Annex I

ACTIVITIES IMPLEMENTED JOINTLY
REVISED UNIFORM REPORTING FORMAT (URF 01)

A. Governmental acceptance, approval or endorsement

- Date of this report: 15/03/2006

- This report is a *(please underline)*:
  - First report
  - Interim report (Fifth report. First report was submitted 2000)
  - Final report

- Please indicate here which sections were modified since the last report

(e.g. B.2, E.2.4, F.2): Report is newly completed on the Revised Uniform Reporting Format.

B. Summary of AIJ project

B.1 Title of project

Keila, Energy conservation project in Keila schools

B.2 Participants

Please describe briefly the role(s) of the main participating organization(s) and provide detailed contact information in annex 1:

- The donor country is Sweden, represented by a governmental institution – Swedish Energy Agency (STEM).
- The host country local organisation, which owns the building, where investment is made - Keila Town Government.
- The host country primary institution responsible for the Framework Convention on Climate Change and all other climate related issues is The Ministry of Environment.
- The technical assistance during project implementation and follow-up activities were provided by STEM consultants (ÅF-International).
- Projects performance data collection and reporting activities are carried out by Regional Energy Centres in Estonia.

B.3 Activity summary

B.3.1 General description

Keila is a small town with 9500 inhabitants in North Estonia, about 25 km SW of Tallinn. The town is traversed by roads and railway to Paldiski and to West-Estonia. Keila is also the centre for a major part of Western-Harjumaa. In Keila there are 4 schools with 2115 pupils in total. From the origin proposal to renovate three schools in Keila the decision was to create only two of them as Primary School and Russian Gymnasium with 1010 pupils. These two school buildings were built together in the 1970`s and

the total heated area is 5430 m^2. The buildings have two-pipe heating systems connected to district heating system. No control of incoming heat and local heat demand and hot water inside the buildings. Ventilation consists of natural draught. The main problems in the school buildings before renovation work were bad indoor climate especially in the classrooms (not fresh air), uneven indoor temperature and too high heat consumption in relation to the indoor temperature.

B.3.2 Type of activity

Sector	Activity
Energy	Energy efficiency (renovation of school building)

B.3.3 Location (e.g. city, region, state):

Keila town, Harju County, Estonia

B.3.4 Stage of activity *(Please underline the appropriate option)*:

- Pre-feasibility study completed
- Feasibility study completed
- In start-up or construction phase
  (e.g. ensuring financing, construction of site, purchase of land, installation of new equipment)

B.3.4 Stage of activity (continued)

- In operation
  (e.g. new windmill plant is connected, converted boiler reconnected, etc. and real, measurable and long-term GHG emission reductions or removals by sinks are generated)

B.3.5 Lifetime of AIJ project activity:

- Approval date: 02/09/1998 (Loan Agreement)
  (*Date at which the AIJ project activity was mutually approved by designated national authorities of **all** Parties involved.)*
- Starting date: March 1999 (In operation from)
  (Date at which real, measurable and long-term GHG reductions or removals by sinks will begin or began to be generated.)
- Ending date (expected): 30/09/2008 (loan expire date)
  (Date at which AIJ project activity is expected to no longer generate GHG reductions or removals by sinks.)
- Ending date (actual): In operation
  (Date at which AIJ project no longer generated GHG reductions or removals by sinks or was terminated.)
- Ending of the operational life of the project if different from the ending date of the AIJ project activity: Expected technical lifetime is 15 years which means that the installations are expected to be in operation till 2014.

- Reasons for the choice of lifetime dates *(Describe briefly (up to half a page))*:

The lifetime criteria have been arranged in different groups depending on type of implemented activities. This classification assumes a level of operation and maintenance, which is normal in western countries.

Heat production plants (bio fuel)

25 years	New installation of all main equipment parts (fuel handling system, firing equipment and boiler) and modernisation of secondary equipment.
15 years	Conversion of existing boiler but new installation fuel handling system and firing equipment. Modernisation of secondary equipment.
10 years	Limited installation of new equipment (only one part of the three main parts, normally the firing equipment). Modernisation of other equipment.

Heat distribution systems and sub-stations

25 years	Pre-fabricated pipes and installations using certified contractors and supervisor according to EN norms and applicable district heating practise
15 years	Pre-fabricated pipes and installations without using certified contractors and supervisor
10 years	Modernisation of existing pipes.

