

# **2005 Phare Economic and Social Cohesion**

**Part 2 RO/2005/17-553.04.02**

**Human Resource Development: employment and social  
services**

## 1. Basic Info and Summary

CRIS Nr (2005) :	RO 2005:17-553	<b>Country: Romania</b>
<b>Title</b>	<b>2005 Phare Programme fiche for Economic and Social Cohesion ; part 2</b>	
RO 2005/17-553.04.02	Human Resource Development: employment and social services	
Sector	Priority sector Economic and Social Cohesion	Evaluation sector Economic and Social Cohesion
Budget 2005	Total [€Mio] <b>29.58</b>	Phare contribution [€Mio] <b>23.26</b>

### Summary:

In view of implementing the NDP priorities and preparation for Structural Funds, the 2004 – 2006 Phare assistance in the field of ESC will be focused on the achievement of the following objectives:

- To develop and implement multi-annual policies and programmes for economic and social cohesion, through investment projects in priority sectors, in line with the provisions of the National Development Plan 2004-2006 (NDP), to support the overall national and regional economic growth, in order to increase the overall potential of the country and of each of the eight development regions, as well as to diminish the economic and social disparities between them.
- To strengthen the institutional capacity of central ministries, the 8 Regional Development Agencies and relevant local authorities to prepare for the implementation of investment support to be provided, in line with provisions regarding the Extended Decentralised Implementation Systems (EDIS) in candidate countries.
- To build the institutional, administrative, programming and implementation structures necessary to effectively manage EU Structural Funds after accession.

This three years programme for 2004 to 2006 focuses on the following: Improving regional infrastructure to support economic development; Human Resource Development; Development of the productive sector through support to SMEs; Environmental protection at regional level; Building the institutional structures in order to achieve, upon accession, sound and efficient management of EU Structural Funds, and efficient management of programmes.

Under the 2005 programme the following specific tasks will be implemented: improve regional and local infrastructure, support education and training systems, continue supporting SMEs, improve environmental protection, support the government in labour market and social exclusion issues, continue to support the development of an appropriate management system for EC funds after accession and support the technical preparation of projects to be financed through structural or rural funds.

Part 2 deals with Human Resource Development: employment and social services.

## 2. Overall objective of the ESC sector programme

Based on the priorities and measures, justified and described in the PPD ESC 2004–2006 programme fiche RO2004/16-772.04 , the current document is developing those measures and projects planned to be implemented under Phare 2005 ESC subprogramme 4 of the Financing Agreement 2005/17-553.

The assistance is divided into five priorities, listed in the table below and will focus on the achievement of the following objectives:

To develop and implement multi-annual policies and programmes for economic and social cohesion, through investment projects in priority sectors, in line with the provisions of the National Development Plan (NDP), to support the overall national and regional economic growth, in order to increase the overall potential of the country and of each of the eight development regions, as well as to diminish the economic and social disparities between them;

To strengthen the institutional capacity of central ministries, the 8 Regional Development Agencies and relevant local authorities to prepare for the implementation of investment support to be provided, in line with provisions regarding the Extended Decentralised Implementation Systems (EDIS) in candidate countries.

To build the institutional, administrative, programming and implementation structures necessary to effectively manage EU Structural Funds after accession. The 2005 programme (parts 1 to 3) address the following measures contributing to fulfil the objectives:

Priorities	Measures
<b>Priority A:</b> Improving regional infrastructure to support economic development	Regional and local transport, business and tourism infrastructure
<b>Priority B:</b> Human Resource Development	Tackling structural unemployment Improving long term labour market adaptability Actively combating social exclusion Improving access to education and region specific technical and vocational education and training system
<b>Priority C:</b> Development of the productive sector through support to SMEs	Support to SMEs, business start-up, micro-enterprises and business support service providers
<b>Priority D:</b> Environmental protection at regional level	Improving environmental protection at local and regional level
<b>Priority E:</b> (Horizontal IB) Building the institutional structures in order to achieve, upon accession, sound and efficient management of EU Structural Funds, and efficient management of programmes under EDIS requirements	Development of administrative capacities for Structural Funds management

This sector is split into three parts; each one implemented by one Implementing Agency.

The following specific tasks will be implemented:

Tasks for Phare 2005 funds (All from Priority B)
3.1.1 Active employment measures for youth and long-term unemployed
3.2.1 Qualification and re-qualification of work force
3.2.2 Establishment of the National Authority for Qualifications
3.3.1 Social inclusion measures for disadvantaged groups
3.3.2 Strengthening the capacity of the Ministry for Labour, Social Solidarity and Family (MLSSF) in the field of social assistance and services

**3. Description of priorities and measures**

**3.1. Sub-projects implementing priority B-measure a, tackling structural unemployment**

Within the framework set by the Financing Agreement 2005 these sub-projects implement a measure foreseen in the multi-annual ESC Programme document 2004 referred to as follows:

<b>Priority B:</b>	<b>Human Resource Development</b>
<b>Measure a:</b>	Tackling structural unemployment

**3.1.1.Sub-project 1 - Active Employment Measures (AEM) mainly for youth, long-term unemployed and job seekers in rural areas**

A) Active Employment Measures (AEM) to youth and long-term unemployed and to the job seekers in rural areas and people employed in agriculture with low incomes (grant scheme)

B) TA to MLSSF, NAE and final beneficiaries to support in the implementation of the grant schemes

**3.1.1.1. Objectives**

A) Raising employment by facilitating the access to employment for job seekers, by enhancement of active employment measures and to develop new skills according to evolving needs of the labour market, promoting equal employment opportunities for vulnerable groups, such as young unemployed and long-term unemployed and for the job seekers in rural areas and people employed in agriculture with low incomes, and strengthening the regional and local partnerships set up to promote employment.

B) Activities related to awareness, appraisal, selection and monitoring of projects are included and will be supported through Technical Assistance (TA), in order to achieve the following objectives:

- To ensure a transparent, competitive and effective process for projects appraisal and selection;

- To increase capacities of national and regional structures for effective implementation of projects. financed under this programme in order to carry out monitoring, control and evaluation activities, efficiently;
- To improve monitoring and evaluating system.

Definition of rural area is valid as given in programme fiche 2004/16-772.04

### 3.1.1.2. Activities and means in 2005

#### A) Grant scheme:

**to tackle structural Romanian unemployment problems**, and to pilot an appropriate approach for later SF, a grant scheme will be developed for active employment measures mainly for youth and long-term unemployed, and job seekers in rural areas and people employed in agriculture with low incomes.

#### Eligible actions:

**Measures to reduce mismatch between labour force demand and supply** (employment services) aiming at improving placement services and job search assistance, such as: providing labour market information relevant for the target groups, professional guidance and career counseling; jobs mediation services aimed to establish direct links between the employers and the job seekers, with the aim to establishing an employment relation or concluding a contract on temporary and occasional work;

**Measures to raise the level of skills**, consisting of further education and training activities aiming at preventing skill shortages or improving the quality of labour, including obtaining a nationally recognised certificate for the occupational competencies acquired in a formal or informal context. Training can be focused on either employment or self employment. It can be designed to meet immediate labour market need or to improve the employability of unemployed people. Forms of adult training activities eligible under this programme may be: courses organised by training providers, both outside the working place and/or on the job, according to the needs and type of training; training programmes organised by employers within their own enterprises and organisations, for groups or individuals - such training may be integrated into working activities and it should necessarily involve a training provider, in order to ensure an adequate quality of the services provided; other relevant forms of training;

**Measures for starting own business**, with the aim to support unemployed to start their own business and become self-employed. Such measures may include counseling for beginning and developing a business: entrepreneurial training; assessing the entrepreneurs and their business proposals; assistance to identify and use of the financial resources, assistance to identify business opportunities, to prepare business plans and market studies (in order to offer to the final beneficiaries of this activity the real possibility to access funds to start up their own business, it will ensure the complementarily with the micro-credit schemes funded through the Romanian Government and the World Bank programmes (ex. Social Sector Development World Bank Project (E.O. no.111/2001), subcomponent Micro credit – 12 MUSD). The participants will be informed about the micro-credits schemes approved according to the law. The persons belonging to the target groups will be guided to apply for a micro credit scheme). Within the County Employment Agencies there are established special services for crediting. These offices will provide specific information to the grant schemes beneficiaries, and further, the project providers will be able to offer information to the target groups about the necessary information on the micro-credits schemes opportunities;

**Innovative measures** to assist the target groups enter or return to the labour market, aimed to increase employability, according to EU employment strategy.

