

## Development of System for Management of Cohesion Policy

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### **Terms of Reference for Assignment of a Senior Non-Key Expert on support to the preparation of the End Beneficiary Agreements for the Operational Programme Environment and Energy for Serbia 2024 – 2027 under IPA III 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 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 Project started on 11 July 2019 and shall last until 10 April 2025. 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. For the period 2024 – 2027 Serbia has prepared two multi-annual Operational Programmes under IPA III: Operational Programme Environment and Energy for Serbia 2024 – 2027 and Operational Programme Employment, Skills and Social Inclusion for Serbia 20224 – 2027.

The assignment of the Senior Non-Key Expert shall be framed within the second project component aimed at preparation of planning and programming documents for IPA III multi-annual Operational Programmes, and especially within the **Activity 2.3. Preparation of planning and multiannual programming documents under IPA III paving the way for EU Cohesion policy programming.**

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 sector preparation in preparation of the End Beneficiary Agreements for the following operations under the Operational Programme Environment and Energy for Serbia 2024 – 2027:

- Thermal Rehabilitation of Facilities in the SRC Košutnjak (2025)
- Thermal Rehabilitation of Facilities – Government and Organization Building – MUP – Novi Sad (2025)
- Energy Efficiency of the SIV 3 Building (2025).

The End Beneficiary Agreements for the a/m operations shall be prepared in accordance with the relevant templates and in line with the Operational Programme and supporting documents, as well as with guidelines and instructions of the relevant institutions and the European Commission.

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) Support the Sector's Serbian Institutions with the preparation of the End Beneficiary Agreements for the a/m operations.

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

### **Required Qualifications and Skills**

University Degree (Master/PhD).

Fluency in both written and spoken English and Serbian.

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 energy sector.

Experience in programming and project preparation in the energy sector.

### **Specific Professional Experience**

Min. 5 years of specific experience in preparing of projects related to energy efficiency.

Min. 5 years of specific experience in working in IPA structures or supporting IPA structures in preparing and implementation of IPA projects in relation to large infrastructural projects

Previous experience in preparation of End Beneficiary (Recipient) Agreements.

### **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: 01 February – 10 April 2025.

Total number of working days: up to 21.

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