

APPROVED:
the Council of Public Institution
National Center for Sustainable Energy,
Minutes No 5 of 30 June 2025

OPERATIONAL MANUAL

FUNDING PROGRAMME

FUND FOR ENERGY EFFICIENCY IN THE RESIDENTIAL SECTOR OF THE REPUBLIC OF MOLDOVA

FINANCING PRODUCT the Green House

Version edition number	Responsible body	General comments on approval/changes made	Date of approval
Version 1.0.	CNED IP Board	Initial approval.	30.06.2025 (Proceedings-Verbal no.5)
Version 1.1.	CNED IP Board	Approval of amendments regarding the extension of the term of processing of registered files, in order to ensure a rigorous and fair process of evaluation of project proposals.	12.08.2025 (Proceedings-Verbal no.6)

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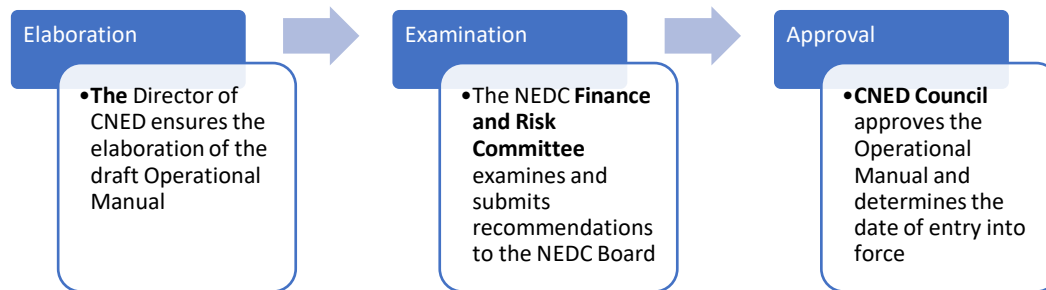
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I. GENERAL PROVISIONS

1.1. Regulatory framework

1. Policy measures in the field of energy efficiency are regulated by Law 139/2018 on energy efficiency (hereinafter – Law 139/2018).
2. The National Centre for Sustainable Energy (CNED) is the public institution established by Government Decision No 1060/2023 on the organisation and functioning of the National Centre for Sustainable Energy Public Institution (hereinafter – GD No 1060/2023), under Law No 139/2018, which has the mission of coordinating and organising activities aimed at ensuring the implementation of state policy in the assigned areas of activity, including by attracting and managing financial resources to finance and promote projects and programmes in those areas in an environmentally sustainable way, climate change, and contributing to increasing the country's energy security.
3. In order to ensure the implementation of public policies in the field of energy efficiency and the use of renewable energy sources, Government Decision No 251/2024 approved the financing programme 'Fund for energy efficiency in the residential sector of the Republic of Moldova' (hereinafter referred to as the FEERM programme). The FEERM programme aims to create financial instruments in the form of grants and allowances, as financial incentives to its beneficiaries, as a measure of public policies in the field of energy efficiency, with a view to improving energy efficiency by final consumers in the residential sector. Only the grant is used under this Funding Product as a financial instrument.
4. The use of financial resources under the FEERM Programme is organized on the basis of the Financing Products, designed to finance or co-finance energy efficiency projects and the use of renewable energy sources in residential buildings.
5. The financing products establish all the conditions for accessing and granting financial incentives from the financial means of the FEERM Programme and are approved by the Council of the National Centre for Sustainable Energy, in accordance with the provisions of the Statute, approved by Government Decision No 1060/2023 on the organisation and functioning of the National Centre for Sustainable Energy Public Institution. Therefore, the National Centre for Sustainable Energy prepared, and the CNED Council approved, on 17 June 2025, the Financing Product 'Green House'.
6. Pursuant to point 83 of Government Decision No 1060/2023, the principles, procedures and rules to be applied when implementing each Financing Product/Financing Instrument are described in the operational manual specific to each financial instrument.
7. The purpose of this Operational Manual is to regulate the principles, procedures and rules for the implementation of the 'Green House' Funding Product.
8. The Operational Manual is a procedural guidance and working tool for the implementation of the 'Green House' Funding Product and is mandatory for the subdivisions of the National Centre for Sustainable Energy.
9. The decision-making process on the Operational Manual is set out in the NCED Statute and includes the following steps:

10. In the application process, the responsible subdivisions take into account the provisions of the 'Green House' Funding Product and this Operational Manual, as well as other legislative acts.



1.2. Getting started

11. For the purposes of this Operational Manual, the following notions are defined:

- archiving* – activity of recording and keeping files in an archive in accordance with the provisions of the normative acts.
- beneficiary* – owners of households (individual houses) in rural and urban localities who obtained a financial incentive from the financial means related to the Financing Product;
- individual house* – as defined in the Housing Act No 75/2015. Separate construction consisting of one or more rooms, with one or more levels, intended for permanent living, as a rule, of a family;
- financing contract* – contract concluded in writing between the National Centre for Sustainable Energy and the beneficiary of the Financing Product;
- contract* – contract concluded in writing between the beneficiary and the contractor providing services (production of project documentation, where applicable, etc.) or performing construction works (contract for contractors);
- Beneficiary contribution* – financial means of the beneficiary obtained from its own capital, loans, from development partners/donors, etc. and used to co-finance the project for the implementation of energy efficiency measures and the recovery of renewable energy sources, in accordance with the Financing Product;
- eligible investment* – the sum of all expenditure eligible for financing or co-financing in energy renovation projects of houses in accordance with the Financing Product;
- energy efficiency measure* – means used or action taken to improve energy efficiency and achieve energy savings, including investments made in this regard;
- energy renovation measures of the house* – energy efficiency measures and the recovery of renewable energy sources, as well as repair or installation works, which are strictly necessary to protect or facilitate the implementation of the measures identified on the basis of the evaluation report/feasibility study of the energy renovation measures of the houses, the energy audit report and the technical design in the cases provided for by the legislation;
- post-financing monitoring* – phase concerning the monitoring of the construction behaviour process and the calculation of energy efficiency indicators after the implementation of energy rehabilitation measures for individual houses, which starts with the signing of the acceptance report at the end of the works.
- Funding Product* – Green House Funding Product;
- applicant* – owner of the household who requests the financial incentive from the financial means allocated to the Financing Product;

- m) *financial incentive* – non-reimbursable financial support, in the form of a grant, granted to beneficiaries from the financial means allocated to the Financing Product, for the co-financing of energy renovation projects for houses;
 - n) *responsible subdivision* – subdivision within the NEDC, which is responsible for the implementation of certain components and activities in the process of implementing the Financing Product;
 - o) *Total useful floor area* – area of a building or part of a building where energy is used to regulate the indoor climate;
12. For the purposes of this Operational Manual, the term ‘days’ or ‘days’ or any reference to days are calendar days, unless otherwise specified.

1.3. Acronyms

- FEERM – Energy Efficiency Fund in the residential sector of the Republic of Moldova;
- CNED – Public Institution National Centre for Sustainable Energy;
- CFR – Finance and Risk Committee;
- SOEE – Programme on the energy efficiency obligation scheme;
- DRI - time to pay back the investment (without taking into account possible increases in energy prices);
- NPV – net present value;
- SPDECRP – Receiving files, conformity assessment and pre-financing risks section;
- DJA – Legal and Procurement Directorate;
- SCC – Qualifying and Compliance Section for the Implementation of Public Energy Efficiency Policies and harnessing renewable energy sources;
- SCRF – Accounting and Financial Reporting Service;
- SMCRP – Compliance and Post-Financing Risk Monitoring Service;
- SFEESR – Section Energy Efficiency Fund in the Residential Sector (section);
- RCT – CNED representative in the field;
- MO – this Operations Manual.

II. FINANCING PRODUCT

- 13. The financing product ‘Green House’ is intended to access and provide the financial incentive from the financial means of the FEERM Programme, to finance energy rehabilitation measures for individual houses in rural and urban households in the Republic of Moldova.
- 14. The financing product is prepared by the CNED, examined by the CFR and approved by the CNED Council, in the manner provided by the CNED Statute.
- 15. If necessary, CNED may contract external experts/consultants/partners to carry out certain activities related to the Funding Product, as well as to assist applicants and beneficiaries in the process of elaboration and implementation of the Funding Product. Their contracting will be done within the limit of the budget of the Financing Product and/or from the account of the financial means offered by the development partners or from the account of the CNED's own financial means.

2.1. Principles applied to the implementation of the Funding Product

16. The principles applied to the implementation of the Funding Product are correlated with the principles of the FEERM Programme and refer to the following:

- energy efficiency first* – the principle that in financing decisions priority will be given to solutions that increase energy efficiency and ensure maximum energy savings through minimum investments;
- transparency* – the principle of ensuring that applicants and beneficiaries of the Funding Product, as well as other interested parties, are provided with complete and relevant information on the Funding Products and its work;
- efficiency* – the principle that training and management of the Funding Product is ensured in order to achieve its objectives and achieve the best result for the beneficiaries;
- equity* – principle that fair rights are ensured for each applicant and beneficiary in the Funding Product;
- predictability* – principle according to which the formation and management of the Funding Product is ensured on the basis of documents and normative acts;
- First-come – first-served* – principle that application files, which meet the eligibility criteria, will be accepted in the order in which they are received.

2.2. Energy Rehabilitation Measures for Individual Houses

17. Eligible energy renovation measures for individual houses are provided for in the Financing Product and may be applied subject to compliance with/achievement of special measures, up to or at the same time as the basic measures. The way in which they are combined is set out in Table 1.

Table 1. Energy Rehabilitation Measures for Individual Houses and How to Combine Them

Group of measures		Basic measure code	Name of the basic measure	Special measures to be carried out up to or at the same time as the basic measures						
				A	D4	F	P	S	T	V
A	- roof	A1	Thermal insulation of the roof (all types)							
D	- production and distribution of thermal energy	D1	Modernisation/installation of the heat distribution system for heating and domestic hot water (HWW)							
		D2	Installation of solid biofuel thermal power plant (including automation)							
		D3	Installation of heat production system, including ACM, based on solar collectors	P*						
		D4	Installation of air-to-water heat pumps (including automation)							
F	- photovoltaics	F1	Installation of solar photovoltaic system with energy storage batteries and heat pump (including smart meter for differentiated metering of electricity consumption)	P*, F*			F*		F*	
		F2	Installation of photovoltaic solar panel system with energy storage batteries for electric vehicle owners (including smart meter for differentiated electricity consumption metering and/or installation of electric car charging stations)	P*, F*			F*		F*	
		F3	Installation of photovoltaic solar panel system with energy storage batteries (including smart meter for differentiated metering of electricity consumption if the beneficiary already owns an air-to-water heat pump)	P*, F*	F3*		F*		F*	
P	- walls	P1	Thermal insulation of external walls	P*					??	
		P2	Insulation of the walls of the foundation and base of the building above ground level	P*					??	
S	- basement	S1	Thermal insulation of the basement/demisole floor (intrados)							
T	- carpentry	T1	Replacement/installation of windows and/or exterior doors*							
V	- venting	V1	Installation of ventilation system with heat recovery (including automation) *							

	Other measures	Repair or installation works, which are strictly necessary to protect or facilitate the implementation of the measures identified on the basis of the evaluation report/feasibility study of the energy rehabilitation measures/energy audit report and the technical project in the cases provided by the legislation.
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Note:

*P** where the non-implementation of group A measures poses a sustainability risk to group P, D3 and F measures;

*F*** shall not be admitted for financing if they have not been implemented or are not planned to be implemented together with the measures in groups A, P, T cumulatively. Exception is made only if it can be demonstrated that the implementation of Groups A, P, T measures is not feasible/demonstrates feasibility;

*F3** only if measure D4 is already implemented or planned to be implemented with it;

* - if they do not correspond to the economic indicators in Table 1 of the Financing Product, they will be included as protective measures.

18. The financing product consists of 2 distinct and consecutive components specific to both individual houses under construction and those put into service, namely:

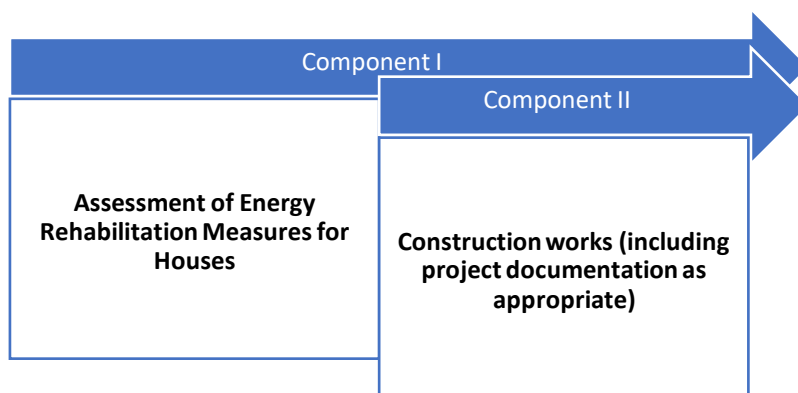


Figure 2. Components of the Financing Product

19. The eligibility criteria applied to the funding applicants, the terms, conditions and milestones for obtaining the funding, the rules for the implementation of the components are set out in the Financing Product.

III. INFORMATION, PROMOTION, COMMUNICATION ACTIVITIES

20. The information, promotion and communication actions involve the implementation of a campaign to promote the Financing Product, by disseminating information on the implementation process, raising awareness of the importance and promoting the positive effects of energy efficiency and harnessing the energy efficiency sources of individual houses.
21. The subdivisions responsible for the implementation of the Financing Product provide information support to households to facilitate the implementation of energy rehabilitation measures for individual houses.
22. The subdivisions responsible for information, promotion and communication activities will provide assistance and will collaborate with partner business support organizations, local public authorities, other institutions in order to achieve the mentioned purpose.
23. Information, promotion and communication activities will be carried out using promotional materials and practical tools, including:
- official website of the CNED;
 - social networks;
 - online resource base with relevant information;
 - brochures, leaflets, banners;
 - success stories;

- other visibility material on funding opportunities from the FEERM Programme in the Republic of Moldova.
24. The subdivisions responsible for information, promotion and communication activities, in collaboration with the implementing partners of the Programme, start a wide-ranging promotion campaign that will include:
- a) information and awareness-raising sessions, thematic events;
 - b) TV and radio broadcasts on national and local stations;
 - c) events to promote the Funding Product;
 - d) promotion campaigns on social and professional networks, TV and radio stations, etc.

IV. COLLECTION OF PROJECT PROPOSALS

- 25. The collection of project proposals takes place on the basis of the Open Calls under the 'FEERM' Platform, based on the provisions of the 'Green House' Funding Product. Each Call is launched by order of the Director of the CNED.
- 26. Calls are open for indefinite periods, until the budget allocated according to the Funding Product is exhausted, on a first-come-first-served basis.
- 27. The budget for each Call shall be deemed to be exhausted when the total estimated value of applications submitted by applicants for Component I of the Green House Funding Product is within the limit of the allocated budget.
- 28. The Head of SPDECRP is responsible for the continuous monitoring of the collected requests and has the obligation to inform the Deputy Director of CNED when the estimated value of the requests reaches the threshold of 90% of the available budget.
- 29. The formal closure of the application collection process on the FEERM Platform for Component I shall be carried out by order of the Director of the CNED.
- 30. The opening of new calls for the collection of files under the 'Green House' Funding Product, for Component I, is carried out whenever necessary, depending on the availability of the allocated financial means.
- 31. Access to financial support is made by going through all the steps provided under the two components of the Financing Product, described in the following sections.

V. ACCESS OF UNRAMBURSABLE FINANCIAL SUPPORT - Component I

5.1. Submission of project proposals for Component I: Registered individual houses

- 32. Submission of project proposals takes place through the 'FEERM' Platform. Project proposals sent to the e-mail address of the CNED or physically submitted to the CNED are not eligible.
- 33. The way of registering, authenticating and using the 'FEERM' Platform is described in the Funding Applicant's User Guide, which can be viewed by accessing the 'FEERM' Platform.

34. After authentication on the EMFF Platform, applicants for funding must fill in the fields within the Platform with general information as well as specific data and documents, requested by the EMFF Platform, as follows:

- information about the applicant – owner/co-owners of the individual house: name, surname, year of birth, contact details - phone number, email address;
- copy of the identity card;
- copy of the document attesting ownership/co-ownership of the individual house or the land on which it is built;
- Information about other family members (spouse and children): surname, first name, year of birth, ID card series and number, personal identification number, copy of marriage/divorce certificate, copies of children's birth certificates;
- the list of energy efficiency measures and the recovery of renewable energy sources, attempts/planned to be implemented in the house¹ and for which the financial incentive from the FEERM Programme is requested;
- the declaration on honour concerning the absence of arrears to the national public budget and the absence of legal disputes relating to the immovable property for which financing is requested (as [set out in Annex 1](#));
- consent to the processing of personal data (as [set out in Annex 2](#));
- consent of neighbours if the house is located at a distance of less than 60 cm from the boundary with neighbours, in accordance with the provisions of the Civil Code of the Republic of Moldova No 1107/2002, drawn up in accordance with the model in [Annex 3](#);
- 5-10 pictures, in which are visible the elements of the individual house that the owner intends to insulate² (external walls, socket, roof, roof floor, basement floor), carpentry, or installations that want to replace them (boiler, heating system pipes, etc.);
- Information about the house: address, cadastral number, total floor area, total useful floor area, year of construction, number of levels, structure of building envelope elements, total surface of exterior walls, windows, exterior doors, roof and basement floor (if any), type of heating system, domestic hot water supply and ventilation, type of indoor/outdoor lighting fixtures, existence or lack of sewerage system to which the house is connected;
- information on the type of energy resources consumed in the last year: electricity, natural gas, heat, wood briquettes or pellets, coal, LPG (liquefied petroleum gas), solar energy, heat pumps;
- information about utility providers: electricity, natural gas, heat, drinking water for consumption, domestic hot water;
- last utility bill (electricity, natural gas, heat, drinking water, domestic hot water) until application for financing but not older than 3 months from the date of submission of the financing application to Component I;
- the self-declaration that the technical condition of the individual house is good (the walls, the pedestal, the basement floor, there are no cracks larger than 10 mm, the roof does not leak - it provides protection against rainwater), in accordance with the model in [Annex 4](#).

¹ The selected measures must be included in the list of eligible measures indicated in point 1.12 of the Financing Product, by mandatorily complying with the specific eligibility requirements indicated in the same point.

² Measures for partial thermal insulation of external walls are not approved for financing.