Energy efficiency in buildings

25 years	Additional insulation roofs walls etc. with Scandinavian technology. New installed heating systems.
15 years	Renovation and balancing of heating systems including thermostat valves.
10 years	Weather stripping windows, doors etc.

* if a combination of measures is done a reasonable lifetime for the project have to be calculated.

B.4 Determination of the baseline

B.4.1 Date of completing the baseline determination: 2000 (first report)

B.4.2 Carried out by (name): STEM/ÅF-International
(Please provide detailed contact information in annex 1)

B.4.3 Type of baseline methodology applied and described in detail in section E.1
(Please underline the appropriate option(s))

- Project-specific by**:**
  - I. Simulating a likely situation that would have existed without the project
  - II. Taking an actual reference case project
  - III. Other (*Please specify (insert lines as needed)*)**:**

- Multi-project by using *(please specify briefly)***:**

B.4.4 Describe the scope of the project boundary *(Please summarize briefly the related information provided in section E. 2):*

The project is district heating end-user project. The project activity is heat consumption in school building and this includes emissions from combustion of fossil fuels in the Keila boiler house concerning heat supply to the school building. Heat consumption in the buildings will be reduced after renovation. The

emission reduction from the project is based on the difference in fossil fuels consumption in the Keila boiler house before and after school building renovation due to achieved energy saving.

B.4.5 Describe the degree of aggregation of the multi-project baseline *(Please summarize briefly the related information provided in section E. 1):*

C. General compatibility with and supportiveness of national economic development and socio-economic and environment priorities and strategies

Describe briefly, to the extent that information is available (up to one page) and refer to documents, decisions and laws, as appropriate:

The project meets the following objectives in the Act on Sustainable Development, Estonian National Environmental Strategy, Estonian National Environmental Action Plan, the Long-term Development Plan for the Estonian Fuel and Energy Sector, District Heating Act, Electricity Market Act and Energy Saving Programme:

- efficient and sustainable use of energy resources;
- to provide the sufficient and stable fuel and energy supply in conformity with the required quality and with optimal prices for the consistent regional development;
- to provide the political and economical independence of the state by the fuel and energy supply as a strategic branch of economy;
- to increase the share of renewable energy sources in the primary energy supply from present (2000) 10.5% up to 13% - 15% to the year 2010;
- by 2010 indicative target to produce 5.1% of gross consumption of electricity from renewables (including bio fuels);
- to reduce the environmental damage arising from fuel and energy production, transport, conversion and distribution;
- to create the reliable energy conservation system stimulating the implementation of energy conservation measures by consumers;
- creation and usage of energy efficient technologies, fuel/energy consuming and diagnostic equipment;
- stimulation of environmental awareness and environmentally friendly consumption patterns;
- to attract foreign investments for projects which ensure better use natural resources as well as environmental improvement;
- to develop co-operation between Baltic, Nordic and Central European countries

D. Environmental, economic and social and cultural impacts

D.1 Environmental impact (positive and/or negative)

The environmental impact for the project activity is mainly positive. Reduction on mazout consumption will reduce the local pollution of SO_2 and NOx and the emission of CO_2 as shown below:

- Annual emission reduction:

Projected:	Actual 2005
87 tons CO_2	172 tons CO_2
1.4 tons SO_2	2.8 tons SO_2
0.23 tons NOx	0.45 tons NOx

D.2 **Economic impact (positive and/or negative)**

- Decreased energy consumption about 15 % and lower heat energy bills for school

D.3 **Social and cultural impact (positive and/or negative)**

- Much better comfort thanks to a 2-3^{0}C higher inside temperature
- More stable heat distribution over the rooms
- Healthy environment for pupils

E. Calculation of real, measurable and long-term environmental benefits related to the mitigation of climatic change, that would not have occurred otherwise

E.1 Assumptions and characteristics of the baseline

E.1.1 Assumptions of the baseline
(Describe (up to 1 page)):

The project based status quo baseline had been assumed to be static for the project. The key parameters for the used baseline are:

- Baseline fuel – heavy fuel oil (mazout);
- DH network total efficiency, including supply heat to the consumers;
- Heat consumption in the selected buildings before renovation of heat substations (degree-day corrected).