These will be supported through a Phare grant scheme. The projects to be financed under this measure will be mainly directed towards enhancing employment opportunities (through training and re-training), developing entrepreneurship, etc.

The indicative budgetary allocation per target group within the grant scheme will be as follows:

1. 50% of the job seekers living in rural areas and people with low incomes involved in subsistence agriculture;
2. 50% youth unemployed age group 15-24 years and long-term unemployed (youth 15-24 age group, after a period of 6 months being still unemployed and adults age group 25-64 years being still unemployed after a period of over 12 months). When referring to unemployed we refer only to people who appear as being registered in the evidence of the local/county agencies for employment, living in urban areas; with the possibility to transfer funds from one target group to another, based on the developments in the labour market.

### **Eligible beneficiaries:**

- a non-profit or profit-making, public or non-public organization, provider of Human Resources Development services, submitting a grant application either as an individual applicant or in a partnership (consortium): professional organizations, foundations and associations; vocational training agencies; employment brokers; education, continuing adult training providers and associations of training providers; universities, other relevant organizations;
- a non-profit or profit-making, public or non-public organization, submitting a grant application in partnership with a provider of Human Resources Development services: relevant decentralized offices of central public administration<sup>1</sup>; private or state companies, including both SMEs and large companies; employers' associations; trade unions.

### **Size of grant**

The following minimum and maximum amounts apply to the grants for the individual applicants or in partnership, which may be financed under the programme (Phare contribution):

minimum amount : 15,000 euro

maximum amount : 150,000 euro

### **Co-financing**

The grant schemes beneficiaries will have to ensure a minimum contribution of the total project eligible costs, in cash, as follows:

- the profit-making organisation will have to ensure a minimum 20% contribution of the total project eligible costs, in cash;
- other categories of beneficiaries will have to ensure a minimum 10% contribution of the total project eligible costs, in cash.

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<sup>1</sup> National, county, local employment offices and their training centres are not eligible under this scheme.

The grant schemes beneficiaries who apply for providing vocational training courses, must be accredited.

**Note:** The legal framework for authorising training providers:

Based upon G.D. no.522/2003, the minister of labor, social solidarity and family and the minister of education, research and youth, approved a Common Order no.353MoLSSF/5202MoERY/2003 concerning the adoption of the vocational training providers authorization methodology. The Common Order relates in detail the NATB tasks concerning the vocational training providers' accreditation and the monitoring activities of each type of vocational training programme, based on nationally recognized occupational standards.

**Target groups:**

The project will address all job seekers as in the definition of the Law no.107/2004 (registered unemployed and other jobseekers) but targeting specifically youth and long-term unemployed and the job seekers in rural areas and people employed in agriculture with low incomes:

- Youth unemployed people aged between 15 and 24 (categories: school leavers without qualification skills, or with low qualification skills level, or with qualification skills without demand on the labor market);
- Long-term unemployed persons (youth unemployed after 6 months being unemployed and adults unemployed being unemployed after a period of over twelve months);
- All the groups job seekers in rural areas and people employed in agriculture with low incomes who want to increase their chances, to return or to enter on the LM , especially to support their employment in the services sector.

These measures will alleviate the effects of economic restructuring also, by addressing the social groups most hit by it, without overlapping with the World Bank programme.

The rules and procedures, eligibility and selection criteria, description of the selection process, co-financing rates, indicators, will be set out in the relevant Phare Grant Scheme documents.

**Contracting**

MoLSSF will conclude a Regional Framework Agreement with NAE and each PIU for the technical management of the projects implemented under this component. Contracting grants shall be under the responsibility of the MoLSSF, as Implementing Agency.

**B) Technical Assistance**

**to MLSSF, NAE and final beneficiaries to support in the implementation of the grant schemes**

- Awareness campaign, support the launching of the grant schemes, appraisal and selection of projects. Information will be disseminated through a diversity of channels in order to promote the grant schemes to the potential beneficiaries. Support under this activity will include covering costs for press advertising and conferences, for editing, publishing, and disseminating information materials, brochures, guidelines, etc. A help-desk will be established in each PIU to provide information and advice to potential applicants. At the end of the programme publicity will be organised to spread among the regions information about the results of the programme and the implemented projects;
- Appraisal and selection of projects organized by the PIUs and PCU which will be supported by external independent experts who will be in charge of appraising the applications, participating in the selection procedure and assessing the whole selection process;

- Support the monitoring of the implementation of the HRD schemes refers to four areas: programming and programme management skills development, ex-ante evaluation, monitoring and control and evaluation.

As regards the appraisal and selection of projects it will be ensured that experts from the Contractor of the main TA, which will assist in project preparation, will not be part of the evaluation committee. Separate independent experts will be contracted for this purpose.

### 3.1.1.3. Results for 2005

#### A) Active Employment Measures to youth and long-term unemployed and to the job seekers in rural areas and people employed in agriculture with low incomes

- Improved skills and advice to facilitate access to employment for job seekers and unemployed people (especially youth and long-term unemployed and those from rural areas) – number of beneficiaries receiving guidance and career counseling services: at least 6.000 persons; number of unemployed beneficiaries receiving assistance with job seeking: at least 5.500 persons;
- Labour force will have increased knowledge and acquire better and new skills according to the labour market needs, due to increased responsiveness of training providers - number of unemployed vocational training beneficiaries: at least 5.500 persons; number of beneficiaries attaining a vocational training: at least 3.900 persons;
- Improved entrepreneurial skills and managerial knowledge as result of the training programs and business consultancy services - number of beneficiaries receiving help related to self-employment: at least 300 persons;
- Number of unemployed beneficiaries entering employment: at least 1.165 persons;
- Number of beneficiaries entering self-employment: at least 30 persons.

#### B) TA to MLSSF, NAE and final beneficiaries to support in the implementation of the grant schemes

- MoLSSF (PCU) will have improved capacity to implement the measure and its Schemes, in anticipation of the expansion of these schemes in the period after Accession;
- NAE through its regional structure PIUs and Final Beneficiaries, also, will have improved capacity to implement the measure and its Schemes, in anticipation of the expansion of these schemes in the period after Accession.

### 3.1.2. Budget for Priority B/measure a

Year 2005	Phare funding			National Co-financing	IFI	Total
	Investment	IB	Total Phare			
Priority B/Measure a						
AEMs, for youth and long-term unemployed and unemployed in rural areas, Out of which:	6.33	-	6.33	2.11	-	8.44
1. Nord – Est 21,57%	1.365		1.365	0.455		1.821
2. Sud-Est 13,92%	0.881		0.881	0.294		1.175
3. Sud-Muntenia 16,07%	1.017		1.017	0.339		1.356

4. Sud-Vest Oltenia 11,99%	0.759		0.759	0.253		1.012
5. Vest-România 8,84%	0.560		0.560	0.187		0.746
6. Nord – Vest 11,57%	0.732		0.732	0.244		0.977
7. Centru 11,03%	0.698		0.698	0.233		0.931
8. București-Ilfov 5.01%	0.317		0.317	0.106		0.423
TA -Support the AEMs schemes implementation		<b>0.50</b>	0.50		-	0.50
<b>TOTAL</b>	<b>6.33</b>	<b>0.50</b>	<b>6.83</b>	<b>2.11</b>		<b>8.94</b>

### 3.1.3. Implementation Arrangements for Priority B/measure a

MoLSSF will be Implementing Agency for this measure.

Implementing Authority of the TA component, is MoLSSF through the PIU within Directorate for SOP HRD, within Managing Authority for HRD SOP.

For investment component (grants) NAE will be the Implementing Authority, working through the PIUs established at regional level. MoLSSF will conclude a Framework Agreement for the implementation of this component with NAE and each of the 8 PIU for the total Phare budget allocated for investment projects, per region.