5.2. Submission of project proposals for Component I: Individual houses under construction

35. Submission of project proposals takes place through the 'FEERM' Platform. Project proposals sent to the e-mail address of the CNED or physically submitted to the CNED are not eligible.
36. The way of registering, authenticating and using the 'FEERM' Platform is described in the Funding Applicant's User Guide, which can be viewed by accessing the 'FEERM' Platform.
37. After authentication on the EMFF Platform, applicants for funding must fill in the fields within the Platform with general information as well as specific data and documents, requested by the EMFF Platform, as follows:
 - information about the applicant – owner/co-owners of the individual house: name, surname, year of birth, contact details - phone number, email address;
 - copy of the identity card;
 - copy of the document attesting ownership/co-ownership of the individual house or the land on which it is built;
 - Information about other family members (spouse and children): surname, first name, year of birth, ID card series and number, personal identification number, copy of marriage/divorce certificate, copies of children's birth certificates;
 - the list of energy efficiency measures and the recovery of renewable energy sources, attempts/planned to be implemented in the house³ and for which the financial incentive from the FEERM Programme is requested, as appropriate;
 - the declaration on honour concerning the absence of arrears to the national public budget and the absence of legal disputes relating to the immovable property for which financing is requested (as [set out in Annex 1](#));
 - consent to the processing of personal data (as [set out in Annex 2](#));
 - consent of neighbours if the house is located at a distance of less than 60 cm from the boundary with neighbours, in accordance with the provisions of the Civil Code of the Republic of Moldova No 1107/2002, drawn up in accordance with the model in [Annex 3](#);
 - 5-10 pictures, in which are visible the elements of the individual house that the owner intends to insulate⁴ (external walls, socket, roof, roof floor, basement floor), carpentry, or the installations that want to replace them (boiler, heating system pipes, etc.), as the case may be;
 - urban planning certificate for design (issued by the local authority, issued in the name of the applicant, for the land intended for the construction of the individual house) or a copy of the notification sent to the local public administration authority concerned about the start of the design works on the individual house, as the case may be;
 - building permit, the beneficiary of which is the applicant for funding, and where it is specified that construction works are carried out on the individual single-family house;
 - a declaration on honour that the building under construction is not intended for sale or rental, in accordance with the model set [out in Annex 5](#);

³ The selected measures must be included in the list of eligible measures indicated in point 1.12 of the Financing Product and in section 2.2 of the Manual, by mandatorily complying with the specific eligibility requirements indicated in the same point.

⁴ Measures for partial thermal insulation of external walls are not approved for financing.

5.3. Evaluation of project proposals for Component I: Registered individual houses

38. The evaluation of project proposals submitted under component I shall be carried out in the order in which they are received on a first-come-first-served basis;
39. The evaluation process aims to verify the compliance of the project proposal and to determine the eligibility of the applicant in accordance with the specific assessment criteria for Component I, detailed in this MO.
40. The evaluation of the project proposal is carried out by SPDECRP specialists, within up to 15 days from the date of distribution of the project proposal, depending on the large flow of submitted project proposals, this deadline can be extended by the Director by another 20 days. The distribution of these files is made according to the provisions of an order issued by the Director of CNED, at the proposal of the Deputy Director of CNED.
41. Simultaneously with the distribution of project proposals to SPDECRP specialists, the head of SPDECRP sends the list of project proposals to the DJA for verification of the criteria 'lack of arrears to the national public budget and lack of judicial disputes related to the immovable property for which funding is requested'. The DJA shall, within 5 days, send the generalised information related to the given criterion for all project proposals submitted to the applicants, this information being annexed to the evaluation file.
42. If the project proposal is incomplete, SPDECRP specialists, through the head of SPDECRP, may request to complete it with the missing information. The request is made officially through the FEERM Platform, setting a maximum deadline of 10 days for completion, and the applicant is also informed by email about this fact, automatically from the Platform. The assessment period shall be suspended until the completions have been received or until the deadline for their submission has expired.
43. If the applicant fails to submit the requested information within the given deadline, the assessment of the project proposal shall continue on the basis of the available documents.
44. Following the evaluation, SPDECRP specialists draw up an Evaluation Report of the project proposal (Component I – Evaluation of energy rehabilitation measures for individual houses), which includes the recommendation to approve or reject it, according to the model in [Annex no. 6](#).
45. The evaluation reports for (Component I – Assessment of energy renovation measures for individual houses) assume the following:
- General *information with* data about the owner of the individual house and about the individual house;
 - Ticking of documents annexed to the *List of Documents* section ;
 - Qualification of the presentation of the information;
 - Drawing conclusions on the applicant's eligibility and including the recommendation to approve or reject the project proposal in the *Conclusions and Recommendations* compartment.
46. In order for the applicant to be considered eligible and its dossier to be recommended for approval under Component I, the assessment report must meet the following conditions:
- a) the presence of all documents indicated in the *List of Documents* section is checked;
 - b) In the *Mandatory Conditions* section all requirements must be confirmed.
47. After completion, the evaluation report (Component I – Evaluation of energy rehabilitation measures for individual houses) is signed by the SPDECRP specialist who prepared it and sent it to the head of SPDECRP,

who verifies and endorses the Report within up to 2 days, after which he sends it to the CNED Deputy Director for endorsement, who endorses the Report for 1 day.

5.4. Evaluation of project proposals for Component I: Individual houses under construction

48. The evaluation of project proposals submitted under component I shall be carried out in the order in which they are received on a first-come-first-served basis;
49. The evaluation process aims to verify the compliance of the project proposal and to determine the eligibility of the applicant in accordance with the specific assessment criteria for Component I, detailed in this MO.
50. The evaluation of the project proposal is carried out by SPDECRP specialists, within up to 15 days from the date of distribution of the project proposal, depending on the large flow of submitted project proposals, this deadline can be extended by the Director by another 20 days. The distribution of these files is made according to the provisions of an order issued by the Director of CNED, at the proposal of the Deputy Director of CNED.
51. Simultaneously with the distribution of project proposals to SPDECRP specialists, the head of SPDECRP sends the list of project proposals to the DJA for verification of the criteria 'lack of arrears to the national public budget and lack of judicial disputes related to the immovable property for which funding is requested'. The DJA shall, within 5 days, send the generalised information related to the given criterion for all project proposals submitted to the applicants, this information being annexed to the evaluation file.
52. If the project proposal is incomplete, SPDECRP specialists, through the head of SPDECRP, may request to complete it with the missing information. The request is made officially through the FEERM Platform, setting a maximum deadline of 10 days for completion, and the applicant is also informed by email about this fact, automatically from the Platform. The assessment period shall be suspended until the completions have been received or until the deadline for their submission has expired.
53. If the applicant fails to submit the requested information within the given deadline, the assessment of the project proposal shall continue on the basis of the available documents.
54. Following the evaluation, SPDECRP specialists draw up an Evaluation Report of the project proposal: Individual houses under construction (Component I – Assessment of energy renovation measures for individual houses), which includes the recommendation to approve or reject it, according to the model in [Annex 7](#).
55. The evaluation reports for (Component I – Assessment of energy renovation measures for individual houses) assume the following:
 - General *information with* data about the owner of the individual house and about the individual house;
 - Ticking of documents annexed to the *List of Documents* section ;
 - Qualification of the presentation of the information;
 - Drawing conclusions on the applicant's eligibility and including the recommendation to approve or reject the project proposal in the *Conclusions and Recommendations* compartment.
56. In order for the applicant to be considered eligible and its dossier to be recommended for approval under Component I, the assessment report must meet the following conditions:
 - c) the presence of all documents indicated in the *List of Documents* section is checked;
 - d) In the *Mandatory Conditions* section all requirements must be confirmed.

57. After completion, the evaluation report (Component I – Evaluation of energy rehabilitation measures for individual houses) is signed by the SPDECRP specialist who prepared it and sent it to the head of SPDECRP, who verifies and endorses the Report within up to 2 days, after which he sends it to the CNED Deputy Director for endorsement, who endorses the Report for 1 day.

5.5. Examination and approval of project proposals by CFR Component I – Assessment of energy rehabilitation measures for individual houses

58. Every two weeks, the head of SPDECRP draws up a generalised list of evaluation reports (Component I – Evaluation of energy renovation measures for individual houses) and endorses it with the deputy director of the CNED and forwards it to the director of the CNED together with the reviewed project proposals of the applicants for examination in order to be proposed for approval to the Finance and Risk Committee. Depending on the large flow of submitted and evaluated project proposals, the elaboration of the generalized list can be carried out even earlier than two weeks, at the decision of the director of the CNED.

The general list includes:

- Name and contact details of the applicant;
- The address of the individual house;
- Compatibility of the applicant with the eligibility criteria;
- Recommendation: approval or rejection with an indication of the reason in case of rejection.

59. Every 2 weeks, the Director of CNED sends to CFR the project proposals submitted by the applicants together with the File Evaluation Reports (Component I – Evaluation of energy renovation measures for individual houses), for examination and decision on approval or rejection.

60. CFR analyzes the project proposals and the Evaluation Reports within up to 5 days from their receipt and takes a decision on the approval or rejection of the project proposals for Component I - Assessment of energy rehabilitation measures for individual houses.

61. The decision to approve or reject the project proposals is recorded in the Verbal Process of the CFR meeting, in which, for each file, the decision taken is indicated. In case of rejection, the reason for rejection shall be specified. The CFR Verbal process shall include, for each applicant, at least the following information:

- Name and contact details of the applicant;
- The address of the individual house;
- Completeness of the submitted project proposal;
- Compatibility of the applicant with the eligibility criteria;
- CFR Decision: approval or rejection with an indication of the reason in case of rejection.

62. The approval of the project proposal is done in compliance with the budgetary limits related to the Financing Product.

63. After the decision taken by the CFR, the CNED shall inform the applicants of the outcome of the assessment of: approval or rejection of the project proposal for Component I. Notifications are prepared by SPDECRP specialists, endorsed by the head of SPDECRP and signed by the director of CNED. Once signed, they are sent to applicants via the 'FEERM' Platform and automatically to the email address indicated in the project proposal.

64. In case of approval of the Component I project proposal, the CNED shall submit a Component I Approval Notification: Assessment of energy renovation measures for individual houses, within 10 working days of the decision taken by CFR. The notification shall contain at least the following information:

- Name and contact details of the applicant;
- Address of the individual house or land intended for its construction;
- Completeness of the submitted project proposal;
- Compatibility of the applicant with the eligibility criteria;
- The decision to accept the funding, with any comments or conditions necessary to be taken into account for the submission of the Financing Application to Component II – Construction works;
- Steps and deadlines for submitting the Funding Application to Component II – Construction works.

65.If applicants are not accepted under Component I, the CNED shall send them a Component I Rejection Notification: Assessment of energy renovation measures for houses, within 10 working days of the decision taken by CFR. The notification shall contain the reason for rejection and the conditions under which it may submit a new project proposal under the Funding Product.

5.6. Contracting the services for the preparation of the Evaluation Report or the Energy Audit Report: Registered individual houses

66.After the applicants for funding have received notification of the approval of the project proposal for Component I – Assessment of energy renovation measures for individual houses, they identify and conclude contracts for the provision of services for the assessment of energy renovation measures for individual houses or energy audit services with specialists/companies, from the list available on the 'FEERM' Platform:

- qualified energy auditors registered in the Electronic Register of Energy Auditors, published on the CNED website;
- certified and registered designers;
- energy managers;
- economic operators providing energy audit services.

67.In the case of applicants who have individual houses placed in service with a total useful floor area of less than 250 m², the Assessment Report on the energy rehabilitation measures for individual houses will be drawn up, in accordance with the model approved by the Director of IP CNED, which may be carried out by specialists/operators from the list available on the 'FEERM' Platform.

68.In the case of applicants owning individual houses with a total useful floor area of more than 250 m², the Energy Audit Report will be carried out, in accordance with the model approved by the Director of CNED, which can be carried out only by economic operators providing energy audit services from the list available on the 'FEERM' Platform.

69.Within 5 days from the date of signature of the contracts for the provision of services for the assessment of energy renovation measures for individual houses, applicants shall upload a copy of the contracts on the 'FEERM' Platform.

70.The evaluation reports or the energy audit reports must comply with the requirements of the template reports approved by the CNED, and this obligation will be communicated to the beneficiaries, once the notification regarding the approval of the financing for Component I is submitted.

71.The responsibility for selecting the specialist to draw up the Evaluation Report on the Energy Rehabilitation Measures for Individual Houses or the Energy Audit Report lies exclusively with the Beneficiary approved under Component I.

72.The beneficiaries approved under Component I have 60 days from the approval of Component I to submit the financing application under Component I – construction works. If this deadline is not met, the CFR will

approve their removal from the list. The beneficiaries of this component who will want to access financial means based on the provisions of this Funding Product will have to submit a new application/updated application for Component I.

73.If the Evaluation Report of the Energy Rehabilitation Measures of the Individual Houses or the Energy Audit Report demonstrates that the implementation of the requested measures is not feasible, the beneficiaries, approved under Component I, assume the expenses incurred for the elaboration of the Evaluation Report of the Energy Rehabilitation Measures of the Individual Houses or the Energy Audit Report.

5.7. Contracting the services for the elaboration of the Feasibility Study of the Energy Rehabilitation Measures of Individual Houses: Individual houses under construction

74.After the applicants for funding have received notification of the approval of the project proposal for Component I – Assessment of energy renovation measures for individual houses, they identify and conclude contracts for the provision of feasibility study services, with specialists/companies, from the list available on the 'FEERM' Platform:

- qualified energy auditors registered in the Electronic Register of Energy Auditors, published on the CNED website;
- certified and registered designers;
- energy managers;
- economic operators providing energy audit services.

75.In the case of applicants owning individual houses under construction, the feasibility study of energy renovation measures for individual houses will be carried out, in accordance with the model approved by the Director of IP CNED, which can be carried out by specialists/companies, from the list available on the 'FEERM' Platform;

76.Within 5 days from the date of signature of the contracts for the provision of services for the assessment of energy renovation measures for individual houses, applicants shall upload the copy of the contract on the 'FEERM' Platform.

77.Feasibility studies of energy renovation measures for individual houses must comply with the requirements of the template reports approved by the CNED, and this obligation will be communicated to the beneficiaries, once the notification on the approval of the financing for Component I is submitted.

78.The responsibility for selecting the specialist to draw up the Feasibility Study of the Energy Rehabilitation Measures for Individual Houses lies exclusively with the Beneficiary approved under Component I.

79.The beneficiaries approved under Component I have 60 days from the approval of Component I to submit the financing application under Component II – construction works. If this deadline is not met, the CFR will approve their removal from the list. Beneficiaries of this component who wish to access financial means under the provisions of this Funding Product will have to submit a new project proposal for Component I.

80.If the Feasibility Study of the Energy Rehabilitation Measures of the Individual Houses demonstrates that the implementation of the requested measures is not feasible, the beneficiaries, approved under Component I, assume the expenses incurred for the elaboration of the Feasibility Study on their own.

VI. ACCESS OF UNRAMBURSABLE FINANCIAL SUPPORT - Component II - CONSTRUCTION WORKS

6.1. Submission of Financing Applications for Component II: Registered individual houses

81. Within 60 days of the approval of Component I, the beneficiaries shall, taking into account the results of the Assessment Report on the Energy Rehabilitation Measures for Individual Houses or the Energy Audit Report, decide which measures they wish to implement and submit the Financing Application for Component II – Construction Works under the ‘FEERM’ Platform, providing the following information:

- The energy rehabilitation measures of the individual house for the implementation of which the financial incentive from the FEERM Programme is requested;
- Copy of the certificate of registration of the electric car from the property, if funding is requested for measure F;
- Cost of implementing these measures (based on the costs specified in the Assessment Report on Energy Rehabilitation Measures for Individual Houses or Energy Audit Report);
- Declaration on honour confirming the personal commitment to pay the beneficiary’s contribution, in accordance with the model in [Annex 8](#);
- The evaluation report of the energy rehabilitation measures of the individual house or the Energy Audit Report and the copy of the invoice together with the proof of payment of the service of preparing the report;

82. Financing applications sent for Component II – Construction works to the CNED e-mail address or by post are not eligible.

6.2. Submission of Financing Applications for Component II: Individual houses under construction

83. Within 60 days of the approval of Component I, the beneficiaries, taking into account the results of the Feasibility Study on the Energy Rehabilitation Measures for Individual Houses, shall decide which measures they wish to implement and submit the Financing Application for Component II – Construction Works under the ‘FEERM’ Platform, providing the following information:

- The energy rehabilitation measures of the individual house for the implementation of which the financial incentive from the FEERM Programme is requested;
- Copy of the certificate of registration of the electric car from the property, if funding is requested for measure F;
- Cost of implementing these measures (based on the costs specified in the Feasibility Study of Energy Rehabilitation Measures);
- The initial design documentation for the individual house, including cost estimates for each energy renovation measure separately. The initial design documentation must be issued in accordance with the provisions of Article 127, verified, expertised and endorsed in accordance with Articles 129-130 of the Urban Planning and Construction Code No 434/2023);
- Declaration on honour confirming the personal commitment to pay the beneficiary’s contribution, in accordance with the model in [Annex 8](#);
- Feasibility study of the energy rehabilitation measures of the individual house, copy of the invoice together with proof of payment of the service of elaboration of the feasibility study;

84. Financing applications sent for Component II – Construction works to the CNED e-mail address or by post are not eligible.

6.3. Evaluation of financing applications for Component II - Construction works: Registered individual houses

85. The evaluation of the financing applications for Component II shall be carried out on the basis of the following criteria defined in the Financing Product:

- Compliance with the energy efficiency first principle;
- Respects, for each category of measures, the maximum funding ceiling;
- Eligibility of the measures/solutions requested to be implemented;
- Technical and economic-financial feasibility of the measures/solutions requested to be implemented;
- Compliance with social, environmental and governance responsibility requirements, measures/solutions required to be implemented.

86. The evaluation is carried out by SPDECRP specialists, within up to 20 days from the date of their distribution for evaluation, depending on the large flow of Submitted Financing Applications, this deadline can be extended by the Director by another 20 days. The distribution of applications for funding to specialists is carried out by an order issued by the Director of CNED, on a proposal from the Deputy Director. The specialist who assessed the dossier submitted by a given applicant for Component I will not assess the same applicant for Component II. If the number of SPDECRP specialists is not sufficient for the evaluation within the specified deadline of all files submitted in the framework of an appeal, specialists from FEESR or other sections may be delegated for evaluation, by order of the Director of CNED.

87. The evaluation results for Component II, with recommendation for funding or rejection, are included in the File Evaluation Report (Component II), according to the template in [Annex no. 9](#) of the MO, including the following:

- a) General information about the applicant and the house;
- b) Completeness and correctness of the submitted file;
- c) Compliance of the Assessment Report on Energy Rehabilitation Measures for Individual Houses or the Energy Audit Report;
- d) Compliance of the project documentation (if applicable);
- e) Energy renovation measures of the individual house requested for financing;
- f) Findings regarding the compliance of the energy renovation measures of the individual house, for which financing for Component II is requested, with the technical, economic and financial feasibility requirements of governance and environment;
- g) Conclusions and recommendations on the approval/rejection of funding for Component II.

88. The report shall be signed by the specialist, after which it shall be sent to the Head of SPDECRP and the Deputy Director for endorsement. The report shall be endorsed by the Head of SPDECRP within 2 days, by the Deputy Director within 1 day.

6.4. Evaluation of financing applications for Component II - Construction works: Individual houses under construction

89. The evaluation of the financing applications for Component II shall be carried out on the basis of the following criteria defined in the Financing Product:

- Compliance with the energy efficiency first principle;
- Respects, for each category of measures, the maximum funding ceiling;
- Eligibility of the measures/solutions requested to be implemented;
- Technical and economic-financial feasibility of the measures/solutions requested to be implemented;
- Compliance with social, environmental and governance responsibility requirements, measures/solutions required to be implemented.

