



## Policy and Legal Advice Centre (PLAC IV)

### Terms of Reference (ToR) for a Short-Term assignment

#### No. 23

<b>Technical assistance requested:</b>	1 (one) Senior Non-Key Expert and 1 (one) Junior Non-Key Expert in the area of Negotiating Ch. 14 – Transport Policy - Rulebook on marking of railway vehicles
<b>Project Title:</b>	Policy and Legal Advice Centre (PLAC IV)
<b>Ref:</b>	NEAR/BEG/2023/EA-RP/0175
<b>Service Contract No:</b>	(CRIS) 2024/453-315
<b>Main beneficiary:</b>	The Ministry of European Integration (MEI)
<b>Direct Beneficiary:</b>	Directorate for Railways
<b>Content of the assignment:</b>	Technical assistance to analyse the level of harmonisation and provide conditions for further harmonisation in the field of drafting the Rulebook on marking of railway vehicles in accordance with the Commission Implementing Regulation (EU) 2019/773 of 16 May 2019 on the technical specification for interoperability relating to the operation and traffic management subsystem of the rail system within the European Union and repealing Decision 2012/757/EU – Appendix H and Commission Implementing Decision (EU) 2018/1614 laying down specifications for the vehicle registers
<b>Budget Line/Expert category</b>	1 (one) Non-Key Short-Term Senior Expert and 1 (one) Non-Key Short-Term Junior Expert
<b>Duration of the assignment</b>	40 working days (20 WDs for SNKE and 20 WDs for JNKE), from September 2025 to December 2025

#### 1. Background information in relation to PLAC IV project

The overall objective of the PLAC IV is for the Serbian administration to effectively conduct accession negotiations and successfully manage the overall EU integration and pre-accession assistance geared towards the EU membership.

The purpose of the project is: "to achieve a high level of effective alignment of national legislation with the Union *acquis* and its implementation".

PLAC IV should achieve 2 results:

- R1: Enhanced compatibility of national legislation with the EU legislation and its effective implementation;
- R2: Enhanced capacities of relevant national structures for successful carrying out of



accession negotiations.

The Republic of Serbia has been continuously harmonising its national legislation in the field of railway safety and interoperability with the EU legislation. This field is part of Cluster 4, Chapter 14 which has been opened since 2021. The new Law on Railway Safety, which is expected to be adopted in 2025, provides for the alignment with the Directive of the European Commission and of the Council (EU) No. 2016/798 of 26 May 2016 on railway safety, C/2016/798, OJ L 138, 26.5.2016. Full compliance with the directive in question will be achieved upon the accession of the Republic of Serbia to the European Union, given that the competences of the European Railway Agency are limited exclusively to Member States.

The above mentioned new Law on Railway Safety shall also provide for a better alignment with the EU legislation on marking of railway vehicles through a by-law, adopted by the Directorate for Railways, i.e. with the Commission Implementing Regulation (EU) 2019/773 of 16 May 2019 on the technical specification for interoperability relating to the operation and traffic management subsystem of the rail system within the European Union and repealing Decision 2012/757/EU – Appendix H and Commission Implementing Decision (EU) 2018/1614 or other relevant EU legal acts. Based on the NPAA 2024-2027, which was adopted on 24<sup>th</sup> October 2024, as a part of 3.14.1.2. Railway transportation activity, the Directorate for Railways has to prepare the Rulebook on marking of railway vehicles.

There is no ongoing project assistance for the activities covered by this ToR.

## **2. Description of the assignment**

### **a. Specific objectives**

The specific objective of this assignment is to provide assistance in order to analyse the level of harmonisation and provide for further harmonisation of the Serbian legislation with the EU legislation regulating the marking of railway vehicles.

### **b. Requested services**

The Senior NKE in the area of railway is expected to provide the following services:

- a) Draft the Rulebook on marking of railway vehicles
- b) Prepare and hold training on the implementation of the Rulebook on marking of railway vehicles for the employees of the Directorate for Railways.

The Junior NKE in the area of railway is expected to provide the following services:

- a) Draft a legal gap analysis on the level of harmonisation of the Serbian legislation with the EU legislation in the field of marking of railway vehicles;
- b) Structure and edit the draft rulebook in line with Serbian legal drafting technique rules,
- c) Prepare a Table of Concordance between the draft rulebook and relevant EU legal acts

### **c. Outputs**

The outputs delivered by the Senior NKE shall be as follows:

- Rulebook on marking of railway vehicles;

- Training on the implementation of the Rulebook on marking of railway vehicles for the employees of the Directorate for Railways.

The outputs delivered by the Junior NKE shall be as follows:

- Legal gap analysis;
- Table of Concordance for the Rulebook on marking of railway vehicles;

#### **d. Reporting**

The NKE shall provide the following reports by using the templates of the Project:

- A Brief Mission Report with description of activities and outputs provided, at the end of each month, in which tasks under this assignment have been carried out. upon request of the Team Leader;
- Final Mission Report, no later than 1 (one) week after completion of tasks under this assignment. This report will include a description of all activities and outputs provided by the NKE in the context of this assignment.

