



**MINISTRY OF MINES AND ENERGY**  
**Department of Energy**  
**Capitol Hill, Monrovia**



**Request for Expression of Interest (REOI)**

**To provide consultancy for the below services**

**Consultancy Service for Developing a Net Metering Policy for Liberia**

**TERMS OF REFERENCE (ToR) FOR NATIONAL CONSULTANT (NC)**

Assignment	Development of a Net Metering Policy for Liberia
Location	Monrovia, with potential field travel
Duration	30 working days
Reporting To	Net Metering Focal Point (MME), and Director Bureau of Energy Planning, Research and Policy, Department of Energy, Ministry of Mines and Energy (MME)
Start Date	<b>TBA</b>

**BACKGROUND**

Liberia's energy sector continues to face systemic challenges including limited generation capacity, high electricity tariffs, unreliable supply, and low national electrification rates particularly in rural areas. According to the Liberia Electricity Regulatory Commission (LERC), fewer than 33% of the population in urban communities has access to electricity and 14% in rural areas. This reality places a significant constraint on economic development, poverty alleviation, and inclusive growth. The Ministry's Revised National Energy Policy NEP has projected providing 70 percent power supply to the population of Monrovia and 35 percent of the entire country by 2030. It is the policy of the Government to institute net metering scheme for small scale power plants owned by retail consumers who are treated as micro electricity plants.

In response, the Government of Liberia has prioritized energy sector reform and renewable energy promotion under several national and international commitments. These include the SDGs goal, SEA4ALL, National Energy Policy and the Agenda for Inclusive and Sustainable Development (AAID), which seeks to accelerate access to affordable, reliable, modern, and sustainable energy for all as a driver of equitable economic transformation. Additionally, Liberia's updated Nationally Determined Contribution (NDC) commits the country to reducing greenhouse gas emissions through renewable energy deployment and energy efficiency interventions.

Net Metering Policy aligns directly with these goals by enabling consumers who generate their own renewable electricity, particularly through solar photovoltaic (PV) systems, to feed excess power into the grid in exchange for credits. This approach promotes decentralized energy generation, enhance private

sector and household investment in clean technologies, and strengthens grid resilience as well as reducing power theft. Moreover, net metering is a critical tool for empowering vulnerable communities to participate in the energy economy. It can particularly benefit schools, clinics, small businesses, and farming cooperatives by reducing their energy costs and improving reliability, contributing directly to the goals of improving access to modern energy services and security at the same time Liberia's NDC.

## CONTRACT AND REPORTING REQUIREMENTS

The National Consultant (NC) will be engaged under a performance-based contract for a period of thirty (30) days, beginning on the agreed start date as stipulated in the implementation timeline. The consultancy will be supervised by the Department of Energy through the Focal Point and the Director for Energy Planning, Research and Policy at the Ministry of Mines and Energy (MME).

The NC shall be responsible for delivering the following reports in English, both in printed (hard copy) and electronic formats, throughout the consultancy:

- **Weekly Progress Reports:**

The NC shall submit concise weekly reports detailing the progress of activities, key milestones achieved, stakeholder engagement outcomes, challenges encountered, and any recommendations or adjustments needed.

- **Final Report:**

At the conclusion of the Development of the Net Metering Policy, the National Consultants shall submit a comprehensive final report that:

- outlines all activities conducted, findings from consultations and assessments,
- identified policy and regulatory gaps,
- recommendations for net metering implementation,
- and lessons learned.

This report will serve as a key input into final policy approval and dissemination.

## OBJECTIVE OF THE ASSIGNMENT

The objective of this consultancy is to support the MME in developing a robust, inclusive, and implementable Net Metering Policy for Liberia. The consultant will conduct technical and regulatory assessments, coordinate multi-stakeholder consultations, prepare comprehensive draft policy and support the validation and finalization of the final Net Metering Policy.

## SCOPE OF WORK

Under the supervision of the Department of Energy and in coordination with relevant agencies and stakeholders, the National Consultant will undertake the following tasks:

- **Situational Assessment**

- Review existing policies, laws, and technical standards relating to renewable energy and grid interconnection.
- Assess the status of distributed renewable energy (especially solar PV) in Liberia.
- Identify institutional, regulatory, and technical gaps hindering net metering adoption.
- Analyze utility (LEC), private distributor, and mini-grid operator readiness.

## **ii. Stakeholder Engagement**

- Identify and engage key stakeholders: LERC, LEC, EPA, RREA, MFDP, Ministry of Gender, private sector actors, academia, and development partners.
- Ensure inclusion of women, youth, rural voices, and other marginalized groups in the policy design process.
- Facilitate stakeholder workshops and focus group discussions.

## **iii. Policy Development**

- Draft Comprehensive Recommendations and Input for Net Metering Policy including eligibility criteria, technical standards, billing mechanisms, and institutional roles.

## **iv. Legal and Regulatory Review**

- Recommend legal or regulatory adjustments to support policy implementation.
- Ensure consistency with Liberia's Electricity Law, Revised NEP, and Renewable Energy Strategy.

## **v. Capacity Building and Awareness**

- Develop training content and materials for government and private sector stakeholders.
- Contribute to public awareness campaigns targeting consumers and potential prosumers.

## **vi. Validation and Finalization**

- Support the organization of a national validation workshop.
- Incorporate stakeholder feedback into the final policy draft.
- Submit hard and soft copies of the final policy document with roadmap and implementation guidelines.