90. The evaluation is carried out by SPDECRP specialists, within up to 20 days from the date of their distribution for evaluation, depending on the large flow of Submitted Financing Applications, this deadline can be extended by the Director by another 20 days. The distribution of applications for funding to specialists is carried out by an order issued by the Director of CNED, on a proposal from the Deputy Director. The specialist who assessed the dossier submitted by a given applicant for Component I will not assess the same applicant for Component II. If the number of SPDECRP specialists is not sufficient for the evaluation within the specified deadline of all files submitted in the framework of an appeal, specialists from FEESR or other sections may be delegated for evaluation, by order of the Director of CNED.

91. The evaluation results for Component II, with recommendation for funding or rejection, are included in the File Evaluation Report (Component II), according to the template in [Annex no. 10](#) of the MO, including the following:

- h) General information about the applicant and the house;
- i) Completeness and correctness of the submitted file;
- j) Compliance of the Feasibility Study on Energy Rehabilitation Measures for Individual Houses;
- k) Compliance of the project documentation (if applicable);
- l) Energy renovation measures of the individual house requested for financing;
- m) Findings regarding the compliance of the energy renovation measures of the individual house, for which financing for Component II is requested, with the technical, economic and financial feasibility requirements of governance and environment;
- n) Conclusions and recommendations on the approval/rejection of funding for Component II.

92. The report shall be signed by the specialist, after which it shall be sent to the Head of SPDECRP and the Deputy Director for endorsement. The report shall be endorsed by the Head of SPDECRP within 2 days, by the Deputy Director within 1 day.

6.5. Examination and approval of Financing Applications by CFR - Component II

93. Every two weeks, the head of SPDECRP draws up the generalised list of evaluation reports for Component II and submits it to the Director of CNED, together with the applicants' applications for funding, for approval by the CFR. Depending on the large flow of applications submitted and evaluated, the general list can be drawn up even earlier than two weeks, at the decision of the director of the CNED.

The general list includes:

- Identification data of the applicant and the individual house;
- The set of documents presented in the file;
- Compliance of the applicant with the eligibility criteria;
- Recommendation for approval (with indication of the measures accepted) or decision and reason for rejection.

94. Every two weeks, the Director of CNED sends to CFR the applicants' applications for funding accompanied by the Reports on the evaluation of the files for Component II - Construction works in order to examine and take the decision to approve or reject the funding.

95. The CFR examines the Financing Applications and the Evaluation Reports (Component II – Construction Works) within up to 5 days of receipt and takes the decision to approve or reject the Financing Applications for Component II.

96. The decisions of the CFR are recorded in a Minutes of the meeting, which specify, for each request, the decision taken. In case of rejection of funding, the reason for rejection shall be clearly stated. The CFR Verbal process related to the approval or rejection of the financing application must contain at least the following information about:

- Identification data of the applicant and the individual house;
- The set of documents presented in the file;
- Compliance of the applicant with the eligibility criteria;
- Approval decision (indicating the measures accepted) or decision and reason for rejection of funding.

97. The approval by the CFR of the financing of eligible applicants and of the energy rehabilitation measures of individual houses is carried out within the limits of the financing ceilings approved in the Financing Product.

98. After the decision taken by the CFR, the CNED informs the applicants about the acceptance or rejection of the financing for Component II. Notifications are prepared by SPDECRP specialists, endorsed by the head of SPDECRP and signed by the director of CNED. Once signed, they are sent to applicants by SPDECRP via the 'FEERM' Platform, the 'Green House' Funding Product and to the email address indicated by the applicants.

99. If applicants are accepted for funding under Component II, the CNED shall send a Notification of Acceptance within 15 days of the adoption of the decision by the CFR. The notification of acceptance shall include the obligation to sign the Grant Contract and the deadlines to be respected by the beneficiary.

100. If applicants are not accepted for funding under Component II, the CNED shall submit a Notification of rejection within 15 days of the decision taken by the CFR specifying the reason for the rejection of the application for funding.

VII. SELECTION OF SPECIALISTS FOR INCLUSION IN THE LIST OF SPECIALISTS PROVIDED FOR EVALUATION SERVICES OF ENERGY REABILITY MEASURES FOR INDIVIDUAL HOUSES AND ECONOMIC OPERATORS CONCERNING THE POSSIBILITY OF PARTICIPATING IN THE EXECUTION OF ENERGY REABILITY WORKS FOR INDIVIDUAL HOUSES

7.1. Selection of specialists for inclusion in the list of specialists providing services for the assessment of energy renovation measures for individual houses

101. Under the 'Green House' Financing Product, the assessment of energy renovation measures for individual houses is carried out by qualified specialists/economic operators in the field of construction and energy efficiency, included in the 'FEERM' Platform, the 'Green House' Financing Product, who hold one of the following qualifications:

- energy auditors, category Buildings and Industry, qualified and registered in the Electronic Register of Energy Auditors, published on the CNED website;
- certified designers;
- EUREM energy managers;
- economic operators providing energy audit services.

102. The inclusion of specialists in the 'FEERM' Platform, the 'Green House' financing product, is carried out by CNED on the basis of an Open Call to identify and select qualified specialists/operators in the field of construction and energy efficiency.

103. The provision of services for the assessment of energy renovation measures for individual houses can be carried out by both natural and legal persons (further qualified specialists in the field of construction and energy efficiency), in accordance with the requirements of the 'Green House' Financing Product.

104. The call for the identification and selection of qualified specialists in the field of construction and energy efficiency shall contain at least the following information:

- a. a brief description of the Financing Product and the energy rehabilitation measures eligible to be financed under it;
- b. eligibility criteria such as qualifications/attestations required to be held including a brief description thereof;
- c. the necessary documents, standard/form requests, consent to the processing of personal data and self-declarations required to be completed and/or submitted;
- d. general provisions on how to submit documents, the procedure for evaluating files and informing applicants of the decision taken by the CNED;
- e. other information arising from the provisions of the Funding Product.

105. The evaluation of the files submitted by qualified specialists in the field of construction and energy efficiency is carried out by the Evaluation Committee, created within the CNED IP from the institution's scriptural staff. The Commission will approve the list of specialists eligible for the provision of services for the assessment of energy renovation measures for individual houses and will send the information on the decision taken to the head/designated specialist of SPDECRP to introduce the approved list within the "FEERM" Platform, the "Green House" financing product.

106. The update of the list under the 'FEERM' Platform, the 'Green House' financing product, takes place continuously according to the identified needs to complete the list of new specialists or to exclude from it specialists on the basis of which non-compliances established by the CNED have been identified.
107. Deviations found in three Assessment Reports/Feasibility Studies of Energy Rehabilitation Measures for Individual Houses or Energy Audit Reports are considered as non-compliances when the qualified specialist in the field of construction and energy efficiency commits errors when performing the technical-economic calculations, such as:
- a. the dimensions and/or characteristics of the building envelope components and engineering systems are not specific to the individual house being analysed (e.g.: wrongly calculated volumes, wrongly determined characteristics);
 - b. miscalculation and misuse of economic indicators (energy savings based on standardised conditions, NPV, DRI);
 - c. the measures proposed for implementation do not comply with the specific eligibility requirements for energy renovation measures for individual houses set out in the Financing Product;
 - d. the type and characteristics of the proposed materials and equipment do not correspond to the minimum technical requirements specified in the Guidelines for the implementation of energy efficiency measures and the use of renewable energy sources in the residential sector: (<https://cned.gov.md/sites/default/files/document/attachments/guid ee imobile locative .pdf>);
 - e. the lack of justification of the data used or the formulation of conclusions and recommendations that do not reflect the actual situation analysed.
108. The monitoring of the non-compliances found in the Evaluation Reports/Feasibility Studies of the Energy Rehabilitation Measures of the Individual Houses or the Energy Audit Reports shall be carried out by the SPDECRP specialists involved in the evaluation procedure of the files for Component II – construction works.
109. The non-compliances are identified by the SPDECRP specialists responsible for the evaluation of the files and are mentioned in the Evaluation Reports (Component II – Evaluation of energy rehabilitation measures for individual houses).
110. The monitoring of the non-compliances identified for each of the qualified specialists in the field of construction and energy efficiency, included in the 'FEERM' Platform, the 'Green House' financing product, is carried out by the head of SPDECRP, who, based on the information in the Evaluation Reports (Component II – Evaluation of energy rehabilitation measures for individual houses).
111. On a monthly basis, the head of SPDECRP draws up and submits to the Evaluation Committee the list of specialists for whom non-compliances have been found in three evaluation reports/feasibility studies of energy renovation measures for individual houses or energy audit reports.
112. If the list also includes non-compliances related to the energy audit reports, these are sent by the head of SPDECRP, including to the Qualification and Compliance Section for the Implementation of Public Policies for Energy Efficiency and Renewable Energy Sources within CNED, in order to be included in the list of energy audits subject to verification and, if necessary, the application of the provisions of point 25, sub-item. 4 of the Regulation on energy auditors and energy audit approved by Government Decision no. 676/2020.

113. After the list has been submitted, the Evaluation Committee shall, within 2 days, examine the list of specialists for whom non-compliances have been found in three Evaluation Reports/Feasibility Studies of Energy Rehabilitation Measures for Individual Houses and, in the absence of objections and/or proposals thereon, approve the final list;
114. In the event of objections and/or proposals to the list submitted, the Evaluation Committee shall ensure appropriate coordination and resolution, within up to 5 days, with the involvement of specialists from the CNED.
115. After coordination and approval of the list of specialists for whom non-compliances were found, it is sent to the head of SFEESR to ensure the exclusion from the Platform "FEERM", the financing product "Green House", of the specialists existing in this list;
116. Within 1 day of receiving the decision of the Committee of Experts set up within the CNED to verify the quality of the Energy Audit Reports, the head of SPDECRP shall inform the Deputy Director of the received decision. Where the Committee of Experts has found major non-compliances on the basis of point 25, sub-point 4 of the Regulation on energy auditors and energy audit approved by Government Decision no. 676/2020, the head of SPDECRP, requests the approval of the director of CNED regarding the exclusion from the Platform "FEERM", the financing product "Green House" of the energy auditor.
117. After obtaining the approval of the Director of CNED on the exclusion from the 'FEERM' Platform, the 'Green House' financing product of the energy auditor, the list shall be submitted to the Head of SFEESR in order to ensure his exclusion from the 'FEERM' Platform, the 'Green House' financing product.
118. Qualified specialists in the field of construction and energy efficiency, excluded from the FEERM Platform, the "Green House" financing product may submit a new application for inclusion in the list of specialists eligible for the provision of services for the assessment of energy renovation measures of individual houses, only after the expiry of one year from the date of its exclusion from that list and only after completing a continuous professional training/improvement course in the field of energy efficiency of buildings.

7.2. Selection of economic operators regarding the potential participation in the execution of energy rehabilitation works of individual houses and construction works

119. The construction works related to the implementation of energy rehabilitation measures for individual houses are carried out by economic operators (further referred to as construction companies) selected by CNED and included in the 'FEERM' Platform, the 'Green House' financing product.
120. The selection of economic operators is carried out by the CNED on the basis of an Open Call to identify potential economic operators that may participate in the execution of energy renovation works for individual houses under the 'Green House' Financing Product.
121. The call to identify potential economic operators that may participate in the energy renovation of individual houses under the Green House Financing Product shall contain at least the following information:
 - a. a brief description of the Financing Product and the energy rehabilitation measures eligible to be financed under it;
 - b. brief description of eligibility and company selection criteria;
 - c. the necessary documents, standard applications/forms and self-declarations required to be completed and/or submitted;

- d. general provisions on how to submit documents, the procedure for evaluating files and informing applicants of the decision taken by the CNED;
 - e. other information arising from the provisions of the Funding Product.
122. The evaluation of the files submitted by the economic operators is carried out by the Evaluation Committee, created within the CNED from the institution's scriptural staff. The Commission will approve the list of confirmed economic operators for the execution of energy renovation works for individual houses and will send the information on the decision taken to the designated head/specialist of SFEESR to include the approved list in the Platform "FEERM", the financing product "Green House".
123. The update of the list under the 'FEERM' Platform, the 'Green House' financing product, takes place on a continuous basis, depending on the interest of economic operators to participate in the execution of energy renovation works for individual houses by completing the list of new economic operators or by excluding from it economic operators in respect of which non-compliances established by the CNED have been identified.
124. The following deviations of economic operators shall be considered as non-compliances:
- a. does not carry out the construction works for which it was contracted within the terms laid down in the contract and refuses any cooperation with CNED and the beneficiary of the project in order to identify solutions for completing the execution of the works;
 - b. carried out the works related to the energy renovation measures of the individual house for which it was contracted, using materials/goods that do not meet the minimum quality requirements set in accordance with the contract and the Green House Financing Product;
 - c. refuses to remove the non-conformities identified by the CNED specialists in the works performed. The non-compliances compulsorily detected are mentioned in the Field Visit Reports;
 - d. there is at least evidence from the beneficiaries of the funding that the CNED has been informed of the termination of the procurement contracts as a result of the construction company's failure or improper fulfilment of the contractual clauses;
 - e. there is at least evidence from the beneficiaries of the funding that the CNED has been informed of the submission of false documents that served as a basis for contracting it;
 - f. does not remove the non-conformities provided for in the acceptance report at the end of the works within the terms set out therein.
125. The monitoring of the non-compliances identified for each operator, included in the 'FEERM' Platform, the 'Green House' financing product, is carried out continuously by the SFEESR specialists responsible for monitoring the implementation of the energy rehabilitation measures for individual houses provided for in the Financing Contract.
126. On a monthly basis, the head of the SFEESR shall draw up and submit to the Evaluation Commission the list of operators for whom non-compliances have been identified.
127. After the submission of that list, the Evaluation Committee shall, within a period of up to 7 days, examine the list of economic operators in respect of which non-compliances have been identified and, in the absence of objections and/or proposals to that effect, approve its exclusion from the list.
128. In the event of objections and/or proposals concerning the list of economic operators in respect of which non-compliances have been identified, the Evaluation Committee shall ensure appropriate coordination and resolution, within up to 5 days, with the involvement of specialists from the CNED.

129. Once the list of economic operators for which non-compliances have been identified has been approved, it is sent to the head of SFEESR to ensure exclusion from the 'FEERM' Platform, the 'Green House' financing product of the construction companies on this list. The secretary of the evaluation committee will ensure that the operator is informed of the decision approved by the committee and the reasons for exclusion.
130. Economic operators excluded from the 'FEERM' Platform, the 'Green House' financing product, may submit a new application for inclusion in the list of operators for the execution of energy renovation works for individual houses after the expiry of one year from the date of their exclusion from that list or only after submitting three recommendations for the good execution of similar works from the beneficiaries of these works in the Republic of Moldova, executed during the last year.

VIII. SIGNATION, AMENDMENT AND DEFINITION OF THE FUNDING CONTRACT. CONTRACTING CONSTRUCTION WORKS (IF DESIGN SERVICES)

8.1. Signature of the Grant Contract

131. On the basis of the CFR's decision to accept the list of beneficiaries for Component II – construction works, the DJA completes the Financing Contract (in accordance with the model in [Annex 11](#)) and informs the beneficiary by telephone and email of the need to sign it.
132. The financing contract shall be signed by the Director of the CNED and the beneficiary within 30 working days of receipt by the beneficiaries of the notifications regarding the approval of the financing application under Component II – Construction works.
133. A person other than the beneficiary shall have the right to sign the financing contract if he or she has a notarially authenticated power of attorney or power of representation based on an electronic or mobile signature, recorded in the Register of Powers of Attorney based on an electronic signature, which gives him or her the right, by and on behalf of the beneficiary, to sign the financing contract.
134. The financing contract shall include, but not be limited to:
- the list of measures to be implemented;
 - the conditions for amending the financing contract;
 - specific ceilings for the granting of financial incentives;
 - the rights and obligations of the Parties;
 - specific ceilings for the financing of energy efficiency measures and the recovery of renewable energy sources.
135. In case of non-fulfilment of the obligation to sign the financing contract within the stipulated deadline, CFR will approve the exclusion of the applicant from the list of beneficiaries, and he will have to submit a new financing application.
136. The necessary steps to be taken by the persons responsible for approving the requested amendments are described in the paragraph Amendments to the Financing Agreement.

8.2. Procedure for amending the Grant Agreement

137. Any changes to the financing contract will be made by concluding an additional agreement.
138. Changes to the elements of the Project are usually not allowed, except for those considered minor and non-essential, which will be made only with the preliminary and written consent of the CNED.

- Minor and non-essential changes to the project: changes that will be related to the replacement of materials, methods or technologies implementing the Project, but will have the effect of achieving the same or higher projected energy efficiency parameters, as well as ensuring an equal or higher level of durability and quality.
 - Substantial changes to the project: changes that significantly affect the nature and conditions of the implementation of the Project influencing the energy efficiency parameters to be achieved.
139. Any proposals to amend the technological solutions adopted for the execution of the works or design (as appropriate) during the implementation period must be submitted in the form of a written request to the CNED, either on the initiative of the beneficiary or on the initiative of the CNED.
140. SFEESR will analyse the reasons for the change as well as the degree of change requested. In case of substantial changes related to the amount of funding, and proposes the decision for approval of the CFR.
141. If the modification of the financing contract by CFR is approved, an additional period of up to 1 month will be granted for the modification/update of the project.
142. If the Beneficiary requests a minor or non-essential modification of the provisions of the Grant Agreement, SFEESR shall draw up an information note to the Director of CNED, with an opinion on the appropriateness of modifying the Grant Agreement.
143. Minor and non-essential amendments to the provisions of the grant contract shall also cover amending actions relating to the following cases:
- replacement/exclusion of investment items or purchase of additional investment items;
 - changing the model of the good or decreasing/increasing its quantity, if the same similar technical parameters or better-performing versions are preserved;
 - other changes, which do not affect the purpose of the investment project.
144. The modification of the general data of the financing contract (bank orders, contact details, etc.) shall be considered as a non-substantial modification.
145. After the full completion of the implementation of the energy renovation measures of the dwelling and the verification of the supporting documents submitted by the Beneficiary, and the financing is approved by the CFR, the parties will sign an additional agreement to the Contract, in which the total cost of the Project will be established, including the contributions assumed by each party.
146. Based on the Final Evaluation Report of the project and the CFR decision approving or rejecting the financing, the DJA will draw up, within 15 days, the Additional Agreement to the Financing Contract and will ensure its signature by all parties involved.

8.3. Contracting of construction works (where applicable design services)

147. The contracting of the construction works and, where applicable, of the design services shall be carried out by the beneficiaries, who shall conclude contracts for the works with economic operators from the list available on the 'FEERM' Platform, the 'Green House' Financing Product.
148. The cases for which it is necessary to draw up the project documentation are to be determined by the construction company together with the beneficiary in accordance with the provisions of the Urbanism and Construction Code no. 434/2023.
149. The preparation of the Project Documentation is to be carried out on the basis of the provisions of the Urbanism and Construction Code no. 434/2023 and the secondary normative framework.

150. The contracting of economic operators by the beneficiaries takes place on the basis of a model tender specifications and a model contract approved by order of the director of the CNED, which can be downloaded from the 'FEERM' Platform, the 'Green House' financing product.

IX. MONITORING THE FUNDING CONTRACT

9.1. General provisions

151. Monitoring is the set of measures carried out in order to ensure compliance with the implementation of the Financing Contract, compliance with the contractual provisions and to reduce the risks of non-compliant use of financial means.

