

Phare 2004
STANDARD SUMMARY PROJECT FICHE

1. Basic Information

- 1.1. Desiree Number:** PHARE 2004/016-772.03.05
1.2. Title “Improving social security for migrant workers.”
1.3 Sector: Free movement of persons; Free movement of workers, co-ordination of social security systems
1.4 Location: Romania

2. Objectives

2.1. Overall Objectives

To support the ongoing transformation process in Romania in order to increase the implementation capacity of the community acquis by the institutions concerned in the field of movement of workers and co-ordination of social security systems.

2.2 Project purposes

- To develop the administrative capacity and IT system of the local institutions and structures responsible for the implementation of the community acquis in the field of free movement of workers and the rules for the co-ordination of the social security systems under the Ministry of Labour, Social Solidarity and Family, Ministry of Health, Ministry of Education and Research, National Agency for Employment, National House for Pension and other Social Insurance Rights, National Health Insurance House
- To prepare the implementation of the European Health Insurance Card

2.3. Accession and NPAA priority

Accession Partnership 2003 - Free movement of persons:

“Take preparatory measures to meet the financial and administrative obligations which will result from application of the rules on co-ordination of social security”

2000, 2001, 2002 and 2003 Regular Report on Romania’s progress towards accession stressed the importance of developing the necessary administrative structures and providing professional training for the personnel involved.

- Centre for migrant workers. The setting up of the Centre started in 2002.

Priorities on short term

- training and improvement of the knowledge of the staff working in institutions involved in the application of the acquis on the co-ordination of the social security systems (Ministry of Labour and Social Solidarity, Ministry of Health, National House of Pension, National Health Insurance House, National Agency for Employment, Ministry of Education and Research, Ministry of Finance);

- development of information exchange among the specialized institution in Romania and the counterparts institutions in the EU Member States, as well as with other associated states;
- setting up the Centre for information and documentation on rights and obligations of migrant workers.

In order to prepare the implementation of the community law in the field of free movement of workers and co-ordination of social security systems, trained specialized personnel is required. Moreover, well technically equipped and IT systems within institutions responsible for the implementation of the aforementioned provisions are crucial as well. Developing the capacity of spreading social security information for migrant workers it is also necessary.

Accession Partnership 2000, 2001, 2002 and 2003 Regular Report on Romania's progress towards accession stressed the importance of developing the necessary administrative structures and provide professional training for the personnel involved.

In order to prepare the implementation of the community law and bilateral agreements' provisions concluded by Romania in the field of free movement of workers and co-ordination of social security systems, trained specialized personnel is required. Moreover, well technically equipped institutions responsible for the implementation of the aforementioned provisions are crucial as well.

2.4. Contribution to National Development Plan (If applicable) No

3. Description

3.1. Background and justification

3.1.1. Free movement of workers; co-ordination of social security systems in EU

- The free movement of workers is a fundamental expression of the free movement of persons, which represents one of four pillars of the Single Market. Article 42 (51) the Treaty requires that the Council adopt measures in the field of social security that would render possible the free movement of workers.
- The European Union legislation in the field of co-ordination of social security systems is represented by the Regulation (EEC) No 1408/71 of the Council of 14 June 1971 on the application of social security schemes to employed persons and their families moving within the Community and Regulation (EEC) No 574/72 of the Council of 21 March 1972 fixing the procedure for implementing Regulation (EEC) No 1408/71 on the application of social security schemes to employed persons and their families moving within the Community.
- The four fundamental principles of the co-ordination in the field of social security are: the application of only one legislation, equality of treatment, maintaining the acquired entitlements-export of benefits, maintaining the entitlements to be acquired - aggregation of insured periods.
- The rules for co-ordination concern only the parts of national legislation, which are liable to produce undesirable effects for the worker when he/she crosses intra-community frontiers. The application of these rules implies a lot of exchange of information about the workers and self-employees, their

family members between the competent institutions. Social security institutions must possess accurate, current and complete information.

- The Administrative Commission on Social Security for Migrant Workers takes decisions concerning the exchange of information between the institutions applying Regulation no.1408/71 and 574/72. Some decisions are on the forms to be used in order to ensure the exchange of information. At the moment there are a great number paper forms and a well-established liaison procedure.
- Also there are some working groups intending to replace the paper forms with electronic forms. Over last years a lot of efforts have been made for changing over from exchanging hardcopy data to electronic data exchange. Projects have been developed and implemented in the pension and health sectors for the exchange of data concerning the member's identity, the social security scheme to which he belongs, and the reimbursement of medical expenses. In June 2003, there were issued the Decisions no.189 and 190 by Administrative Commission aimed at introducing a European health insurance card, respective the technical specification of above-mentioned card. Since 1 June 2004, the European Health Insurance Card replaces the E 111 certificate. After entering EU Romania shall also have to use the European Health Insurance Card.
- In 2004 a new Regulation 883/2004 has been approved, in order to change the Regulation 1408/71. This new regulation shall be in force when the implementation Regulation, replacing Regulation 574/72 shall be approved.