Contracting each grant shall be the responsibility of MoLSSF.

MoLSSF will chair the Human Resource Steering Sub-committee, who will monitor the implementation of this measure.

### 3.2. Sub-projects implementing priority B-measure b, improving long-term labor market adaptability

Within the framework set by the Financing Agreement 2005 these sub-projects implement a measure foreseen in the multi-annual ESC programme document 2004 referred to as follows:

<b>Priority B:</b>	<b>Human Resource Development</b>
<b>Measure b:</b>	Improving long-term labor market adaptability

#### 3.2.1. Sub-project 1 Grant schemes promoting Life-Long Learning (LLL) for qualification and re-qualification of the work force

##### 3.2.1.1. Objectives

A) Grant scheme promoting Life-Long Learning (LLL) for qualification and re-qualification of the work force

Promoting life long learning (LLL) and developing of labour force to become more adaptable to structural changes, with focus on qualification and re-qualification of the work force in order to make it more respondent to the evolving needs of the labour market.

B) TA to MLSSF, NAE and final beneficiaries to support in the implementation of the grant schemes

To support MoLSSF to implement the grant schemes – public awareness campaign, appraisal, selection and monitoring of projects.

It will be supported through Technical Assistance (TA), in order to realise the following objectives:

- To promote measures and provide information and advice on project preparation;
- To support the companies which will be selected to access the schemes to do the needs assessment and design HRD strategy;
- To ensure a transparent, competitive and effective process for project appraisal and selection;
- To increase capacities of regional structures for effective implementation of projects financed under this programme in order to carry out monitoring, control and evaluation activities, efficiently.

##### 3.2.1.2. Activities and means for 2005

**A) Grant scheme promoting Life-Long Learning (LLL) for qualification and re-qualification of the work force**

Qualification and re-qualification of the work force in order to make it more respondent to the evolving needs of the labour market, activities to enhance human resource development in the context of industrial re-structuring (mining, metallurgy, defense industry), with the following

**Eligible actions:**

Development and delivery of training to staff in all types of enterprises (including in SMEs) for:

- using new production technologies and practices and developing new products;
- using new Information and Communication Technologies;

new services and high added value industries.

Development and delivery of vocational training programmes addressing skill shortage in various economic fields;

Development and delivery of training in management skills including environmental, innovation, quality control and human resources management;

Development of occupational standards;

Assistance and consultancy to companies interested in developing their human resources, through a number of activities such as: human resources development strategies, training needs assessment, training plans, exchange of HRD good practice, including the establishment of networks, mentor schemes, in-company training of key workers (manager/company training adviser/personnel staff/trade union officer).

Forms of adult training activities eligible under this programme may be: courses organised by training providers, both outside the working place and/or on the job, according to the needs and type of training; training programmes organised by employers within their own enterprises and organisations, for groups or individuals. Such training may be integrated into working activities and it should necessarily involve a training provider, in order to ensure an adequate quality of the services provided; other relevant forms of training.

The training activities shall be organised distinctively by levels of training, skills, professions, occupations, vocations or specialities, taking into consideration the needs of employers, the core competencies of staff, the requirements of their positions, their promotion or employment opportunities, as well as the requirements of the labour market.

Projects promoting a life-long learning culture for all employees within enterprises, will be encouraged.

All actions proposed shall take into consideration promotion of gender equality and equal opportunities (such as equal opportunities for women and men), with a view to combating discrimination in the labour market.

These will be supported through a Phare grant scheme. These measures will alleviate the effects of economic restructuring also, by addressing the social groups most hit by it, without overlapping with the World Bank programme.

#### **Eligible Beneficiaries:**

- a non-profit or profit-making, public or non-public organisation, provider of Human Resources Development services, submitting a grant application either as an individual applicant or in a partnership (consortium): professional organizations, foundations and associations, including trade unions; education, continuing adult training providers and associations of training providers; universities; Chamber of Commerce, research institutes, other relevant organizations;

- a non-profit or profit-making, non-public organisation, beneficiary of Human Resources Development services, submitting a grant application in partnership with a provider of Human Resources Development services: private or state companies, including both SMEs and large companies, for their employees; employers' associations (targeting the employees of their members); trade unions (targeting their members).

The grant schemes beneficiaries who apply for providing vocational training courses, must be accredited.

**Note:** The legal framework for authorising training providers:

Based upon G.D. no.522/2003, the minister of labour, social solidarity and family and the minister of education, research and youth, approved a Common Order no.353MoLSSF/5202MoERY/2003

concerning the adoption of the vocational training providers authorization methodology. The Common Order relates in detail the NATB tasks concerning the vocational training providers' accreditation and the monitoring activities of each type of vocational training programme, based on nationally recognized occupational standards.

**Target groups:** all management levels in enterprises (top, middle, line managers), as well as regular staff within state or private owned enterprises.

This scheme is addressing the employees in enterprises at all levels with the view to increase their productivity at their workplace, as well as to increase their competitiveness in the labour market.

These measures will alleviate the effects of economic restructuring also, by addressing the social groups most hit by it – the staff of the state companies under restructuring process (mining, metallurgy, defence industry, etc.) or companies which must be restructured (high energy consuming, pollution generating, out of date technologies etc.), without overlapping with the World Bank programme “Labour Redeployment Programme”.

### **Size of grants**

The following minimum and maximum amounts apply to the grants for the individual projects, which may be financed under the programme (Phare contribution):

minimum amount : 15,000 euro

maximum amount : 75,000 euro.

### **Co-financing:**

Profit-making organisations will have a contribution of minimum 20% of the total project eligible costs, in cash.

Other beneficiaries will have a contribution of minimum 10% of the total project eligible costs, in cash.

This measure will not only consider the supply of skills and qualifications, but also the demand side.

Within Phare 2003 CES IB the Romanian part, supported by TA will elaborate Regional Action Plans for Employment, documents which will establish and assess the future qualification demands and regional labour market priorities, according with the Employment Guidelines, with active participation of the social partners' representatives at the regional level. The newly created partnerships for the employment stimulation will have an important role within the grant scheme implementation.

The results of the study to be conducted under the 2002 CVT twinning on the employers' training and qualification needs will be fed in the preparation of the application package of this scheme.

### **B) Technical Assistance to MLSSF, NAE and final beneficiaries to support in the implementation of the grant schemes**

- Awareness campaign, support for preparation of applications (especially will be developed information campaign which will include active involvement of the partnerships for the employment stimulation in order to ensure that all the actors will have the opportunity to contribute to the success of the schemes – correspondence between supply and demand on the needs for the employees vocational training within enterprises), appraisal and selection of projects. Information will be disseminated through a diversity of channels in order to promote the grant schemes to the potential beneficiaries. Support under this activity will include covering costs for press advertisements, seminars and conferences, for editing, publishing, and disseminating information materials, brochures, guidelines, etc. A help-desk will be established

in each PIU to provide information and advice to potential applicants. At the end of the programme publicity will be organised to spread among the regions information about the results of the programme and the implemented projects.

- The needs assessment and design HRD strategy made by companies will be supported by external experts
- Appraisal and selection of projects organized by the PIUs and PCU which will be supported by external independent experts who will be in charge of appraising the applications, participating in the selection procedure and assessing the whole selection process.
- Support the monitoring of the implementation of the HRD schemes refers to four areas: programming and programme management skills development, ex-ante evaluation, monitoring and control and evaluation.

The rules and procedures, roll-out modalities, co-financing rates, indicators, will be set out in the relevant Phare Grant Scheme documents. It is intended that, if successful, these schemes will form the basis for later SF measures, which are in any case, foreseen within the NDP and would be expected to be included in a future SF programme.

As regards the appraisal and selection of projects it will be ensured that experts from the Contractor of the main TA, which will assist in project preparation, will not be part of the evaluation committee. Separate independent experts will be contracted for this purpose.

