

**IPA National Programme 2010 for Albania**  
**Project Fiche 3 "Support to the EU integration process"**

**1. Basic information**

- 1.1 CRIS Number:** 2010/022-530
- 1.2 Title:** Support to the EU integration process
- 1.3 ELARG Statistical code:** 01.34 Political criteria/Institutions
- 1.4 Location:** Albania

**Implementing arrangements:**

- 1.5 Contracting Authority:** The European Union represented by the European Commission on behalf of the beneficiary country.
- 1.6 Implementing Agency:** European Union Delegation to Albania.
- 1.7 Beneficiary:** Ministry of European Integration, Line Ministries and Central institutions.

The Project manager for the project is:

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**Financing:**

- 1.8 Overall cost (VAT excluded):** EUR 2 222 000
- 1.9 EU contribution:** EUR 2 000 000
- 1.10 Final date for contracting:** Two years following the date of the conclusion of the Financing Agreement.
- 1.11 Final date for execution of contracts:** Two years following the end date of contracting. These dates apply also to cofinancing.
- 1.12 Final date for disbursements:** One year following the end date for the execution of contracts.

## **2. Overall Objective and Project Purpose**

### **2.1 Overall Objective**

The overall objective of the project is further enhancing Albania's administrative capacity to implement the Stabilisation and Association Agreement (SAA) and achieve adequate progress in the EU integration process.

### **2.2 Project purpose**

The purpose of the project is to enhance technical and administrative capacity of the key players in the EU integration process, namely the Ministry of European Integration, line ministries, relevant government agencies and enforcement authorities:

- to implement the obligations deriving from the SAA;
- to harmonise the Albanian legislation with the EU *acquis* and implement *acquis* related legislation.

### **2.3 Link with AP/NPAA / EP/ SAA**

The **National Plan for the Implementation of the SAA (NPISAA)** of the Albanian Government of 22 July 2009 identifies the general priorities and actions for short and medium-term, their resulting legislative and implementation activities. Under point 3.27 "Orientation, coordination and monitoring the European integration process", the EU integration process should:

- Orientate and direct/lead governmental policies in order to implement the obligations deriving from SAA within a 10 years period separated in two 5 years phases;
- Coordinate and monitor requested reforms in accordance with accomplishment of SAA obligations for the first and second phase of its implementation;
- establish and strengthen the administrative capacities for the translation process, etc.

The **European Partnership**<sup>1</sup> Document for Albania of 13 February 2008, underlines the need for specific public administration reform actions, as short and medium-term priorities, for Albania's preparation for further EU integration.

Furthermore, the EU-Albania **SAA Agreement**, , which was signed on 12 June 2006 and entered into force on 1 April 2009, provides in its Art. 111, that cooperation between the EU and Albania "shall aim at ensuring the development of an efficient and accountable public administration in Albania, notably to support rule of law implementation and the proper functioning of the state institutions [...]".

### **2.4 Link with MIPD**

The Multi-annual Indicative Planning Document (MIPD) 2009-2011 underlines the need for improvement in the public administration. This project's goals comply with the priorities set out by the MIPD, accordingly in the section Section 2.2- Strategic objectives for IPA assistance over the period 2009-2011: the strategic objective of pre-accession assistance to Albania is to support the country in moving towards membership of the European Union. In the session 2.3 – Political

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<sup>1</sup> The European Partnership Document for Albania adopted by Council Decision of 18 February 2008 on the principles, priorities and conditions contained in the European Partnership with Albania and repealing Decision 2006/54EC.

Criteria - Public Administration: "...strengthening of European Integration structures and prepare for Decentralised Implementation System (DIS)".

## **2.5 Link with National Development Plan**

Public Administration Reform is an integral part of the National Strategy of Development and Integration (NSDI) for 2007-2013. In chapter 3.2 "Democracy and the Rule of Law", the modernisation of the public administration is considered as a main challenge. In this framework in order to obtain a better quality of services from the civil servants, professional capacity to implement the requirements the EU integration process, effective public administration structures, several concrete steps must be undertaken.