3.1.2.Implementation of the Regulation 1408/71 and 574/72 in Romania

The preparation for the application of these Regulations is, mainly, achieved through concluding and applying bilateral agreements on social security. Romania has in present 15 bilateral agreements on social security in force, but the Romanian administration has to be prepared for the implementation of the two Regulations.

Romanian institutions responsible for the implementation of the Regulation no.1408/71 and 574/72

- In Romania the following institutions are involved in the application of the rules of co-ordination of the social security schemes: the Ministry of Labour, Social Solidarity, and Family, the Ministry of Health, the National House of Pensions, National Health Insurance House and Other Social Insurance Rights, the National Agency for Employment, the Ministry of Education and Research, the Ministry of Finance and their territorial entities.
- The Ministry of Labour, Social Solidarity and Family has an important role in defining the policies, making the laws and managing an important part of the social security system, together with the National Agency for Employment and the National House of Pensions and/or Other Social Insurance Rights which function under its coordination.

The Ministry of Health and the National Health Insurance House are the institutions responsible for granting medical benefits in kind, in case of sickness and maternity.

- The National Agency for Employment coordinates the services that hold the personal records and establish the payment of the allowances financed by the Fund for the payment of the unemployment benefits.
- The National House of Pensions and Other Social Insurance Rights is responsible for granting the following benefits: old-age pensions; invalidity pensions, survivor's pensions; indemnities for temporary incapacity of work

caused by regular sickness or accidents outside the working place, occupational diseases and accidents at work; benefits for preventing sickness and recovering work capacity; maternity benefits; child care or ill child care indemnities; death grants.

- The Ministry of Labour, Social Solidarity, and Family the Ministry of Education and Research manages the allocation of family benefits.
- The Ministry of Labour, Social Solidarity and Family ensures the coordination of the institutions involved in the application of the Regulation (EEC) no. 1408/71 of 14 July 1971, on the application of social security schemes to employed persons, self-employed persons and to members of their families moving within the Community and Regulation (EEC) no. 574/72, laying down the procedure for implementing Regulation (EEC) no.1408/71.

3.1.3. Preparation under the twinning project RO02/IB/SO-02: Social security for migrant workers

The twinning project RO02/IB/SO-02: *Social security for migrants workers*, implemented during 2003-2004, will prepare the administrative structures involved in the co-ordination of social security systems (institutions and staff) in order to implement the Regulations 1408/71/CEE and 574/72/CEE.

The project RO02/IB/SO-02 “Social security for migrant workers” has 4 main components, regarding legislation, organization, information, and training.

Guaranteed results of project RO02/IB/SO-02: *Social security for migrant workers*:

1. The proposals of Romania concerning the inscriptions in the appendices of the Community Regulations 1408/71 and 574/72 are revised and supplemented.
2. The performance of the institutions involved in the coordination of the systems of social security (Ministry of Labour, Social Solidarity and Family, Ministry of Health, Ministry for the Finance Public, Ministry of Education and Research, the National Health Insurance House, the National House of Pensions and Other Social Insurance Rights, the National Agency for Employment) is effectively improved: the co-operation between these institutions and the institutions of European Union is organized, tested and validated by the Ministry; the operating circuits necessary for the implementation of the Community Regulation 1408/71 and 574/72 are defined, tested and validated and integrate the printed paper forms used within the framework of the coordination of social security systems; the personnel of the institutions is formed.
3. The assessment of financial impact for Romania, of the enforcement of the Regulations in the field of the coordination of social security systems is carried out.
4. The information strategy for migrant worker is outlined, the Web site is developed, the materials addressed to the people exerting their right to freedom of movement in the European Union, to the employers and to the institutions are elaborated distributed. The written supports are diversified.
5. The training manual is elaborated, 30 trainers of the Ministry of Labour, Social Solidarity and Family, the Ministry of Health, the Ministry of Public Finance, the Ministry of Education and Research, the National Health Insurance House, the National House of Pensions and Other Social Insurance Rights, the National Agency for Employment will have the knowledge necessary for training the staff working at local level in the institutions involved in the coordination of the systems of

social security (general principles, application of the forms necessary to the implementation of Regulations 1408/71 and 574/72).

6. 450 experts of the relevant institutions, at the central and territorial level, are trained in the field of the coordination of social security systems (general principles, application of the forms necessary for the implementation of Regulations 1408/71 and 574/72) – 3 employees for each territorial Direction of Work and Social Solidarity, for the territorial Houses of Pensions and Other Social Insurance Rights, the Agencies for Employment and the territorial Health Insurance Houses.