It has been assumed that these parameters used for baseline will not change during whole period. The numerical data are presented in section E.1.4.

For an energy efficiency project (renovation of heat substations) the decrease in emissions reflects the amount of fuel that is saved through the project. In the case that the system uses renewable fuels, the reduction is calculated comparing the amount of fossil fuels that was used before the conversion to renewable fuels.

E.1.2 Describe the baseline
(Please describe the baseline as well as leakage effects (up to 1 page)):

The project baseline is status quo baseline (heat consumption in the school building to be renovated and corresponding emissions in the period before implementation of planned activities). The most important factor in calculation baseline emission is the annual DH system total efficiency. DH system total efficiency has been derived from available heat production data, boiler house energy balance or expert judgement.

There was not assumed any indirect effects outside project boundary and leakages in the baseline emission calculation.

The project baseline boundary includes Keila boiler plant emissions from heat production and supply heat to the school building included in the project, i.e. emissions from combustion of fossil fuels. Emissions related e.g. to the transport of fuels to the project site are not included.

E.1.3 Reasons for selecting a baseline and its methodology

(Describe (up to 1 page)):

The project specific baseline as status quo case has been initially selected to start reporting on AIJ with the future plans to re-evaluate chosen baseline at pre-determined intervals in order to account for developments in the heating sector and indirect effects.

E.1.4 Calculation of values reported in 'Baseline scenario' in table E.5.1 column (A):

CO_2 emissions values are calculated according to the Regulations No. 94 of 16 July 2004 of the Ministry of Environment "The method of determination of the volume of emissions of carbon dioxide". Estonian Regulation is based on the IPCC Guidelines (1996). Carbon Emission Factors (CEF) are used to calculate CO2 emitted during fuel combustion. There is presented a table in the Regulation to calculate CO_2 emission (M_{CO2}). Instead of the table calculation it is possible to present a formula for this calculation as follows in the case of en-user energy saving:

$(M_{CO2})_{eb} = (Q_{eb} \times K_c \times 3{,}6 \times 44 \times q_c)/\eta_{DHb} \times 12 \times 1000)$ tons/year,

were,

Q_{eb}– heat energy consumption, MWh/year,
K_c - fraction of carbon oxidised,
q_c - carbon emission factor, tC/TJ,
η_{DHb} - annual efficiency of DH system, i.e. baseline efficiency of DH system.

Documentation box *(Please provide numerical data referred to in this section):*

The following data are used for calculation of the baseline scenario CO_2 emission reductions:

Heat consumption of the buildings before renovation of school building – 1053 MWh/y
Baseline efficiency of the DH system – 60%
Carbon emission factor for heavy fuel oil – 21,1 tC/TJ
Fraction of carbon oxidised – 0,99

E.2 Assumptions and characteristics of the project scenario

E.3.1 Assumptions for the AIJ project activity and its boundary

The project activities is heat consumption in the renovated school building and this includes emissions from combustion of fossil fuels in the Keila boiler house from supply heat to the school building. The emissions from end-user energy savings (renovation of school building) are depending on behaviour of the consumer and implementation of energy saving measures in the future. These factors are not taking into account in the calculations of the actual reduction of CO_2 emission.

E.3.2 Describe the project scenario
(Please describe the project scenario as well as effects occurring outside the project boundary (up to 1 page)):

The project scenario activity is heat consumption in the renovated school building. The annual end-user energy saving is projected to be 190 MWh or 18 %. The building energy consumption is depending on the climate conditions and therefore for energy saving calculation the energy consumptions before and after project are corrected with degree-days. Indirect effects are not taken in to account in the emissions calculations. No direct leakage of any significance has been identified.

E.3.3 Please explain why the AIJ project activity would not have taken place anyway *(Describe (up to 1 page))*:

As a party to the Climate Convention, Estonia has started to facilitate the transformation toward an ecologically sustainable energy system as subject to the conditions of the Convention. Several factors have been restrained implementation AIJ projects:

- Lack of investment capital for renewable energy sources and energy efficiency projects, allowing financing at reasonable costs as long-term loans at reasonable interest rates;
- Lack of sufficient institutional responsibility for implementation AIJ projects;
- A weak local tradition applying an up to date technology for energy saving. The local technology for the energy efficiency improvement has largely been missing;
- Lack of effective energy use know-how.