The National Strategy for Development and Integration mentions: "[...] The Ministry of European Integration is the responsible institution for orienting, coordinating and monitoring the measures for the implementation of the requirements of the Stabilisation and Association Agreement and the Instrument for Pre-Accession Assistance [...]."

## **2.6 Link with national/sectoral investment plans (where applicable)**

NA

## **3. Description of project**

### **3.1 Background and justification**

Following the entry into force of the SAA on 1<sup>st</sup> April 2009, Albania has officially applied for EU membership.

In November 2009, the Council of the European Union invited the European Commission to submit an opinion on Albania's application for EU membership. The application will be assessed according to the principles set out in the Treaty and the criteria defined by the Copenhagen European Council in 1993, as well as the December 2006 European Council conclusions on the renewed consensus for enlargement. The Council agreed to return to the matter when the Commission has presented its opinion.

The European Commission's Enlargement Strategy of 14 October 2009, as adopted by the General Affairs Council in December 2009, stresses: "a country's satisfactory track-record in implementing its obligations under the Stabilisation and Association Agreement, including trade-related provisions, [as] an essential element for the EU to consider any membership application".

In this respect, the Commission noted that administrative capacity-building and legal approximation in Albania are progressing steadily in all areas of the EU acquis. While observing that Albania has made a "smooth start of the implementation of the Stabilisation and Association Agreement", the Council, in its December conclusions on the 2009 Enlargement Strategy, pointed out significant areas that are in need of further reform and assistance for further EU integration process in general, and for the approximation of legislation in specific:

*[...] The proper functioning of state institutions remains an urgent challenge for Albania. Administrative and enforcement capacity require further strengthening, and independence of the administration needs to be ensured. The Council encourages Albania to continue its constructive*

*role in the stability of the region. The EU also calls on all political parties in Albania to pursue a constructive political dialogue, including in parliament.*

*[...] There has been some progress regarding the translation of the acquis, such as the establishment of a database of translated acquis. In January 2009, a decision on “legal approximation” was adopted including a requirement to prepare concordance tables in draft legislation. Moreover, legislative gap assessments have been completed for the political criteria and several sectors. The approximation of legislation with the acquis remains a major challenge.”*

Since the past years, Albania is undergoing very important reform processes, the EU integration process being the most comprehensive and influential one. 2010 is marked by the answering process to the European Commission's *Questionnaire*, submitted by the Government of Albania (GoA) to the European Commission on 15 April 2010.

The management structures set-up by the Government of Albania for the *Questionnaire* are effective and well established:

- The Ministry of Foreign Affairs (MoFA) is responsible for the external representation of Albania's interests towards Member States, for instance in the Stabilisation and Association Council;
- The Ministry of European Integration (MEI), as coordinator of the internal process, is responsible for communication with the European Commission and Stabilisation and Association Committee (SAC) and sub-committees;
- At the level of Deputy Prime Minister, the MoFA continues, whenever requested, to provide back-up to the MEI.

Over the years, Albania has developed a complete institutional structure for the EU integration. The co-ordination structure operates at four levels:

- political, i.e. the Inter-ministerial Committee for European Integration (ICEI);
- strategic, i.e. the Inter-institutional Co-ordinating Committee for European Integration (ICCEI);
- operational, the Inter-institutional Groups for EU Integration;
- institutional, directorates/units of EU integration in the line ministries and other relevant public institutions.

The Inter-ministerial Committee for European Integration (ICEI) was established in line with Order of the Prime Minister no 46 of 1<sup>st</sup> April 2009 “On the establishment, composition, and operation of the structures for inter-ministerial coordination, in the context of the commitments in the framework of the Stabilisation and Association Agreement”. The Committee is chaired by the Prime Minister and comprised by several Ministers and heads of selected public institutions. The ICEI is responsible for the overall co-ordination and approval of policy and strategy for EU integration.

The Inter-institutional Co-ordinating Committee for European Integration (ICCEI) was established on 1<sup>st</sup> April 2009 in line with Order no 46 of the Prime Minister “On the establishment, composition, and operation of the structures for inter-ministerial coordination, in the context of the commitments in the framework of the Stabilisation-Association Agreement”. The Committee is chaired by the Minister of European Integration and comprises deputy-ministers and deputy-heads of other main public organisations. The ICCEI is responsible for the

implementation of both the Stabilisation and Association Agreement and the decisions of the ICEI. It leads the updating process of the National Plan for the Implementation of the SAA (NPISAA) and represents Albania in the Stabilisation and Association Committee, etc.