152. By monitoring the implementation of the provisions of the Financing Contracts is meant the monitoring of the aspects related to the implementation of the projects financed by the CNED on the basis of the contractual provisions. The role of monitoring becomes even greater as it provides the parties involved in the project implementation process with prior information about the success/progress or failure of the implementation so that they can take certain actions in case of need.

153. CNED specialists will draw up monthly, based on the Progress Reports submitted by the beneficiaries, a Report with relevant information on the projects, with the beneficiaries to whom the Financing Contracts have been signed.

154. Thus, CNED specialists will determine monthly (if applicable) the status of the execution of the provisions of the Financing Contract by awarding one of the following options:

- 'green' if the Grant Agreement is performed in accordance with the contractual provisions;
- 'yellow' if certain problems are identified that require further clarification or some minor corrective action is needed;
- 'red' if it is found that the provisions of the Grant Contract have not been substantially implemented.

155. During the monitoring visits, the beneficiary is obliged, according to the contractual conditions, to provide free access to all the goods/raw materials, documents related to the implementation of the project, but without jeopardizing the implementation activity carried out by the beneficiary.

156. Monitoring may take place without going to the site of the works if there is sufficient information and evidence to determine the fulfilment of the obligations assumed by the beneficiary under the grant contract.

157. If in the monitoring process were found violations of the provisions of the financing contract and/or those provided in this MO, SMCRP proposes possible solutions or corrective measures that should be adopted in order to remedy the situation.

9.2. Procedure for monitoring the works related to energy rehabilitation measures for individual houses

158. Within 7 days of signing the contract with the construction company, the beneficiary must upload the scanned copy of the contract to the 'FEERM' Platform, the 'Green House' Financing Product. Failure to do so within the deadline may be grounds for termination of the contract with the CNED.

159. If the beneficiaries of the financing sign additional agreements with the construction company, they will send to CNED, via the 'FEERM' Platform, the 'Green House' financing product, a copy of the additional agreements signed.

160. At least 5 days before the start of the construction works, the beneficiaries shall notify the CNED, via the 'FEERM' Platform, of the 'Green House' financing product, of the date of the start of these works by the construction company.
161. The verification of the execution of the construction works and their quality takes place in accordance with the provisions of the Urbanism and Construction Code no. 434/2023 and the secondary normative framework. In this respect, the beneficiary is responsible for contracting the site manager, who together with CNED will ensure the monitoring of the execution of the construction works in accordance with the provisions of the normative framework, the financing contract, the Financing Product and this MO.
162. The CNED, as appropriate, may carry out field visits to verify the implementation of the project.
163. The basic objectives of monitoring the execution of works are:
- Ensure that the investment project is implemented in accordance with the requirements of the CNED;
 - Provide intelligence on the progress achieved in achieving planned results and facilitate reporting of these results to the responsible institutions;
 - The monitoring of the works will comply with the provisions of the Urbanism and Construction Code and the '4 eyes' verification principle. Respectively, verification will be ensured both by the site supervisor and by the SFEESR specialists during the organized visits;
 - Informing and alerting the CNED about the deficiencies identified at the project implementation stage, on the basis of which certain actions and adjustments necessary to ensure the compliance and finality of the project are taken in useful terms.
164. SFEESR is responsible for monitoring the implementation of the energy rehabilitation measures for individual houses provided for in the Financing Agreement.
165. The Director of the CNED, at the proposal of the Deputy Director of the CNED, designates, by order, the SFEESR and SMCRP specialists responsible for monitoring the implementation of the provisions of the Financing Contract, processing the information in the reports and documents submitted by the beneficiaries to the CNED, as well as selects the RCT, which will be responsible for verifying the execution of the works by carrying out field visits. If necessary, specialists from outside the institution can be contracted.
166. SFEESR specialists are responsible for:
- verification of the Application for approval of the execution of works (CPAEL) submitted to the CNED by the beneficiary in accordance with the provisions of the Financing Contract;
 - verifying the volumes of works presented in the CPAEL with those specified in the project (corresponding to the project implementation with the volumes of works specified in the Financing Contract), presented to the CNED by the beneficiary;
 - joint verification with the RCT of the compliance of the quality of the works (corresponding to the project implementation with the minimum quality requirements specified in the Financing Contract) presented in the CPAEL by the beneficiary;
 - joint participation with RCT in visits to objectives accepted for funding;
 - receipt and approval of reports submitted by RCT.
167. SMCRP specialists are responsible for:
- Verification and confirmation of the correctness of the financial information indicated in the CPAEL submitted by the beneficiary in accordance with the provisions of the Financing Contract.

168. After the actual completion of all works, the funding beneficiary notifies the CNED, via the 'FEERM' Platform, of the 'Green House' funding product and submits the following documents to the CPAEL:
- The minutes of acceptance of the works carried out (typed interdepartmental form No C2n), in original, signed by the contractor, technical officer and site manager;
 - The protocols for checking the quality of the works that become hidden, signed by the technical manager and the site manager, as the case may be;
 - Laboratory test report for the electrical part – for Group F, V, and D measures (if applicable);
 - Report Certification of used and accumulated materials and equipment, according to the model in Annex no. 14 to the MO with the attachment of certificates of conformity/declarations of conformity and/or technical sheets for materials and equipment/machinery submitted for payment;
 - Photographs of the building elements of the individual house that have been energy rehabilitated and/or of the newly installed equipment/installations;
 - For Group F measures, the corresponding document issued by the National Agency for Energy Regulation will be presented;
 - for Group D measures, the leak check report shall be submitted;
 - Other necessary documents.
169. After verification of the CPAEL, including the Volumes and Financial Costs component, the beneficiary will have to notify the need to initiate the acceptance upon completion of the works.
170. After receiving the notification, the SFEESR specialist establishes with the funding beneficiary the date for the acceptance at the end of the works, which ends with the signing of a Reception Process-Verbal at the end of the works (drawn up in accordance with the Urbanism and Construction Code No 434/2023) by the Reception Commission specialists, the CNED Representative and other relevant participants in accordance with the procedures specified by the legislation in force (Urbanism and Construction Code No 434/2023).
171. In order to ensure the quality of the works carried out under the project, provisions relating to the guarantee period, established in accordance with the provisions of the Urbanism and Construction Code No 434/2023, may be included in the model of the contract for the contractor, which will be available on the 'FEERM' Platform, the 'Green House' financing product.
172. After the end of the guarantee period – which will start when the acceptance check-process is signed at the end of the works – the beneficiary will initiate the signing of the final acceptance check-process, a procedure developed in accordance with the provisions of the Urbanism and Construction Code No 434/2023. The beneficiary will send to the CNED a notification of information on the date of convening the commission meeting for the final reception, inviting the CNED representatives to participate in it.
173. After receiving the notification from the beneficiaries regarding the information about the date of convening the meeting for the final reception, within 5 days, the Director of CNED, at the proposal of the Head of SFEESR, delegates specialists from SFEESR or RCT for participation in the final reception procedure.

9.3. Field visits

174. During the visits, the implementation stages of the projects can be identified, as well as their compliance or non-conformity with the implementation stages stipulated in the Financing Contract. Field visits are a measure to prevent the poor execution of works.
175. The purpose of the visits is to verify the compliance of the situation described in the supporting documents on which the project was approved, as well as the documents relating to the CPAEL, by the

RCT, with the actual situation at the objective of implementing the project, in order to prevent implementation errors. CNED representatives have the right to carry out the necessary measurements and checks to identify the compliance of the execution of the works in accordance with the Financing Contract.

176. During the field visits, the RCT, the beneficiary, the representative of the economic operator, the site manager, the technical manager, the designer, as the case may be, will be present.

177. Field visits can be of several types:

- Planning the start of work: to the procedure for the initiation of works;
- Verification of completion of works: shall be carried out after submission by the beneficiary of the CPAEL;
- Verification of works (current): is carried out for the purpose of verifying the implementation of the project;
- Extraordinary visit (ad hoc): the implementation of the project is checked, in this case the CNED is not obliged to inform the project beneficiary about the organisation of the visit;
- Final verification: acceptance procedure at completion of works and final acceptance;
- Other (please specify): procedures carried out at the end of the works, request for amendment of the Financing Contract, etc.

178. After each field visit, the RCT will complete and submit for analysis and approval to the SFEESR specialist, the Report on the field visit, according to the model in [Annex no. 12](#) to the MO.

179. Within 2 days of receiving the Report on the field visit, the SFEESR specialist ensures its endorsement by the head of SFEESR and then sends it for information to the Project Beneficiary.

9.4. Steps of verification and validation of documents confirming the investment made

180. The financing contract will set out the stages of implementation of the project and the periods for submitting documents for payment.

181. After the actual completion of all works, the funding beneficiary notifies the CNED, via the 'FEERM' Platform, of the 'Green House' funding product.

182. The acceptance of documents by the CNED is based on the following standardised forms:

- Works and Costs Compliance Form (FCLC) in accordance with the template in [Annex 13](#) to the MO.
- Project Implementation Assessment Report (REIP) according to the template in [Annex No. 14](#) of the MO.

183. The form of conformity of works and costs, includes 2 components:

- A: Volumes and costs component;
- B: Invoices and payments component.

184. In order to avoid exceeding project implementation deadlines, CNED will ensure an efficient and rhythmic process of verification of payment documents by excluding bureaucratic approaches and avoiding delays (regardless of the nature of the reasons).

9.5. CPAEL processing cycle: Volumes and costs component

Step 1.	The beneficiary shall submit to the CNED, via the 'FEERM' Platform, the 'Green House' financing product, within 30 days of completion of the works, CPAEL, in accordance with the model in Annex No 15 to the MO, accompanied by the following documents, duly signed: : • The minutes of acceptance of the works carried out (typed interdepartmental form No C2n), in original, signed by the contractor, technical officer and site manager;
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	• Minutes of checking the quality of the works that become hidden, as the case may be; • Laboratory test report for the electrical part – for Group F, V, and D measures, as applicable; • Report Certification of used and accumulated materials and equipment, according to the model in Annex no. 16 to the MO with the attachment of certificates of conformity/declarations of conformity and/or technical sheets for materials and equipment/machinery submitted for payment; • Photographs of the building elements of the individual house that have been energy rehabilitated and/or of the newly installed equipment/installations; • For Group F measures, the corresponding document issued by the National Agency for Energy Regulation will be presented; • For Group D measures, the leak check report shall be submitted; Other documents required. The SFEESR specialist analyses the file, completes the FCLC (compartment A) and, in case of non-compliance, stops the CPAEL processing according to the procedure described below. Processing time – 3 calendar days
Step 2.	After completing the FCLC (compartment A), the SFEESR specialist informs the RCT about the need to carry out the field visit and completes the Request for travel to the objective. The RCT carries out the visit to the objective, as appropriate, with the participation of the SFEESR specialist. After the field visit, the RCT completes the Report on the field visit in accordance with the model set out in Annex 10 to the MO. The SFEESR specialist examines the documents submitted by the beneficiary (corresponding to the implementation of the project with the conditions of the Financing Product and the minimum quality requirements laid down in the technical regulations for construction), taking into account the conclusions indicated in the Report on the field visit, completes and signs the FCLC with an indication of the results of the examination of the payment documents and completes and signs the REIP. After confirming the conformity of the documents listed above, send them to the Head of SFEESR for endorsement. Processing time – 10 calendar days
Step three.	The head of SFEESR examines the documents received from the SFEESR specialist and endorses the FCLC and REIP, after which he sends the full set to the SMCRP specialist. Processing time – 1 calendar day
Step 4.	The SMCRP specialist examines the documents received from the head of SFEESR (corresponding to the correctness of the financial information indicated in the CPAEL submitted by the beneficiary in accordance with the provisions of the Financing Contract) and endorses the FCLC and the REIP, after which he sends the full set to the head of SMCRP. Processing time – 2 calendar days
Step five.	The head of SMCRP examines the documents received from the SMCRP specialist and endorses the FCLC and REIP, after which he sends the full set to the DJA. Processing time – 1 calendar day
Step 6.	The DJA examines the documents received from the head of the SMCRP, completes and approves the FCLC with an indication of the results of the examination of the payment

	documents and, after confirming their compliance, sends them together with the FCLC to the Deputy Director of the CNED for endorsement. It also endorses the REIP. <i>Processing time – 1 calendar day</i>
Step 7.	The Deputy Director shall examine the documents received from the DJA and endorse the FCLC with the submission of the full set of documents to the Director for approval. It also endorses the REIP. <i>Processing time – 1 calendar day</i>
Step 8.	Director reviews all received documents and coordinates FCLC, signs REIP <i>Processing time – 1 calendar day</i>

185. The terms of processing are set out as follows:

Step 1.	FEESR specialists	3 days
Step 2.	FEESR specialist, RCT.	10 days
Step three.	Head of FEESR	1 day
Step 4.	The SMCRP Specialist	2 days
Step five.	Head of SMCRP	1 day
Step 6.	DJA	1 day
Step 7.	CNED Deputy Director	1 day
Step 8.	Director of CNED	1 day
TOTAL calendar days of the processing cycle 20 days		

186. If the CPAEL submitted by the beneficiary does not meet all the requirements described in this MO or any deviation or discrepancy is found in the verification process, the document processing may be stopped by the specialist responsible for the CPAEL verification.

187. Reasons for the termination by CNED of the 30-day payment period:

- If a dispute arises over the documents submitted by the beneficiary, and the (minor) mistakes/divergences identified can be rectified without rejecting the CPAEL (for example, there is a lack of signatures/stamp on certain documents submitted, certain mandatory details are missing in the payment documents, etc.);
- Other specific circumstances.

188. The SFEESR specialist, after collecting all the non-compliances identified by the CNED specialists, will draw up a Note on the cessation of CPAEL processing and will complete the FCLC in the respective compartment, which will be countersigned accordingly. The termination will be notified to the beneficiary through the SFEESR specialist on the same day as one of the reasons for the termination was established, regardless of the reason for the termination. The period for termination of payment (30 calendar days) starts to run from the day of dispatch of the Notification to the beneficiary. The beneficiary's notification is made in writing via the SFEESR specialist and sent via the 'FEERM' Platform, the 'Green House' Financing Product. The exact reason for the termination and the proposed solution should be indicated in the FCLC with the following content included in the Comments chapter: 'The processing period shall cease on that day; this termination will cease once all identified divergences have been removed, which will allow the resumption of CPAEL processing'. The CNED specialist will register the termination on the 'FEERM' Platform, the 'Green House' financing product, and after the expiry of the deadline, he will mention the resumption of the termination and the reasons.

189. During the termination period, CPAEL will remain under the management of the CNED specialist, who initiated the termination. The resumption of the CPAEL processing deadline will start from the day on which all identified divergences will be removed.
190. If the payment documents submitted by the beneficiary do not meet all the requirements described in this MO or any deviation or discrepancy is found in the verification process, the CPAEL may be proposed for rejection by the specialist responsible for the CPAEL verification.
191. The SFEESSR specialist will draw up a Note on the rejection of document processing and will complete the FCLC in the respective compartment, which will be countersigned by the heads of FEESR and DJA, the deputy director of CNED and approved by the director of CNED, and will be sent to the CFR.
192. The exact reason for the rejection will be indicated in the FCLC with the following content in the Comments chapter: 'CPAEC is rejected'.
193. The beneficiary will remedy the shortcomings by submitting a new CPAEC. Documentary confirmation of the removal of the shortcomings will also be attached.

9.6. CPAEL processing cycle: Invoices and payments component

194. After the completion of the CPAEL examination procedure on the confirmation of volumes and costs, the CNED informs the beneficiary of the preliminary confirmation of the volumes of works and requests the beneficiary to submit confirmatory documents for making payments.
- copy of the tax invoice, payment orders/bank statements confirming the payment of the costs of the services for the assessment of the energy rehabilitation measures of the individual house (only if these costs were covered from the beneficiary's own sources);
 - copy of the tax invoice, payment orders/bank statements confirming the payment of the costs of the works/services related to the implementation of the energy rehabilitation measures of the individual house, demonstrating that the beneficiary paid the contracted companies the full cost of the works/services;

Step 1	The beneficiary shall submit to the CNED, via the 'FEERM' Platform, the 'Green House' financing product, within 10 days, the following documents: • The minutes of acceptance of the works carried out (typed interdepartmental form No C2n), in original, signed by the contractor, the technical officer and the site manager and the beneficiary; • Copy of the tax invoice, payment orders / bank statements confirming the payment of the costs of the services for the assessment of the energy rehabilitation measures of the individual house (only if these costs were covered from the beneficiary's own sources), with the notion corresponds to the original; • copy of the tax invoice, payment orders/bank statements confirming the payment of the costs of the works/services related to the implementation of the energy rehabilitation measures of the individual house, demonstrating that the beneficiary paid the contracted companies the full cost of the works/services, with the notion corresponding to the original; After receiving the documents, the SMCRP specialist completes the FCLC and sends for approval to the Head of SMCRP. <i>Processing time – 2 calendar days</i>
Step 2.	The head of SMCRP examines the documents received from the SMCRP specialist and endorses the FCLC and REIP, after which he sends the full set to the DJA.

	<i>Processing time – 1 calendar day</i>
Step three.	The DJA examines the documents received from the head of the SMCRP, completes and approves the FCLC with an indication of the results of the examination of the payment documents and, after confirming their compliance, sends them together with the FCLC to the Deputy Director of the CNED for endorsement. It also endorses the REIP. <i>Processing time – 1 calendar day</i>
Step 4.	The Deputy Director examines the documents received from the DJA and approves the payment documents, with the transmission of the full set of documents to the Director for approval. It also endorses the REIP. <i>Processing time – 1 calendar day</i>
Step five.	The Director shall examine all documents received and, after approval by the FCLC, shall sign the REIP. <i>Processing time – 1 calendar day</i>

195. The terms of processing are set out as follows:

Step 1.	The SMCRP Specialist	2 days
Step 2.	Head of SMCRP	1 day
Step three.	DJA	1 day
Step 4.	CNED Deputy Director	1 day
Step five.	Director of CNED	1 day
TOTAL 6-day processing cycle calendar <i>days</i>		

9.7. Reception procedure at completion of works

196. After receiving the notification, the SFEE SR specialist establishes with the funding beneficiary the date for the acceptance at the end of the works, which ends with the signing of a Reception Process-Verbal at the end of the works (drawn up according to the Urbanism and Construction Code no. 434/2023) by the Reception Commission specialists, the CNED Representative and other relevant participants according to the procedures specified by the legislation in force (Urbanism and Construction Code no. 434/2023).

197. If during the acceptance procedure at the end of the works it is found that it is necessary to complete certain outstanding works or to remove some defects, a separate list of them will be drawn up according to the provisions of the normative framework with their clear indication and a defined schedule of improvements and corrections, which will be attached to the acceptance process at the end of the works.

198. The list of works requiring repairs or corrections in order to ensure the durability of the works will be drawn up as a result of the visual inspection, by the representatives of the CNED together with the members of the acceptance commission.

199. In order to ensure the quality of the works carried out under the project, provisions relating to the guarantee period, established in accordance with the Urban Planning and Construction Code No 434/2023, may be included in the model of the contract for contractors, which will be available on the 'FEERM' Platform, the 'Green House' financing product.

200. Once the acceptance report has been signed at the end of the works, it will be sent to the CNED via the 'FEERM' Platform, the 'Green House' financing product.