3.1.4. Necessity of a new Phare Project.

The investment component of the twinning project RO02/SO-02 *Social security for migrant workers* involves the procurement and delivery of technical equipment (computers, network connections, faxes, copy machines, etc.) for the following institutions: Ministry of Labour, Social Solidarity and Family, Ministry of Health, Ministry of Education and Research, National Agency for Employment, National House for Pension and other Social Insurance Rights, National Health Insurance House and their territorial entities.

This component offers the opportunity to develop the IT system required in order to enforce the Regulations 1408/71/CEE and 574/72/CEE.

However, during the implementation of the twinning project RO02/SO-02 *Social security for migrant workers*, it emerged that the sum allocated for the investment component (827.000 EURO) would not be sufficient to develop, with particular regard to the territorial level, a functional information system so as to ensure the effective coordination of social security schemes.

In addition, the institutions involved are currently developing their IT system.

The investment component of the project RO02/SO-02 Social security for migrant workers will cover only the IT system at central level, whereas locally additional training and investments will be needed.

Furthermore, during the implementation of the twinning project RO02/SO-02 „Social security for migrant workers” it has emerged that the information component needs to be further developed so that information circulates not only at central but also at regional level. A great number of Romanian migrant workers come from various regions (West, North/West moving especially to Germany and Spain). Therefore, it is necessary to strengthen the capacity of the Centre for Information and Documentation for Migrant Workers to ensure it can provide adequate services to the increasing number of workers. It is also necessary to have additional regional centres spreading information to migrant workers. These new centres will be located in Timisoara, Sibiu, Vaslui, Vrancea and Craiova.

Another important task which needs to be undertaken is the implementation of the European Health Insurance Card.

The project “**Improving social security for migrant workers**” will have **two main components**:

- A. Development of the administrative capacity and IT system** of the local institutions and structures which are responsible for implementing the community acquis on free movement of workers and the rules for the co-ordination of the social security systems.
- B. Preparing the implementation of the European Health Insurance Card.**

A. Development of the administrative capacity and IT system of the local institutions and structures which are responsible for implementing the community acquis on free movement of workers and the rules for the co-ordination of the social security systems.

This component will have 2 subcomponents:

A. 1. Technical assistance

A.1.1. **Needs assessment**: analysing the organisation of the institutions at the local level, in order to develop the IT system which will ensure the implementation of the acquis in the field of co-ordination of social security schemes;

A.1.2. **Information**: Improving the information services for migrant workers in Timișoara, Sibiu, Vaslui, Vrancea, Craiova.

A.1.3. **Training**:

A.1.3.1. Training for IT specialists and the personnel who will be using the IT system

A.1.3.2. Specific training for personnel working in the local Centres for Information and Documentation for Migrant Workers

A.1.3.3. Training for employees of the Ministry of Labour, Social Solidarity and Family, the National Agency for Employment, the National House for Pension and other Social Insurance Rights, the National House for Health Insurance and their local entities on the implementation of Regulation no. 1408/71 and Regulation no. 574/72 (using also the trainees trained under Twinning project RO02/SO-02 Social security for migrant workers)

A.2. Investment

A.2.1. Developing the IT system within the institutions involved (MMSSF, CNAS, CNPAS and ANOFM) in order to ensure the implementation of the acquis in the field of co-ordination of social security schemes;

A.2.2. Supplying IT equipment to 5 new local Centres for Information and Documentation for Migrant Workers in Timișoara, Sibiu, Vaslui, Vrancea, Craiova

B . Preparing the implementation of the European Health Insurance Card

The preparations for the development of the European Health Insurance Card will include two sub-components:

B.1. Technical Assistance

B.1.1. Developing a strategy for the implementation of the European Health Insurance Card;

B.1.2. Drafting a detailed action plan for the execution of the strategy at national level;

B.1.3. Organising an awareness campaign addressed to the general public and developing a Website.

B.2. Investment

B.2.1. Providing the technical equipment and the materials requested to issue up to 2.000.000 EHIC at national level;

B.2.2. Developing the applications which are needed for the emission and the management of the EHIC;

B.2.3. Training operators who will be working with the system and trainers who will ensure new operators are prepared in case some of them leave.

3. 2. Linked activities

Twinning project RO02/IB/SO-02: Social security for migrants workers

3. 3. Results

A. Development of the administrative capacity and IT system

A. 1. Technical Assistance

A.1.1 **Needs assessment:** the organisation of the institutions involved in the coordination of social security for migrant workers at local level is analysed and viable solutions are identified so as to improve their administrative capacity to implement Regulations no. 1408/71 and 574/72.

A.1.2 – **Information:** the level of information for migrant workers is increased in Timișoara, Sibiu, Vaslui, Vrancea, Craiova. .