The Inter-Institutional Working Groups (IWG-s) were established by Order of the Prime Minister no 183 of 11 December 2009 "On establishment, composition and functioning of Inter-institutional Working Groups for each chapter of EU Acquis including the Chapters of Political Criteria and Economic Criteria". The IWG-s were established just ahead of the start of the process of drafting and oversee the process of drafting and quality control of answers for the EC Questionnaire. The IWG-s shall continue their activity by overseeing the implementation of the SAA, harmonisation of national legislation with the EU acquis and the preparations for the accession negotiations.

Directorates/units of EU integration established at line ministries and other public institutions shall continue to support the activities of their respective Line Ministries and central institutions regarding the EU integration process, alignment of national legislation to EU acquis, maintaining communication with the Ministry of European Integration.

The Ministry of European Integration shall continue to play the essential role in co-ordinating the overall process and the above-mentioned structures, ensuring a smooth communication between Inter-institutional Working Groups (IWG), and continue the general reporting to the European Commission.

In the past years, the Albanian Administration has consolidated and strengthened the expertise and the technical capabilities of its staff, thanks to an effective use of its own resources and technical expertise provided through IPA and TAIEX programs. The staff has benefited also by the assistance provided by the Spanish, Dutch and German governments, etc.

Despite the fact that the Ministry of European Integration has built its role and strengthened its staff expertise over the past years thanks to the joint efforts of the Ministry's staff and of the technical assistance available to the Ministry, continued support should be given to strengthen MEI's administrative, planning and coordinating role.

Therefore, it is essential to create also an envelope for unspecified institution building needs (training, technical assistance, etc.) for priorities identified in the NPISAA or European Commission regular reports. This envelope shall cover a series of demand driven requests such as short-term advisory assistance, study visits to EU member states, attendance to EU integration related events and meetings/workshops by the Albanian administration.

The eligible applicants for this component are next to the MEI, the line ministries, public institutions/agencies and their staff directly involved in the EU integration process.

### **3.2 Assessment of project impact, catalytic effect, sustainability and cross border impact**

Strengthening the inter-institutional Working Groups' administrative capacities, including the MEI's and the line ministries' to prepare for the next EU integration steps and to simultaneously ensure the sustainability of EU related reforms geared by the SAA implementation, shall increase the efficiency and effectiveness of the Albanian public administration and shall create a solid ground for further progress towards EU membership.

The dissemination of project result shall be ensured by multiplying knowledge via the creation of a pool of selected trainers from the MEI and line ministries, who shall transmit their newly acquired information to other staff in the administration. The involvement and interaction of the Albanian experts in the delivery of trainings (See co-financed activities under point 3.4) shall pave the way to smoothly transfer of training capacities on EU matters to the Albanian administration.

Furthermore, the project may contribute to enhance regional cooperation via study-visits with the authorities of neighbouring countries, allowing for the exchange of good practices on the EU integration process.

### **3.3 Results and measurable indicators**

#### **Activity 1 and Activity 2**

##### *Results:*

- Enhanced capacities of the Albanian public administration in fulfilling their respective EU integration roles and functions;
- Transposition techniques of EU law into domestic legislation improved;
- Capacities of the Working Groups in charge of the SAA implementation with a special focus on legal approximations strengthened;
- Public awareness raised on EU integration process of Albania.

##### *Measurable indicators:*

- In the EU integration process, at least 70% of the necessary documents are prepared following the deadlines agreed between Albania and EU;
- Approximately 600-700 experts of public administration and government agencies are trained on SAA implementation;
- Approximately 100 laws and regulations in line with the EU Acquis are approved;
- Approximately 300-400 Working Groups' members trained on each chapter of the EU acquis;
- National survey campaign on Albanian citizen's perception on the EU integration process.