During the implementation of the EAES Programme in Estonia these barriers have been over-come by transfer reliable wood fuels firing technology and know-how.

E.3.4 Calculation of values reported in 'Project scenario' in table E.5.1, column (B)

According to the section E.1.4 the following is used to calculate CO_2 emission:

$(M_{CO2})_{ep} = (Q_{ep} \times K_c \times 3{,}6 \times 44 \times q_c)/\eta_{DHb} \times 12 \times 1000)$ tons/year,

were,

Q_{ep}– heat energy consumption, MWh/year,
K_c - fraction of carbon oxidised,
q_c - carbon emission factor, tC/TJ,
η_{DHb} - annual efficiency of DH system, i.e. baseline efficiency of DH system.

Documentation box *(Please provide numerical data referred to in this section):*

The following data are used for calculation of the baseline scenario CO_2 emission reductions:
Projected end-user energy saving – 190 MWh/y
Baseline efficiency of the DH system – 60%
Carbon emission factor for heavy fuel oil – 21,1 tC/TJ
Fraction of carbon oxidised – 0,99

E.3 Revision of the baseline for the project

E.3.1 Baseline revisions are planned (please underline**):** Yes/ No
If yes, please complete the remainder of section E.3.

E.3.2 Revisions are planned at regular intervals (please underline): Yes/ No

- If yes, please specify date of first planned revision and the length of the intervals:

- If no, please explain revision schedule *(up to half a page)*:

The new data are planned to introduce in the baseline scenario, using international rules and guidelines for how such revision should be made. The time schedule is not yet specified.

E.3.3 Information on revisions

- If a baseline (and/or the project scenario) revision is covered by this report, describe briefly the nature of this revision, including parameters changed in the revision as well as the calculation of the new set of values in the column 'Baseline scenario' in a revision of table E.5.1, column (A): *(up to one page)*

- Date of last baseline revision: *(DD/MM/YYYY)*

- Date of next baseline revision: *(DD/MM/YYYY)*

Documentation box *(Please provide numerical data referred to in this section):*

E.4 Scope and performance of the actual project

Provide actual project data (E.5.2. Column B) and the calculations of the actual real, measurable and long-term emission reductions and/or removals as measured against the relevant (original/revised) baseline scenario values

Documentation box *(Please provide numerical data referred to in this section):*

The following data are used for calculation of the actual CO_2 emission reductions:

Actual energy saving (degree-day corrected), MWh/y							
Year	1999	2000	2001	2002	2003	2004	2005
Energy saving	218	179	272	320	300	616	374

Energy saving = Baseline energy consumption – actual energy consumption

Other data used for calculations are presented in sections E.1 and E.2

E.5 Tables on real, measurable and long-term GHG emission reductions or removals by sinks (in CO_2 equivalent)

E.5.1 Projected real, measurable and long-term GHG emission reductions or removals by sinks

Projected real, measurable and long-term GHG emission reductions or removals by sinks over the lifetime of the AIJ activity
(Please underline and fill, as appropriate: **This is the initial table** or this is revision __ of this table)
(in metric tons of CO_2 equivalent[a])

Insert rows as needed

Year	**Baseline scenario[b]** *(A)*				**Project scenario[b]** *(B)*				**Projected real, measurable and long-term GHG emission reductions (-) or removals by sinks (+)** *((B)-(A))*			
	CO_2	CH_4[a]	N_2O[a]	Other[a]	CO_2	CH_4[a]	N_2O[a]	Other[a]	CO_2	CH_4	N_2O	Other
1999	484				397				-87			
2000	484				397				-87			
2001	484				397				-87			
2002	484				397				-87			
2003	484				397				-87			
2004	484				397				-87			
2005	484				397				-87			
2006	484				397				-87			
2007	484				397				-87			
2008	484				397				-87			
2009	484				397				-87			
2010	484				397				-87			

2011	484				397				-87			
2012	484				397				-87			
2013	484				397				-87			
TOTAL	**7262**				**5952**				**-1310**			

[a] *Please convert values into global warming potentials, according to the IPCC (1995) conversion factors.*
[b] *Including effects occurring outside the project boundary (leakage) as described in sections E.1.4, and E.2.4, as applicable*

E.5.2 Actual real, measurable and long-term GHG emission reductions or removals by sinks

Actual real, measurable and long-term GHG emission reductions or removals by sinks of the AIJ activity
(in metric tons of CO_2 equivalent[a])

Please insert values assessed ex post i.e. after measurement. Insert rows as needed.