## DELIVERABLES

1. Situational Assessment Report
  - Review of existing policies, laws, and technical standards related to renewable energy and grid interconnection
  - Assessment of current status of distributed renewable energy (especially solar PV) in Liberia.
  - Identification of institutional, regulatory, and technical gaps hindering net metering adoption.
  - Readiness analysis of utility (LEC), private distributors, and mini-grid operators.
2. Stakeholder Engagement Report
  - List and analysis of key stakeholders consulted (e.g., LERC, LEC, EPA, RREA, MFDP, Ministry of Gender, private sector, academia, development partners).
  - Documentation of engagement with women, youth, rural communities, and marginalized groups.
  - Summary of outcomes from stakeholder workshops and focus group discussions.
3. Draft Net Metering Policy Recommendations
  - Detailed policy inputs including, but not limited to:
    - Eligibility criteria
    - Technical standards
    - Billing and compensation mechanisms
    - Institutional roles and responsibilities
4. Legal and Regulatory Recommendations
  - Recommend legal and/or regulatory amendments to enable policy implementation.
  - Alignment analysis with:
    - Liberia's Electricity Law
    - Revised National Energy Policy (NEP)
    - National Renewable Energy Strategy
5. Validation Workshop Support
  - Facilitation of national validation workshop.
  - Compilation and incorporation of stakeholder feedback.
6. Final Policy Recommendations Document
  - Finalized policy recommendations, reflecting stakeholder input.
  - Submission in both hard copy and soft copy formats.

## FUNCTIONAL COMPETENCIES

- Strong technical knowledge of energy policy, regulatory frameworks, and renewable energy integration—particularly distributed generation and net metering models.
- Demonstrated experience in policy drafting, legal analysis, and stakeholder consultation within the energy or public sector.
- Proven ability to communicate clearly, concisely, and diplomatically in both oral and written forms with technical and non-technical audiences.
- Strong organizational and analytical skills, including the ability to produce high-quality documents under tight deadlines.

## KEY EXPECTED RESULTS

- A final Net Metering Policy for Liberia developed in line with international best practices and national energy sector objectives.
- A Stakeholder Consultation and Engagement Report, summarizing key discussions, concerns, and consensus reached during the assignment.
- A Policy Brief clearly articulating the benefits, structure, and implementation strategy for net metering in Liberia.

## PERFORMANCE MONITORING INDICATORS

1. Submission and approval of Draft Net Metering Policy.
2. Successful facilitation of a Stakeholder Validation Workshop and compilation of workshop report.
3. Submission of a Final Net Metering Policy incorporating stakeholder feedback.
4. Submission of a Stakeholder Consultation Report and Policy Brief.
5. Delivery of all outputs in both hard and soft copies, in English.

## OUTPUTS

The consultancy is expected to achieve the following key deliverables:

- Identification and mapping of key stakeholders relevant to the development and implementation of a Net Metering Policy in Liberia, including their interests, roles, and concerns.
- Effective engagement and awareness-raising among stakeholders to ensure a shared understanding of the purpose and benefits of net metering.
- Meaningful consultation with affected and interested parties to incorporate their inputs and perspectives into the policy drafting process.
- Timely dissemination of information on the policy development process to all stakeholders to promote transparency, inclusivity, and national ownership.
- Submission of a Draft Net Metering Policy, Stakeholder Consultation Report, Policy Brief, and the Final Net Metering Policy incorporating all relevant feedback.

## QUALIFICATIONS – EDUCATION

The National Consultant must possess a Master's degree in one or more of the following areas:

- Advanced degree (Master's or PhD) in Energy Policy, Renewable Energy, Environmental Policy, Engineering, Law or a related field relevant to energy sector governance,
- Minimum of 10 years of relevant experience in energy policy development, with specific experience in net metering or renewable energy.
- Proven experience working with governments and regulatory authorities in energy sector reform.
- Familiarity with international best practices on net metering.
- Excellent writing, analytical, and communication skills.
- Prior experience in Sub-Saharan Africa or similar contexts is a strong asset.

## EXPERIENCE / COMPETENCIES / SKILLS

- At least 5–7 years of progressive professional experience in energy policy development, regulatory analysis, or renewable energy project implementation.
- Proven experience in drafting energy or regulatory policies and engaging government institutions and utilities.
- Strong familiarity with distributed renewable energy systems, including net metering, feed-in tariffs, or related mechanisms.
- Demonstrated ability to lead stakeholder consultations, synthesize technical information, and translate it into policy recommendations.
- Strong writing, analytical, and presentation skills.
- Ability to work independently and manage time efficiently under tight deadlines.
- Excellent interpersonal skills and ability to engage with diverse stakeholders, including government, private sector, and development partners.
- Fluency in written and spoken English is required.
- High level of professionalism, ethics, and integrity.

## APPLICATION INSTRUCTIONS

All applications should be addressed to: Charles Umehai-Deputy Minister for Energy, Department of Energy, Ministry of Mines and Energy

Submission Email: [charles.umehai@mme.gov.lr](mailto:charles.umehai@mme.gov.lr) , [charles.umehai16@gmail.com](mailto:charles.umehai16@gmail.com) with a copy to [monyanflomo@gmail.com](mailto:monyanflomo@gmail.com) and [joebarline.gbozee@gmail.com](mailto:joebarline.gbozee@gmail.com)

Deadline for Submission: June 16, 2025

Submissions received after the deadline will not be considered. Only those meeting the stated requirements will be evaluated. The application package must include:

- A detailed CV outlining relevant qualifications and experience.
- A technical proposal highlighting the approach and methodology for carrying out the assignment.
- A financial proposal clearly indicating expected remuneration.

Note: This notice is available on:

<https://mme.gov.lr/>

<https://epa.gov.lr>

***FEMALE CANDIDATES ARE STRONGLY ENCOURAGED TO APPLY.***