### **3.4 Activities**

Technical assistance will be provided through one service contract. A Team leader will be based within the Ministry of European Integration, as the main SAA coordinating body, supported by a pool of long-term and short-term experts, whose activities will support line ministries, government agencies and enforcement authorities. It is foreseen that long-term experts in EU acquis related fields will also support the Inter-Institutional Working Groups (IWG-s).

#### **Activity 1 - Technical Assistance**

The technical assistance will be provided via a Service contract (Contract 1.1, EUR 2 million, covered by IPA funds).

Another Service Contract (Contract 1.2, EUR 222 000, covered by national contribution) will cover the interpretation's costs for the below mentioned activity, where necessary, as agreed by the parties and support costs related to study tours.

The TA will support the Albanian Authorities in:

- Further develop the methodology of law drafting and regulatory impact assessments;
- Training and legal assistance on transposition, implementation and enforcement of the EU acquis in the national legal order (incl. Training to trainers);
- Assistance on gap analysis reports in all chapters of the EU acquis as well as a thorough analysis of the legal set up and procedures related to the management of EU integration process;
- Developing reporting skills mainly in the line ministries. The support will concern both writing reports and compiling (and analysing) statistics based on indicators used by the European Commission;
- To further develop an EU communication strategy responding to the progress of Albanian towards the EU integration.

In this context, the project will include the following activities:

- Training of trainers on reporting techniques for civil servants working at the MEI, European Integration directorates of line ministries, government agencies and enforcement authorities;
- Training on EU law and policies delivered by experts, possibly with an additional support through TAIEX or by civil servants experienced in the matters at hand, preferably but not solely from countries, which have recently dealt with similar challenges (e.g. Slovenia, Croatia);
- Training based on the Law Drafting Manual for legal drafters at line ministries and the EI department of the National Assembly;
- Study-visits in countries of the region and new EU Member States. (*Financed by national contribution*);
- Trainings on methodology of law drafting, transposition techniques and/or reporting techniques related to EU policies to government agencies, central institutions and enforcement authorities, delivered by selected trainers from the MEI and line ministries, in cooperation with the Department of Public administration (DOPA) and the Training Institute of Public Administration (TIPA) (*Financed by national contribution*).

### **3.5 Conditionality and sequencing**

The MEI staff trained by EU previous and ongoing technical assistance is expected to assist, even train their colleagues in line ministries on the issues of legal approximation, monitoring progress, checking requirements and reporting. It is expected that the GoA will continue to ensure the proper staffing of the public administration structures involved in the EU integration process and avoid unnecessary turnovers in staff.

The adoption of the first model forms (for legislative gap assessments will provide the MoEI and line ministries with a basic managerial instrument to monitor the progress made in legal approximation and to plan the future steps in this domain, both in terms of the government's plan

for the adoption of legislation and the NPISAA, as well as in terms of creating the administrative (and judicial) capacity necessary to implement and enforce the approximated legislation.

It is essential that IPA 2010 TA starts immediately after completion of IPA 2008 SMEI II implemented by GTZ, so that a smooth handover can be ensured and gap is avoided in the preparation of the Albanian administration for the EU integration process

### 3.6 Linked activities

- ***IPA 2008: Support to strengthen Albania's administrative capacity to manage and coordinate the SAA implementation process.***

In order to support and strengthen Albania's administrative capacity to implement the Stabilisation and Association Agreement (SAA) and prepare for its further EU integration, the Delegation of the European Union to Albania mandated the German Technical Cooperation (GTZ) to implement this project.

The project purpose is to strengthen the Ministry of European Integration's administrative capacity to manage the SAA implementation, to undertake the NIPAC's responsibilities, to improve the legal coordination process and to ensure the sustainability of EU related reforms. This purpose shall be attained by numerous important actions which are grouped in 4 components:

Component 1: Supporting Legal approximation to the EU *acquis*;

Component 2: Improving EU assistance management capacities;

Component 3: Supporting implementation of MEI IT strategy;

Component 4: Support to the implementation of the MEI's Communication Strategy and Raise awareness on EU Integration process.

The project will end in September 2011.