A.1.3 – Training:

A.1.3.1 100 persons trained among the personnel working with the IT system in the field of coordination of social security schemes;

A.1.3.2 25 persons trained among the personnel working in the 5 new local Centers for Information and Documentation for Migrant Workers;

A.1.3.3 450 employees from the Ministry of Labour and Social Solidarity, the National Agency for Employment, the National House for Pension and other Social Insurance Rights, the National House for Health Insurance and their local entities, trained on the implementation of Regulation no. 1408/71 and Regulation no. 574/72 (using also the trainees trained under Twinning project RO02/SO-02 Social security for migrant workers and the training manual)

A.2. Investment

A.2.1. A functional IT system for the local offices of the institutions involved in the coordination of social security for migrant workers is developed in order to ensure the implementation of the acquis in the field of co-ordination of social security schemes. This means delivery, installation, putting into operation, testing, including ancillary services, application & training manuals (in English and/or Romanian language), spare parts, consumables, training, by the supplier of the equipment and application;

A.2.2. Application modules for the local offices of MMSSF, CNPAS, CNAS, ANOFM are developed to ensure they fulfil their responsibilities in the system of co-ordination of social security;

A.2.3. IT equipment is supplied to 5 new local Centres for Information and Documentation for Migrant Workers in Timișoara, Sibiu, Vaslui, Vrancea, Craiova in order to increase further the level of information at territorial level.

B. Preparing the implementation of the European Health Insurance Card

B.1 Technical Assistance

B.1.1. The strategy for implementation of the European Health Insurance Card at national level and guidelines for the procedures are elaborated;

B.1.2. An action plan, for implementation of the strategy is drafted and disseminated;

B.1.3. Guidelines and procedures for a public awareness campaign are elaborated and a Website is developed.

B.2 Investment

B.2.1. Suitable technical equipment and materials, able to edit up to 2.000.000 EHIC at national level are supplied;

B.2.2. At least 86 operators are trained and ready to work with the system, and at least two trainers (Trainers of trainers – ToT) are able to prepare other operators in case some of them leave the system;

B.2.3. Specific applications for managing and emitting the EHIC are developed.

3.4. Activities

A.1. Technical assistance

A. 1.1. Needs assessment

A.1.1.1. Analysis of the organization within the local offices of the Ministry of Labour, Social Solidarity and Family, Ministry of Health, the Ministry of Education and Research, the National Agency for Employment, the National House for Pension and other Social Insurance Rights and the National Health Insurance House in order to make proposal to improve their capacity to implement the Regulation no. 1408/71 and Regulation no. 574/72;

A.1.1.2. Analysis over the existing IT systems within the Romanian institutions responsible for the co-ordination of the of social security schemes in order to ensure the effective implementation of the relevant Community acquis;

A.1.1.3. Collecting information on similar institutions in the EU Member States.

A.1.1.4. Preparing a feasibility study for the procurement and delivery of equipment and applications necessary to develop the IT system regarding migrant workers within the Romanian institutions responsible for the implementation of the community acquis in the field of co-ordination of social security schemes;

A.1.1.5 Drafting technical specifications for the procurement and delivery of equipment and applications necessary to develop the IT system regarding migrant workers within the Romanian institutions responsible for the implementation of the community acquis in the field of co-ordination of social security schemes.

A.1.2. Information

A.1.2.1. Improving information services at territorial level through the 5 new local Centres for Information and Documentation for Migrant Workers in Timișoara, Sibiu, Vaslui, Vrancea, Craiova;

A.1.2.2 Disseminating information regarding the implementation of the European Regulations in the field of co-ordination of social security schemes.

A.1. 3. Training

A.1.3.1 Providing further training for 30 trainers trained under the Twinning project RO02/SO-02 “Social security for migrant workers”;

A.1.3.2 Providing training on the case law regarding Regulation 1408/71 and Regulation 574/72 for 30 legal advisers, lawyers and judges;

A.1.3.3 Providing training for 100 people who use the IT system within the Ministry of Labour, Social Solidarity and Family, the Ministry of Health, the Ministry of Education and Research, the National Agency for Employment, the National House for Pensions and other Social Insurance Rights, the National Health Insurance House and their territorial entities;

A.1.3.4 Providing training for 25 persons who will work in the 5 new local Centres for Information and Documentation for Migrant Workers;

A.1.3.5 Providing training for 450 persons on the coordination of social security systems (implementation of the Regulation (CEE) 1408/71 and Regulation (CEE) 574/72 for the personnel within the Ministry of Labour, Social Solidarity and Family, the Ministry of Health, the Ministry of Education and Research, the National Agency for Employment, the National House for Pension and other Social Insurance Rights, the National House for Health Insurance and their territorial entities) using also the trainees trained under the Twinning project RO02/SO-02 „Social security for migrant workers” and the training manual;

A. 2. Investment

A.2.1. Procurement and delivery of technical equipment and applications necessary to develop the IT system regarding migrant workers within the Romanian institutions responsible for the implementation of the community acquis in the field of co-ordination of social security schemes;

A.2.2. Development of the IT system regarding migrant workers within the Romanian institutions responsible for the implementation of the community acquis in the field of co-ordination of social security schemes.