Submission of reports:

- All reports prepared in the relevant quality shall be submitted to the Project Team Leader for review, comments and final approval. The reports shall be signed by the NKE and the Team Leader, responsible for endorsing the reports.
- The reports and all prepared documents shall be submitted in hard copy and electronic version to the Team Leader of the project.

#### **e. Specifics**

The Senior NKE and the Junior NKE shall collaborate with the Project Technical Assistance Team on preparing and drafting the Rulebook on marking of railway vehicles. The NKE's activities and outputs mentioned above may be adjusted by the Team Leader at any stage in the project's implementation, depending on the evolving needs of the Project and main beneficiary. The Senior NKE and Junior NKE shall ensure that the Rulebook on marking of railway vehicles is aligned with the Commission Implementing Regulation (EU) 2019/773 of 16 May 2019 on the technical specification for interoperability relating to the operation and traffic management subsystem of the rail system within the European Union and repealing Decision 2012/757/EU – Appendix H and Commission Implementing Decision (EU) 2018/1614 laying down specifications for the vehicle registers. The Senior NKE and the Junior NKE shall closely coordinate the activities with the Directorate for Railways and others, as relevant, to ensure that aspects related to implications of the EU integration for Serbia are incorporated into all activities carried out by the Project.



### 3. Expert's input

Total working days	40 working days (WDs) in total have been planned for this assignment (20 WDs for SNKE, 20 WDs for JNKE).
Period of the assignment	September 2025 – December 2025
Starting day	It is anticipated that the work will commence in September 2025. However, exact starting date will be agreed at the later stage.
Location/place of assignment	The base of operation will be in Belgrade, Serbia and office facilities will be provided by the Project.
Working language	English

### 4. Expert's profile

#### Senior Non-Key Expert

<b>Qualification and skills (25 points)</b>	<ul style="list-style-type: none"> <li>• University degree in engineering (transport, civil, mechanical or electrical engineering);</li> <li>• Computer literacy;</li> <li>• Proficiency in report drafting;</li> <li>• Excellent communication and analytical skills;</li> <li>• Proficiency in the English language;</li> <li>• Independence and freedom from conflicts in undertaken activities</li> </ul>
<b>General professional experience (25 points)</b>	<ul style="list-style-type: none"> <li>• Minimum 8 (eight) years or more of relevant professional experience;</li> <li>• At least 2 (two) years of experience in researching, drafting and/or implementing legislation in the transport sector, preferably railways.</li> </ul>
<b>Specific professional experience (50 points)</b>	<ul style="list-style-type: none"> <li>• Experience in transposition of EU legislation into national legislation in the field of transport safety, preferably railways</li> <li>• Knowledge of the Serbian legal system will be an advantage</li> <li>• Knowledge of the Serbian language will be an advantage</li> </ul>



Republic of Serbia  
Ministry of European Integration

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### Junior Non-Key Expert

<b>Qualification and skills (25 points)</b>	<ul style="list-style-type: none"> <li>• Relevant university degree in law;</li> <li>• Computer literacy;</li> <li>• Proficiency in report drafting;</li> <li>• Excellent communication and analytical skills;</li> <li>• Proficiency in the English language;</li> <li>• Independence and freedom from conflicts of interest in the undertaken responsibilities.</li> </ul>
<b>General professional experience (25 points)</b>	<ul style="list-style-type: none"> <li>• Minimum 5 (five) years or more of relevant professional experience;</li> <li>• At least 1 (one) year of experience in researching, drafting and/or implementing legislation in the transport sector.</li> </ul>
<b>Specific professional experience (50 points)</b>	<ul style="list-style-type: none"> <li>• Experience in transposition of EU legislation into national legislation in the field of transport, preferably transport safety.</li> <li>• Knowledge of the Serbian legal system will be an advantage</li> <li>• Knowledge of the Serbian language will be an advantage</li> </ul>

### 5. Applications

Applications (EU format CV and application letter, both in English) need to be submitted by e-mail to [domi@ibf.be](mailto:domi@ibf.be) with a copy to [bortolameazzi@ibf.be](mailto:bortolameazzi@ibf.be) no later than 17:00 hrs, 06.08.2025, titled: "Application for the position – Senior Non-Key Expert / Junior Non-Key Expert for drafting the Rulebook on marking of railway vehicles".

References must be available on request. Only short-listed candidates will be contacted.

The Project is an equal opportunity employer that encourages applications from women and minorities. All applications will be considered strictly confidential.

The advertised post is not available to civil servants or other officials of the public administration in the beneficiary country, Serbia.

For more information, please contact the Project Director at IBF: [bortolameazzi@ibf.be](mailto:bortolameazzi@ibf.be).