9.8. Examination and final evaluation of the project

201. Once the implementation of all stages of the project has been completed and the acceptance process has been signed at the end of the works, the procedure for the final evaluation of the project and the confirmation of the financial incentives is initiated.
202. Within 10 days from the signing of the acceptance PV at the end of the works, SMCRP specialists draw up the Final Evaluation Report of the project (the Form typed and approved by the Order of the Director) which is coordinated by SFEESR, DJA, SMCRP, Deputy Director CNED.
203. The standard form of the Final Project Assessment Report shall include at least the following information:
- General information about the project;
 - Final information on the measures envisaged in the project;
 - Final information on the volumes covered by the project;
 - Information on the expected costs of the project;
 - Information on the final costs of the Grant Agreement.
204. The final evaluation report of the project, coordinated by the responsible persons, shall be approved by the Director of CNED within 5 days of its receipt.
205. The final evaluation report of the project, together with the project file, will be submitted to the CFR for examination and evaluation.

9.9. Examination and approval of financial incentives by CFR

206. CFR examines the files and final evaluation reports of the project within 5 days of receipt and takes the decision to approve or reject the financing files.
207. CFR's decisions are recorded in a Meeting Report, which specifies, for each Report, the decision taken. In case of rejection of funding, the reason for rejection shall be clearly stated. The CFR Verbal process related to the approval or rejection of dossiers must contain at least the following information about:
- Identification data of the applicant and the individual house;
 - The set of documents presented in the file;
 - Compliance of the applicant with the eligibility criteria;
 - Amount approved for financing;
 - Approval decision (with indication of the measures accepted for funding) or decision and reason for rejection of funding.
208. The approval by the CFR of the financing of eligible applicants is carried out within the limits of the financing ceilings approved in the Financing Product.
209. After the decision taken by the CFR, the CNED informs the applicants about the acceptance or rejection of the financing for Component II. Notifications are prepared by SPDECRP specialists, endorsed by the head of SPDECRP and signed by the director of CNED. Once signed, they are sent to applicants by SPDECRP via the 'FEERM' Platform, the 'Green House' Funding Product and to the email address indicated by the applicants.
210. Payment documents may be rejected by the CFR if:
- The documents submitted do not meet the requirements of the Grant Agreement;
 - The works performed do not correspond to the specifications indicated in the Grant Contract;
 - The information submitted by the beneficiary is erroneous or does not correspond to the information reflected in the verification reports of the CNED specialists;

- Other specific circumstances, which will be described in detail in the Grant Agreement.

211. After the decision has been issued by the CFR, the Legal Directorate draws up and signs the Additional Agreement to the Financing Agreement, specifying the exact amount of the approved financial incentives.

9.10. Payments

212. Pursuant to the Final Project Assessment Report, the CFR decision approving the financing and the Additional Agreement, SMCRP will ensure that payments are made to the beneficiaries.

X. POST-IMPLEMENTATION MONITORING AND ARCHIVATION OF DOSARE

10.1. Post-implementation monitoring

213. The post-implementation monitoring of the Funding Contract starts from the moment of signing the Reception Process-Verbal at the end of the works and continues throughout the warranty period of the works related to the energy rehabilitation measures of the individual house. During this phase, CNED will collect and analyze the information related to the energy efficiency indicators of the projects, obtained as a result of the full implementation of the measures. The detailed procedure is to be developed into a Regulation on post-implementation monitoring.

214. In order to ensure the achievement of the energy efficiency indicators forecasted for the financed projects, CNED will include in the Financing Contract provisions regarding:

- Warranty period;
- Energy efficiency indicators obtained following the implementation of the project compared to the energy efficiency indicators forecasted until the implementation of the project.

215. The Director, through SMCRP specialists, ensures the monitoring of the performance of each project and the collection of relevant data on energy savings, sustainability of implemented measures, etc.

216. By order of the CNED Director, at the proposal of the Deputy Director or the Head of SMCRP, the specialist responsible for the post-implementation monitoring of the Financing Contract will be appointed, informing the Beneficiaries.

217. Post-implementation monitoring covers the actions carried out after the reception of the works/supplies and includes the deadline stipulated in the Financing Contract, determined as a period for ensuring the sustainability of the investments made and for carrying out the impact assessment of the project.

218. After the completion of the post-implementation monitoring period, the project beneficiaries will take responsibility for ensuring the sustainability of the implemented projects.

219. Once the monitoring is completed, the funding file is directed to archiving. It contains all documents and evidence accumulated in relation to the beneficiary, including a tab presenting the list of documents included and the number of pages and other provisions of this MO with reference to archiving files.

10.2. File archiving procedure

220. Archiving represents a set of measures carried out in order to keep records and to keep the files of the financed projects in safe, integral and confidential conditions provided by the legislation in force.

221. The procedure is to be carried out in accordance with the Internal Regulations of the CNED and in compliance with the normative and legislative provisions in the field.

222. The archiving process provides for the inclusion of the file in the archive register with the assignment of a unique number and ends with the submission of the file to the archive.

223. The financing files of the beneficiaries will be stored digitally or, as the case may be, in physical format, for the period of time provided by the normative acts.
224. All documents included in the financing file will be checked for correctness and compliance with the evidence resulting from the relationship with the beneficiary.
225. In order to ensure the confidentiality of the information contained in the financing file, the access of third persons will be allowed only with the permission of the CNED management, except for the bodies empowered with control functions, according to the provisions of the normative acts.
226. Once archived, the funding files can only be accessed by handover-receipt act approved by the Director.
227. Persons who have access to archived funding files are responsible for their physical integrity.
228. The archiving procedure also refers to the files rejected in the process of implementing the Funding Product.

XI. X. FINANCIAL MANAGEMENT

11.1. Transfer of funds

229. All payments shall be made by the CNED, on the basis of payment requests approved and endorsed by the Director of the CNED and other authorised persons, attaching supporting documents relating to the project for which payment is requested (copy of tax invoices, beneficiary's supplies, other accounting documents upon request).
230. The records of the sources of formation and use of the budget of the Financing Product are provided by the CNED: by components of the Financing Product, types of financing sources (fund formation) and elements of use of funds (financial incentive) in accordance with the National Accounting Standards, including taking into account requests from the Ministry of Energy, according to the budget classification.

11.2. Administrative financial procedures

231. The CNED keeps a record of each individual funding project under the 'FEERM' Platform, the 'Green House' funding product.
232. All the information related to the projects approved for financing will be included in the project file. The project file shall contain at least the following:
- a) the application for funding, with the documents relating to it;
 - b) the financing contract with its annexes and any subsequent amendments,
 - c) transfers/payments made by CNED;
 - d) correspondence between the CNED and the beneficiary of the financial incentive;
 - e) monitoring reports of the funding project.
233. The progress and final reports will be kept on the 'FEERM' Platform, the 'Green House' funding product.

11.3. Financial control

234. The financial control of the Financing Product is carried out in accordance with the provisions of the CNED Statute, by the Ministry of Energy, the CNED Council, the internal audit subdivision within the CNED, the external audit, other bodies empowered with this right.

XII. FINAL PROVISIONS

235. If the financial incentive granted is not used in accordance with the purpose of the Financing Product, during the period of validity of the Financing Contract signed by the parties, it is unilaterally terminated by CNED, as the entity implementing the Financing Product, with the recovery of the financial means granted in the form of a financial incentive.

236. The mandatory return by the Beneficiary of the obtained financial means takes place if:

- The beneficiary does not accept, avoids monitoring by the CNED and/or provides documents, false declarations that do not correspond to reality or does not present confirmatory documents;
- the investment made from the account of the financial incentive granted and of the own contribution was made with violations of the normative acts, a situation found by the CNED or the competent bodies, after the granting of the financial incentive.

237. The return of the financial incentive to the CNED shall be made by one of the following methods:

- The beneficiary shall voluntarily transfer the financial means to the CNED account within 10 days from the date of receipt of the notification to that effect;
- recovery of financial means by bringing an action before the court.

238. For all documents submitted with qualified or mobile advanced electronic signature, confirmation of verification via the governmental MSign electronic signature service will be attached to the file.

239. The conformity assessment and control of the implementation process of the Financing Product shall be carried out by the internal audit, in accordance with the order of the Director of the CNED issued for this purpose.

240. At any stage of implementation of the Financing Product, in case of non-compliance, violation of the provisions of the Financing Product, the Financing Contract, this MO, other provisions of the normative acts, the subdivisions are obliged to send the files to the DJA in order to take the necessary actions, according to the legal norms.

241. At the time of submission of the file to the DJA, it will additionally contain:

- service note of the subdivision transmitting the file, describing the history of the actions taken, the essence of the infringements, where applicable, the exact calculation of the financial means not covered by confirmatory documents, the delay period, etc.;
- the list of documents in the Beneficiary's file, with the numbering of each page.

242. The e-mail address indicated in the application documents will be used to communicate with the Beneficiary the result in the process of application, processing, pre-financing evaluation of the financing file and monitoring of the investment project.

243. The MO and its annexes may be modified/updated whenever major changes occur in the implementation system of the Financing Product. These amendments are valid and have legal effect from the moment they are approved by the CNED Council.

244. MO, including subsequent changes, will be brought to the attention of CNED employees, including development partners/financers involved in the implementation of the Financing Product.

245. This MO shall enter into force on the date of approval by the CNED Council.

ANNEXES

DECLARATION ON OWN RESPONSIBILITY

Subsemnatul(ta), _____,
data/luna/anul nașterii, _____, titular(ă) al/a buletinului de identitate (seria) _____
IDNP _____, data emiterii _____,
domiciliat(ă) la adresa _____
_____ în calitate de proprietar al casei individuale/terenului pe suprafața căruia se construiește casa individuală, pentru care solicit acordarea mijloacelor financiare nerambursabile în cadrul Produsului de finanțare „Casa Verde”, confirm că la data depunerii cererii de finanțare, nu am datorii față de bugetul public național precum și nu am careva litigii judiciare legate de bunul imobil pentru care se solicită finanțare.

Date

(Name, Surname, Signature of Owner)

Agreement on the processing of personal data

Subsemnatul(ta), _____,
data/luna/anul nașterii, _____, titular(ă) al/a buletinului de identitate (seria)
_____ IDNP _____, data emiterii
_____, domiciliat(ă) la adresa _____
_____ prin acest acord îmi exprim în mod

expres consimțământul în conformitate cu Legea nr. 194 din 25.07.2024, la prelucrarea de către reprezentanții I.P. Centrul Național pentru Energie Durabilă a datelor mele cu caracter personal, cât și a categoriilor speciale de date cu caracter personal, în legătură cu verificarea criteriilor de eligibilitate stabilite în cadrul programului de finanțare „Fondul pentru eficiență energetică în sectorul rezidențial din Republica Moldova” (FEERM).

Date

(Name, Surname, Signature of Owner)

Agreement

Subsemnatul (a), _____, în calitate de proprietar(ă) al(a) casei individuale situate la adresa _____, declar că permit vecinului meu, _____, proprietar al casei individuale situate la adresa _____, accesul pe teritoriul a cărui proprietar sunt, la necesitate, pentru efectuarea lucrărilor de reabilitare energetică a casei individuale a vecinului meu.

Date

(Name, Surname, Signature of Owner)

DECLARATION ON OWN RESPONSIBILITY

Subsemnatul(ta), _____,
data/luna/anul nașterii, _____, titular(ă) al/a buletinului de identitate (seria)
_____ IDNP _____, data emiterii
_____, domiciliat(ă) la adresa _____
_____ în calitate de proprietar al casei
individuale, pentru care solicit acordarea mijloacelor financiare nerambursabile în cadrul Produsului de
finanțare „Casa Verde”, confirm că în rezultatul analizei vizuale starea tehnică a casei individuale este
bună (pereții, soclul, planșeul subsolului, nu au fisuri mai mari de 10 mm, acoperișul nu prezintă
scurgeri/asigură protecție împotriva apelor pluviale)

Date

(Name, Surname, Signature of Owner)

DECLARATION ON OWN RESPONSIBILITY

Subsemnatul(ta), _____,
data/luna/anul nașterii, _____, titular(ă) al/a buletinului de identitate (seria)
_____, IDNP _____, data emiterii
_____, domiciliat(ă) la adresa _____
_____ declar pe propria răspundere că
casa individuală care se află în proces de construcție, pentru care solicit acordarea mijloacelor financiare
nerambursabile în cadrul Produsului de finanțare „Casa Verde”, urmează a fi utilizată în scopuri
personale și nu este destinată vânzării sau închirierii.

Date

(Name, Surname, Signature of Owner)

Annex 6: Assessment report (Component I - Assessment of energy renovation measures for individual houses): Registered individual houses

EVALUATION REPORT

(Component I - Assessment of energy renovation measures for individual houses)

Registered individual houses

I. GENERAL INFORMATION:

Type of objective for which funding is requested	☐ individual house put into service
Total useful area of the individual house, m ²	☐ ≤ 250 m ² ☐ > 250 m ²
Address of the individual house (name of district, locality and street)	
Name and surname of the applicant/owner of the individual house	
Contact details of the applicant	
Email address	

II. LIST OF DOCUMENTS (tick the documents presented):

1	☒	Copy of identity card
2	☒	Copy of the document attesting the ownership/co-ownership of the individual house or the land on which it is built
3	☒	Copy of birth certificates of minor children
4	☒	Copy of marriage/divorce certificate (if applicable)
5	☒	Statement on the lack of arrears to the national public budget and lack of legal disputes related to the immovable property for which funding is requested (household governance responsibility)
6	☒	Neighbours' agreement if the house is located at a distance of less than 60 cm from the boundary with the neighbors (only required in cases where this situation is attested)
7	☒	Copy of the latest utility bills (electricity, natural gas, heat, drinking water, domestic hot water) until the application for financing but not older than 3 months from the date of submission of the financing application to Component I)
8	☒	Agreement on the processing of personal data
9	☒	Declaration on honour that the technical condition of the individual house is good (walls, socket, basement floor, do not have cracks greater than 10 mm, the roof does not leak)
13	☒	Other (please specify)

III. MANDATORY CONDITIONS:

Criteria (the evaluation will be carried out on the basis of the information from the 'FEERM' Platform, the 'Green House' Funding Product)	Requirement	Compliance (narrative, comments)
General Information		

Information about the applicant for funding is provided	name, surname, year of birth, contact details - phone number, email address	
Information about other family members (spouse and children) is presented:	surname, first name, year of birth, ID card series and number, personal identification number, copy of marriage/divorce certificate, copies of children's birth certificates	
The energy efficiency and renewable energy recovery measures planned to be implemented in the individual house correspond to the eligible measures and the specific requirements for them indicated in the 'Green House' Financing Product	Specific requirements of the Green House Funding Product	
Pictures are presented in which are visible the elements of the individual house that the owner intends to insulate ⁵ (external walls, socket, roof, roof floor, basement floor), carpentry, or installations that want to replace them (boiler, heating system pipes, etc.).	5-10 photos	
The applicant for funding has not previously received funding through FEERM for the same energy rehabilitation measures under the same objective/individual house	Beneficiaries who have previously received funding for the same objective/individual house may submit a new application only for different energy rehabilitation measures, after the expiry of a period of 12 months from the date of receipt of the funded measures, provided that the cumulative amount of the costs of the measures does not exceed the limit of the funding ceiling	
Conditions attached to the financing applicant whose individual house is put into operation		
The information about the individual house is presented	address, cadastral number, total floor area, total useful floor area, year of construction, number of levels, structure of building envelope elements, total surface of exterior walls, windows, exterior doors, roof and basement floor (if any), type of heating, domestic hot water supply and ventilation system, type of indoor/outdoor lighting fixtures, existence or lack of sewerage system to which the house is connected	
Information on the consumption of electricity, natural gas, heat, wood, coal, etc. is presented.	The information submitted is complete and relates to the last year	
The information on utility providers is presented: electricity, natural gas, heat, drinking water, domestic hot water	The information submitted is complete and relates to the last year	
No arrears on municipal and non-municipal services provided under contracts concluded directly with service providers (household governance responsibility)		

⁵ Measures for partial thermal insulation of external walls are not approved for financing.

IV. Compliance with the Beneficiary's contribution assurance:

Estimated total cost of project implementation, MDL:	
Requested amount of the financial incentive, MDL <i>[maximum 50% of the total cost of the eligible investment]</i>	
Estimated amount of the Beneficiary's contribution for the implementation of the project, MDL <i>[minimum 50% of the total cost of the eligible investment]</i>	

V. CONCLUSIONS AND RECOMMENDATIONS*:

--

* If, following the analysis of the documents and information submitted through the "FEERM" Platform, the "Green House" Financing Product does not meet the conditions and criteria of the Financing Product, the reason shall be indicated, with the corresponding recommendations.

Senior Specialist, Dossier Reception,
Compliance Assessment and Pre-Financing
Risks Section

(signature)

(date of signature of the document)

Head of the Receipt of Files, Compliance
Assessment and Pre-financing Risks Section

(signature)

(date of signature of the document)

Deputy Director, CNED

(signature)

(date of signature of the document)

EVALUATION REPORT

(Component I - Assessment of energy renovation measures for individual houses)

Individual houses under construction

VI. GENERAL INFORMATION:

Type of objective for which funding is requested	☐ individual house in the process of construction
Total useful area of the individual house, m ²	☐ ≤ 250 m ² ☐ > 250 m ²
Address of the individual house or land intended for its construction (name of district, locality and street)	
Name and surname of the applicant/owner of the individual house or land intended for its construction	
Contact details of the applicant	
Email address	

VII. LIST OF DOCUMENTS (tick the documents presented):

1	☒	Copy of identity card
2	☒	Copy of the document attesting the ownership/co-ownership of the individual house or the land on which it is built
3	☒	Copy of birth certificates of minor children
4	☒	Copy of marriage/divorce certificate (if applicable)
5	☒	Statement on the lack of arrears to the national public budget and lack of legal disputes related to the immovable property for which funding is requested (household governance responsibility)
6	☒	Neighbours' agreement if the house is located at a distance of less than 60 cm from the boundary with the neighbors (only required in cases where this situation is attested)
7	☒	Copy of the latest utility bills (electricity, natural gas, heat, drinking water, domestic hot water) until the application for financing but not older than 3 months from the date of submission of the financing application to Component I)
8	☒	Agreement on the processing of personal data
9	☒	Declaration on honour that the technical condition of the individual house is good (walls, socket, basement floor, do not have cracks greater than 10 mm, the roof does not leak)
10*	☒	Planning certificate for design or copy of the notification sent to the respective local public administration authority about the start of the design works for the individual house, as the case may be
11*	☒	Building permit
12*	☒	Declaration on honour that the building under construction is not intended for sale or rental
13	☒	Other (please specify)

*To be filled in only for applicants whose individual house is under construction.