	Baseline scenario[b c] *(A)*				**Actual project[b c]** *(B)*				**Actual real, measurable and long-term GHG emission reductions (-) or removals by sinks (+)** *((B)-(A))*				**Values indicated are assessed independently (Yes/No)**
Year	CO_2	CH_4[a]	N_2O[a]	Other[a]	CO_2	CH_4[a]	N_2O[a]	Other[a]	CO_2	CH_4	N_2O	Other	
1999	484				**384**				**-100**				
2000	484				**402**				**-82**				
2001	484				**359**				**-125**				
2002	484				**337**				**-147**				
2003	484				**346**				**-138**				
2004	484				**201**				**-283**				
2005	484				**312**				**-172**				

2006	484												
2007	484												
2008	484												
2009	484												
2010	484												
2011	484												
2012	484												
2013	484												
TOTAL	7262				**2342**				**-1047**				

[a] *Please convert values into global warming potentials, according to the IPCC (1995) conversion factors.*
[b] *Including effects occurring outside the project boundary (leakage) as described in sections E.1.4, E.2.4 , E.3.4 and E.4, as applicable.*
[c] *Values that differ from those in table E.5.1 should be marked in **bold**.*

E.6 Mutually agreed assessment procedures

If the AIJ activity provides for mutually agreed assessment procedures, please fill subsections E.6.1 or E.6.2, as applicable.

E.6.1 Assessment procedures that use all or one of the following steps:

E.6.1.1 Initial independent assessment of the project activity:

- Has the project design been subject to such an assessment? *(Please underline)*: Yes/**No**
- If yes, what organization(s) is/are involved: (*Please indicate the type of organization(s) (consultancy, accredited certification body, government body, university, etc.) and provide their detailed contact information in annex 1 to this report).*

Only a set of principles for the selection and verification of projects was worked out by the experts of the implementing agency STEM in Sweden. The host country governmental representatives have had a rather modest role in launching the projects.

E.6.1.2 Monitoring

- Does the project have a monitoring plan? *(Please underline)*: **Yes** / No
- Summarize briefly the key elements of the monitoring plan *(i.e. which parameters are being monitored, with what frequency, providing sampling intensities if appropriate, methods and equipment; associated uncertainties, etc.) (not more than 1 page):*

STEM has continued its assistance in monitoring and reporting the projects in the host countries. Experts from STEM, as well as the Swedish consultancy company ÅF-International provided guidance in methodology. For the regular follow-up activities a special format has been developed to collect performance data from each plant for each heating season. The monitoring activities have continued by local experts for preparing Swedish AIJ reports.
The following monthly data are collected and monitored:

- ✓ Heat consumption of school building;
- ✓ Monthly average outdoor temperatures.

- Is the monitoring conducted by project proponents? *(Please underline)*: **Yes** / No
- If no, which organization(s) is/are involved: (*Kindly indicate the type of organization(s) (consultancy, accredited certification body, government body, university, etc.) and provide their detailed contact information in annex 1 to this report).*

E.6.1.3 Independent assessment of the project performance

- Is the activity subject to such an assessment? *(Please underline)*: **Yes** / No
- If no, is such an assessment intended? *(Please underline)*: Yes / No
- If yes, what organization(s) is/are involved: (*Please indicate the type of organization(s) (consultancy, accredited certification body, government body, university, etc.), and provide their detailed contact information in annex 1 to this report. Indicate the frequency of the assessments, how many assessments have taken place to date, and whether the assessment report(s) is/are publicly available if requested).*

The project has been studied and reported on by international experts and by students at technical universities in Sweden, Germany, Estonia.

- Summarize briefly the key elements of the assessment activities: *(Please describe issues such as criteria used; the project design; project implementation; key project parameters being verified; the frequency of assessment/surveillance; sampling approach applied by the assessing organization) (up to one page)*:

E.6.1.4 Provision of written statement by an independent entity regarding the performance of the project activity

(Please note that such a statement is not a formal requirement under the AIJ pilot phase (see also the note at the beginning of section E.6). If the project has made provision for such a statement, please indicate the name of the independent body and attach a copy of the written statement(s)).

