

Executive Summary

Climate Change Technology Center& Network (CTCN)

For the Asia-Pacific Region

EXECUTIVE SUMMARY

1. The Climate Change Technology Center and Network (CTCN) is to be hosted by the Research Institute of Petroleum Industry (RIPI). The CTCN, being essentially a self-standing body will follow the Terms of Reference (TOR) as specified in the call for proposal (CFP 2012-S1). The legal relations of the Center with the upstream bodies and the host will be defined in appropriate communications between the parties in due course and upon the start up of the activities.
2. Founded in 1959, RIPI is a large organization carrying out research in a vast variety of energy related disciplines, offering advanced technological outputs and services to clients domestically and internationally, utilizing the services of over 700 highly qualified scientists, engineers and technicians benefiting from its wide-ranging laboratories. RIPI is affiliated to and supported by the Iranian Ministry of Petroleum and its subsidiaries and other associated organizations including the National Iranian Oil Company (NIOC) and the Iranian National Gas Company (NIGC). RIPI enjoys the direct support of the Iranian President through links to the Technology Cooperation Office (TCO) of I.R of Iran Presidency.
3. In line with its Vision Statement, RIPI aspires to be an advanced and robust research and development organization at the international level by the year 2025; one of the major players in expertise and technology generation in the oil, gas, petrochemical and energy sectors; an effective contributor to wealth generation and maximization of product values and a leader in knowledge based economic development. RIPI Vision calls for serious attention to be paid to environmental matters. The RIPIs principal objectives reflecting the vision include transfer of technology through joint projects; approaching international standards; increasing the Iranian content in joint studies and establishing communications with international companies.

RIPI is well advanced on the road towards its vision's objective. It is already the pioneering R & D organization in Iran's oil industry. Its financial turn over in 2009, 2010 and 2011 have been 1,007,186,229,064 - 1,512,537,668,628 - 977,088,690,372 Rial (Official rate of exchange 12,260 Rial= 1 USD) respectively. The number of research initiatives handled by RIPI in the year 2011 was about 390.

4. The range of RIPI activities and services include, inter alia, hydrocarbon resources discovery, production and recovery evaluation; hydrocarbons and products improvement, promotion conversion, transport and refinement; design and development of modern industrial processes & technology in the oil industry; development and application of modern environmental technology to control water, air and soil; evaluation and integration of energy in industry and efficient management of energy resources, water and others; utilization of nanotechnology in oil, gas and petrochemical industries, etc.
5. RIPI enjoys spacious, modern and objective oriented buildings covering an area of 30 hectares in the North West of the capital Tehran. It is being well equipped with some advanced laboratories.
6. RIPI runs on an entrepreneurial basis. The highest policy and strategy body is the Board of Trustees, while the Management is essentially the task of the President, with considerable authority. He/she is assisted by thematic Directorates, Divisions and Centers. Most of activities run as independent projects. The Letters of Association and the Organizational Chart allow for an efficient and well timed decision making, while taking note of transparency and accountability.
7. CTCN will be housed in the Energy & Environment Research Center of RIPI. It will have 4 well furnished office rooms, all equipped with appropriate digital office equipment. It will have an own meeting/conference room sitting 20 persons, an appropriate space for IT/Network, a small library and a common room. CTCN will also have appropriate access to the RIPI's contacts and links to the Ministry of Petroleum, labs, research facilities, logistical services, communications capacities and likewise.
8. The technical strength and capabilities of RIPI coupled with its vast financial and human resources provide it with an unrivalled niche in the region, where it comes to the efficient delivery of quality technical inputs particularly as it relates to oil and gas products and activities related issues.