VIII. MANDATORY CONDITIONS:

Criteria (the evaluation will be carried out on the basis of the information from the 'FEERM' Platform, the 'Green House' Funding Product)	Requirement	Compliance (narrative, comments)
General Information		
Information about the applicant for funding is provided	name, surname, year of birth, contact details - phone number, email address	
Information about other family members (spouse and children) is presented	surname, first name, year of birth, ID card series and number, personal identification number, copy of marriage/divorce certificate, copies of children's birth certificates	
The energy efficiency and renewable energy recovery measures planned to be implemented in the individual house correspond to the eligible measures and the specific requirements for them indicated in the 'Green House' Financing Product	Specific requirements of the Green House Funding Product	
Pictures are presented in which are visible the elements of the individual house that the owner intends to insulate ⁶ (external walls, socket, roof, roof floor, basement floor), carpentry, or installations that want to replace them (boiler, heating system pipes, etc.).	5-10 photos	
The applicant for funding has not previously received funding through FEERM for the same energy rehabilitation measures under the same objective/individual house	Beneficiaries who have previously received funding for the same objective/individual house may submit a new application only for different energy rehabilitation measures, after the expiry of a period of 12 months from the date of receipt of the funded measures, provided that the cumulative amount of the costs of the measures does not exceed the limit of the funding ceiling	
Conditions attached to the financing applicant whose individual house is put into operation		
The information about the individual house is presented	address, cadastral number, total floor area, total useful floor area, year of construction, number of levels, structure of building envelope elements, total surface of exterior walls, windows, exterior doors, roof and basement floor (if any), type of heating, domestic hot water supply and ventilation system, type of indoor/outdoor lighting fixtures, existence or lack of sewerage system to which the house is connected	
Information on the consumption of electricity, natural gas, heat, wood, coal, etc. is presented.	The information submitted is complete and relates to the last year	

⁶ Measures for partial thermal insulation of external walls are not approved for financing.

The information on utility providers is presented: electricity, natural gas, heat, drinking water, domestic hot water	The information submitted is complete and relates to the last year	
No arrears on municipal and non-municipal services provided under contracts concluded directly with service providers (household governance responsibility)		

IX. Compliance with the Beneficiary's contribution assurance:

Estimated total cost of project implementation, MDL:	
Requested amount of the financial incentive, MDL <i>[maximum 50% of the total cost of the eligible investment]</i>	
Estimated amount of the Beneficiary's contribution for the implementation of the project, MDL <i>[minimum 50% of the total cost of the eligible investment]</i>	

X. CONCLUSIONS AND RECOMMENDATIONS*:

* If, following the analysis of the documents and information submitted through the "FEERM" Platform, the "Green House" Financing Product does not meet the conditions and criteria of the Financing Product, the reason shall be indicated, with the corresponding recommendations.

Senior Specialist, Dossier Reception,
Compliance Assessment and Pre-Financing
Risks Section

(signature)

(date of signature of the
document)

Head of the Receipt of Files, Compliance
Assessment and Pre-financing Risks Section

(signature)

(date of signature of the
document)

Deputy Director, CNED

(signature)

(date of signature of the
document)

Annex 8. Statement confirming the personal commitment to pay the beneficiary's contribution

DECLARATION ON OWN RESPONSIBILITY

Subsemnatul(ta), _____,
data/luna/anul nașterii, _____, titular(ă) al/a buletinului de identitate (seria)
_____, IDNP _____, data emiterii
_____, domiciliat(ă) la adresa _____
_____ declar pe propria răspundere că
dispun de mijloace financiare necesare pentru finanțarea măsurilor de reabilitare energetică a casei
individuale solicitate spre finanțare inclusiv pentru contractarea serviciilor de elaborare a
documentației de proiect, în caz că va fi necesară elaborarea acesteia.

Date

(Name, Surname, Signature of Owner)

Evaluation report
(Component II – Construction works)
Registered individual houses

1. GENERAL INFORMATION

1.1. Requesting information

Type of objective for which funding is requested	☐ individual house house put into operation
Total useful area of the individual house, m ²	☐ ≤ 250 m ² ☐ > 250 m ²
Address of the individual house or land intended for its construction (name of the locality and street)	
Name and surname of the applicant/owner of the individual house or land intended for its construction	
Contact details of the applicant	
Email address	

2. LIST OF DOCUMENTS

1	☒	Evaluation Report or Energy Audit Report
2*	☒	Electricity grid inspection report prepared and signed by an authorised electrician (list of authorised electricians can be found at: https://anre.md/list-of-authorised-electricians-3-188)
4	☒	Copy of contracts for the provision of services for the assessment of energy renovation measures for individual houses
5	☒	Copy of the invoice for the payment of the services for the assessment of the energy rehabilitation measures of the individual houses
6	☒	Copy of the registration certificate for the electric car in the property
7	☒	Declaration on honour concerning the confirmation of the personal commitment to pay the beneficiary's contribution
8	☒	Other (please specify)

* specific requirement in case of application for financing of measures in Group F, Measure D4 and V

** specific requirement for funding applicants whose individual house is under construction

3. CONFORMITY OF THE EVALUATION REPORT/Feasibility STUDY OF ENERGY REABILITY MEASURES FOR INDIVIDUAL HOUSES OR ENERGY AUDIT REPORT

3.1. The assessment report or the Energy Audit Report corresponds to the model approved by the CNED

YES ☐NO ☐

3.2. Conclusions on the quality of data and feasibility of measures presented in the Assessment Report on Energy Rehabilitation Measures for Individual Houses or the Energy Audit Report

--

3.3. Compliance of the Evaluation Report or the Energy Audit Report with the requirements of the Financing Product:

Requirement	Compliance (YES/NO)	Comments
The measures proposed for implementation can be found in the types of measures eligible for financing specified in point 1.13 of the Financing Product.		
The measures proposed for implementation comply with the specific eligibility requirements for energy renovation measures for individual houses set out in point 1.13 of the Financing Product.		
The measures proposed for implementation correspond to the main project indicators for each category of measures in Table 1 of point 2.2 of the Financing Product.		
For each category of measures, the maximum funding ceiling set out in point 2.5 of the Financing Product shall be respected.		
The type and characteristics of the proposed materials and equipment correspond to the minimum technical requirements specified in the Guide for the Implementation of Energy Efficiency Measures and the Use of Renewable Energy Sources in the Residential Sector: (https://cned.gov.md/sites/default/files/document/attachments/guid_ee_imobile_locative_.pdf)		

4. CONFORMITY OF THE PROJECT DOCUMENTATION (IF APPROPRIATE)

4.1. Compliance of the project documentation with the requirements of the Financing Product:

Requirement	Compliance (YES/NO)	Comments
a) compliance with the provisions of the Urbanism and Construction Code No 434/2023;		

b) compliance with the provisions of the construction normative document NCM A. 07.02-2012 'Procedure for elaboration, approval, approval and framework content of the construction project documentation. Main requirements and provisions';		
c) compliance with minimum technical requirements and specifications for energy efficiency measures and promotion of renewable energy sources according to the Financing Product.		

4.2. Conclusions and recommendations:

--

5. GENERAL BUILDING DATA

Feature	Value/Information
Year of construction	
Cadastral number	
Number of levels	
Ground surface of the individual house*, m ²	
Total usable area*, m ²	
The heating source of the individual house	
Domestic hot water preparation and supply system	
Ventilation and conditioning system	
Lighting system (types of bulbs)	
Annual electricity consumption of the individual house, kWh/year	
Annual natural gas consumption of the individual house, m ³ /year	
Annual wood consumption for heating the individual house, m ³ /year	
Annual consumption of pellets, lighters for heating the individual house, tons/year	
Annual consumption of coal for heating the individual house, tons/year	
Annual consumption of LPG (liquefied petroleum gas) for heating the individual house, m ³ /year	

*the data must correspond to the information in the document attesting the ownership/co-ownership of the individual house or the land on which it is built

6. ENERGY REHABILITATION MEASURES FOR THE INDIVIDUAL HOUSE REQUIRED FOR FUNDING:

Measure name	Surfaces/volumes

7. EVALUATION OF THE ELIGIBILITY OF THE INDIVIDUAL HOUSE ENERGY REABILITY PROJECT:

7.1. Assessment of technical feasibility

7.1.1. The measures proposed for implementation and the energy savings expected to be achieved in their implementation:

Measure name	Information from Evaluation Report/Feasibility Study/Energy Audit Report			Requirement from the Funding Product	
	Area/installation power/etc.	Energy savings (under standardised conditions, kWh/year	Energy savings (under standardised conditions , %	Energy savings (based on standardised conditions, %	Compliance with the Financing Product [Yes/No]

7.1.2. Relevance of the proposed solutions (measures):

No	Requirement	Yes/No	Comments
1	The proposed solutions are relevant to the specific needs of the individual house		
2	Compliance with the energy efficiency first principle		
3	The solutions promoted demonstrate a minimum level of energy savings depending on the category of measures proposed for implementation		

7.1.3. Correlation of Materials and Equipment:

No	Requirement	Yes/No	Comments
1	Do the proposed materials meet the minimum technical requirements specified?		
2	Do the proposed equipment meet the minimum technical requirements specified?		

7.1.4. Is the project technically feasible?

YES ☐

NO ☐

YES ☐

NO ☐

7.1.5. Recommendations:-

7.2. Assessment of economic and financial feasibility

7.2.1. Economic project indicators for categories of measures:

Measure name	Energy savings (under standardised conditions), %			NPV determined at discount rate $i=4\%$ (lei)			DRI (years)		
	According to the Energy Audit Report	According to the Funding Product	Compliance (YES/NO)	According to the Energy Audit Report	According to the Funding Product	Compliance (YES/NO)	According to the Energy Audit Report	According to the Funding Product	Compliance (YES/NO)

7.2.2. Compliance with the Beneficiary's contribution assurance:

Total cost of project implementation, MDL, of which:	
Cost Component I	
Cost Component II:	
Requested amount of the financial incentive, MDL <i>[maximum 50% of the total cost of the eligible investment]</i>	
Amount of the Beneficiary Contribution for the implementation of the project, MDL <i>[minimum 50% of the total cost of the eligible investment]</i>	

7.2.3. Is the project economically and financially feasible?

YES ☐

NO ☐

7.2.4. Recommendations: _____

7.3. **Assessment of social, environmental and governance responsibility requirements**

7.3.1. Environmental Responsibility Requirements

Measure name	Estimated reduced CO2 emissions as a result of implementation (tCO2/year)	Implementation of the measure will lead to reduction of CO2 emissions (YES/NO)
Total		

7.3.2. Is the project **socially, environmentally and governanceally** feasible?

YES ☐

NO ☐

7.3.3. Recommendations: -

8. FINAL CONCLUSIONS AND RECOMMENDATIONS:

Senior Specialist, Dossier Reception, Compliance
Assessment and Pre-Financing Risks Section

(signature)

(date of signature of the
document)

Head of the Receipt of Files, Compliance
Assessment and Pre-financing Risks Section

(signature)

(date of signature of the
document)

Deputy Director, CNED

(signature)

(date of signature of the
document)

Evaluation report
(Component II – Construction works)
Individual houses under construction

9. GENERAL INFORMATION

9.1. Requesting information

Type of objective for which funding is requested	☐ individual house in the process of construction
Total useful area of the individual house, m ²	☐ ≤ 250 m ² ☐ > 250 m ²
Address of the individual house or land intended for its construction (name of the locality and street)	
Name and surname of the applicant/owner of the individual house or land intended for its construction	
Contact details of the applicant	
Email address	

10. LIST OF DOCUMENTS

1	☒	Feasibility Study of Energy Rehabilitation Measures for Individual Houses
2*	☒	Electricity grid inspection report prepared and signed by an authorised electrician (list of authorised electricians can be found at: https://anre.md/list of authorised electricians-3-188)
3	☒	The initial design documentation for the individual house, including cost estimates for each energy renovation measure separately. The initial design documentation for the individual house, which must include energy renovation measures for the individual house eligible for financing, issued in accordance with Article 127, verified, expertised and endorsed in accordance with Articles 129-130 of the Urban Planning and Construction Code No 434/2023
4	☒	Copy of contracts for the provision of services for the assessment of energy renovation measures for individual houses
5	☒	Copy of the invoice for the payment of the services for the assessment of the energy rehabilitation measures of the individual houses
6	☒	Copy of the registration certificate for the electric car in the property
7	☒	Declaration on honour concerning the confirmation of the personal commitment to pay the beneficiary's contribution
8	☒	Other (please specify)

* specific requirement in case of application for financing of measures in Group F, Measure D4 and V

11. CONFORMITY OF THE EVALUATION REPORT/Feasibility STUDY OF ENERGY REABILITY MEASURES FOR INDIVIDUAL HOUSES OR ENERGY AUDIT REPORT

11.1. Feasibility Study of Energy Rehabilitation Measures for Individual Houses Corresponds to the Model Approved by CNED

YES ☐

NO ☐

11.2. Conclusions on the quality of data and feasibility of measures presented in the Feasibility Study of Energy Rehabilitation Measures

--

11.3. Compliance of the Feasibility Study of the Energy Rehabilitation Measures of Individual Houses with the Requirements of the Financing Product:

Requirement	Compliance (YES/NO)	Comments
The measures proposed for implementation can be found in the types of measures eligible for financing specified in point 1.13 of the Financing Product.		
The measures proposed for implementation comply with the specific eligibility requirements for energy renovation measures for individual houses set out in point 1.13 of the Financing Product.		
The measures proposed for implementation correspond to the main project indicators for each category of measures in Table 1 of point 2.2 of the Financing Product.		
For each category of measures, the maximum funding ceiling set out in point 2.5 of the Financing Product shall be respected.		
The type and characteristics of the proposed materials and equipment correspond to the minimum technical requirements specified in the Guide for the Implementation of Energy Efficiency Measures and the Use of Renewable Energy Sources in the Residential Sector: (https://cned.gov.md/sites/default/files/document/attachments/guid_ee_imobile_locative_.pdf)		

12. CONFORMITY OF THE PROJECT DOCUMENTATION

12.1. Compliance of the project documentation with the requirements of the Financing Product:

Requirement	Compliance (YES/NO)	Comments
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a) compliance with the provisions of the Urbanism and Construction Code no. 434/2023;		
b) compliance with the provisions of the normative document in constructions NCM A. 07.02-2012 "Procedure for elaboration, approval, approval and framework content of the project documentation for constructions. Main requirements and provisions';		
c) compliance with minimum technical requirements and specifications for energy efficiency measures and promotion of renewable energy sources according to the Financing Product.		

12.2. Conclusions and recommendations:

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13. GENERAL BUILDING DATA

Feature	Value/Information
Year of construction	
Cadastral number	
Number of levels	
Ground surface of the individual house*, m ²	
Total usable area*, m ²	
The heating source of the individual house	
Domestic hot water preparation and supply system	
Ventilation and conditioning system	
Lighting system (types of bulbs)	
Annual electricity consumption of the individual house, kWh/year	
Annual natural gas consumption of the individual house, m ³ /year	
Annual wood consumption for heating the individual house, m ³ /year	
Annual consumption of pellets, lighters for heating the individual house, tons/year	
Annual consumption of coal for heating the individual house, tons/year	
Annual consumption of LPG (liquefied petroleum gas) for heating the individual house, m ³ /year	

*the data must correspond to the information in the document attesting the ownership/co-ownership of the individual house or the land on which it is built

14. ENERGY REHABILITATION MEASURES FOR THE INDIVIDUAL HOUSE REQUIRED FOR FUNDING:

Measure name	Areas/volumes

15. EVALUATION OF THE ELIGIBILITY OF THE INDIVIDUAL HOUSE ENERGY REABILITY PROJECT:

15.1. Assessment of technical feasibility

15.1.1. The measures proposed for implementation and the energy savings expected to be achieved in their implementation:

Measure name	Information from Evaluation Report/Feasibility Study/Energy Audit Report			Requirement from the Funding Product	
	Area/installation power/etc.	Energy savings (under standardised conditions, kWh/year	Energy savings (under standardised conditions , %	Energy savings (based on standardised conditions, %	Compliance with the Financing Product [Yes/No]

15.1.2. Relevance of the proposed solutions (measures):

No	Requirement	Yes/No	Comments
1	The proposed solutions are relevant to the specific needs of the individual house		
2	Compliance with the energy efficiency first principle		
3	The solutions promoted demonstrate a minimum level of energy savings depending on the category of measures proposed for implementation		

15.1.3. Correlation of Materials and Equipment:

No	Requirement	Yes/No	Comments
1	Do the proposed materials meet the minimum technical requirements specified?		
2	Do the proposed equipment meet the minimum technical requirements specified?		

15.1.4. Is the project technically feasible?

YES ☐

NO ☐

YES ☐

NO ☐

15.1.5. Recommendations:-

15.2. Assessment of economic and financial feasibility

15.2.1. Economic project indicators for categories of measures:

Measure name	Energy savings (under standardised conditions), %			NPV determined at discount rate $i=4\%$ (lei)			DRI (years)		
	According to the Energy Audit Report	According to the Funding Product	Compliance (YES/NO)	According to the Energy Audit Report	According to the Funding Product	Compliance (YES/NO)	According to the Energy Audit Report	According to the Funding Product	Compliance (YES/NO)

15.2.2. Compliance with the Beneficiary's contribution assurance:

Total cost of project implementation, MDL, of which:	
Cost Component I	
Cost Component II:	
Requested amount of the financial incentive, MDL <i>[maximum 50% of the total cost of the eligible investment]</i>	
Amount of the Beneficiary Contribution for the implementation of the project, MDL <i>[minimum 50% of the total cost of the eligible investment]</i>	

15.2.3. Is the project economically and financially feasible?

YES ☐

NO ☐

15.2.4. Recommendations: _____

15.3. Assessment of social, environmental and governance responsibility requirements

15.3.1. Environmental Responsibility Requirements

Measure name	Estimated reduced CO2 emissions as a result of implementation (tCO2/year)	Implementation of the measure will lead to reduction of CO2 emissions (YES/NO)
Total		

15.3.2. Is the project **socially, environmentally and governanceally** feasible?

YES ☐

NO ☐

15.3.3. Recommendations: -

16. FINAL CONCLUSIONS AND RECOMMENDATIONS:

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Senior Specialist, Dossier Reception, Compliance
Assessment and Pre-Financing Risks Section

(signature)

(date of signature of the
document)

Head of the Receipt of Files, Compliance
Assessment and Pre-financing Risks Section

(signature)

(date of signature of the
document)

Deputy Director, CNED

(signature)

(date of signature of the
document)

Annex 11. Model Financing Agreement

FUNDING CONTRACT No _____

‘ ____ ’ _____ 202_

mun. Chişinău

I. CONTRACTING PARTIES

Public institution ‘National Centre for Sustainable Energy’, hereinafter referred to as ‘CNED Centre or IP’ operating in accordance with Government Decision No 1060/2023 on the organisation and functioning of the Public Institution ‘National Centre for Sustainable Energy’, registered in the Republic of Moldova under State identification number **1011601000099**, represented by the Director _____, on the one hand,

and

DI/Dna _____, denumit în continuare „Beneficiar”, domiciliat/ă în localitatea _____, adresa _____, nr. cadastral _____ posesor/posesoare a buletinului de identitate seria _____, numărul _____, eliberat la _____, cod personal _____ pe de altă parte,

both hereinafter referred to as the ‘Parties’ or individually as the ‘Party’, acting upon their free consent, have agreed to enter into this Funding Agreement (hereinafter referred to as the ‘Agreement’) under the following conditions:

II. INTERPRETATIONS AND ABBREVIATIONS:

2.1. In this Agreement the following terms shall be construed as follows:

- a) **project** – investment project financed by the Beneficiary and the Centre under the conditions laid down in this Contract, which aims to implement energy rehabilitation measures at the individual house owned by the Beneficiary, located at the address indicated in Compartment I of this Contract;
- b) **grant** – financial incentive offered by the Centre to the Beneficiary, for the implementation of the Project, without the obligation of subsequent reimbursement in case of compliance with the conditions of this Contract;
- c) **the Beneficiary's contribution** – the Beneficiary's financial means obtained from its own capital, loans, from development partners/donors, etc. and used to co-finance the project for the implementation of energy efficiency measures and the recovery of renewable energy sources, in accordance with the Financing Product;
- d) **energy audit of the individual house** – systematic procedure aimed at obtaining the necessary information about the existing energy consumption profile of an individual house, as well as identifying and quantifying cost-effective energy saving opportunities and presenting the results in the Energy Audit Report;
- e) **assessment report on energy renovation measures for the house** – report drawn up in order to obtain the necessary information on the existing energy consumption profile of the individual house, with a total useful floor area of less than 250 m², and to identify and quantify cost-effective energy saving opportunities;
- f) **feasibility study of the individual house** – evaluation study of the energy rehabilitation measures of the individual house, under construction at the time of submission of the financing application by the Beneficiary, prepared in order to assess the appropriateness of implementing the Project, by analysing in detail the technical, economic-financial and environmental aspects.
- g) **individual house** – defined in accordance with Law No 75/2015 on housing, a separate building consisting of one or more rooms, with one or more floors, intended for the permanent living, as a rule, of a family. For the purposes of the FEERM Programme, duplex houses shall be considered as individual houses;
- h) **Additional agreement** – document modifying the terms and conditions of this Agreement;
- i) **FEERM programme** - Financing programme "Energy Efficiency Fund in the Residential Sector of the Republic of Moldova";
- j) **energy renovation measures for the individual house** – energy efficiency measures and the recovery of renewable energy sources, as well as repair or installation works, which are strictly necessary to protect or facilitate the implementation of the measures identified on the basis of the evaluation report/feasibility study of the energy renovation measures for the houses, the energy audit report and the technical design in the cases provided for by the legislation;
- k) **Component I** – assessment phase of energy renovation measures for individual houses;
- l) **Component II** – stage of implementation of energy renovation measures for individual houses, including services for drafting specifications, project documentation (if applicable) and quality control services for construction works;
- m) **Funding Product** – Green House Funding Product;

- n) **Operational Manual** – a manual approved by the Centre’s Council aimed at regulating the principles, procedures and rules for the implementation of the ‘Green House’ Funding Product.