E.6.2 Other form of mutually agreed assessment procedure *(please specify)*:

Ministry of the Environment of Estonia is a central Estonian authority responsible on reporting of JI projects. This authority assigns a local institution, which is involved in to the evaluation of the climate effects of this project and takes the main responsibility to continue measuring, results collecting for JI-reporting.

E. 7 Cost (to the extent possible)

E.7.1 The cost information is *(Please underline)*:

- Provided below
- Not provided because the data are *(Please underline)*:
  - Not yet available
  - Classified as confidential

E.7.2 AIJ project activity costs

Country		Keila EE	1998 0	1999 1	2000 2	2001 3	2005 7
A. Sweden	Investment	1. Loan/debt to STEM	130000	134143	127625	111542	475612
		2. Added costs	4143	0	1373	0	0
	AIJ/JI costs	3.Technical assistance	18292	0	0	0	0
		4. Follow up	0	2267	2139	1265	2852
		5. Reporting costs	0	744	301	282	810
		6. Administration	0	0	0	0	0
		7. Difference in interest	4%	5366	5105	4462	19025
		8.Accum. costs for AIJ/JI	18292	26668	34214	40223	43885
		9.Total costs	152435	160812	161840	151765	
2. Estonia	Investment	1. Investment/Instalment	0	0	7891	16083	0
	AIJ/JI costs	2. Reporting costs	0	0	0	0	0
		3. Other costs	0	0	0	0	0
		4. Accum. costs for AIJ/JI	0	0	0	0	0
		5. Total costs	0	0	7891	23974	
1 USD= 10		SEK					

F. Financial additionality

*Bearing in mind that the financing of AIJ shall be **additional** to financial obligations of Parties included in Annex II to the Convention within the framework of the financial mechanism, as well as to current official development assistance (ODA) flows (decision 5/CP.1):*

Please list sources and the purpose:

Source and purpose of the AIJ project activity funding *Including pre-feasibility phase* *(One line for each source)*	**Amount** *in thousand US$* (in Swedish crone, SEK)
Loan from NUTEK*	173.3 (SEK 1 300 000)
Grant from NUTEK* for technical assistance	24.4 (SEK 182 920)

1 USD = 7,5 SEK

* From 1 January, 1998, the new Swedish National Energy Administration was established – from 1 January 2002 the name in English has been changed to the Swedish Energy Agency - has taken over the responsibility for the Programme for an Environmentally Adapted Energy System in the Baltic region and Eastern Europe (EAES Programme) from NUTEK (Swedish National Board for Industrial and Technical Development.

G. Contribution to capacity building, transfer of environmentally sound technologies and know-how to other Parties, particularly developing country Parties, to enable them to implement the provisions of the Convention. In this process, the developed country Parties shall support the development and enhancement of endogenous capacities and technologies of developing country Parties

G.1 **Identification of environmentally sound technology and know-how**

- Name of manufacturer: Several manufacturers and suppliers
- Place of manufacture *(country)*: Nordic Countries
- Model names and numbers of equipment *(where appropriate)*:

The main parts of the delivery have been:

- Heat substations components (circulation pumps, regulation valves, controllers, shut-off valves, strainers, heat exchangers, control devices, expansion tank and other necessary components);
- Thermostatic valves;
- Windows in the plastic frames;
- Entry doors.

- Any other relevant key specific technology characteristics:

The energy saving measures undertaken consisted of renovation and insulation of the roof and attic, installation partly new windows with decreasing partly the area of windows (about 200 m^2), new heat

substation including heat exchangers, expansion tanks, balancing the heating system, installation of thermostatic valves on the radiators and cleaning the existing natural ventilation canals from dirtiness and other things. Also new entrance doors of Russian Gymnasium are included.

