



## **INTERNSHIP – REFRIGERANTS LOGBOOK EVALUATION PROJECT**

### **INVITATION FOR PROPOSALS**

#### **BACKGROUND**

Through the Figaroo website ([www.figaroo.org](http://www.figaroo.org)) interested parties can download a model of a logbook which enables the operator of stationary equipment to keep adequate records of the interventions to the equipment using fluorinated greenhouse gases. Under the EU F-Gas regulation (842/2006), such records must be kept. The model was developed as a simple tool to assist operators to meet the record keeping requirements under the F-gas regulation.

To date the logbook has been downloaded approximately 400 times. As a precondition for the download, the user must provide identification details and a notice is given that Figaroo may contact the user for evaluation.

Figaroo now wishes to proceed and evaluate the use and usefulness of its model logbook.

#### **PROJECT DESCRIPTION**

The goal of the project is to evaluate the model logbook in all respects with a view to develop an improved version.

The successful candidate or team of candidates will be required to develop an evaluation tool and an approach for its deployment (“method”). The method must cover both quantitative (statistical) and qualitative aspects. In view of the small universe of downloaders, we expect that all users will be approached.

After approval by the project steering committee, the successful candidate or team of candidates will execute the evaluation and prepare a draft report of the findings.

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#### **CEFIC**

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Such report will at least cover the following items:

- General overview of users by sector, country, size/number of installations;
- rating of usefulness of the logbook tool by various categories, with a special focus on compliance with the F-Gas regulation;
- assessment of performance in terms of prevention of losses of fluids;
- suggestions for improvement of the tool.

The proposals and reports must be in the English language.

The project is expected to take a maximum of six months and must be completed before October 2010.

## **CANDIDATES**

This invitation is directed to students who are in their final year(s) of study. We believe that a good technical background in the refrigeration sector will be useful. Command of at least three languages of the EU is preferred.

## **PROPOSALS**

Proposals must contain at least the following information:

- Detailed description of the method;
- detailed description of the execution of the survey;
- timeline and proposal for interim reporting;
- CV of the applicant(s);
- reference/recommendation by educational institute.

## **OWNERSHIP AND CONFIDENTIALITY OF DATA**

All data (electronic or otherwise) provided by Figaroo to the successful candidate(s) in the context of this project must be treated in full confidence and cannot be disclosed to third parties without written consent by Figaroo.

All data collected by the successful candidate(s), as well as any reports will become property of, and cannot be disclosed to third parties without written consent by Figaroo. The successful candidate(s) may use the information obtained under this project for the preparation of a thesis or other form of educational report.

## **FINANCIAL AND LEGAL ASPECTS**

The successful candidate(s) will receive a grant of a maximum of € 10 000 payable as follows:

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€ 2 000 at the commencement of the project  
€ 1 000 in monthly installments for a maximum of five months  
€ 3 000 upon final acceptance by Figaroo of the end report.

The grant does not constitute a contract of employment. Recipient(s) must ensure compliance with local tax and (social) insurance regulations.

Failure to meet the agreed schedule of (interim) reports may lead to suspension of payments.

## **PROCEDURE**

Deadline for submission of proposals is January 31st, 2009.

Figaroo will interview shortlisted candidates in the course of February 2010.

The successful candidate will be announced by March 15<sup>th</sup> at the latest.

Proposals must be submitted in the English language to

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