III. OBJECTIVE OF THE CONTRACT

- 3.1. The object of this Contract is the granting by the Center, under the terms of this Contract, of the financing related to the implementation of the Energy Rehabilitation Project of the individual house, located at the address indicated in Compartment I.
- 3.2. The Centre grants financing in the form of a grant from the financial means of the FEERM Programme, after the Beneficiary implements the Project from its own sources, on its own responsibility and in accordance with the provisions of this Contract.
- 3.3. The financing of the investments to cover the eligible costs related to the implementation of the Project is made from:
- 1) the financial incentives granted by the Centre on behalf of the FEERM Programme, in accordance with the Contract;
 - 2) The Beneficiary's contribution, which may be covered from the account of at least one of the following sources:
 - Equity;
 - Borrowed capital/bank or non-bank loans;
 - other sources (development partners/donors (with their agreement), local public administration authorities, etc.).
- 3.4. The granting of financial incentives by the Centre, from the account of the FEERM Programme for the implementation of the Project, is carried out in the form of a grant.
- 3.5. The beneficiary is responsible for complying with the legal provisions, standards, decisions of the competent authorities and specific requirements of the Centre, as well as for the efficient administration and coordination of the project implementation activities.
- The Beneficiary shall be directly responsible to the Centre for the full implementation of the Project, in compliance with the provisions of this Contract.

IV. TOTAL PROJECT VALUE

- 4.1. The total value of the Project, including the contributions of the parties, shall be determined by an additional agreement to this Agreement.
- 4.2. The Centre’s grant contribution to the implementation of the Project is up to 50 % of the eligible costs of the Project, but not more than MDL 200 000, of which for Component I – not more than MDL 5 000 000 and for Component II – not more than MDL 195 000 000.
- 4.3. The Beneficiary's contribution to the implementation of the Project shall be at least 50 % of the eligible costs of the Project.

V. IMPLEMENTATION OF THE PROJECT

General considerations:

- 5.1. The Beneficiary will implement the Project in accordance with the requirements of the Centre, the Financing Product “Green House” approved by the Centre’s Council, the provisions of this Contract, as well as in accordance with the provisions of the Contract concluded by the Beneficiary with the third-party company that will carry out the works for the implementation of the Project.
- 5.2. The energy renovation measures implemented under the Project are specified in *Annex 1* of this Contract.
- 5.3. After signing this Contract, the Beneficiary has 180 days to draw up the project documentation (for cases where it is necessary to draw it up) and carry out the works. The beneficiary is obliged to conclude contracts for the implementation of works with construction companies (legal entities, registered in the State Register of Constructions) from the list available on the ‘FEERM’ Platform, the ‘Green House’ financing product.
- 5.4. Within 7 days of signing the contract with the construction company, the Beneficiary is required to upload the scanned copy of the contract to the ‘FEERM’ Platform, the ‘Green House’ Financing Product.
- 5.5. During the implementation of the Project, the Beneficiary is obliged to report monthly on the progress made in the implementation of the Project by drawing up the Progress Report in accordance with *Annex 2* to this Contract. The reporting period will start from the date of the actual start of the works and will be submitted to the Centre by the 10th of the month following the reporting month. Progress reports will contain information on the activities carried out during the reporting period, start and end date, costs incurred.
- 5.6. During the execution of the construction works, the representatives of the Center may make visits to the individual house of the Beneficiary, in order to be informed about the progress of the energy rehabilitation works of the house.

Procurement:

- 5.7. The procurement of services for the assessment of energy rehabilitation measures for individual houses and the procurement of works for the implementation of the Project (construction works, quality control services for works) shall be carried out by the Beneficiary by contracting them from the list available on the ‘FEERM’ Platform, the ‘Green House’ Financing Product, in accordance with the provisions of the ‘Green House’ Financing Product and this Contract.
- 5.8. The beneficiary may conclude contracts with two separate companies for the implementation of the measure including both the heat pump and the storage battery photovoltaic panels, provided that the technical sequence is respected, the installation and commissioning of the heat pump takes place before the dimensioning and installation of the photovoltaic system.

Special conditions for implementation:

- 5.9. Any changes to the elements of the Draft Rule shall not be permitted, except for minor and non-essential changes, which shall be made only with the prior written agreement of the Parties. Minor and non-essential changes to the Project are those that will be related to the replacement of materials, methods or technologies implementing the Project, but will have the effect of

- achieving the same or higher projected energy efficiency parameters, as well as ensuring an equal or higher level of durability and quality. Substantial changes to the Project are those that significantly affect the nature and conditions of the Project's implementation and have the effect of fundamentally changing the energy efficiency parameters to be achieved.
- 5.10. Minor and non-essential or substantial modifications to the Project without the written consent of the Center will entail the termination of this Contract, and the Beneficiary will assume on its own the implementation costs incurred up to that stage or will return the financial incentives already paid by the Center on the account of the Project Beneficiary.
- 5.11. Any proposal to modify the technological solutions adopted for the execution of the works or for the design (as the case may be) that will come during the implementation period must be submitted in the form of a written request addressed to the Centre, either on the initiative of the Beneficiary or on the initiative of the Centre.
- 5.12. Minor and non-essential amendments to the provisions of the Grant Contract shall also cover amending actions relating to the following cases:
- replacement/exclusion of investment items or purchase of additional investment items;
 - modifying the model of the good or decreasing/increasing its quantity, if the same similar technical parameters or better-performing versions are preserved;
 - purchase of additional investment items;
 - other changes, which do not affect the purpose of the investment project.
- 5.13. After the full execution of the works for the implementation of the energy rehabilitation measures of the house, the verification of the supporting documents submitted by the Beneficiary and the approval of the financing by the Financing and Risk Committee of the Center, the parties sign an additional agreement to this Contract in order to establish the total cost of the Project, including the contributions of the Parties.
- 5.14. If the Beneficiary proposes to implement an additional energy rehabilitation measure/measures for the individual house, not coordinated with the Centre, he/she assumes on his/her own the full payment of the respective expenses.

VI. PURCHASE OF FINANCIAL STEMS TO THE BENEFICIARY

- 6.1. Within 30 days of the completion of all work on the implementation of energy renovation measures for the individual house, the Beneficiary shall notify the Centre, through the 'FEERM' Platform, of the 'Green House' financing product and submit the application for approval of the execution of the works (CPAEL), in accordance with the model set out in *Annex 3* to this Contract.
- 6.2. The verification and validation of the documents confirming the investment made, CPAEL and the attached documents, will be carried out according to the following steps:
- Volumes and costs component;
 - Invoices and payments component.
- 6.3. Initially additional to CPAEL, the Beneficiary will submit the following documents:
- a) the reports of acceptance of the works carried out (standardised interdepartmental form No C2n), in original;

- b) the protocols for checking the quality of the works that become hidden, duly signed, as appropriate;
 - c) Laboratory test report for the electrical part – for Group F, V and D measures (if applicable);
 - d) the report Certification of used and accumulated materials and equipment, in accordance with the model set out in Annex 14 to the Operational Manual of the 'Green House' Financing Product, attaching certificates of conformity/declarations of conformity and/or technical sheets for the materials and equipment/machinery submitted for payment;
 - e) photographs of the building elements of the individual house that has been energetically rehabilitated and/or of the newly installed equipment/installations;
 - f) for Group F measures, the corresponding document issued by the National Agency for Energy Regulation will be presented;
 - g) for Group D measures, the leak check report shall be submitted;
 - h) other necessary documents (if applicable).
- 6.4. After the completion of the CPAEL examination procedure concerning the confirmation of volumes and costs, the Centre informs the Beneficiary of the preliminary confirmation of the volumes of the works and requests the Beneficiary to submit, within 10 days via the 'FEERM' Platform, the 'Green House' financing product, the confirmatory documents for making payments, namely:
- a) copy of the tax invoice, payment orders / bank statements confirming the payment of the costs of the services for the assessment of the energy rehabilitation measures of the individual house (if these costs were covered from the Beneficiary's own sources);
 - b) copy of the tax invoice, payment orders/bank statements confirming the payment of the costs of the works/services related to the implementation of the energy rehabilitation measures of the individual house, demonstrating that the Beneficiary has paid the contracted companies the full cost of the works/services.
- 6.5. After verification of the Application (CPAEL), including the Volumes and Financial Costs Component, the beneficiary will notify the need to initiate the acceptance upon completion of the works.
- 6.6. After receiving the notification, the Centre shall determine with the Funding Beneficiary the date for the acceptance at the end of the works, which shall end with the signature of a Reception Report at the end of the works (drawn up in accordance with the Code of Urbanism and Construction No 434/2023) by the experts of the Reception Commission, the Representative of the Centre and other relevant participants in accordance with the procedures specified by the legislation in force (Code of Urbanism and Construction No 434/2023).
- 6.7. Once the acceptance report has been signed at the end of the works, it will be sent by the Beneficiary to the Centre via the 'FEERM' Platform, the 'Green House' Funding Product.
- 6.8. The full set of documents confirming the Centre's acceptance of the documents submitted by the Beneficiary are as follows:

- the Works and Costs Compliance Form (FCLC), in accordance with the template set out in Annex 13 to the Operational Manual – ‘Green House’ Financing Product.
 - the Centre’s report on the evaluation of project implementation (REIP), in accordance with the model set out in Annex 14 to the Operational Manual – ‘Green House’ financing product.
- 6.9. If the payment documents submitted by the beneficiary do not meet all the requirements described in the Operational Manual – ‘Green House’ Financing Product, or if any deviation or discrepancy is found in the verification process, the processing of the payment documents may be stopped.
- 6.10. Payment shall be terminated by the Centre for a period of 30 days for the following reasons:
- if there is a dispute over the documents submitted by the beneficiary and the (minor) mistakes/divergences identified can be rectified without rejecting the payment documents (for example, there are no signatures/stamps on certain documents submitted, some mandatory details are missing in the payment documents, etc.).
- 6.11. If the payment documents submitted by the Beneficiary do not meet all the requirements described in the internal regulatory acts of the Centre for the ‘Casa Verde’ Funding Product or if any deviation or discrepancy is found in the verification process, the processing of the payment documents may be rejected by the specialist responsible for the verification of the payment documents.
- 6.12. Rejection of payment documents will be carried out in the following cases:
- The documents submitted do not meet the requirements of the Grant Agreement;
 - The works performed do not correspond to the specifications indicated in the Grant Contract;
 - The information submitted by the Beneficiary is erroneous or does not correspond to the information reflected in the verification reports of the Centre’s specialists;
 - Other specific circumstances identified by the Centre.
- 6.13. Pursuant to the Final Evaluation Report of the Project, the decision of the Financing and Risk Committee of the Centre on the approval of the Beneficiary’s financing and the Additional Agreement to this Agreement on the determination of the exact amount of the Project, the Centre will reimburse the financial incentives to the Beneficiary’s account.

VII. PROJECT MONITORING

- 7.1. The Center will monitor and supervise the implementation of the Project, as well as monitor the Project at its post-implementation stage for a period of one year from the reception at the end of the works.
- 7.2. The beneficiary is obliged to keep all the documents related to the implementation of the Project for a period of 5 years after the completion of the implementation of the works.
- 7.3. During the implementation of the Project, the Beneficiary will ensure the access of the representatives of the Center and of the third-party companies contracted by them, at the place

- of implementation of the project (household owned by the Beneficiary), in connection with the activities/actions necessary for the implementation of the Project.
- 7.4. The verification of the execution of the construction works and their quality takes place in accordance with the provisions of the Urbanism and Construction Code no. 434/2023 and the secondary normative framework. In this regard, the beneficiary is responsible for contracting the site manager, who, together with the Centre, will ensure the monitoring of the execution of the construction works in accordance with the provisions of the regulatory framework, the financing contract, the Financing Product and the Operational Manual of the Financing Product 'Casa Verde'.
 - 7.5. In the post-implementation period, the Beneficiary has the obligation to submit reports on energy consumption and maintenance of the durability of the works carried out.
 - 7.6. After the end of the guarantee period, which will start when the acceptance check-process is signed at the end of the works, the Beneficiary will initiate the signing of the final acceptance check-process, a procedure developed in accordance with the provisions of the Urbanism and Construction Code no. 434/2023. The beneficiary shall send to the Centre a notification of the date on which the meeting of the Commission is convened for final acceptance, inviting representatives of the Centre to attend the meeting.
 - 7.7. The benefits of implementing the Project, derived from measurable or computable energy savings, will be indicated in *Annex no. 1* of this Contract.

VIII. RIGHTS OF THE CONTRACTING PARTIES

- 8.1. Rights of the Centre:
 - a) request from the Beneficiary any relevant information related to the implementation of the Project;
 - b) to be granted access to the requested places, in connection with the implementation of the Project, both during its implementation and during the post-implementation period;
 - c) supervise and monitor the Project;
 - d) terminate or reject the CPAEL submitted by the Beneficiary;
 - e) to terminate the Contract and require the Beneficiary to recover the financial incentives granted to it under the conditions established by the provisions of the Contract;
 - f) exercise other rights arising from this Agreement and its nature.
- 8.2. Rights of the Beneficiary:
 - a) to benefit from the financial incentives offered by the Centre for the implementation of the Project, in accordance with the clauses of this Agreement;
 - b) to participate in the joint working meetings organized by the Centre and the third-party companies contracted by the Beneficiary, in order to monitor the implementation of the Project and develop the necessary actions to solve the problems arising;
 - c) supervise and monitor the Project in the implementation process, as well as after the completion of its implementation;
 - d) request from the Centre any relevant information relating to the implementation of the Project;

- e) exercise other rights arising from this Agreement and its nature.

IX. OBLIGATIONS OF THE CONTRACTING PARTIES

9.1. Obligations of the Centre:

- a) grant the financial incentives for the implementation of the Project set out in this Agreement;
- b) to monitor and supervise the implementation of the measures for the implementation of the Project, set out in Annex 1 to this Agreement, in collaboration with the Beneficiary;
- c) to organize joint working meetings with the participation of representatives of the Centre, the Beneficiary and third-party companies contracted by the Beneficiary, in order to monitor the implementation of the Project and develop the necessary actions to solve the problems arising;
- d) provide the Beneficiary with relevant information on the implementation of the Project;
- e) provide informational support to the Beneficiary to facilitate the implementation of energy rehabilitation measures for individual houses;
- f) inform the Beneficiary, by submitting a notification, of the termination or rejection of the CPAEL, submitted by the Beneficiary through the 'FEERM' Platform, the 'Green House' Financing Product;
- g) participate in the reception at the end of the works, the final reception of the works, together with the Beneficiary, in accordance with the procedures specified by the legislation in force (Urban and Construction Code No 434/2023);
- h) to perform other obligations arising out of this Agreement and its nature.

9.2. Obligations of the Beneficiary:

- a) to provide the necessary support on its part in the implementation of the Project;
- b) ensure that the copy of the contract signed with the contracted construction company is uploaded to the 'FEERM' Platform, the 'Green House' Financing Product, within 7 days of its signature, including ensuring that, if signed, the additional agreements to that contract are uploaded to the Platform;
- c) notify the Centre, via the 'FEERM' Platform, of the Funding Product 'Casa Verde', at least 5 days before the start of the construction works, of the date of the start of such works by the construction company;
- d) to ensure the payment of the contribution for the implementation of the Project, established by the Contract;
- e) ensure the proper exploitation of rehabilitated assets under the Project;
- f) ensure regular maintenance (current repairs where necessary) in order to maintain the quality of the energy efficiency measures implemented;
- g) ensure proper maintenance of the biomass plant, if installed;
- h) use the goods that are part of the Project according to their intended purpose;
- i) not to dispose of the asset(s) that are part of the Project during the implementation of the Project, as well as for a period of 1 year after implementation;

- j) make available to the Centre any relevant information in its possession, or requested documents, related to the implementation of the Project;
- k) ensure the access of the Centre's representatives to the places and spaces where the Project is being implemented or has been implemented;
- l) to reimburse the Center the financial means used for the works already implemented, in case of non-compliance with the conditions of this Contract, within 10 days from receiving the Center's notification in this regard;
- m) submit monthly progress reports on the construction works which will contain the information set out in this Contract;
- n) ensure the signature of the agreement on the acceptance of the implementation of the Project by all owners of the shares of the real estate (individual house) subject to rehabilitation;
- o) submit reports on energy consumption and maintenance of the durability of the works carried out, during the project monitoring period;
- p) to perform other obligations arising out of this Agreement and its nature.
- q) ensure that a site supervisor is contracted to monitor the execution of construction works;
- r) notify the Centre, through the FEERM Platform, once all work on this has been effectively completed;
- s) initiate the signature of the Final Reception Process, a procedure developed in accordance with the provisions of the Urbanism and Construction Code No 434/2023, after the end of the guarantee period – which will start when the Reception Process is signed at the end of the works;

X. JUSTIFICATION OF THE NON-EXECUTION OF OBLIGATIONS OBTAINED TO AN IMPEDIMENT

- 10.1. According to the law and this Agreement, "justifying impediment" means any exceptional, unforeseen situation or any event occurring independently of the will of the parties, which prevents the full set of activities, envisaged for the implementation of the project or the partial execution of these activities, from being carried out in conformity.
- 10.2. The implementation of the project shall be suspended for the duration of exceptional circumstances beyond the control of the Parties but shall not include situations of error or negligence on the part of a Party and/or employees of a Party. In particular, defective equipment and materials, lack thereof, labour disputes, strikes or financial difficulties cannot be invoked as 'justifying impediments'.
- 10.3. The party invoking the unforeseen exceptional situation shall be obliged to notify the other party of the impediment and its effects. The notification must be sent within a reasonable time (10 days) after the Party invoking the exceptional situation was aware or ought to have been aware of these circumstances.

