



## Policy and Legal Advice Centre (PLAC IV)

### Terms of Reference (ToR) for a Short-Term assignment

#### No. 37

<b>Technical assistance requested:</b>	1 (one) Senior Non-Key Expert in the area of Negotiating Ch. 15, Energy – Detailed description of the national methodology for calculating the energy performance of buildings
<b>Project Title:</b>	Policy and Legal Advice Centre (PLAC IV)
<b>Ref:</b>	NEAR/BEG/2023/EA-RP/0175
<b>Service Contract No:</b>	(CRIS) 2024/453-315
<b>Main beneficiary:</b>	Ministry of European Integration (MEI)
<b>Direct beneficiaries</b>	Negotiating Group Ch. 15; Ministry of Construction, Transport and Infrastructure
<b>Content of the assignment:</b>	Technical assistance in drafting a detailed description of the national methodology for calculating the energy performance of buildings, based on Annex A to the key European standards on the energy performance of buildings, namely ISO 52000-1, 52003-1, 52010-1, 52016-1, and 52018-1, developed under mandate M/480 given to the European Committee for Standardisation (CEN).
<b>Budget Line/Expert category</b>	1 (one) Non-Key Short-Term Senior Expert
<b>Duration of the assignment</b>	20 SNKE working days, from May 2025 until July 2025

#### 1. Background information concerning the PLAC IV project

The overall objective of PLAC IV is for the Serbian administration to effectively conduct accession negotiations and successfully manage overall EU integration and pre-accession assistance geared towards achieving EU membership.

The purpose of the project is to achieve a high level of effective alignment between national legislation and the Union acquis, as well as its implementation.

PLAC IV should achieve two results:

- R1: Enhanced compatibility of national legislation with EU legislation and its effective implementation.
- R2: Enhanced capacities of relevant national structures for successful carrying out of accession negotiations

In general, the Project aims to support the Republic of Serbia's accession negotiations by



facilitating the effective alignment of national legislation with the Union *acquis* and its implementation and by further building the capacities of key stakeholders involved in the EU integration process in the Republic of Serbia.

Energy efficiency in the building sector is recognised as one of the most challenging and complex aspects of the Union *acquis*, particularly in terms of harmonising national legislation with EU legal requirements and implementing policy measures adopted by EU institutions.

The Government of Serbia submitted the negotiating position for Chapter 15 – Energy (Negotiating Position) to the European Commission (EC) on June 7<sup>th</sup>, 2021. Serbia opened negotiations in Chapter 15 on December 14<sup>th</sup>, 2021, as part of Cluster 4 – Green Agenda and Sustainable Connectivity.

To progress in Cluster 4 negotiations, Serbia needs to make significant efforts to further align its legislation with the energy efficiency *acquis* in Ch. 15.

Following the main conclusions from the meeting of the Sub-Committee on Transport, Energy, Environment, Climate Change and Regional Development of the Stabilization and Association Agreement, held on December 9<sup>th</sup>, 2021 (Operational conclusions, p.1), the EC invited Serbia to announce if there are any concrete actions or plans such as a National Energy and Climate Plan and the Long-Term Building Renovation Strategy that IPA can contribute to.

In order to implement Article 2a of the EPBD (recast), Serbia adopted the Long-Term Renovation Strategy for Encouraging Investments in Renovation of the National Building Stock of the Republic of Serbia by 2050 ("Official Gazette of the RS", No. 27/2022-05) in February 2022 (hereinafter referred to as the Building Renovation Strategy).

The Building Renovation Strategy indicates the need for Serbia to adopt a new methodology for calculating the energy performance of buildings, to set stricter levels of energy efficiency in buildings, i.e. new minimum energy performance requirements, to define nearly zero energy building level (NZEB), increase percentage of use of renewable energy sources (RES), to update existing system of certification of energy performance of buildings, to fortify a system of accredited experts who are responsible for EPC, and introduce a system of independent professional control and establishing penal provisions and sanctioning improper certification of the energy performance of buildings.

The Serbia progress report for 2024 of the European Commission states that "Serbia continued to align with the EU *acquis* on **energy efficiency**. Further alignment with the Energy Performance of Buildings Directive, Energy Efficiency Directive and Renewable Energy Sources Directive, including implementing legislation for the certification of RES installers, is required. Institutional capacities for implementing energy efficiency measures need to be improved." (Serbia 2024 Progress Report, p. 86).

In the meeting of the Sub-Committee on Transport, Energy, Environment, Climate Change and Regional Development of the Stabilization and Association Agreement, held on December 5<sup>th</sup> 2024, the MCTI emphasised the obligation to adopt a new methodology for calculating the energy performance of buildings, because the existing methodology is only partially aligned with the EPB Directive.

The National Programme for Adoption of the Acquis 2024-2027 (NPAA) envisages the adoption of amendments to the Rulebook on the energy efficiency of buildings and the Rulebook on the conditions, content and manner of issuing certificates on the energy performance of buildings, and consequently amendments to the Law on Planning and Construction, by the end of IVQ 2025 as steps to fully transpose the EPBD (recast).