- Where applicable, name and location of provider and nature of training:

The operation and maintenance manuals were handed over to the local personal according to the Contract

G.2 **Characteristics of environmentally sound technology**

The technology is *(underline the option)*:

- At a research and development stage
- Being tested or demonstrated in similar conditions outside the host country
- At the initial stage of introduction into the world market
- At the initial stage of introduction into the host market
- Commercially available and deployed in the world market
- Commercially available and deployed in the host market
- Not characterized by the above options. *Please describe:*

G.3 **Impact of the AIJ project on capacity-building and transfer of environmentally sound technology and know-how** *(up to two pages):*

Systematically, the capacity building and transfer of know-how have involved the following activities over time and have taken place through:

i) Technology transfer through STEM technical specialist and co-operation between foreign supplier and local partner during the implementation of the project:

- Technical support of STEM specialist to the local project leader and municipality;
- Knowledge in negotiations to foreign companies;
- Knowledge in managing and planning of projects;
- Transferring of environmental issues to the local parties;
- Transferring of knowledge in operation and maintenance issue;

ii) Conferences, seminars, documentation and training:

- Personal from boiler plant has been invited to different seminars and workshops and several presentations about company experience have made, documentation for training has been handed over;
- There were arranged seminars through close cooperation between STEM and Estonian partners:
    - Environmentally Friendly Energy Systems in the Baltic Region and Eastern Europe - seminar in Tallinn , 14-15 April, 1994;
    - Environmentally Friendly Energy Systems in the Baltic Region and Eastern Europe - seminar and workshops in Tartu , 25 November, 1994 (prepared information by topics in Estonian over than 150 pages);
    - EAES Programme District Heating Day in Vändra, 27 July, 1995;
    - Environmentally Adapted Local Energy Systems - seminar and presentation of translated into Estonian booklet “Environmentally Adapted Local Energy Planning” in Rakvere, 11 November, 1998 and in Tartu, 12 November, 1998;
    - Energy efficiency projects in Mustamäe residential buildings - seminar in Tallinn, 16 September, 1996.

iii) Stimulate "net-working" for the exchange of experience between plant owners with similar problems:

- Activities have been supported by STEM to stimulate cooperation with local experts, consultants, project owners to achieve two-way communication and to find respect for chosen solutions from both sides.
- The project has been visited by specialists of other areas (incl. From Russia, Baltic Countries) to exchange of experiences.

H. Additional comments

Complete as appropriate:

1) Any practical experience gained:

- The main body interested in implementation of energy efficiency improvement measures and energy saving is local municipality not schools personal. Motivating everybody in the schools to save energy is therefore important, although a long term task.
- The maintenance of heat substation is carried out by the local service company.
- The municipality specialists have got experience how to implement energy efficiency projects in schools and knowledge to extend school buildings renovation.

2) Technical difficulties:

- Some thermostatic valves have been damaged by pupils in the corridors and have been changed.
- Deformation of plastic window frames during hot summer days.

3) Effects encountered:

- Several local companies have participated in the project (design, ground and constructions works).
- The school personal has mentioned decreasing of heat bills during years 1988 – 2000.

4) Impacts encountered:

- Better indoor comfort in the classrooms and improved heat demand control.

5) Other obstacles encountered:

- Overcoming of psychological obstacles to change schools personal mind to start implementation of energy management. The heat meter readings are registered by heating company personal and there are not any data about heat consumption in the school.
- The energy management is not yet implemented in year 2005.

6) Other:

- Calculations of the volume of emissions of sulphur dioxide and nitrogen oxide in the section D are calculated according to the Regulation No. 99 of 02 August 2004 of the Ministry of the Environment "The procedure and methods of determination of the volume of pollutants from combustion plants to the air".
- On 2002 by the Ministry of Environment there was prepared draft National Programme for Reduction of Greenhouse Gases 2003-2012, which has been adopted by the Government on 2004.
- New bio fuel boiler was installed and started-up in the Keila boiler house on 2003.

- Further renovation on school building has been planned during 2005- 2007, e.g. 1) heating system (new pipes, radiators); 2) electrical installation; 3) new roof with additional insulating.