- ***CARDS 2004: Integrated Planning System (IPS) and Multi-Donor Trust Fund (MDTF)***

A Multi-Donor Trust Fund (MDTF) Agreement to support the Integrated Planning System (IPS) implementation was signed on 17.01.2008 between the World Bank (WB) and the Government of Albania (GoA). The MDTF for IPS is administered by the WB and is funded by seven donors: Austria, EC, Italy, the Netherlands, Sweden, Switzerland and the UK. On the Albanian side the authority responsible for coordination of the IPS is the Department of Strategies and Donor Coordination (DSDC) at the Council of Ministers. The responsibility for implementation bears with the Central Financing & Contracting Unit (CFCU). The MEI plays a crucial coordination role.

The main components of the IPS projects are:

Component 1: Strengthening planning/reporting for EU integration;

Component 2: Implement Medium-Term Budget Programme (MTBP);

Component 3: Public Investment Management;

Component 4: Macro-economic Forecasting;

Component 5: IPS coordination, oversight, communication;

Component 6: NSDI and supporting sector/cross cutting strategies;

Component 7: Aid Coordination;

Component 8: Monitoring and Reporting.

The project will end in September 2010.



- ***Support to the Implementation of EU-compliant Law (GTZ)***

Since 2007, the German bi-lateral project; “Support to the Implementation of EU-compliant Law” has been supporting capacity development in the Ministry of European Integration, the School of Magistrates, the Albanian Competition Authority and other institutions responsible for the implementation of EU-compliant law.

The project will end in August 2011.

### **3.7 Lessons learned**

Standardise the EU integration structures in the framework of the national administration still remains a key-requirement for the successful achievement of the Albania’s EU integration process.

Albania has made good progress towards meeting the SAA and Interim Agreement implementation requirements. Nevertheless the achievements need to be consolidated and made irreversible, the structures have to be fully operational – well staffed, well trained, based on sustainable rules and procedures, able to promote cross-sectoral cooperation and systematic dialogue between different players and communities.

The application to the EU membership marks the beginning of a period during which Albania’s international obligations – and the expectations on Albania’s performance – will be higher than before.

As far as the EU financial support is concerned, there is a strong need to provide a constant TA to the Albanian administration in order to strengthen its ability to manage the EU integration process requirements and improve its “horizontal”/inter-ministerial capacities. However a number of pre-conditions should be examined in order to guarantee sustainability and efficiency.

In fact, despite some examples of effective “good practice”, the Albanian administration absorption capacity to use the available EU technical assistance should be improved. In order to improve the TA absorption capacity it is proposed to establish permanent coordination structures related to the EU integration process: well staffed and trained, with clear understanding about duties and responsibilities and make the system operational: rules and procedures, permanent training, clear understanding of “coordination” responsibilities and horizontal administrative capacities.

#### **4. Indicative Budget (amounts in EUR)**

			SOURCES OF FUNDING									
			TOTAL EXP.RE	IPA EU CONTRIBUTION		NATIONAL CONTRIBUTION					PRIVATE CONTRIBUTION	
ACTIVITIES	IB (1)	INV (1)	EUR (a)=(b)+(c)+(d)	EUR (b)	%(2)	Total EUR (c)=(x)+(y)+(z)	% (2)	Central EUR (x)	Regional/ Local EUR (y)	IFIs EUR (z)	EUR (d)	% (2)
Activity 1			2 222 000	2 000 000	90	222 000	10					
Contract 1.1 Service Contract	X	-		2 000 000								-
Service Contract 1.2	X					222 000		222 000				
<b>TOTAL IB</b>			2 222 000	2 000 000	90	222 000	10					
<b>TOTAL INV</b>			-									
<b>TOTAL PROJECT</b>			<b>2 222 000</b>	<b>2 000 000</b>	<b>90%</b>	<b>222 000</b>	<b>10%</b>	<b>222 000</b>				

Amounts net of VAT

- (1) In the Activity row use "X" to identify whether IB or INV  
(2) Expressed in % of the Total Expenditure (column (a))

## **5. Indicative Implementation Schedule (periods broken down per quarter)**

Contracts	Start of Tendering	Signature of contract	Project Completion
Contract 1.1 Service Contract	1Q 2011	3Q 2011	3Q 2013

All projects should in principle be ready for tendering in the 1<sup>ST</sup> Quarter following the signature of the Financing Agreement.