### **3.2.1.3. Results for 2005**

#### **A) Grant schemes promoting Life-Long Learning (LLL) for qualification and re-qualification of the work force**

Labour force will have increased knowledge and acquire better and new skills according to labour market needs, due to increased responsiveness of training providers; number of employed vocational training beneficiaries: 12.100 persons; number of beneficiaries attaining a vocational training: 8.470 persons;

Improvement of human resources management through development of human resources strategies including training needs analysis in enterprises – number of SMEs assisted with vocational training: 120 companies will access the schemes.

Improved management skills, especially human resources management, in enterprises will ensure the survival and development of the companies, increasing their competitiveness on the market – number of employed at the management level involved in the specific training programs: 595 persons.

#### **B) TA to MLSSF, NAE and final beneficiaries to support in the implementation of the grant schemes**

MoLSSF (PCU) will have improved capacity to implement the measure and its Schemes, especially on the ground and to build up its broader organizational capacity after 2005, in anticipation of the expansion of these schemes in the period after Accession;

NAE through its regional structure PIUs, also, will have improved capacity to implement the measure and its Schemes and to build up its broader organizational capacity after 2005, in anticipation of the expansion of these schemes in the period after Accession.

At least 70 companies will have improved capacity to do the needs assessment and design HRD strategy.

### 3.2.2. Sub-project 2- establishment of the National Authority for Qualifications (NAQ)

#### 3.2.2.1. Objectives

Creating a national transparent qualifications system in vocational education and training (VET), in view of supporting the coherency enhancement of the actual initial (TVET) and continuing vocational training (CVT) system, in a LLL perspective, benefiting of social partners full participation through sectoral agreed partnerships.

#### Background

According to the recommendations adopted by the Phare ESC Sub-Committee on HRD, MoLSSF and-MoER signed on 08.06.2004 the Memorandum approved by the Prim Minister to designate NATB as NAQ.

The Law. 559/07.12.2004 stipulates that NATB will have the role of NAQ with the following attributions:

- develops and implement the methodologies for job analysis survey;
- develops and implement the methodologies for the validation of qualifications;
- develops and implement the methodologies for the certification of competencies and qualifications;
- develops and updates the National Register of Qualifications;
- supports the establishment of the sectoral committees and coordinates their activity.

Regarding the sectoral committees the Law stipulates: „The main role of the sectoral committees consists in development, updating and validation of the qualifications through the social partners participation at the sectoral level”. The list of sectors has been approved by the social partners on 08.07.2004.

The Law 559/07.12.2004 stipulates the increase of the technical staff of NATB acting as NAQ with 15 persons in 2005, 20 in 2006, and 15 in 2007. Necessary accommodation and communication means for NAQ and sectoral committees have to be ensured.

The Tripartite Agreement on the Common Reference Framework of National Qualifications Development which includes qualifications classification and definition, occupational standards and training standards aims in qualification development and certification, qualifications validation, qualifications and professional competences certification has been signed on 23.02.2005 by the representatives of the Government and of the social partners.

Six sectoral committees having multi-partite structure (social partners, Government, professional associations) have been already established based on sectoral agreements. Regulations are needed regarding the funding of the sectoral committees and of their technical staff.

The project will pursue to create better premises for the cooperation between the involved institutions: NATB, line ministries, NAE, social partners, professional associations and organisations, TVET and CVT providers.

#### 3.2.2.2. Activities and means for 2005

##### Investment

The sub-project will assure investments for NAQ and will consist of equipment IT – PC, printers, copy machine, laptops, telephone and fax, etc.

Within the multi-annual perspective, in the year **2005** the ITC and office equipment for NAQ and its sectoral committees will be provided, supported through Phare supply contract. The ITC and office equipment procured through Phare CVT twinning project RO02/IB/SO/03 will assure necessary equipment for 42 county commissions for adult training providers authorisation and a

national CVT network. The ITC and office equipment for NAQ and its sectoral committees (120 PCs; 120 printers) will underpin the national CVT network created under the Phare CVT twinning project RO02/IB/SO/03 and ITC integrated portal developed under the Phare RO 0006.03.

The detailed list of necessary equipment and their technical specifications will be the result of the Phare 2004 project.

### Technical Assistance

In the year **2005**, the Technical Assistance will focus on:

Continuing the staff training and consultancy addressing NAQ and new sectoral committees in view of achieving the project outputs and performing the assigned responsibilities for 100 persons;

Continuing the development of the **Professional Qualifications National Register (PQNR)** for at least 30 qualifications in at least 10 additional sectors:

- Job analysis surveys development in view of qualifications development at sectoral level based on occupational standards for at least 10 additional sectors;
- Qualifications development based on training standards or based on occupational standards in case the certified qualification allows the practice of only one occupation, review and validation which will emphasize the linkages between qualifications for at least 10 additional sectors;
- Completion of the **Professional Qualifications National Register (PQNR)** with the validated qualifications including *inter alia* qualifications classification and their definition based on competency units;

Dissemination of the results to the social partners, training providers, etc.

Development of a common competency based certification system used in TVET and CVT (formal, non formal and informal) which will assure flexible and transparent progression routes through the credit transfer and a conference organisation for dissemination of the results;

Common quality assurance principles and mechanisms development at the VET system level based on the results of the piloting phase implemented in the TVET and on the recommendations highlighted by the evaluation of the ongoing initiatives in CVT and presentation in 8 seminars organised at regional level of the mechanisms developed to the stakeholders.

#### 3.2.2.3. Results for sub-project 2 – establishment of NAQ

NAQ and 14 Sectoral Committees operational and equipped;

Professional Qualifications National Register elaborated for at least 30 qualifications in at least 10 additional sectors developed or reviewed in each sector, at all qualifications level. In case of qualifications levels 4 and 5, the qualifications will be developed under the sub-project 1 included in the priority B - measure D, and their validation will be the NAQ Sectoral Committees responsibility. All the others qualifications developed or reviewed under the above project are subject to the same validation procedure;

Qualifications and competencies certification methodology approved and institutional implementation arrangement operational;

Common quality assurance principles and mechanisms at the VET system level developed.

### 3.2.3. Budget for Priority B/measure b

Year 2005 PRIORITY B/Measure b	Phare funding			National Co- financing	IFI	Total
	Investment	IB	Total Phare			
Sub-project 1- A) Grant schemes promoting LLL for qualification and re-qualification of the work force	6.33	-	6.33	2.11	-	8.44
B) TA to MLSSF, NAE and final beneficiaries to support in the implementation of the grant schemes		0.50	0.50	-	-	0.50
Sub-project 2- establishment NAQ	0.30	1.00	1.30	0.10	-	1.40
<b>TOTAL 2005</b>	<b>6.63</b>	<b>1.50</b>	<b>8.13</b>	<b>2.21</b>		<b>10.34</b>
Per region:	6.33			2.11		8.44
1. Nord – Est 21,57%	1.365		1.365	0.455		1.821
2. Sud-Est 13,92%	0.881		0.881	0.294		1.175
3. Sud-Muntenia 16,07%	1.017		1.017	0.339		1.356
4. Sud-Vest Oltenia 11,99%	0.759		0.759	0.253		1.012
5. Vest-România 8,84%	0.560		0.560	0.187		0.746
6. Nord – Vest 11,57%	0.732		0.732	0.244		0.977
7. Centru 11,03%	0.698		0.698	0.233		0.931
8. București-Ilfov 5.01%	0.317		0.317	0.106		0.423

### 3.2.4. Implementation Arrangements for Priority B/measure b

#### Sub-project 1

Implementing Authority of the TA component is MoLSSF through the PIU within the Directorate for SOP HRD, within Managing Authority for HRD SOP.

For investment component (grants) NAE will be the Implementing Authority, working through the PIUs established at regional level. MoLSSF will conclude a Framework Agreement for the implementation of this component with NAE and each of the 8 PIU for the total Phare budget allocated for investment projects, per region.

Contracting each grant shall be the responsibility of MoLSSF.

#### Sub-project 2 - National Authority for Qualifications - TA

From this project implementation will benefit NAQ, NAE, other ministries, all social partners at sectoral level, professional associations and organisations, VET providers, all actors involved on the VET market. The end users are the trainees who will benefit of a flexible and transparent VET provision, more attractive for their professional and personal development supporting LLL and employment enhancement.

