



ABC GUIDE TO TAIEX ASSISTANCE

Application forms for TAIEX assistance

TAIEX assistance is mainly needs-driven. It is given in response to requests sent by officials working for the administrations of Beneficiary Partners. The applications for assistance are available online here on the TAIEX website. If you wish to apply, please fill in the appropriate form whether it is to receive targeted for expertise, to apply for a study visit or to propose the organisation of a larger workshop.

Beneficiary Partners/Countries

The TAIEX mandate to provide assistance covers:

- Croatia (new Member State – still benefitting from assistance programmed);
- Turkey, the former Yugoslav Republic of Macedonia; Montenegro, Serbia, Albania, Bosnia and Herzegovina and Kosovo* ;
- Turkish Cypriot community in the northern part of Cyprus;
- Algeria, Armenia, Azerbaijan, Belarus, Egypt, Georgia, Israel, Jordan, Lebanon, Libya, Moldova, Morocco, Palestine, Syria, Tunisia and Ukraine.
- All countries covered by the Partnership Instrument
- EU Member States in the framework of the administrative cooperation within the policies managed by DG for Regional and Urban Policy and DG Mobility and Transport

European Neighbourhood Policy

The European Neighbourhood Policy (ENP) was developed in the context of the EU's 2004 enlargement, with the objective of avoiding the emergence of new dividing lines between the enlarged EU and its neighbours and instead strengthening stability, security and well-being for all concerned. The EU offers neighbouring countries a privileged relationship, building upon a mutual commitment to common values (democracy and human rights, rule of law, good governance, market economy principles and sustainable development). The ENP goes beyond existing relationships to offer a deeper political relationship and economic integration. The level of ambition of the relationship will depend on the extent to which these values are effectively shared. The ENP is not about enlargement and does not offer an accession perspective.

Expert Database

The Expert Database is a consolidated pool of EU-wide expertise in the EU *acquis*. It is made up of Member State officials who have proven expertise either in the legislation itself, and the approximation of national legislation to EU norms, or on the subsequent administration, implementation and enforcement of such legislation. Member State public administration experts are invited to register in the database by creating a personal profile. Once an expert is registered with a personal profile, they will be available to be contacted by the Institution Building Unit as soon as a request is identified, corresponding to the area of expertise indicated.

* *This designation is without prejudice to positions on status, and is in line with UNSCR 1244/99 and the ICJ Opinion on the Kosovo declaration of independence.*

Expert Missions

Part of the services offered by TAIEX, they aim to bring practical short-term assistance regarding the approximation and implementation of EU legislation by sending one or two Member State experts to the Beneficiary in question. Beneficiary partners can directly apply for such tailored expertise.

Expert Stock Exchange

The Expert Stock Exchange (E.S.E.) is an electronic platform whereby TAIEX advertises approved requests for technical assistance from its beneficiaries. This platform allows the matching of requests from the above administrations with offers of expertise. Experts and Public Institutions from Member States are invited to consult and submit their offers of assistance – whether in the legislation itself, and the approximation of national legislation to EU norms, or on the subsequent administration, implementation and enforcement of such legislation. If approved, assistance brokered by TAIEX through the Exchange can either be in the form of an Expert visit or a Study visit. Note that Member State experts may only gain access to the ESE once they are registered in the Expert Database.

Legislative Databases

The Databases provide information on EU legislation and the state of progress towards alignment of national legislation. Most of the databases are of a legal nature. While some focus on the law approximation of those countries involved in DG Neighbourhood and Enlargement Negotiations' activities (acceding countries, candidate countries and potential candidates), others provide information to do with accession preparations.

Library

Here on the TAIEX website, you can access a range of documentation in the TAIEX library regarding past events, whether or not you attended the event yourself. Materials include the agenda and presentations delivered by Member State experts or by European Commission officials, as well as a range of relevant EU legislation. Simply search for past events.

Logistical Issues

The TAIEX operation requires significant logistical support including reservations and payments (accommodation, catering, travel and remuneration etc.), in order to ensure smooth delivery of technical assistance to our beneficiary partners. All logistical matters are managed by an External Service Provider.

Member State Expertise

The TAIEX instrument depends on its network of Member State experts. Their expertise and sharing of best practices is the core of TAIEX assistance. To become involved in TAIEX activities, Member State experts can register in the Expert Database, allowing access to the Expert Stock Exchange.

Mission Statement

TAIEX is the Technical Assistance and Information Exchange Instrument of the Directorate-General for Neighbourhood and Enlargement Negotiations of the European Commission. Its aim is to provide short-term technical assistance to the candidate countries and the potential candidates. From 2006, assistance is also provided to the countries covered by the EU European Neighbourhood Policy. TAIEX activities are directly linked to the implementation of the overall cooperation objectives of the European Union with these partners. From 2015, TAIEX becomes available for all the countries covered by the Partnership Instrument (see below).

National Contact Points' network

The National Contact Points (NCPs) network consists of nominated formal TAIEX contact points within the administrations of the Member States. These officials oversee TAIEX activities and act as reference points for experts from their countries who participate in TAIEX activities. They also act as a reference point in the Member States for the Institutional Contact Points (ICPs), who are point of contacts in each institution and agency providing help in identifying suitable experts for TAIEX operations.

Participant Guides

Participant Guides are available to participants in TAIEX events and provide information on the necessary requirements and arrangements related to participation in events.

Partnership Instrument

Through the Partnership Instrument (PI), the EU cooperates with partners around the world to advance the Union's strategic interests and tackle global challenges. The PI will fund activities that carry EU agendas with partner countries forward, translating political commitments into concrete measures.

Regional Training Programme

The Regional Training Programme (RTP) lends assistance to regional authorities in implementing and enforcing EU legislation. Under this programme, trained public officials become RTP experts and, in turn, organise tailored assistance with the assistance of Member State experts on EU legislation within their locality depending on the identified needs.

Seminars/workshops

The purpose of seminars is to present aspects of EU *acquis* to a wider audience as well as to explain any legislative issues. Seminars may be thematic and relate to the *acquis* in substance, or they may be more practical dealing with infrastructures and the enforcement of the *acquis*. They may address the needs of a single country, or those of a group of countries facing similar challenges. They can be organised in a beneficiary country.

Speaker Guides

These guides are available to speakers and experts attending TAIEX-events and give practical details concerning travel, accommodation and remuneration.

TAIEX Activity Reports

TAIEX Activity Reports are produced annually and give a detailed overview of TAIEX activities. They provide an overview of TAIEX operations for the previous year, including detailed statistical information per sector and per country and according to groups of countries. The reports are also forward looking in so far as that they consider the prospects of TAIEX assistance for the following year.

TAIEX National Contact Points

For each TAIEX beneficiary partner, the Institution Building Unit has nominated a National Contact Point (NCP): a person who can be contacted by all representatives of beneficiary administrations, available to clarify procedures and assist with any issues related to the organisation of events.

Translations

TAIEX provides assistance and guidance regarding the translation of the acquis into the official languages of the countries involved in DG Neighbourhood and Enlargement Negotiations activities, especially acceding and candidate countries. These translations should be finalised by the time these countries join the EU. Cooperation and synergies are fostered among these countries and between them and the EU institutions. TAIEX assistance includes support to the setting up of Translation Coordination Units (TCUs), the provision of specialised software and training; progress monitoring and the exchange of expertise and know-how between key partners. Additionally, the [CCVista database](#), in which translated legislation is gathered, acts as a useful point of reference for EU institutions and all those interested.