, dated 8-12-2011 in the English language.
- B3-1 Livno Sport Hall – Letter, dated 10-26-2011, in English and local language.
- B3-2 Bihać Cultural Center – Letter, dated 10-26-2011 in English and local language.
- B3-2 Bihać Cultural Center – Site visit report, dated 8-12-2011 in the English language.
- B3-2 Bihać Cultural Center – UNDP letter, dated 10-26-2011 in the English language.
- B3-3 Gračanica SOS Village – Letter, dated 10-26-2011 in the English language.
- B3-3 Gračanica SOS Village Site visit report, dated 11-08-2011 in the English language.
- B3-4 Olovo Prim Sec Schools – Letter, dated 10-26-2011, in the English language.
- B3-4 Olovo Prim Sec Schools – Site visit report, dated 11-08-2011, in the English language.
- B3-5 Prijedor Primary School – Letter, dated 10-26-2011, in the English and local language.
- B3-5 Prijedor Primary School – Site visit report, dated 08-12-2011, in English language.
- B3-6 Banja Luka MEF, dated 08-12-2011, in the English language.
- B3-7 Nova Bila Hospital, dated 08-12-2011, in the English language.
- B3-8 Brod Municipality building, dated 08-12-2011, in the English language.
- B3-9 Mostar Hotel Ero, dated 08-12-2011, in the English language.
- B3-10 Pazarić private house, dated 08-12-2011, in the English language.
- Memo to USAID reg Batch 3 PPP, dated 10-13-2011, in the English language.
- Nova Bila Hospital rejection rationale, dated 10-20-2011, in the English language.
- Memorandum from the meeting with Neimari d.o.o., dated 10-25-2011 in the English language.
- Press Release for information on works at MEF, dated 11-8-11, in English and local language.
- Press Release Livno EE Knowledge days, dated 11-10-2011 in English and local language.
- Press Release Foca Rural inauguration, dated 11-17-2011 in English and local language.
- Amendment to Agreement with Neimari d.o.o., dated 10-25-2011, in English and local language.
- Livno EE days A3 format agenda, dated 11-07-2011, in English and local language.
- Livno EE days A4 flyer, dated 11-09-2011, in English and local language.
- Livno EE days A4 format agenda, dated 11-07-2011, in English and local language.
- EE Culture Days - Letter to Mayor, dated 12-2-11, in English and local language.

- EE Culture Days - Letter to Premier of KS, dated 12-2-11, in English and local language.
- Letter to the Ministry of Education regarding Pazar PP, dated 12-05-2011, in English and local language.
- Article on e kapija regarding the MEF Pilot Project, dated 12-22-2011, in English and local language.
- Article on Radio Sarajevo website regarding the USAID 3E project, dated 12-22-2011, in English and local language.
- PRINT SCREEN Article on Radio Sarajevo regarding the USAID 3E project, dated 12-22-2011, in the local language.
- EE Culture Days - Letter to the City of Sarajevo, dated 12-28-2011, in English and local language.

**ANNEX E*****3E Staff***

<b>Name</b>	<b>Position</b>	<b>Start Date</b>
<b>Jane Wilson</b>	<b><i>Country Project Director</i></b>	<b><i>Effective May 4, 2010*</i></b>
<b>Zoran Morvaj</b>	<b><i>Chief of Party</i></b>	<b><i>Effective May 04, 2010</i></b>
<b>Mak Kamenica</b>	<b><i>Deputy Chief of Party</i></b>	<b><i>June 1, 2010</i></b>
<b>Zoran Bogunovic</b>	<b><i>Senior Public Outreach and Education Specialist</i></b>	<b><i>Effective May 04, 2010</i></b>
<b>Dusan Gvozdenac</b>	<b><i>Senior Engineer</i></b>	<b><i>Effective May 04, 2010</i></b>
<b>Fahrudin Kulic</b>	<b><i>Chief Engineer</i></b>	<b><i>June 01, 2010</i></b>
<b>Dzenita Becic</b>	<b><i>Executive Assistant/Translator</i></b>	<b><i>May 14, 2010</i></b>
<b>Sandra Azman</b>	<b><i>Administrative Assistant/Translator</i></b>	<b><i>May 14, 2010</i></b>

\* Works 50 % of her time for 3E.