The Implementing Authority of the project will be NAQ (NATB).

Coordination will be ensured through the HRD Steering Sub-Committee. In the same time, for the efficient project implementation, it will be established a Working Group which will include representatives from all the relevant partners (NAQ, MoLSSF, MoER, NAE, sectoral social committes, etc.). The Working Group will meet periodically, but more frequent than the Steering Sub-Committee, in order to monitor the project implementation and to ensure the informed coordination between all projects having relation to the present one.

#### Risks and conditionalities

The following actions will be preconditions for the project 2 implementation:

Ensure the necessary resources (funds, accommodation, communications) for NAQ and sectoral committees.

### 3.3. Projects implementing priority B-measure c, actively combating social exclusion

Within the framework set by the Financing Agreement 2005 these sub-projects implement a measure foreseen in the Multi-Annual ESC Programme document 2004 referred to as follows:

<b>Priority B:</b>	<b>Human Resource Development</b>
<b>Measure c:</b>	<b>Actively combating social exclusion</b>

#### 3.3.1. Sub-project 1 - Promoting Social inclusion

A) Grant schemes for social inclusion measures for disadvantaged groups

B) Grant schemes related TA:

To support MLSSF and NAE for the optimal implementation of the HRD schemes promoting social inclusion measures

##### 3.3.1.1. Objectives

A) To promote social inclusion by tackling the discrimination and inequalities in the labour market and the associated social exclusion and, in this way, to complement national strategies and employment policies.

B) Providing TA:

Activities related to awareness, appraisal, selection and monitoring of projects are included and will be supported through Technical Assistance (TA), in order to realise the following objectives:

- To promote measures and provide information and advice on project launching and application guidelines preparation of the grant schemes;
- To ensure a transparent, competitive and effective process for project appraisal and selection;
- To increase capacities of regional structures for effective implementation of projects financed under this programme in order to carry out monitoring, control and evaluation activities, efficiently.
- Dissemination and mainstreaming of results.

##### 3.3.1.2. Activities and means in 2005

The activities developed under this sub-project will be focused on practical measures to facilitate the access to employment to groups and people at risk of exclusion and, also, to prevent and to tackle the discrimination on the LM, and in order to ensure coordination of the training activities on vocational training, taking into account the REAPs elaborated in Phare 2003 and its guidelines concerning access to employment of vulnerable groups.

#### A) Grant scheme for social inclusion measures for disadvantaged groups

Promoting social inclusion related to all disadvantaged groups by the following **eligible actions**:

- Development and delivery of vocational training programmes and schemes (basic training, qualification, re-qualification, skill upgrading);
- Development and delivery of schemes promoting community work;

- Range of support measures for all the disadvantaged groups in order to enhance their chances to return or enter the labour market (with special attention for those within most disadvantaged communities) (professional counselling and vocational guidance, activation and individual support measures - activation plan individualized, job search, job clubs, individual training/development action planning, job coaching, work trials, work placements, pre-vocational and vocational training and retraining, mentor support, links to employment opportunities and mediation services).

These will be supported through a Phare grant scheme. The projects to be financed under this measure will be mainly directed towards enhancing employment opportunities of the disadvantaged groups (through training and re-training, community work, specialized career counselling action plan, etc.), by promoting social reintegration into the LM.

This scheme was prepared under Phare 2004, including training for potential LLL providers and assistance to potential beneficiaries for project development.

### **Size of grants**

The following minimum and maximum amounts apply to the grants for the individual projects, which may be financed under the programme (Phare contribution):

minimum amount : 10,000 euro equivalent

maximum amount : 50,000 euro equivalent.

### **Co-financing:**

- profit making organisations will have to ensure a minimum 20% contribution of the total project eligible cost, in cash;

- other categories of beneficiaries will have to ensure a minimum 10% contribution of the total project eligible cost in cash<sup>2</sup>

### **Eligible beneficiaries:**

Non-profit making or profit-making organizations submitting an application as an individual applicant or in a consortium with other partners; the applicants may be: Vocational Training Agencies, Education and/or training providers and Associations of Training Providers, Chambers of Commerce, Trade Unions, Local Authorities, Universities, Employers' Organizations, Private companies, Research Bodies, Employment brokers, other relevant profit and non profit organizations, the NGOs in partnership with vocational training providers (in case they are not at the same time authorized training providers). Participation in project design and implementation of the vulnerable groups organizations is strongly recommended, partnerships with vulnerable groups organizations ensuring sustainability of the projects.

The grant schemes beneficiaries, who apply for providing vocational training courses, must be accredited.

**Note:** The legal framework for authorizing training providers:

Based upon G.D. no.522/2003, the minister of labor, social solidarity and family and the minister of education, research and youth, approved a Common Order no.353MoLSSF/5202MoERY/2003 concerning the adoption of the vocational training providers authorization methodology. The Common Order relates in detail the NATB tasks concerning the vocational training providers'

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<sup>2</sup> Taking into account that this grant schemes refers to the the most disadvantaged groups, living in local communities with reduced local resources, groups which are reluctant by companies to be employed, we suggest to keep a lower cofinancing level as proposed in brackets.

accreditation and the monitoring activities of each type of vocational training programme, based on nationally recognized occupational standards.

#### **Final beneficiaries - Target groups:**

- **Disabled people** (mental, physical and multiple disabilities) without qualifications or without secondary education, persons suffering from mental illness;
- **Youngsters 18 - No Longer in the Child Protection System;**
- **Roma minority**, (Roma with qualifications which are no longer requested on the labour market or without qualifications, who did not complete compulsory or secondary education.

Indicative allocation, for the Roma minority from the target groups, will be 60%.

#### **B) Technical Assistance**

Awareness campaign, support for preparation of applications, appraisal and selection of projects. Information will be disseminated through a diversity of channels in order to promote the grant schemes to the potential beneficiaries. Support under this activity will include covering costs for press advertisements, seminars and conferences, for editing, publishing, and disseminating information materials, brochures, guidelines, etc. A help-desk will be established in each PIU to provide information and advice to potential applicants. At the end of the programme publicity will be organised to spread among the regions information about the results of the programme and the implemented projects.

Support for the appraisal and selection of projects organized by the PIUs and PCU - external independent experts who will be in charge of appraising the applications, participating in the selection procedure and assessing during the whole selection process.

Support the monitoring of the implementation of the social inclusion HRD schemes refers to strengthening the institutional capacity for implementation in four areas: programming and programme management skills development, ex-ante evaluation, monitoring and control and evaluation.

Preparation of best practice. guides, organisation of seminars and workshops at national and regional level and dissemination of information on the projects implemented;

TA for the PCU and 8 PIUs to improve the national network for dissemination of best practices and expertise (preparing software network and web-content and organising seminars addressing all potential beneficiaries), including in particular organisations dealing with Roma issues, disabled and youngsters 18 –no longer in the child protection system.

The rules and procedures, roll-out modalities, co-financing rates, indicators, will be set out in the Project Fiche and relevant Phare Grant Scheme documents. It is intended that, if successful, these schemes will form the basis for later SF measures, which are in any case, foreseen within the pNDP and would be expected to be included in a future SF programme.

#### **3.3.1.3. Results for 2005**

##### **A) Grant scheme**

Increased social inclusion of the most disadvantaged groups on the labour market;

Better tackling discrimination and inequality on the LM;

Improved skills and advice to facilitate access to employment for the disadvantaged groups

Indicators:

Number of persons receiving guidance and career counseling: 3.000 Roma people; 1.500 disabled persons and youngster out of the child protection;

Number of persons receiving vocational training programs: 3.000 Roma people; 1.500 disabled persons and youngster out of the child protection system;

Number of beneficiaries attaining a vocational training: 1.500 Roma people; 750 disabled persons and youngster out of the child protection system;

Number of beneficiaries receiving assistance with job seeking: 1.500 Roma people; 750 disabled persons and youngster out of the child protection system;

Number of beneficiaries entering employment: 450 Roma people; 225 disabled persons and youngster out of the child protection system.