XI. CESSION

- 11.1 This Agreement in its entirety and all rights and obligations arising from its implementation shall not be subject to assignment.

XII. CONFLICT OF INTEREST

- 12.1. For the purposes of this Contract, a conflict of interest implies a state of disagreement between the performance of the obligations of the parties under the Contract and the private interests of the persons involved in its implementation, interests which could unduly influence the objective and impartial performance of the obligations and responsibilities assumed by the persons involved in the implementation/verification/control of the performance of this Contract, for reasons involving family, political or national ties, economic interests or any other shared interests with those of another person.
- 12.2. The Parties undertake to take all necessary measures to avoid any conflict of interest and to inform each other within a maximum of 5 working days of any situation giving rise to, or likely to give rise to, such a conflict of interest.

XIII. CHANGES AND ADDITIONS TO THE CONTRACT

- 13.1. Any amendment or addition to the Contract or its annexes shall be made in writing by an additional agreement signed by both Parties.
- 13.2. In the event of a change in relevant data, the Beneficiary shall notify the Centre no later than 5 calendar days from the date on which the changes were made.
- 13.3. In the event of the death of the Beneficiary, the heirs shall be liable for the obligations of the estate of the deceased. The contract does not lose its validity due to the death or loss of the Beneficiary's capacity to perform.

XIV. OPENING OF THE CONTRACT

- 14.1. This Agreement shall terminate in the following cases:
 - a) upon expiry of the term of the Contract following full and proper performance of the obligations assumed;
 - b) in the event of termination of the Contract by agreement of both Parties;
 - c) in case of termination of the Contract at the initiative of the Centre, due to non-performance of the obligations assumed by the Beneficiary.
- 14.2. If the Centre finds that the Contract has not been performed by the Beneficiary, the Centre shall be entitled to terminate the Contract by means of a rescission, unilaterally and without the need for the intervention of the court, from the date of receipt by the Beneficiary of the declaration of rescission and, if the Beneficiary refuses to accept it, from the date of refusal to accept the declaration.
- 14.3. Non-performance of obligations on the part of the Beneficiary shall be considered, inter alia, as follows:
 - a) presentation of unverified documents or information at the selection stages as well as during the implementation of the Project;
 - b) minor or substantial modification of the Project without the Center's written notification and consent;
 - c) use of goods that are part of the Project contrary to the intended purpose;

- d) the disposal of assets that are part of the Project, during the implementation of the Project, as well as for a period of 1 year after implementation;
 - e) refusal to provide the Centre with any requested information or documents relating to the implementation of the Project;
 - f) failure to provide access for representatives of the Centre and contracted third-party companies to the sites and premises where the Project is being implemented or has been implemented;
 - g) non-performance of other obligations by the Beneficiary, which make it impossible to continue the Contract, if the Centre decides to do so.
- 14.4. The list of actions/inactions in paragraph 14.3 is illustrative in nature and cannot be considered or interpreted as a waiver by the Centre of the determination of other circumstances as an essential non-performance of contractual obligations. In any situation leading to the impossibility to continue the implementation of the Project or to the failure to obtain the expected effect from the implementation of the Project, the Centre will unilaterally assess each situation and decide whether to exercise its right to terminate the Contract.
- 14.5. The total resolution of the Contract will operate with retroactive effect and following the resolution the Beneficiary will be obliged to reimburse to the Centre all the financial incentives used for the project implementation works, until the moment of dissolution of the Contract, or in case of resolution until the moment of disbursement by the Centre of the financial incentives, the Project Beneficiary will assume on its own all the expenses related to its implementation.
- 14.6. Once the Contract is terminated, the Beneficiary is obliged to reimburse within 10 days all the financial incentives used by the Centre for the works already implemented.
- 14.7. The beneficiary may request the termination of the Contract on its own initiative only with the prior repayment of all the financial incentives used by the Centre in the implementation of the Project.
- 14.8. The termination of this Agreement shall not affect the terms of the settlement of disputes or other effects of the Agreement resulting from the termination. These clauses will also take effect after the termination.

XV. DECLARATIONS, WARRANTIES AND PARTY LIABILITY

- 15.1. The Contracting Parties declare that, on the date of conclusion of this Contract, they have the civil capacity required by law to conclude the Contract and to fulfil the obligations arising therefrom.
- 15.2. The Parties declare that their consent to the conclusion and performance of this Agreement is valid and that the consent of any other authority or third party to the conclusion and performance of this Agreement is not required, and that there is no contractual or other restriction or limitation to the conclusion and performance of this Agreement.
- 15.3. The Centre and the Beneficiary shall be responsible for conduct of good faith and diligence at the time of birth, for the duration of their existence, during the performance and discharge of the obligations laid down in this Agreement.

- 15.4. Obligations must be performed in an appropriate manner, in good faith, at the place and within the prescribed time limit.
- 15.5. The Beneficiary declares that the documents and information presented in the address of the Centre are true and valid and the Beneficiary has not concealed or refrained from disclosing any information or circumstances that would have constituted grounds for the Centre to refuse to grant the financing or to grant it under conditions other than those set out in this Agreement.
- 15.6. For any damage caused to the Centre in connection with the performance of this Contract, the Beneficiary shall be liable in accordance with the legislation in force in the Republic of Moldova.

XVI. NOTIFICATIONS

- 16.1. Any notification by a Party to this Agreement to the other Party shall have legal effect only if it is made in written form on paper or as an electronic document and transmitted in accordance with the provisions of this Chapter.
- 16.2. For the purposes of this Agreement, 'notification' by one Party of the other Party means the transmission of any document, address, communication, notice, request, claim, opinion, response relating to the performance of the provisions of this Agreement and related guarantees.
- 16.3. Oral notifications invoked by the Parties shall be deprived of any legal effect.
- 16.4. Notifications shall be sent by one Party to the other by post, by registered letters with advice of receipt or by hand at the premises of that Party, or as an electronic document sent to the official electronic postal address of the Party indicated in the Contract.

XVII. ANNEXES

- 17.1. The following documents are annexes to this Agreement and form an integral part thereof:
Annex 1 – Description of the project;
Annex 2 – Progress report;
Annex 3 – Application for the approval of the execution of works (CPAEL);
Annex 4 – Report of the Centre on the approval of the implementation of the Project.

XVIII. Final Clauses

- 18.1. This Agreement shall be deemed to have been concluded on the date on which it is signed by both Parties.
- 18.2. This Agreement shall be valid from the moment of signature for a period of 1 year after acceptance upon completion of the works and full performance of the obligations assumed by the Parties.
- 18.3. The contract is governed and interpreted in accordance with the legislation of the Republic of Moldova, and in unregulated matters, the Parties shall be guided by the legal provisions established by the normative acts of the Republic of Moldova.
- 18.4. This Agreement represents the will of the Parties and supersedes any other verbal agreement between them, prior to or subsequent to its conclusion.
- 18.5. The Parties undertake to make joint efforts to carry out their duties under this Agreement in a manner of lawfulness and mutual loyalty, acting in good faith in the public interest.

- 18.6. Any disputes will ultimately be settled in judicial proceedings, in accordance with the civil law of the Republic of Moldova.
- 18.7. Any actions or inactions leading to the impossibility of completing the project and capitalizing on the allocated financial sources will be treated as damage caused to the Centre.
- 18.8. The contract shall be drawn up in Romanian in two original copies, one for each Contracting Party, having the same legal force.

Public institution "National Centre for Sustainable Energy"	Beneficiary:
MD-, mun. Chişinău, str. State identification number 1011601000099 IBAN code: Paying provider: MF TR Chisinau, BIC state budget: TREZMD2X Director _____ L.S.	

ANNEX 1

to Financing Contract No ____/___ of _____ 202_
signed between IP "National Centre for Sustainable Energy" and

PROJECT DESCRIPTION

Project name (according to project documentation)						
Address of project implementation	Republic of Moldova, _____ village _____ str. _____					
Information related to the project					Implementation period (from to on)	Energy savings
Implementation of energy renovation measures for the individual house						

Energy Rehabilitation Measures for Individual Homes	
Brief description of the measures	
1. Energy efficiency measures (to be contracted): a) Production and distribution of thermal energy: <i>D1. Upgrading/installation of the heating agent and ACM distribution system in line with the costs specified in the assessment report of the energy rehabilitation measures of individual houses/energy audit report/feasibility study.</i> <i>D2. Installation of solid biofuel thermal power plant (including automation) in accordance with the costs specified in the evaluation report on energy renovation measures for individual houses/energy audit report/feasibility study.</i>	

D3. Installation of the thermal energy production system, including ACM, based on solar collectors, in accordance with the costs specified in the assessment report of the energy renovation measures of individual houses/energy audit report/feasibility study.

D4. Installation of air-to-water heat pumps (including automation) in accordance with the costs specified in the evaluation report of energy renovation measures for individual houses/energy audit report/feasibility study.

b) Photovoltaics:

F1. Installation of the solar photovoltaic system with energy storage batteries and heat pump (including smart meter for differentiated metering of electricity consumption), in accordance with the costs specified in the assessment report of energy renovation measures of individual houses/energy audit report/feasibility study.

F2. Installation of photovoltaic solar panel system with energy storage batteries for electric vehicle owners (including smart meter for differentiated metering of electricity consumption and/or installation of electric car charging stations, in accordance with the costs specified in the evaluation report of energy renovation measures of individual houses/energy audit report/feasibility study.

F3. Installation of the solar photovoltaic system with energy storage batteries (including smart meter for differentiated metering of electricity consumption if the beneficiary already owns an air-to-water heat pump, in accordance with the costs specified in the evaluation report of the energy rehabilitation measures of individual houses/energy audit report/feasibility study.

c) Walls:

*P1+P2. **Thermal** insulation of the exterior walls and insulation of the walls of the foundation and the base of the building above ground level with a total area of m^2 , in accordance with the costs specified in the evaluation report of the energy rehabilitation measures for individual houses/energy audit report/feasibility study:*

d) Roof:

*A1. **Thermal** insulation of the roof (all types) with a total area of m^2 , in accordance with the costs specified in the evaluation report on energy renovation measures for individual houses/energy audit report/feasibility study:*

e) Basement: <i>S1. Thermal insulation of the basement/demisole floor (intrados) with a total area of 2 m² in accordance with the costs specified in the evaluation report on energy renovation measures for individual houses/energy audit report/feasibility study:</i> f) Carpentry: <i>T1. Replacement of windows and/or exterior doors in accordance with the costs specified in the assessment report of energy renovation measures for individual houses/energy audit report/feasibility study.</i> Ventilation: <i>V1. Installation of the ventilation system with heat recovery (including automation) in accordance with the costs specified in the evaluation report of the energy rehabilitation measures of individual houses/energy audit report/feasibility study.</i> 2. Measures to protect and ensure the sustainability of energy efficiency measures (to be contracted): 3. Other costs: <i>Quality control services for construction works (to be contracted).</i>	
Total Project	

IP "National Centre for Sustainable Energy" Beneficiary
Director

ANNEX 2
to Financing Contract No _____/___ of _____202_
signed between IP "National Centre for Sustainable Energy" and

PROGRESS REPORT

Activity no.	Activities carried out during the reporting period	Start and end date	Costs incurred, lei	Activities to be carried out in the next reporting period	Start and end date	Estimated costs, lei
Activity 1						
Activity 2						
Activity 3						

Date, signature of the Beneficiary

ANNEX 3

to Financing Contract No ____/___ of _____ 202_
signed between IP "National Centre for Sustainable Energy" and

REQUEST FOR APPROVAL OF THE EXECUTION OF WORKS

Basis for the request:	
Name, Beneficiary First Name	
Address of the house	
Entrepreneur:	
Headquarters:	
Request:	
Description of the step proposed for approval	
Total amount of expenditure incurred	
Other:	

Annexes: Confirmatory documents are attached

Date, signature of the Beneficiary

ANNEX No 4

to Financing Contract No ____/ __ of _____202_
signed between IP "National Centre for Sustainable Energy" and

CENTRE REPORT ON THE APPROVAL OF THE IMPLEMENTATION OF THE PROJECT

Surname, first name beneficiary	
Address of the house	
The Entrepreneur	
Total value of the phase	
The value of the project stage, by category of expenditure, established by CNED when implementing the Project	
Mention regarding the approval by CNED of the project phase as implemented and its total value	

Executor**Head of Section FEESR****Countersigned DJA****Countersigned Director - Deputy****Approved/Countersigned Director**

REPORT ON FOREIGN VISIT No XX
Representative of the Centre for Field Visits:

Date of Report:	
Date and times of the visit:	
Financing contract:	No ___ of ___
Objective name:	
Address of the works:	

On-site presence of the Technical Officer: Yes ☐ No ☐

Purpose of the visit:

- | | |
|--|--|
| ☐ Planning the initiation of work | ☐ Verification of works (current) |
| ☐ Verification of completion of certain phase | ☐ Extraordinary visit (ad hoc) |
| ☐ Final verification | ☐ Other (exclusion) |

Volume of work carried out to date:

Name of work		Volume executed according to PV submitted for approval	Actual executed volume (confirmed after checks)

Problems identified by visual inspection:

1.

-

Conclusions and recommendations:

Conclusions

Recommendations:

Developed: RCT

(signature)

(Name/First name)

Acknowledged: SFEESSR Specialist

(signature)

(Name/First name)

Acknowledged: Beneficiary

(signature)

(Name/First name)

FORMULARUL DE CONFORMITATE A LUCRĂRIILOR ȘI COSTURILOR

Componenta volume și costuri

Dată

A - Informații generale

Cod proiect	
Denumire Beneficiar	
Denumire obiectiv	
Acord de finanțare nr. și data	
Numărul de înregistrare a cererii	

Depunere documente (Beneficiar):

Avizare Specialist SFEESR:

Șef SFEESR:

Avizare Specialist SMCRP:

Avizare Șef SMCRP:

Avizare Șef DJA:

Avizare Director adjunct:

Coordonare Director:

B - Lista documentelor acceptabile (din numărul celor depuse de către Beneficiar)

Verificat și confirmat de către =>	Specialist SFEESR
Raport de progres	
Cereri privind aprobarea executării lucrărilor	
Proces-verbal de recepție a lucrărilor executate	
Certificarea materialelor și echipamentelor utilizate și acumulate	
Fotografii de la locul executării lucrărilor	
Alte documente	

C - Conformitatea/concordanța cu prevederile Contractului de finanțare

Verificat și confirmat de către =>	Specialist SFEESR	Șef SFEESR	Specialist SMCRP	Șef SMCRP	Șef DJA
Volumul lucrărilor (cantitativ) (*)					
Calitatea lucrărilor (*)					
Valoarea lucrărilor (costuri unitare)					
Detalierea corespunzătoare și corectitudinea informațiilor prezentate					
Correspondență cu graficul de implementare					
Existența documentelor justificative					
Concordanța între documentele prezentate					
Valabilitatea Acordului de finanțare					
Respectarea condițiilor Acordului de finanțare					
Statut proiect (semnătură și culoare atribuită)					

* Raportare
Consultanțului tehnic se

D - Sistare / Respingere

	Sistare	Respingere	Achitare parțială	Motivul sistării / respingerii
Data sistare/respingere:				
Data reluare procesare:				
Persoana responsabilă:				

E - Comentarii

--

F - Persoane responsabile

Specialist SFEESR:	Specialist SMCRP:	Șef DJA:
Șef SFEESR:	Șef SMCRP:	Director adjunct:

FORMULARUL DE CONFORMITATE A LUCRĂRILOR ȘI COSTURILOR
Componenta facturi și plăți

A - Informații generale

Cod proiect	
Denumire Beneficiar	
Denumire obiectiv	
Acord de finanțare nr. și data	
Data depunere documente confirmative	

Depunere documente (Beneficiar):

Avizare Specialist SMCRP:

Avizare Șef SMCRP:

Avizare Șef DJA:

Avizare Director adjunct:

B - Lista documentelor acceptabile (din numărul celor depuse de către Beneficiar)

Verificat și confirmat de către =>	Specialist SMCRP:
Proces-verbal de recepție a lucrărilor executate	
Facturi eliberate în adresa Beneficiarului	
Ordine de plată/extrase bancare	
Alte documente confirmative în privința angajamentelor Beneficiarului (*)	

Valoarea totală a proiectului		lei
Valoarea aportului beneficiarului proiectului		lei
Valoarea angajamentelor aprobate anterior		lei
Valoarea angajamentelor prezentate		lei
Valoarea angajamentelor aprobate (la cerere)		lei

Valoare totală confirmată (lei)	
Stimulente financiare CNED(lei)	
Contribuția beneficiar(lei)	

C - Conformitatea/concordanța cu prevederile Contractului de finanțare

Verificat și confirmat de către =>	Specialist SMCRP	Șef SMCRP	Șef DJA
Detalierea corespunzătoare și corectitudinea informațiilor prezentate			
Valorificarea integrală a aportului beneficiarului			
Existența documentelor justificative			
Concordanța între documentele prezentate			
Valabilitatea Acordului de finanțare			
Respectarea condițiilor Acordului de finanțare			

* - Raportările Consultanțului tehnic se anexează

D - Sistare / Respingere

	Sistare	Respingere	Achitare parțială	Motivul sistării / respingerii
Data sistare/respingere:				
Data reluare procesare:				
Persoana responsabilă:				

E - Comentarii

--

F - Persoane responsabile

Specialist SMCRP:		Șef DJA:	
Șef SMCRP:		Director adjunct:	

Annex 14: Report on the evaluation of the implementation of the project

PROJECT IMPLEMENTATION ASSESSMENT REPORT (REIP)

Surname, first name beneficiary	
Address of the individual house	
The Entrepreneur	
Total value of the phase	
The value of the project stage, by category of expenditure, established by CNED when implementing the Project	
Mention regarding the approval by CNED of the project phase as implemented and its total value	

Approved/Countersigned Director

REQUEST FOR APPROVAL OF THE EXECUTION OF WORKS

Basis for the request:	
Name, Beneficiary First Name:	
Address of the individual house:	
Entrepreneur:	
Headquarters:	
Request:	
Description of the step proposed for approval:	
Total amount of expenditure incurred:	
Other:	

Annexes: *Confirmatory documents are attached*

Date, signature of the authorised person and stamp of the Beneficiary

Annex 16: Report Certification of Used and Accumulated Materials and Equipment

REPORT CERTIFICATION OF USED AND ACUMULATED MATERIALS AND EQUIPMENT

Financing **contract No:** _____

Name of the economic operator: _____

Materials / Equipment	Date	Certificate (Organisation and date of issue)	Comments

Representative of the economic operator: _____

(Signature, Surname, First Name)

(L.S.)

Construction site manager: _____

(Signature, Surname, First Name)