Through the PLAC III technical support programme (EuropeAid/139295/DH/SER/RS; (CRIS) 2018/404-529), technical assistance for drafting amendments to the **Law on Planning and Construction** and amendments to the **Rulebook on energy efficiency of buildings** and **Rulebook on the conditions, content and manner of issuing certificates on the energy properties of buildings** has been provided, as well as in the drafting of a new bylaw - **the Rulebook on the manner of conducting an energy audit for the purpose of certification of energy performance of buildings with Annex to the Rulebook** – a detailed methodology defining steps and technical procedures of conducting an energy audit for the purpose of certification of energy performance of buildings. Through the development of those bylaws, it was also underlined that a new, more complex methodology for calculation and a development of national software is necessary.

As a first step in defining a new methodology, it is necessary to analyse the existing methodology and compare it with demands from new Energy Performance of Building Directive 2010/31/EU (recast) and Energy Performance of Buildings Directive 2024/1275/EU (recast).

Therefore, expert support is needed to assist MCTI in drafting the detail analysis and description of existing national methodology for calculating the energy performance of buildings, and to make comparison with European standards on the energy performance of buildings.

There is no ongoing assistance on projects for the activities covered by this ToR.

## **2. Description of the assignment**

### **a. Specific objectives**

In Republic of Serbia the requirement for improvement of energy efficiency and energy performance of buildings are defined through provisions of the Law on construction and planning ("Official Gazette of RS", No. 72/2009, 81/2009 - corrected, 64/2010 – CC decision, 24/2011, 121/2012, 42/2013 - CC decision, 50/2013 - CC decision, 98/2013 - CC decision, 132/2014, 145/2014, 83/2018, 31/2019, 37/2019 – other law, 9/2020, 52/2021 and 62/2023), the Rulebook of energy efficiency of buildings ("Official Gazette of RS", No. 61/2011) and the Rulebook on the conditions, content and manner of issuing certificates on the energy performance of buildings ("Official Gazette of RS", No. 69/2012, 44/2018 – other Law and 111/2022).

The methodology for calculating the energy performance of buildings has been defined through provisions of the Law, the Rulebook of energy efficiency of buildings, since 2011.

This existing methodology is determined in accordance with Article 3. Energy Performance of Building Directive 2010/31/EU and its Annex I. It includes calculations for energy demands for heating, cooling, domestic hot water, ventilation, air conditioning, and lighting. The energy for heating, cooling, and domestic hot water is fully defined, but the energy for ventilation, air conditioning, and lighting is only referred to relevant EU standards from this field.

Considering that a national software for calculating the energy performance of buildings has not been developed, it has been defined that the level of energy efficiency of a building is determined only by the annual energy need for heating.

Because of this partial alignment with EPBD 2010/31/EU Annex I, it is necessary to revise and improve the existing methodology.

**This analysis will provide transparency regarding the methodology the Republic of Serbia is using and its comparison with relevant EU standards, which is required by**

## **legislation on the energy performance of buildings.**

**Also, this analysis will provide a reliable base point for the development of a new methodology for calculating the energy performance of buildings. This methodology will be complete and uniform in the process of energy renovation of buildings and the design of new efficient buildings that will lead the Republic of Serbia towards zero emissions.**

Article 4 of Directive 2024/1275 laid down the obligation for the member States to apply a methodology for calculating the energy performance of buildings following the common general framework set out in Annex I. The ANNEX I of the Energy Performance of Buildings Directive 2010/31/EU (recast), Point 1, Paragraph 3, and the ANNEX I – Energy Performance of Buildings Directive 2024/1275/EU (recast), Point 1, Paragraph 5 define obligation for the Member States to describe in detail national methodology for calculating the energy performance of buildings, based on Annex A to the key European standards on the energy performance of buildings, namely ISO 52000-1, 52003-1, 52010-1, 52016-1, and 52018-1, developed under mandate M/480 given to the European Committee for Standardisation (CEN).

In the scope of this objective, the selected expert shall assist the MCTI in developing a detailed description of the existing national methodology for calculating the energy performance of buildings and the National Datasheet, conforming to the template in Annex A.

The specific task includes:

**The detailed description of the national methodology for calculating the energy performance of buildings** will comprise listing and explanation of:

- valid algorithm for calculating energy need for heating;
- algorithm for calculating energy need for cooling;
- algorithm for calculating energy need for domestic hot water;
- algorithm for calculating energy need for ventilation and air-conditioning;
- algorithm for calculating energy need for lighting,

all defined in Annex VI of the Rulebook on energy efficiency of buildings ("Official Gazette of RS", No 61/2011), and all other necessary parts for complete methodology defined in the Rulebook (as referent weather data, etc.)

**The National Datasheet conforming to the template in Annex A** will cover:

- Input and method selection data sheet (Choices for Serbia),

for all key European standards on the energy performance of buildings, namely ISO 52000-1, 52003-1, 52010-1, 52016-1, and 52018-1, developed under mandate M/480 given to the European Committee for Standardisation (CEN).