## **B) Technical Assistance**

- MoLSSF (PCU) will have improved capacity to implement the measure and its Schemes, especially on the ground and to build up its broader organizational capacity after 2006, in anticipation of the expansion of these schemes in the period after Accession;
- NAE through its regional structure PIUs, also, will have improved capacity to implement the measure and its Schemes and to build up its broader organizational capacity after 2006, in anticipation of the expansion of these schemes in the period after Accession;
- Final Beneficiaries will have improved capacity to design and implement grant schemes targeting vulnerable groups.
- Best practice guides prepared and national network for dissemination of the best practice and expertise improved and web-site designed

### **3.3.2. Sub-project 2 – Strengthening the capacity of MoLSSF in the field of social assistance**

#### **3.3.2.1. Objectives:**

A sustainable national social assistance system based on the principle of equality which is addressing the real needs of the vulnerable groups in society, and which is built in a process of continued consultation and participation between the different levels of government and in an effective partnership with the civil society.

For a better achieving of the general objectives the following specific tasks have been identified mentioned already in the Memorandum for the new administrative strategy to be implemented under the NP 2005:

#### Specific objective 1

To develop an integrated system of payment for family social benefits through the creation of the Agency for payment of social benefits

#### Specific objective 2 (not in 2005)

#### Specific objective 3

Training for enhancing the skills for the staff of the PIUs, Directorates for Labour, Social Solidarity and Family at county level (DoLSSaF), GDSACPs and local authorities in social services management, public relations, project design and implementation.

### 3.3.2.2. Activities and means in 2005

#### **Specific objective 1: To develop an integrated system of payment for family social benefits through the creation of the Agency for payment of social benefits**

The creation of the National Agency for Social Benefits, whose functions will include:

- General management and administration of the budget allocated for the payment of all social benefits
- Elaboration / printing of payment documents for benefits
- Management of incident cases (beneficiaries who have not been paid / beneficiaries receiving inappropriate money)
- Control of the processes of payment
- Centralization of all data bases from each county
- Ensure the maintenance of the data-base and IT applications for payment
- Sign agreements with financial institutions for the payment of social benefits

The setting-up of the national agency will already start under Phare ESC 2004 project with a special focus on implementation of proposals delivered by the Phare 2001 Social Services IB project as regards the unique management information system for payment of all family benefits and analysis of existing legislative and organisational structures in the sector (proposals for its development included). To the end of the activities under Phare 2004, the TA will elaborate an assessment in order to identify the future actions necessary to be developed in 2005.

#### **Technical assistance**

The main activities will be implemented by the technical assistance focused on:

- complete the integration of the social benefits in the unified system of payments;
- full implementation of the Management Information System;
- create a database on social benefits as regards the number of recipients, type of social benefits received, the total amount of the benefits received by a family, etc;
- training needs assessment, including the designing and delivering of the training modules;
- create a visibility manual for the Agency;
- organisation of one study visit.

#### **Specific objective 3: Training for enhancing the skills for the staff of the PIUs, Directorates for Labour, Social Solidarity and Family at county level (DoLSSaF), GDSACPs and local authorities in social services management, public relations, project design and implementation.**

#### **Technical assistance**

Technical assistance will support the MoLSSaF and its regional structures and also the future applicants in the implementation of the grant schemes in order to strengthen their capacity in grant scheme management. In order to assure a good coordination into the system, this **TA project** will be implemented in good coordination and co-operation with the National Authority for Handicap Persons and the National Authority for Child Protection Rights (project team will comprise at least one person – named on permanent basis – from the three beneficiaries: MoLSSF – Social

Assistance department, National Authority for Disabled Persons and National Authority for Child Rights Protection)

The main activities will be:

- Carrying out a training need assessment in the field of grant schemes management. (this assessment will include the Directorates of Labour, Social Solidarity and Family, General Directorates for Social Assistance and Child Protection, local authorities)
- Designing a detailed plan of training;
- Elaboration and delivery of the modules of training covering project selection, project evaluation, monitoring and evaluation of project implementation, monitoring and evaluation of the financial aspects of the contracts;

The training will be designed taking into consideration the specificity of the target groups as follows:

- the Directorates of Labour, Social Solidarity and Family, the training will be focused on monitoring and evaluation mechanisms and grant scheme management;
- the national and regional PIUs, the training is for the monitoring the implementation and management of grant scheme;
- the General Directorates for Social Assistance and Child Protection and local authorities, the training will concern the project management, the understanding of the Applicant Guides and the modality on implementing small scale projects.

The training should as well be focused on the concepts related to social services, legislation, management, tools and instruments for assessing the need and development plan of services. That activity will be developed if the training need assessment report will identify the need of such a modul.

Training of trainers for 50 persons (this activity will use the existing network of trainers in social assistance)

Organization and delivering of the training sessions (including appointment of locations and hotels, procurement of the necessary materials, preparation of the support documents, etc.). The estimated number of participants for each target group is:

- 2 from each county Directorates of Labour, Social Solidarity and Family;
- All the staff from national and regional PIU's dealing with social inclusion issues (here will be included staff from MoLSSF, NAHP, NACPR);
- 3 persons from each county General Directorates for Social Assistance and Child Protection;
- persons from local authorities.

In order to assure that the persons involved in training will accumulate solid knowledge a duration of at least 4 days per training session is suggested. Moreover, at the end of the training session a short evaluation questionnaire of the knowledge accumulated will be undertaken.

A report on training difficulties, strong/weak points should be prepared as a basis for future trainings.

Organization of a 1-day national conference for the presentation of the report related to the project's activities and for dissemination of the outputs of the training program.

**3.3.2.3. Results for 2005**

In accordance with the activities proposed to be realized under the Phare programming 2004 – 2006, the expected result are the following:

**For the specific objective 1:**

- the National Agency for administration and payments of the family and social benefits put in practice;
- all the social benefits, existing in system, are paid in an unitary system;
- full implementation of the Management Information System
- create a database on social benefits training needs assessment for the staff realised;
- training modules designed and delivered;
- a manual of visibility of these institution create;
- a study visit organised;

In order to have a continuation in the project implementation, and for a better coordination between the activities realized in 2004 and the activities, which will follow in 2005, the same contractor will be used based on an assessment done by a committee composed by the beneficiary (MoLSSF) and the EC Delegation representatives as regards 2004 project's results versus objectives.

**For the specific objective 3:**

- Improvement of the specific knowledge and skills of the staff from DLSSFs, PIUs and GDSACPs
- Report on accomplishments and dissemination of the results of the training programme

Indicators:

A training need assessment Report where will be very clear identify the current situation, proposals for improvement, proposed training modules specific for each target group.

At least 2 modules for each group;

A number of training sessions held and the participants were evaluated. (around 1250 persons trained in total, out of which 50 trainers trained);

The national conference for dissemination of the results organized

Training report provided

The national conference for dissemination of the results organized

**3.3.3. Budget for Priority B/measure c**

Year 2005	Phare funding			National Co-financing	IFI	Total
Priority B / Measure c	Investment	IB	Total Phare			
<b>Sub-project 1</b>	<b>6.00</b>	<b>0.50</b>	6.50	<b>2.00</b>		8.50
A) Grant Schemes for Social inclusion measures for disadvantaged groups	6.00		6.00	2.00		8.00

<b>2005 Phare National Programme</b>	Economic and Social Cohesion					
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B) Grant schemes related TA for awareness and promotion		0.50	0.50			0.50
1. Nord – Est 21,57%	1.294		1.294	0.431		1.726
2. Sud-Est 13,92%	0.835		0.835	0.278		1.114
3. Sud-Muntenia 16,07%	0.964		0.964	0.321		1.286
4. Sud-Vest Oltenia 11,99%	0.719		0.719	0.240		0.959
5. Vest-România 8,84%	0.530		0.530	0.177		0.707
6. Nord – Vest 11,57%	0.694		0.694	0.231		0.926
7. Centru 11,03%	0.662		0.662	0.221		0.882
8. București-Ilfov 5.01%	0.301		0.301	0.100		0.401
<b>Sub-project 2:</b> strengtening MoLSSF in social assistance field		1.80	1.80			1.80
		1.80	1.80			1.80
<b>TOTAL 2005</b>	<b>6.00</b>	<b>2.30</b>	<b>8.30</b>	<b>2.00</b>		<b>10.30</b>

### 3.3.4. Implementation arrangements or Priority B/measure c

#### Sub-project 1

Implementing Authority of the TA component, is MoLSSF through the PIU within the Directorate for SOP HRD, organized within MA SOP HRD.