9. RIPI's support by the Office of the President and the Ministry of Petroleum ensures sustainability of its activities bearing in mind the important role of the oil revenues in the country and the keen interest of the authorities in the efficient utilization of the finite hydrocarbon resources and the need for finding appropriate alternatives not harming the environment.
10. CTCN will also have access to the technical inputs of an associated Network whose members would improve, where necessary, and complement the RIPI's services in other areas of climate change not directly covered by RIPI. These areas would, inter alia, include the study of and research into the environmental, social and economic implications of climate change and the design, development and implementation of appropriate mitigation and adaptation strategies, policies and activities.
11. The Network will have three Provider Tiers namely RIPI Internal, National and International. In each Provider Tier no efforts will be spared to include all appropriate governmental bodies as well as the academia, private sector and the CBOs and NGOs which can be outsourced to provide quality, relevant and, cost effective technical services in a timely manner. A preliminary listing of the Provider Tiers has already been developed and is attached to the main Proposal.
12. In addition to the Providers Tiers a listing will be developed of the likely clients for the services of the CTCN as well as a listing of the potential donors and funding bodies that can support the work of the CTCN. The CTCN will therefore be composed of a Center housed at RIPI complemented with a network of associated providers, clients and funding bodies.
13. CTCN will endeavor to build up and strengthen the technical, technological and knowledge capacities and capabilities of the potential clients, selected providers and its own staff. This objective will be achieved in two major steps namely an assessment followed by a capacity building program.
14. Simultaneously a technology and knowledge bank will be formed and established. This will be accomplished through a systematic collection and updating of technologies and best practices from the members of the Network as well as from the upstream bodies and other centers of excellence at national and international levels.

15. CTCN will pursue to the extent possible a policy of maximum outreach and information and knowledge accessibility. This objective will be pursued first of all through the development of an Outreach and Participation Strategy. As a central related activity the CTCN will design and set up own user friendly and interactive website and will issue regular information bulletins. Targeted climate change sensitization and knowledge enhancement publications will be designed and produced.
16. CTCN management approach will be transparent, cost effective, delivery-aimed and client-oriented. It will be run by a small core of professionals housed at the CTCN premise at RIPI. These, to the extent possible, endeavor to provide the required service utilizing the in-house capacities. Recourse to outsourcing the work to the members of the Network would be the next stage. Should the circumstances require the services of professionals outside the network it would be sought. The clients would be kept informed of the progress or lack of it at all stages. Costing the services, when applicable, would be at competitive rates in consultation with the clients. Arrangements for the delivery of services will be based on simple procedures and will be recorded in writing.
17. CTCN will have a Director and five professionals dealing with Economic aspects (Economist), Mitigation technologies (Technology Expert), Adaptation technologies (Technology Expert), IT and outreach (IT and Outreach Expert) and finally administrative and financial issues(Admin and Finance Officer). The Director will supervise the work of the others and will be directly accountable to the upstream bodies. The Organizational Chart of the CTCN and TORs for the professionals are attached.
18. A web - based Network Council will be formed to assist the Director and the core professionals in dispensing their responsibilities. The Council will be as wide as possible and will be utilized to information and knowledge gathering, outreach and consultation, outsourcing and resource mobilization purposes.
19. An indicative costing of the CTCN is attached. It is estimated that based on the application of above management approach and , the ongoing rates as well as certain assumptions regarding the volume of activities the CTCN will cost close to USD 28 Millions of which USD 420 is for staffing , USD 480,000 for office cost , USD 500, 000 for equipment and USD 400 for travel and capacity building . Most of these costs will be covered by RIPI in kind.

20. The costing includes an indicative figure of USD 25,300,000 for proposal development and projects dealing with mitigation and adaptation. It is assumed that each year some five projects, each costing an average of USD 5 million, will be implemented. These activities are assumed be funded by other sources than RIPI.
21. The major steps of the CTCN Management Plan will , inter alia, include:
- *Premise allocated and CTCN interim staff seconded by RIP I*
 - *Director recruited*
 - *Budget allocation for CTCN secured*
 - *TORs and equipment specs developed m staff recruited, equipment and software procured*
 - *Data bank including providers listings, clients listing , donors information, best practices and technologies started*
 - *CTCN Website run, bulletin published*
 - *Network members identified and web- connected*
 - *Providers/ clients capacities/needs assessed and recorded*
 - *CTCN strategic road- map , work-plan and annual budget drafted*
 - *Outreach Strategy drafted*
 - *Prioritization Criteria developed*
 - *Resource Mobilization Strategy drafted*
 - *Capacity development strategy drafted*
 - *Network Council and upstream bodies consulted on strategies and plans*
 - *Call for request issued*
 - *Requests assessed in- house and outsourced*
 - *Capacity development events organized*
 - *Funding mobilization activities carried out*
 - *Response to request developed , attempts made to secure funding*
 - *Projects implemented by CTCN and clients monitored*
 - *Reports developed for Network and Upstream bodies.*
 - *Liaison and coordination made with RIP and upstream bodies*
22. RIPI will facilitate visa and entry requirements of the Network members travels providing relevant information and advice on living and working conditions if so required.