B . Preparing the implementation of the European Health Insurance Card

B.1 Technical Assistance

B.1.1 Developing the strategy for the implementation of the European Health Insurance Card at national level

B.1.1.1 Collecting information on the implementation of the European health insurance card in the EU Member States (comparative and impact analysis);

B.1.1.2 Needs assessment with a view to implementing the European health insurance card in compliance with the Romanian health insurance system;

B.1.1.3 Assessing the EU legislative framework in order to identify the rules and regulations in the field which need to be transposed and/or adapting them to the Romanian reality (e.g. regarding EHIC, personal data exchanges, etc.);

B.1.1.4 Assessment of the implications of the data exchanges between EU Member States and the European health insurance card management system of Romania (e.g. insured person data);

B.1.1.5 Elaborating the strategy (appointing a working group, organizing several workshops involving all relevant stakeholders);

B.1.1.6 Elaborating an action plan to implement the strategy;

B.1.1.7 Elaborating guidelines for the relevant procedures (e.g. for issuing or reissuing of the cards, data exchanges between institutions involved, disbursement, etc.)

B.1.2 Drafting and disseminating a detailed action plan for the execution of the strategy at national level

B.1.2.1 Establishing the mechanisms and costs both for the dissemination and for the updating of the action plan at national level;

B.1.2.2 Organizing consultation meetings with local stakeholders;

B.1.2.3 Organizing a national consensus building conference concerning the European health insurance card;

The dissemination will be done also through the Website.

B.1.3. Drafting guidelines and procedures for public awareness campaign and developing a Website

B.1.3.1 Organization of the public awareness campaign;

B.1.3.2 Development of the website - a dedicated Website will be necessary for information and the delivery of suitable forms concerning the European Health Insurance card, and it will include a search engine for specific national and EU legislation, as well as support for migrant persons.

B.2 Investment

B 2.1. Purchase and delivery of the suitable technical equipment.

Supplying all the technical equipment and the materials which are required in order to produce up to 2.000.000 EHIC at national level (this will include about 86 direct-to-card monochrome printers, two for each of the 43 Health Insurance Houses, about 3.000 black ribbons used for personalization of the cards, and about 86 workstations for managing the system). This means delivery, installation, putting into operation, testing, including ancillary services, spare parts, consumables;

B 2.2. Training

The training will involve at least two trainers (ToT) and 86 operators involved directly in management and emission of the European Health Insurance Card. The training will provide enough information for the operators to use the system (applications, printers), and will include training manuals in English and/or Romanian language. Their knowledge about EHIC will include how to use the card and where it can be procured. They will have to decide, with the support of the application, if an EHIC can be issued or not. The two trainers will train the operators in cooperation with the external trainers, in order to be able to train other operators after the end of this project. They will also give support to operators for solving the problems encountered.

B 2.3. Application development

Developing specific applications for managing and issuing the European Health Insurance Card. The objective is to have an integrated health informatics system, which enables checks and helps the operator decide whether or not to

edit the EHIC and build and maintain a database with all the cards issued at a central level. This means delivery, installation, putting into operation, testing, including ancillary services (e.g. updating, help & support, etc);

4. Institutional Framework

For the component A and their subcomponents, Ministry of Labour, Social Solidarity and Family, Ministry of Health, Ministry of Education and Research, National Agency for Employment, National House for Pension and other Social Insurance Rights, National Health Insurance House and their territorial entities.

For the component B, regarding the European Health Insurance Card, the Ministry of Health and National Health Insurance House will be responsible.

5. Detailed Budget

		PHARE Support					
		Investment Support	Institution Building	Total PHARE (=I + IB)	National Co-financing	I F I	TOTAL
Component A	Contract 1: Technical Assistance		200.000	200.000			200.000
	Contract 2: Investment	1.250.000		1.250.000	420.000		1.670.000
Component B	Contract 1: Investment	600.000		600.000	200.000		800.000
	Contract 2: Technical Assistance		200.000	200.000	0.0		200.000
Total		1.850.000	400.000	2.250.000	620.000		2.870.000

6. Implementation Arrangements

A steering committee will be established, with high representatives from all institutions involved. The working groups will integrate experts from all institutions involved.

6.1. Implementing Agency

The CFCU will be responsible for the administrative and financial management of the projects, under the responsibility of the Programme Authorizing Officer.

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6.2. Implementing Authority

For the component A: *Ministry of Labour, Social Solidarity and Family*

For the component B: *Ministry of Health*

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6.3 Project leader

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7. Implementation Schedule

7.1 Start of project activity

For technical assistance - 01 January 2005

For investment – 01 March 2005

7.2 Project completion

31 December 2007

8. Equal Opportunity

The field of social security can be characterized by a much higher participation of women than men in all professions and all functions, throughout the country. In the project, all functions will be scaled and the relevant job descriptions will be prepared. In all reporting, statistics will be submitted on the proportion of men and women working for the Project and how gender issues were dealt with.