For investment component (grants) NAE will be the Implementing Authority, working through the PIUs established at regional level. MoLSSF will conclude a Framework Agreement for the implementation of this component with NAE and each of the 8 PIU for the total Phare budget allocated for investment projects, per region.

#### Sub-project 2

Implementing Authority for the TA of sub-project 2 is MoLSSF through the specialised Directorate for policies, strategies and programmes in social inclusion.

For the investment scheme the MoLSSF will be Implementing Agency, works through the PCU set up under Phare 2003, and will conclude a framework agreement with specialised directorate, as Implementing Authority, and the 8 PIUs at regional level. Contracting each grant, under this measure, with final beneficiaries shall be the responsibility of MoLSSF.

MoLSSF will chair the Human Resource Development (HRD) Steering Sub-committee, who will monitor the implementation of this measure.

The Steering Committee of the project will be the Sub-committee for HRD of the Steering Committee for Economic and Social Cohesion. The Sub-committee for HRD was set up under the Phare Economic and Social Cohesion Programme, also including the Offices for Roma.

In order to ensure that the projects respond to the real needs the NGOs representing the vulnerable groups will be included as partners in the projects.

The monitoring and evaluation process will be realized following the templates and guides for ex-ante evaluation, monitoring and ex-post evaluation, common understanding of selection criteria and eligibility criteria, etc. elaborated under Phare 2003.

**4. LINKED ACTIVITIES**

See Annex 7.

## 5. Detailed budget

MEURO

YEAR 2005	EU contribution			National Co-Financing	IFI	TOTAL
	Investment	Institution Building	Total EU			
<b>Part 2</b>	<b>18.96</b>	<b>4.30</b>	<b>23.26</b>	<b>6.32</b>	<b>0.00</b>	<b>29.58</b>
Prio B/measure a	6.33	0.50	6.83	2.11		8.94
PrioB/measure b	6.63	1.50	8.13	2.21		10.34
Prio B/measure c	6.00	2.30	8.30	2.00		10.30

## 6. Implementation Arrangements

The institutional framework is defined in the GD 497/2004 thus ensuring the preparation of administrative capacity for Structural Funds sound management.

### 6.1. Implementing agencies

The Implementing agency for part 2 is the Ministry of Labour, Social Solidarity and Family

#### Contact person:

PAO: Cristina IOVA, General Director  
 Ministry of Labour Social Solidarity and Family  
 2B, Dem I. Dobrescu Street, sector 1  
 Bucharest  
 Telephone: 00 40 21 – 310.16.08  
 E-mail: icristina@mmsf.ro

### 6.2. Implementing authorities

	Implementing Authority and Intermediate Bodies	Remarks on Organisation, resources required
<b>Priority B:</b> Human Resource Development  Measure a Tackling structural unemployment	National Agency for Employment, PIUs at regional level for investment  MoLSSF for TA and corresponding supply contract	Set-up and staffing of PCU and PIUs are under MoLSSF responsibility  Regional Consortia are the partnership

<p>Measure b</p> <p>Improving long term labour market adaptability</p>	<p>NATB for TA NQR project and for the corresponding supply</p> <p>National Agency for Employment, PIUs at regional level for investment</p> <p>MoLSSF for TA and corresponding supply contract</p>	<p>structures, with HRD policy responsibility at regional level</p>
<p>Measure c</p> <p>Actively combating social exclusion</p>	<p>National Agency for Employment, PIUs at regional level for social inclusion investment</p> <p>MoLSSF for TA and corresponding supply contract for social inclusion</p> <p>Specialized directorate within MoLSSF for social services – for TA; investment component will work through NAE PIUs at regional level</p>	<p>Regional Consortia provide the forum for human resources strategies and action plans development and monitoring</p> <p>HRD Steering Sub-committee, chaired by MoLSSF</p>

The Implementing Authorities and Intermediate bodies will have reporting responsibility to the national coordinator (Implementing Agency) of the priorities and measures.

### 6.3. Implementing tools

At national level, the **Phare ESC Steering Committee** was established (Minister Order 191 / 11.07.2002) and is operational starting with Phare 2000 and following programmes. Its role is to ensure inter-ministerial co-ordination in the programming, implementation, monitoring and evaluation of programmes. It includes specialists from MEI, RDAs, Ministry of Public Finances, National Agency for SMEs and Cooperation, Ministry of Education and Research, Ministry of Labour, Social Solidarity and Family, Ministry of Transport, Constructions and Tourism, National Administration of Roads, the Ministry of Agriculture, Forestry and rural Development, Ministry of Environment and Waters Management, Ministry of Economy and Trade, National Centre for Vocational and Technical Education Development, Ministry of Administration and Interior, EC Delegation; other relevant institutional stakeholders and social partners, identified at the national level for each ESC component, will be invited to its proceedings.

The Phare ESC Steering Committee is chaired and serviced by MEI, which will therefore undertake all the necessary administrative tasks (organizing meetings, planning agendas, general secretariat) and will produce all papers to be discussed at its meetings.

The tasks of the Phare ESC Steering Committee are defined in the Regulation of Organization and Functioning, adopted in the first meeting that took place on 12 March 2003. The Phare ESC Steering Committee puts the basis for the future Monitoring Committee under Structural Funds.

The **Ministry of European Integration** and **Ministry of Labour, Social Solidarity and Family** will be the **Implementing Agencies (Contracting Authority and Paying Agency)** for Investment in Economic and Social Cohesion Programme, with administrative and financial responsibilities.

The main tasks of **Implementing Agency** are:

The overall responsibility for the technical and financial implementation of the programme, ensuring that the objectives are met and that the selection procedures are efficient, clear and transparent.

The overall responsibility for monitoring and evaluation of the programme and sub-components

MIE: co-ordinating and chairing the **National Steering Committee** and reporting to the National Board for Regional Development and the EC Delegation on the state of implementation of the programme.

MIE: supervise the activity of the **Sub-Committees** and reporting to the **National Steering Committee**.

MoLSSF: co-ordinating and chairing the **Human Resource Development Steering Sub-Committee** and reporting to the **National Steering Committee** on the state of implementation of the measures under HRD priority.

Elaborating the selection and implementation procedures in accordance with the guidelines set up by the European Union

Nominate the evaluation committee and the assessors, in consultation with the implementing authorities and the relevant technical ministries. The experts will be nominated "ad personam" on the basis of their technical and professional expertise in the relevant area

Contracting the grants with the selected applicants.

Acting as paying agency and ensuring the link with the National Fund, RDAs/PIUs and with the contractors/grant beneficiaries

Conclude framework agreements with Implementing Authorities and provide them appropriate support to ensure that they achieve their task properly, (templates and guides for ex-ante evaluation, monitoring and ex-post evaluation, common understanding of selection criteria and eligibility criteria, etc).

The National Steering Committee for Phare ESC meets twice a year and works through three sub-committees corresponding to the 3 main priorities of ESC assistance:

- Human Resource Development
- Regional infrastructure to support economic development
- Business development, especially SMEs

The sub-committees meet quarterly or more often if business requires.

The Ministry of Labour, Social Solidarity and Family, as Implementing Agency, works through the PCU set up under Phare 2003, and will conclude a framework agreement with National Agency for Employment, as Implementing Authority, and the 8 PIUs at regional level as the intermediate bodies responsible for the implementation of the HRD component, measures a, b, c, under the Investment schemes. For social services, the specialized directorate within MoLSSF will be involved.

National Agency for Employment and the 8 PIUs are the bodies responsible with the implementation of the strategies in employment and social policies; to strengthen the social dialogue bringing together all relevant actors, social partners, other interested bodies and non-governmental organizations, in particular in creating employment and ensuring employment opportunities for all; to put into practice the social protection measures to meet people's basic needs and promote access to social rights within the universal spirit of many conventions, recommendations and regulations, particularly in the field of employment, education and social services.

