

Development of System for Management of Cohesion Policy

**Terms of Reference for Assignment of a Senior Non-Key
Climate Change and Energy Policy Expert
on IPA III Multiannual Programming, Window 3,
Thematic Priority 1:
Environment and Climate Change
Thematic Priority 2:
Transport, digital economy and society, and energy
Sector: Energy**

1. Background

This assignment shall be carried out within the framework of the project “Development of the System for the Management of Cohesion Policy” financed by European Union under IPA III, having as Project Partner and Main Beneficiary the Ministry of European Integration (MEI).

The overall objective is to prepare the Serbian public administration for the effective implementation of the EU Cohesion Policy in the Republic of Serbia. The purpose of the contract is to set up and enhance the capacities of all relevant stakeholders for timely and efficient preparation, implementation, monitoring and evaluation of programmes and projects supported by Structural Funds and the Cohesion Fund.

The results to be achieved by the Contractor are as follows:

Result 1: Legal and institutional framework for the implementation of EU Cohesion Policy in place.

Result 2: Relevant planning and programming documents for IPA III multi-annual programming prepared.

Result 3: Capacities of institutions and bodies nominated for preparation / implementation of multi-annual Operational Programmes under IPA with a view of their future role under Cohesion Policy, as well as partners and potential beneficiaries at national level, and as appropriate at sub-national level, increased via Capacity Building programmes.

The Project started on 11 July 2019 and shall last until 10 July 2024. Support to achievement of Result 2 shall accommodate the new approach by the European Commission aiming at accelerating convergence of the current IPA structures to the management and control systems established in EU Member States that benefit from Cohesion Policy funds, through the preparation and implementation of **Operational Programmes (OPs) under IPA III in the period 2024-2027**.

It is predicted that preparation and management of Operational Programmes under the indirect management with the Republic of Serbia method of implementation shall contribute to improving the level of preparedness for Chapter 22 “Regional policy and coordination of structural instruments”. Policy-wise, Operational Programmes can also provide a significant contribution to deliver the Economic and Investment Plan for the Western Balkans (EIP) and the Green Agenda,

which both aim at reinvigorating the economies of the Western Balkans through investments and support to competitiveness and inclusive growth, sustainable connectivity, and the twin green and digital transition. In this context, Operational Programmes provide a multi-year fiscally framed plan for investments, with a predictable implementation of a pipeline of flagship projects in the medium term, which is mirroring the programming process by EU Member States under the EU Cohesion Policy.

The Contracting Authority for the above-mentioned project is the **EU Delegation to the Republic of Serbia (EUD)**. The Service Contractor is **GIZ Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH in consortium with Mott MacDonald, Archidata and Ismeri**.

The contribution of the Expert shall be primarily framed by the Commission guidelines/instructions and annotated template on finalisation of Operational Programmes and supporting documents under IPA III for the period 2021-2027, and any updates of these documents which are eventually communicated by the Commission during the assignment.

2. Description of the Assignment

The selected Expert shall support the Beneficiary and the Serbian institutions in the energy and climate change sector preparation of the following contributions to the OP:

- Support to conduct the consultation process, with specific reference to the climate change and energy topics. The assistance shall include support to organise dedicated meetings, the facilitation of meetings and assistance with processing the inputs by partners and stakeholders on relevant documents. Reporting on the consultation process shall be a deliverable under the assignment.

The approach to be adopted, to be confirmed at the start of the mission, is as follows:

- 1) Meeting with the Project Beneficiary (MEI), the Policy Body/Bodies and sectoral structures (Sector's Serbian Institutions which may include local self-governments and shall include the Managing Authority and Intermediate Bodies for Policy Management), and the EUD, to gathering information and agree on the joint work modalities.
- 2) Desk research to gather data and other information as necessary to carry out the assignment.
- 3) Outline and agree with EUD, MEI and the Serbian institutions in the energy sector the detailed contents of the deliverables to be prepared under the assignment, reflecting the European Commission's guidance/instructions and templates. The format of the documents (including fonts and all editing details) is also to be agreed.
- 4) Support the Sector's Serbian Institutions with the preparation of the sectoral contributions mentioned above.
- 5) Support the MEI and the Sector's Serbian Institutions in the energy sector to conduct consultations on the above-mentioned sectoral documents. The work with the partners will be conducted in line with the provisions of the European Code of Conduct on Partnership and taking into account the composition of the partnership established (or in the process of being established) by the Serbian institutions for the relevant Operational Programme.

The Expert shall prepare brief monthly reports which describe the work that was conducted, its results, and put forward recommendations that can be made to the Beneficiary from the expert's

perspective. Monthly reports prepared by using the Project template, will be submitted to the Key Expert 2 and the Team Leader.

3. Expert profile

Climate Change and Energy Policy Expert

Required Qualifications and Skills

University Degree (Master/PhD).

Fluency in both written and spoken English, Serbian an advantage.

Advanced Computer literacy (MS Office including Excel, PowerPoint, Internet).

Very good organisational, coordination and reporting skills.

General Professional Experience

Min. 8 years relevant professional experience in climate change and energy sector.

- Experience in programming in the energy and climate sector.
- Knowledge of the EU Cohesion Policy and/or Instrument for Pre-Accession framework.

Specific Professional Experience

- Min. 5 years of specific experience in programming measures related to energy efficiency and climate change.
- Knowledge to advice national and local levels on climate change and energy policy
- Knowledge to advise how OP thematic priorities best fit to actions defined in appropriate pillars of Sofia Declaration on the Green Agenda for Western Balkans (i.e. Depollution and Circular economy pillars)

3. Location, duration, (provisional) start/end date

Location: the expert will be working in Belgrade, Serbia, at Project Office and other locations in Belgrade. Missions outside Belgrade could also prove necessary – these shall have to be pre-authorised by the Team Leader and the Contracting Authority.

Starting/ending date: April 2024/ July 2024.

Total number of working days: up to 15.

No work during week-ends allowed, except if duly authorised by the Contracting Authority.