The institutions involved in the project are equal opportunity employer. Equal participation of men and women in training and operating activities will be assured consistent with the gender distribution within the institution.

9. Environment

Not applicable

10. Rates of return

Not applicable

11. Investment criteria

Not applicable

12. Conditionality and sequencing

The involved institutions for the timely implementation of all the planned operations will make sufficient human resources available.

ANNEXES TO PROJECT FICHE

1. Logical framework matrix in standard format (compulsory)
2. Detailed implementation chart (compulsory)
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period) (compulsory)
4. Reference to feasibility / pre-feasibility studies. For all investment projects, the executive summary of the economic and financial appraisals, and the environmental impact assessment should be attached (compulsory)
5. List of relevant Laws and Regulations (optional)
6. Reference to relevant Government Strategic plans and studies (may include Institution Development Plan, Business plans, Sector studies)

ANNEX 1

Phare log frame

LOGFRAME PLANNING MATRIX FOR Project Improvement of social security for migrant workers		Programme name and number Improving social security for migrant workers	
		Contracting period expires	Disbursement period expires Dec 2006
		Total budget .2.87M Euro	Phare budget: 2.25 M Euro
Overall objective	Objectively verifiable indicators	Sources of Verification	
The project aims at supporting the ongoing transformation process in Romania in order to increase the implementation capacity of the community acquis by the institutions concerned in the field of movement of workers and co-ordination of social security systems.	<ul style="list-style-type: none"> ➤ Improved legislative framework; ➤ Functional social security system for migrant workers; ➤ System for European Health Insurance Card 	Commission Regular Report, Accesssion Partneship, Action Plan for Administrative and Judicial Capacity, Enchanced monitoring procedure – monitoring reports and peer reviews, Minutes of the Council of Association, Subcommittees of Association <ul style="list-style-type: none"> ➤ Number of trained persons ➤ Evaluation forms 	
Project purpose	Objectively verifiable indicators	Sources of Verification	Assumptions
<ul style="list-style-type: none"> ➤ To develop the IT system and information capacity of the institutions and structures responsible for the implementation of the community acquis in the field of free movement of workers and the rules for the co-ordination of the social security systems: Ministry of Labour and Social Solidarity, Ministry of Health and Family, Ministry of Education and Research, National Agency for 	<ul style="list-style-type: none"> ➤ Equipment and application installed, tested and implemented; ➤ Trained staff of the personnel of the Ministry of Labour and Social Solidarity, Ministry of Health and Family, Ministry of Education and Research, National Agency for Employment, National House for 	Commission Regular Report, Accesssion Partneship, Action Plan for Administrative and Judicial Capacity, Enchanced monitoring procedure – monitoring reports and peer reviews Minutes of the Council of Association, Subcommittees of Association	<ul style="list-style-type: none"> • co-ordination of all actors involved • efficiency in communication between the actors involved

<p>Employment, National House for Pension and other Social Insurance Rights, National House for Health Insurance and their territorial entities.</p> <p>➤ To prepare the implementation of the European Health Insurance Card</p>	<p>Pension and other Social Insurance Rights, National House for Health Insurance and their territorial entities in issues on coordination of social security systems;</p> <p>➤ The European Health Insurance Card system implemented</p>		
Results	Objectively verifiable indicators	Sources of Verification	Assumptions
<p>B. <u>Development of the administrative capacity and IT system</u></p> <p>A. 1. Technical Assistance</p> <p>A.1.1 –Administrative capacity: an improved administrative capacity of the local offices of the institutions involved in the coordination of social security for migrant workers in order to implement Regulation no. 1408/71 and Regulation no. 574/72</p> <p>A.1.2 – Information: 5 new functional local Centers for Information and Documentation for Migrant Workers.</p> <p>A.1.3 – Training :</p> <p>A.1.3.1 100 persons trained within the personnel working with the IT system in the field of coordination of social security schemes</p> <p>A.1.3.2 - 25 persons trained within the personnel working in the 5 new local Centers for Information and Documentation for Migrant Workers</p> <p>A.1.3.3 - 450 trained persons within the Ministry of Labor and Social Solidarity, the National Agency for Employment, National</p>	<ul style="list-style-type: none"> • website, database • training packages • number of trained persons • numbers of workshops wishing arising awareness of the personnel in the institutions concerned, related to the challenges posed by the free movement of workers and the co-ordination of the social security schemes; • complete database of the Information and Documentation Centers for migrant workers; • number of entries on the web site containing information concerning the free movement of workers and co-ordination of 	<p>Technical parameters on the information system., PAAs' and technical assistance's reports</p> <p>Monitoring by EC Delegation</p> <p>Web page</p> <p>comparative studies and proposal for the adaptation of the institutions and structures existing in Romanian the field of co-ordination of social security systems.</p> <p>questioners</p> <p>Monitoring by EC Delegation</p> <p>Web page</p> <p>questioners</p>	<ul style="list-style-type: none"> • co-ordination of all actors involved • efficiency in communication between the actors involved