Annex 1 to the revised uniform reporting format (URF 01)

PARTICIPANTS' CONTACT INFORMATION

Please provide contact information for each organization. Add rows as required (by copying and pasting)

Name	Address [a]	Voice/Fax/E-mail
Organization(s) [b]: Swedish Energy Agency(* **Function(s) within activity[c]:** Financing/Project development		
Officer responsible:	The System Analysis Department, Climate Change Division Kungsgatan 43 BOX 310 S-63104 Eskilstuna SWEDEN http://www.stem.se	**Tel: +46 16 544 20 81** **Fax: +46 16 544 22 64** **E-mail:** **bengt.bostrom@stem.se**
Contact person, if different from above: Gudrun Knutsson	Head of Section, Climate Investment Programme	**Tel: +46 16 544 20 72** **Fax:+46 16 544 22 54** **E-mail:** **Gudrun.Knutsson@stem.se**

(* From 1 January, 1998, the new Swedish National Energy Administration – from 1 January 2002 the name in English has been changed to the Swedish Energy Agency - has taken over the responsibility for the Programme for an Environmentally Adapted Energy System in the Baltic region and Eastern Europe (EAES Programme) from NUTEK (Swedish National Board for Industrial and Technical Development).

Name	Address [a]	Voice/Fax/E-mail
Organization(s) [b]: ÅF-International (Malmö) **Function(s) within activity[c]:** *Technical assistance*		
Officer responsible:	Stensjögatan 3 S-21765 Malmö SWEDEN http://www.af.se	**Tel:+46 40 37 50 00** **Fax:+46 40 13 03 69** **E-mail:**
Contact person, if different from above: Ulf Lindgren	Project leader	**Tel:+46 40 37 50 97** **Fax:+46 40 13 03 69** **E-mail: Ulf.lindgren@af.se**

Name	Address [a]	Voice/Fax/E-mail
Organization(s) [b]: Ministry of the Environment of the Republic of Estonia **Function(s) within activity[c]:** *Designated national authority/reporter*		
Officer responsible:	Department of Environment Management and Technology Narva mnt. 7A 15172 Tallinn ESTONIA http://www.envir.ee	**Tel: +372 62 62 802** **Fax:+372 62 62 801** **E-mail: min@envir.ee**
Contact person, if different from above: Karin Radiko	Specialist	**Tel: +372 62 62 977** **Fax:** **E-mail:** **karin.radiko@envir.ee**

Name	Address [a]	Voice/Fax/E-mail
Organization(s) [b]: Keila Town Government **Function(s) within activity[c]:** *Project developer/borrower*		
Officer responsible:	Keskväljak 11 76 607 Keila ESTONIA http://www.keila.ee	**Tel:+372 679 0700** **Fax:+372 678 0303** **E-mail: klv@keila.ee**
Contact person, if different from above: Ago Kokser	Mayor	**Tel:+372 679 0700** **Fax:+372 678 0303** **E-mail: ago.kokser@keila.ee**

Name	Address [a]	Voice/Fax/E-mail
Organization(s) [b]: Regional Energy Centres in Estonia **Function(s) within activity[c]:** *Local reporter*		
Officer responsible:	Võru P.O., BOX 43 65602 Võru ESTONIA	**Tel:+372 78 282 30** **Fax:+372 78 282 30** **E-mail:**
Contact person, if different from above: Elmu Potter	Consultant	**Tel:+372 78 282 30** **Fax:+372 78 282 30** **E-mail: elmupotter@hot.ee**

[a] *Address should include: department; street; postal code; city; country and the Internet address of the organization (if available).*

[b] *Organization includes: institutions, ministries, government agency closely following the activity, companies, non-governmental organizations, etc. involved in the activity.*

[c] *Function within activity: please use the following categories:*

Function	*Description of function*
Project development	*Designing/developing the AIJ project and/or submitting the AIJ project proposal*

Project operator	*Implementing and administering the AIJ project activities*
Government regulation/oversight	*Ensuring compliance of the project with laws and regulations*
Technical assistance	*Providing scientific or other technical guidance or support for the purposes of project development and/or project administration, implementation, training and education activities*
Financing	*Serving as a source of funding for the AIJ project*
Initial independent assessment of project activity	*Assessing whether the project activity meets a given set of criteria*
Monitoring	*Monitoring the environmental and/or socio-economic results of the project in accordance with a monitoring protocol*
Independent assessment of project performance	*Assessing the performance (environmental and/or socio-economic) achieved by a project against pre-set criteria*
Providing independent written statement on performance	*Providing written assurance that a performance is achieved and/or a set of criteria is met by an activity*
Designated national authority	*Entity authorized to officially accept, approve or endorse the AIJ project*
Other (please specify)	