MCTI shall, in coordination with the expert, determine the specific scope of the detailed description of the national methodology for calculating the energy performance of buildings and the national datasheet conforming to the template in Annex A I.

A workshop will be held to present the activity results to the MCTI and NG 15 representatives. The experts will consider the inputs from the workshop received from representatives in their final outputs.

## **b. Requested services**

**The Senior NKE in the area of energy efficiency legislation is expected to provide the following services:**

- a) Assist the MCTI in drafting the detailed description of the national methodology for calculating the energy performance of buildings;
- b) Assist the MCTI in drafting the National datasheet conforming to the template in Annex A and
- c) Prepare and hold a Workshop and present the outputs of the assignment.

## **c. Outputs**

The outputs delivered by the Senior NKE shall be as follows:

- The detailed description of existing national methodology for calculating the energy performance of buildings drafted;
- The National Datasheet conforming to the template in Annex A drafted;
- Workshop held.

## **d. Reporting**

The NKE shall provide the following reports by using the templates of the Project:

- A brief Mission Report with a description of activities and outputs provided at the end of each month, in which tasks under this assignment have been carried out,
- Final Mission Report no later than one week after completing tasks under this assignment. This report will include a description of all activities and outputs provided by the NKE in the context of this assignment.

Submission of reports:

- All reports prepared with the relevant quality shall be submitted to the Project Team Leader for review, comments, and final approval. The reports shall be signed by the NKE and the Team Leader responsible for endorsing them.
- The reports and all prepared documents shall be submitted to the Project Team Leader in hard copy and electronic format.

## **e. Specifics**

The Senior NKEs shall collaborate with the Project Technical Assistance Team on preparing and drafting the Rulebook on the content, method and procedure of creating technical documentation for determining and improving the energy performance of buildings. The NKEs' activities and outputs mentioned above may be adjusted by the Team Leader at any stage in the implementation of the Project, depending on the evolving needs of the Project and main beneficiary.

The Senior NKEs shall ensure that the detailed description of the national methodology for calculating the energy performance of buildings is aligned with the EPBD 2010/31/EU, that is, EPBD 2024/1275/EU. The Senior NKEs shall closely coordinate the activities with the MCTI and others, as relevant, to ensure that aspects related to implications of EU integration for Serbia are incorporated into all activities carried out by the Project.

### 3. Expert's input

Total working days	20 SNKE working days in total have been planned for this assignment.
Period of the assignment	May - July 2025
Starting day	The work is expected to be performed from May 2025 onward. However, the exact starting date will be agreed upon later.
Location/place of assignment	The base of operation will be in Belgrade, Serbia, and the Project will provide office facilities.
Working language	English

### 4. Expert's profile

#### Senior Non-Key Expert 1

<b>Qualification and skills (25 points)</b>	<ul style="list-style-type: none"> <li>• University degree in Mechanical or Electrical Engineering related to HVAC</li> <li>• Computer literacy;</li> <li>• Proficiency in report drafting;</li> <li>• Excellent communication and analytical skills;</li> <li>• Proficiency in the English language;</li> <li>• Independence and freedom from conflicts of interest in the undertaken responsibilities.</li> </ul>
<b>General professional experience (25 points)</b>	<ul style="list-style-type: none"> <li>• Minimum 8 (eight) years of relevant professional experience;</li> <li>• At least 5 (five) years of experience related to the energy efficiency Union acquis, gained in an EU Member State, a candidate or a potential candidate country.</li> </ul>
<b>Specific professional experience (50 points)</b>	<ul style="list-style-type: none"> <li>• At least 3 (three), preferably 5 (five) years of postgraduate professional experience in drafting and/or implementing legislation concerning the energy performance of buildings in line with EU acquis and European standards;</li> <li>• Knowledge of the Serbian legal system will be an advantage.</li> </ul>

### 5. Applications



Applications (EU format CV in English using this format:

[www.ibf.be/public/events/17822/TEMPLATE\\_CV\\_EN\\_for\\_online\\_applications.docx](http://www.ibf.be/public/events/17822/TEMPLATE_CV_EN_for_online_applications.docx)) need to be submitted by e-mail to [domi@ibf.be](mailto:domi@ibf.be) with a copy to [bortolameazzi@ibf.be](mailto:bortolameazzi@ibf.be) no later than **17:00 hrs, 23 April 2025**, titled: "Application for the position – Senior Non-Key Expert for drafting the detail description of existing national methodology for calculating the energy performance of buildings".

References must be available on request. Only short-listed candidates will be contacted.

The Project is an equal-opportunity employer that encourages applications from women and minorities. All applications will be considered strictly confidential.

The advertised post is not available to civil servants or other public administration officials in Serbia, the beneficiary country.

For more information, please contact the Project Director at IBF: [bortolameazzi@ibf.be](mailto:bortolameazzi@ibf.be).