<p>B.1.2 - An action plan, for implementation the strategy and the dissemination of the action plan at national level; B.1.3 – Guidelines and procedures for public awareness campaign elaborated;</p> <p><i>B.2 Investment</i></p> <p><i>B.2.1</i> Suitable technical equipment and materials, able to edit up to 2.000.000 EHIC at national level; <i>B.2.2</i> minimum 86 operators trained and ready to work with the system, minimum two trainers (Trainers of trainers – ToT) able to prepare other operators in case that some of them are leaving the system; <i>B.2.3</i> Specific application for managing and emitting the EHIC; <i>B.2.4</i> WEB site developed ;</p>	<p>The action plan drafted and approved</p> <p>technical equipment and materials 86 operators trained</p>		
Activities	Means	Sources of Verification	Assumptions
<p><i>A.1. Technical assistance</i></p> <p><u>A. 1.1. Development of the administrative capacity and IT system</u></p> <p>A.1.1.1 Analysis of the organization of the local offices under the Ministry of Labour, Social Solidarity and Family, Ministry of Health, Ministry of Education and Research, National Agency for Employment, National House for Pension and other Social Insurance Rights, National Health Insurance House in order to make proposal to improve their capacity to implement the Regulation no. 1408/71 and Regulation no. 574/72</p> <p>A.1.1.2 Analysis over the existing IT</p>	<p>Missions reports Quarterly reports</p>	<p>Missions reports Quarterly reports</p> <p>Technical parameters on the information system., PAAs' and technical assistance's reports Monitoring by EC Delegation Web page comparative studies and proposal for the adaptation of the institutions and structures existing in Romania in the field of co-ordination of social security systems. questioners</p> <p>Monitoring by EC Delegation Web page</p>	<ul style="list-style-type: none"> co-ordination of all actors involved efficiency in communication between the actors involved Correct data and correct technical design; Availability of the proposed budget and of the Romanian internal resources; Proper human resources dedicated to the project