The Regional Consortia act as consultative structure, for HRD priority, and their main tasks will be: identifying the HRD priorities; development of the Regional Employment Action Plan, which includes the relevant employment priorities at regional level; members of Regional Consortia will participate in the evaluation committees for HRD projects.

For the purposes of the co-ordination of projects under Priority E, a Project Steering Committee (PSC) will be created to reflect the various attributions of the institutions acting in the field of management of the EU Structural Funds. The PSC will have an advisory role, to formulate recommendations and concrete actions to be taken. The Steering Committee will meet regularly to ensure proper co-ordination of the various project activities, review the progress of the project and take the necessary corrective actions. The EC Delegation will be invited to participate to the Steering Committee as an observer.

In the same time, at higher level there are the Sectoral Monitoring Sub-Committee for monitoring of all ESC IB and Investment support and the Joint Monitoring Committee where the European Commission, National Aid Coordinator and National Authorizing Officer meet and analyse the stage of implementation of the Phare National Programme.

A special evaluation will be undertaken towards the Mid-Term to assess the extent to which the Phare Programming Document is contributing to the perspective of full participation in ESC post-accession.

## **6.5 Lessons Learnt**

See Annex 9.

**Table of acronyms**

<b>Acronym</b>	<b>Description</b>
<i>AEM</i>	<i>Active Employment Measures</i>
<i>AP</i>	<i>Accession Partnership</i>
<i>BSP</i>	<i>Business Services Provider</i>
<i>CCIR</i>	<i>Chamber of Commerce and Industry of Romania</i>
<i>CFCU</i>	<i>Central Financing and Contracting Unit</i>
<i>CSF</i>	<i>Community Support Framework</i>
<i>CVT</i>	<i>Continuing Vocational Training</i>
<i>EC</i>	<i>European Commission</i>
<i>ECSE</i>	<i>European Charter for Small Enterprises</i>
<i>ECT</i>	<i>Education Credit Transfer</i>
<i>EDIS</i>	<i>Extended Decentralised Implementation System</i>
<i>EIA</i>	<i>Environment Impact Assessment</i>
<i>ERDF</i>	<i>European Regional Development Fund</i>
<i>ESC</i>	<i>Economic and Social Cohesion</i>
<i>ESF</i>	<i>European Social Fund</i>
<i>EU</i>	<i>European Union</i>
<i>FB</i>	<i>Final beneficiaries</i>
<i>FDI</i>	<i>Foreign Direct Investment</i>
<i>FOPIP</i>	<i>Financial Operators Performance Improvement Programme</i>
<i>GD</i>	<i>Government Decision</i>
<i>GDP</i>	<i>Gross Domestic Product</i>
<i>HRD</i>	<i>Human Resource Development</i>
<i>IB</i>	<i>Institution Building</i>
<i>IBRD</i>	<i>International Bank for Reconstruction and Development</i>
<i>ICT</i>	<i>Information &amp; Communication Technology</i>
<i>IFI</i>	<i>International Financial Institution</i>
<i>IRIS</i>	<i>Integrated Regional Information System</i>
<i>ISPA</i>	<i>Pre-Accession Structural Instrument</i>
<i>IT</i>	<i>Information Technology</i>
<i>JAP</i>	<i>Joint Assessment Paper</i>
<i>JIM</i>	<i>Joint Inclusion Memorandum</i>
<i>LEAP</i>	<i>Local Education Action Plans</i>
<i>LEPI</i>	<i>Local Environment Protection Inspectorate</i>
<i>LLL</i>	<i>Life long learning</i>
<i>LM</i>	<i>Labour market</i>
<i>MA</i>	<i>Managing Authority</i>
<i>MC</i>	<i>Monitoring Committee</i>

<i>MEI</i>	<i>Ministry of European Integration</i>
<i>MER</i>	<i>Ministry of Education and Research</i>
<i>MEWM</i>	<i>Ministry of Environment and Water Management</i>
<i>MIS</i>	<i>Management Information System</i>
<i>MoAI</i>	<i>Ministry of Administration and Interior</i>
<i>MoLSSF</i>	<i>Ministry of Labour, Social Solidarity and Family</i>
<i>MPF</i>	<i>Ministry of Public Finances</i>
<i>MTCT</i>	<i>Ministry of Transport, Constructions and Tourism</i>
<i>NAE</i>	<i>National Agency for Employment</i>
<i>NAPE</i>	<i>National Action Plan for Employment</i>
<i>NAQ</i>	<i>National Authority for Qualification</i>
<i>NASMEC</i>	<i>National Agency for Small and Medium Sized Enterprises and Cooperatives</i>
<i>NATB</i>	<i>National Adults Training Board</i>
<i>NBRD</i>	<i>National Board for Regional Development</i>
<i>NCDVET</i>	<i>National Centre for Development of Vocational Education and Training</i>
<i>NCTPE</i>	<i>National Centre of staff Training in Pre-University Education</i>
<i>NDP</i>	<i>National Development Plan</i>
<i>NEF</i>	<i>National Environmental Fund</i>
<i>NGO</i>	<i>Non Government Organisations</i>
<i>NNI</i>	<i>New Neighbourhood Instrument</i>
<i>NPAA</i>	<i>National Programme for the Adoption of the Acquis</i>
<i>NSC</i>	<i>National Steering Committee</i>
<i>NTB</i>	<i>National Training Board</i>
<i>NTC</i>	<i>National Training Centre</i>
<i>PA</i>	<i>Paying Authority</i>
<i>PAO</i>	<i>Programme Authorising Officer</i>
<i>PATJ</i>	<i>County Spatial Development Plan</i>
<i>PC</i>	<i>Programme Complement</i>
<i>PCU</i>	<i>Programme Coordination Unit</i>
<i>PES</i>	<i>Public Employment Service</i>
<i>PIU</i>	<i>Programme Implementation Units</i>
<i>PPD</i>	<i>Phare Programming Document</i>
<i>PPF</i>	<i>Project Preparation Facility</i>
<i>PQNR</i>	<i>Professional Qualifications National Register</i>
<i>PRDT</i>	<i>Programme for Regional Development Training</i>
<i>PSC</i>	<i>Project Steering Committee</i>
<i>RC</i>	<i>Regional Centres</i>
<i>RDA</i>	<i>Regional Development Agency</i>
<i>RDP</i>	<i>Regional Development Plan</i>

<i>RDS</i>	<i>Regional Development Strategy</i>
<i>REAPS</i>	<i>Regional Education Action Plans</i>
<i>REPA</i>	<i>Regional Environmental Protection Agencies</i>
<i>REPI</i>	<i>Regional Environment Protection Inspectorate</i>
<i>ROP</i>	<i>Regional Operational Programme</i>
<i>SAMTID</i>	<i>Small and Medium Towns Infrastructure Development</i>
<i>SAPARD</i>	<i>Special Programme for Pre-Accession Aid for Agriculture and Rural Development</i>
<i>SF</i>	<i>Structural Funds</i>
<i>SME</i>	<i>Small and Medium Sized Enterprise</i>
<i>SOP</i>	<i>Sectoral Operational Programme</i>
<i>TA</i>	<i>Technical Assistance</i>
<i>TD</i>	<i>Tender Dossier</i>
<i>TORs</i>	<i>Terms of Reference</i>
<i>TVET</i>	<i>Technical and Vocational Education and Training</i>
<i>VET</i>	<i>Vocational Education and Training</i>
<i>WB</i>	<i>World Bank</i>

**ANNEXES**

- Annex 1      Logframe planning matrix for 2005:  
                 Priority B, measure A  
                 Priority B, measure B  
                 Priority B, measure C
- Annex 2      Detailed Implementation chart 2005
- Annex 3      Cumulative Commitment and Disbursement 2005
- Annex 4      List of Relevant Laws and Regulations
- Annex 5      Monitoring Sheet 2005
- Annex 6      Comparative analysis Phare ESC 2005
- Annex 7      Linked activities
- Annex 8      Distribution of target groups for Priority B/measure d, project 2
- Annex 9      ESC Lessons Learnt 2005