



EUROPEAN COMMISSION
Directorate-General Enlargement

D - IPA STRATEGY
D.2 - INSTITUTION-BUILDING, TAIEX, TWINNING

Brussels, 14 03. 2013
ELARG/D2/AZ/SC

Subject: Assistance in the development of a concept towards a low carbon policy within Kosovo¹ institutions - Task 19389

Dear Sir or Madam,

We have received from Kosovo a request for medium-term assistance in the field of **climate change**.

The required expert(s) should provide assistance for a **maximum of 100 working days** in developing a concept towards a low carbon policy within Kosovo institutions.

More details about the assignment are provided in the attached Terms of Reference.

This is to invite your relevant competent authorities to propose **one or more duly qualified expert(s)** to be considered for such an appointment.

We are looking for experts with comprehensive knowledge and acquaintance in the fields of climate change as well as working experience in transition countries. The expert should also undertake capacity building for partner institution staff so that they can undertake these activities independently in the future.

It is envisaged that the appointment, to be made formally by the Commission, will **take effect from mid-May 2013**.

The appointed expert(s) will be considered as independent in terms of their professional tasks, but will be supported administratively and financially by the European Commission Directorate-General Enlargement through the TAIEX programme.

Nomination of the expert(s), who will be asked to work in English, is sought by no later than **26th of April 2013**. The nomination should be supported by a full CV including the email and postal addresses as well as a short motivation letter in which the expert(s) should point out special qualifications according to those mentioned in the terms of

¹ This designation is without prejudice to positions on status, and is in line with UNSCR 1244 and the ICJ Opinion on the Kosovo Declaration of Independence.

reference. Incomplete application dossiers cannot be considered. Short-listed candidates will be invited for a phone interview.

Attached to this letter please find the Terms of Reference for the assignment. Please note that these may be subject to adaptations closer to the beginning of the assignment. Any additional questions about the appointment, practical details about the assignment as well as nominated CVs can be addressed to:

Ms. Simone Conrad,
Project Officer
Institution Building Unit
DG Enlargement
Tel: +32 2 299 51 21,
Email: Simone.Conrad@ec.europa.eu.

A handwritten signature in blue ink, appearing to be 'Adriano Zilhão', written over a faint circular stamp.

Yours sincerely,

Adriano Zilhão

Cc: Leonetta Pajer; Nurten Demiri; Jean-Marie Gobeaux