<p>Research, National Agency for Employment, National House for Pension and other Social Insurance Rights, National Health Insurance House and their territorial entities;</p> <p>A.1.3.4 Provide training for the 25 persons working in the 5 new local Centres for Information and Documentation for Migrant Workers</p> <p>A.1.3.5 Provide training for 450 persons regarding the coordination of social security systems (implementation of the Regulation (CEE) 1408/71 and Regulation (CEE) 574/72 for the personnel within the Ministry of Labor, Social Solidarity and Family, Ministry of Health, Ministry of Education and Research, National Agency for Employment, National House for Pension and other Social Insurance Rights, National House for Health Insurance and their territorial entities using also the trainees trained under Twinning project RO02/SO-02 Social security for migrant workers and the training manual);</p> <p><u>A. 2. Investment</u></p> <p>A.2.1 Feasibility study for procurement and delivery the technical equipment an applications in order to implement IT system regarding migrant workers within institutions in Romania responsible for the implementation of the community acquis in the field of co-ordination of social security schemes;</p> <p>A.2.2. Drafting Tender dossier for</p>	<ul style="list-style-type: none"> ➤ Feasibility study for procurement and delivery the technical equipment an applications in order to implement IT system regarding migrant workers ➤ Tender Dossier for procurement and delivery the technical equipment an applications 		
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<p>procurement and delivery the technical equipment an applications in order to implement IT system regarding migrant workers within institutions in Romania responsible for the implementation of the community acquis in the field of co-ordination of social security schemes;</p> <p>A.2.3 Procurement and delivery the technical equipment and applications in order to implement IT system regarding migrant workers within institutions in Romania responsible for the implementation of the community acquis in the field of co-ordination of social security schemes;</p> <p>A.2.4 Implementation of the IT system regarding migrant workers within institutions in Romania responsible for the implementation of the community acquis in the field of co-ordination of social security schemes;</p> <p>B . <u>Preparing the implementation of the European Health Insurance Card</u></p> <p><i>B.1 Technical Assistance</i></p> <p><i><u>B.1.1 The strategy for implementation of the European health insurance card at national level elaborated</u></i></p> <p><i>B.1.1.1 Collecting information on the implementation of the European health insurance card in EU Member States (comparative and impact analysis);</i></p> <p><i>B.1.1.2 Need assessment of the European health insurance card implementation in compliance with the</i></p>	<ul style="list-style-type: none"> ➤ Contracts of purchase of technical equipment ➤ Equipment and application <p>Reports on need assessment</p>		
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<p>Romanian health insurance system;</p> <p><i>B.1.1.3</i> Assessment of the framework needed to be transposed of the EU rules and regulations in the field, and/or adapting them at the Romanian reality (e.g. regarding EHIC, personal data exchanges, etc.);</p> <p><i>B.1.1.4</i> Assessment of the implications of the telematic exchanges between EU member states and the European health insurance card management system of Romania (e.g. insured person data;</p> <p><i>B.1.1.5</i> Elaborate the strategy (appointing an working group, organizing several workshops involving all relevant stakeholders);</p> <p><i>B.1.1.6</i> Elaborate an action plan to implement the strategy ;</p> <p><i>B.1.1.7</i> Elaborate the guidelines for procedures (e.g. for issuing or reissuing of the cards, data exchanges between institutions involved, disbursement, etc.)</p> <p><u><i>B.1.2 An action plan, for implementation the strategy and the dissemination of the action plan at national level;</i></u></p> <p><i>B.1.2.1</i> Establish the mechanisms and costs for dissemination at national level of the action plan, as well as an updating mechanism;</p> <p><i>B.1.2.2</i> Organize consultation meetings with local stakeholders;</p>	<p>Action plan implemented</p> <p>guidelines</p>		
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<p><i>B.1.2.3 Organize of a national consensus building conference concerning European health insurance card;</i></p> <p>The dissemination shall be done within web site developed through investments, too.</p> <p><u><i>B.1.3 Guidelines and procedures for public awareness campaign elaborated;</i></u></p> <p><i>B.1.3.1 Preparation of the public awareness campaign;</i></p> <p><i>B.2 Procurement of the necessary equipment and software</i></p> <p><u><i>B 2.1 Purchasing and delivery of the suitable technical equipment.</i></u></p> <p>About 86 direct-to-card monochrome printers, two for every Health Insurance House (there are 43 Health Insurance Houses,), 3.000 black ribbons used for personalization of the cards, 86 workstations for managing the system.</p> <p><u><i>B 2.2 Training</i></u> minimum two trainers (ToT) and 86 operators involved directly in management and emission of the European health insurance card. The training will provide enough information for the operators to use the system (applications, printers). They will have knowledge about EHIC, how to use, where to be procured. They will have to decide, with the support of application if</p>	<ul style="list-style-type: none"> ➤ 86 direct-to-card monochrome printers, ➤ 3.000 black ribbons used for personalization of the cards, ➤ 86 workstations for managing the system. <ul style="list-style-type: none"> • Drafting training package • Seminars, workshops, • Program of training for civil servants • Drafting, editing, publishing shures • Drafting, editing, publishing flets <p>Application implemented</p>		
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<p>an EHIC can be issued or not. The two trainers will train the operators in cooperation with the external trainers, in order to be able to train other operators after the end of this project. They can also give support to operators for solving the problems encountered.</p> <p><u>B 2.3 A dedicated application for the management and emission</u> of the European health insurance card. It is related to the integrated informatics health system, check and support the operator in order to edit or not the EHIC, build and maintain a database with all cards issued at a central level.</p> <p><u>B.2.4 Development of the website</u> for information and delivery of suitable forms concerning European health insurance card, including search engine for specific national and EU legislation, support for migrant persons.</p> <p>All technical details will be part of technical specification of the equipment.</p>	Web site		
			Preconditions

Annex 2

DETAILED TIME IMPLEMENTATION CHART FOR PROJECT NUMBER RO-01XX-XX IMPROVING SOCIAL SECURIY FOR MIGRANT WORKERS

	2004						2005												2006																											
calendar months	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D																
activities																																														
A1			D	D	D	D	C	C	C	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I																
A2.			D	D	D	D	D	D	D	D	C	C	C	C	C		I	I	I	I	I	I	I	I	I	I	I	I	I	I																
B1			D	D	D	D	C	C	C	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I																
B2			D	D	D	D	D	D	D	D	D	C	C	C	C	C	C	C	C	C	C	I	I	I	I	I	I	I	I	I																
	D = Design C = Contracting I = Implementation																																													

TITLE “IMPROVING SOCIAL SECURITY FOR MIGRANT WORKERS”

Annex 3

CUMULATIVE CONTRACTING AND DISBURSEMENT SCHEDULE (MEURO 2.25 0)

DATE:

	31/03/05	30/06/05	30/09/05	31/12/05	31/03/06	30/06/06	30/09/06	31/12/06	31/03/07	30/06/07	30/09/07	31/12/07
2.2500												
CONTRACTED												
DISBURSEMENT												
TOTAL												

NB: 1. All contracting should normally be completed within 6-12 months and **must** be completed within 24 months of signature of the FM.
 2. All disbursements **must** be completed within 36 months of signature of the FM.