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SWITCH-Asia Policy Support Component

[Title here: a clear, concise phrase reflecting the content and scope of your work]:

[Subtitle here: Report/Scoping Study/Guide (*choose 1, or insert a different publication category*)] on [topic/sector] in [countries/region]

**Acknowledgements**

This [Report/Scoping Study/Guide (*choose 1, or insert a different publication category*)], [*insert full title and subtitle from previous page*] was prepared on behalf of the EU SWITCH-Asia Policy Support Component (PSC) by [*insert name(s) of Expert(s)*]under the supervision of [*insert name of PSC Expert*]and Dr Zinaida Fadeeva, Team Leader, SWITCH-Asia Policy Support Component.



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## Table of contents

**Preface, Foreword from Ministry,** etc. *(as appropriate)*

Abbreviations and Symbols

List of Figures

List of Tables

**Executive Summary**

**Chapter 1. Introduction**

1.1 [Background]

1.2 [Objectives]

1.3 [Challenges]

 1.3.1 xxxxxxx

 1.3.2 xxxxxxx

**Chapter 2. Overview of [topic] in [countries/region]**

2.1 [Social issues]

2.2 [Environmental issues]

 2.2.1 xxxxxxx

 2.2.2 xxxxxxx

2.3 [Unsustainable consumption]

**Chapter 3. Policy overview**

3.1 Policy framework for [sector or topic]

3.2 Overview of national/regional legal frameworks

**Chapter 4. Best practices and Lessons learnt**

4.1 Discussion of findings

4.2 Global community and private sector

4.3 Further research

**Chapter 5. Recommended actions**

**Annex A.** [*Insert Annex title*]

**Annex B.** [*Insert Annex title*]

[etc.]

**References**

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The document should be divided into numbered chapters (authors may refer to the sample Table of Contents for suggested types of chapters; to be adapted as needed for each Report, Scoping Study or Guide). The text should be in **1.5 or double-spaced typescript**, and the font should be **12-point Times New Roman or 12-point Arial** throughout. No elaborate formatting or application of Word Styles is necessary.

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## 1 [Heading 1]

 **1.1 [*Heading 2*]**

 **1.2 [*Heading 2*]**

## 2 [Heading 1]

 **2.1 [*Heading 2*]**

 **2.1.1 [*Heading 3*]**

 **2.1.2 [*Heading 3*]**

 **2.2 [*Heading 2*]**

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* As stand-alone editable files (*not* pdf files) to be sent separately to the Supervising Expert.
* **Acceptable formats for ALL figures and tables: jpeg image files; PowerPoint slides; live Word files for tables.**

**Sample Figure and Table. Note that captions go under Figures, and above Tables.** Figures and Tables are to be embedded in the text.

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**Table 6. Indicative Energy Production Quantities for 2019.**

Source: State Statistics Committee of the Republic of Uzbekistan

|  |  |  |  |
| --- | --- | --- | --- |
| **Resource** | **Product** | **Production** | **Units** |
| Fossil Fuels | Coal | 4.10 | million t |
| Oil | 0.70 | million t |
| Gas concentrate | 2.10 | million t |
| Natural Gas | 60.50 | billion m3 |
| Derivatives | Gasoline (motor) | 1.03 | million t |
| Diesel | 1.03 | million t |

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**Example of in-text references**

* The European Commission (2015) write in their action plan for the circular economy that...
* In a report concerning life cycle impact assessments from the European Commission by Saouter et al. (2020)...

**Reference list:**

European Commission. 2015, December 2. Communication from the Commission to the European parliament, the Council, the European economic and social committee and the Committee of the regions: Closing the loop: An EU action plan for the circular economy (Report COM/2015/0614). <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:52015DC0614>

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***Books, reports, monographs***

Author, A., Author, B., Author, C. YYYY. Title of book/report (Report #). Publisher. DOI or URL

Pasanen, P., Castro, R. 2019. Carbon Heroes Benchmark Program: Whole building embodied carbon profiling. IOP Conference Series: Earth and Environmental Science. DOI:10.1088/1755-1315/323/1/012028

***Journal articles***

Author, A., Author, B., Author, C. YYYY. Title of article. Journal name. Volume:Issue. DOI or URL

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European Commission. [Dutch Building Act (Bouwbesluit) 2012](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&cad=rja&uact=8&ved=2ahUKEwiHpOyrgsX0AhVw57sIHSRoCbgQFnoECAQQAQ&url=https%3A%2F%2Fec.europa.eu%2Fgrowth%2Ftools-databases%2Ftris%2Fen%2Findex.cfm%2Fsearch%2F%3Ftrisaction%3Dsearch.detail%26year%3D2011%26num%3D212%26dLang%3DEN&usg=AOvVaw3tLlbX063f4svrTxn3xAK6). PDF.

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