## **6. Cross cutting issues**

### **6.1 Equal Opportunity**

Equal opportunities and non discrimination will be respected as regard gender and minorities at programming and all implementation stages.

### **6.2 Environment**

N/A

### **6.3 Minorities**

During the implementation of the project respect for minority rights within public administration directly involved, will be guaranteed.

## ANNEX I: Logical framework matrix

LOGFRAME PLANNING MATRIX FOR Project Fiche		Programme name: IPA 2010		
		Contracting period expires: Two years following the date of the conclusion of the Financing Agreement.		Disbursement period expires: One year following the end date for the execution of contracts.
CRIS Number:		Total budget : 2 222 000	IPA budget: 2 000 000	
<b>Overall objective</b>	<b>Objectively verifiable indicators</b>	<b>Sources of Verification</b>		
The overall objective of the project is to further enhance Albania's administrative capacity to implement the Stabilisation and Association Agreement (SAA) and achieve adequate progress in the EU integration process.		<ul style="list-style-type: none"> <li>• Project records and reports;</li> <li>• European Commission Annual Progress Reports;</li> <li>• Statistical analysis and publications prepared by the Albanian Government institutions;</li> <li>• Monthly progress reports on the implementation of the NPISAA.</li> </ul>		
<b>Project purpose</b>	<b>Objectively verifiable indicators</b>	<b>Sources of Verification</b>		<b>Assumptions</b>
The purpose of the project is to enhance technical and administrative capacity of the key players in the integration process, namely the Ministry of European Integration, line ministries, relevant government agencies and enforcement authorities:		<ul style="list-style-type: none"> <li>• Monthly progress reports on the implementation of the NPISAA;</li> <li>• European Commission Annual Progress Reports;</li> <li>• Statistical analysis and publications prepared by the Albanian Government institutions;</li> <li>• Government CoM decisions on inter-institutional coordination.</li> </ul>		<ul style="list-style-type: none"> <li>• Commitment of the Albanian administration to the integration process and implementation of the SAA;</li> <li>• Administrative and operational support the above-mentioned institutions;</li> <li>• Further political support and commitment at central governmental level.</li> </ul>

<ul style="list-style-type: none"> <li>• to implement the obligations deriving from the SAA;</li> <li>• to harmonise the EU acquis and implement acquis related legislation.</li> </ul>			
<b>Results</b>	<b>Objectively verifiable indicators</b>	<b>Sources of Verification</b>	<b>Assumptions</b>
<ul style="list-style-type: none"> <li>• Enhanced capacities of the Albanian public administration in fulfilling their respective EU integration roles and functions;</li> <li>• Absorption techniques of EU law and its transposition into Albanian legal framework improved;</li> <li>• Capacities of the Working Groups in charge of the SAA implementation with a special focus on legal approximations strengthened;</li> <li>• Raised awareness on EU integration process of Albania among the public.</li> </ul>	<ul style="list-style-type: none"> <li>• In the EU integration process at least 70% of the necessary documents are prepared following the deadlines agreed between Albania and EU;</li> <li>• Approximately 600-700 experts of public administration and government agencies trained on SAA implementation;</li> <li>• Approximately 100 laws and regulations in line with the EU Acquis approved;</li> <li>• Approximately 300-400 working groups' members trained on each chapter of the EU acquis;</li> <li>• National survey campaign on Albanian citizen's perception on the EU integration process.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring reports;</li> <li>• Project reports;</li> <li>• List of trained participants.</li> <li>• Survey report(s).</li> </ul>	<ul style="list-style-type: none"> <li>• Commitment of the Albanian administration to the integration process and implementation of the SAA;</li> <li>• Administrative and operational support the above-mentioned institutions.</li> </ul>

Activities	Means	Costs	Assumptions
<p><b>Contract 1.1</b></p> <p>The TA will support the Albanian Authorities in:</p> <ul style="list-style-type: none"> <li>• Further develop (the methodology of law drafting; and regulatory impact assessments.</li> <li>• Training and legal assistance on transposition, implementation and enforcement of acquis in the national legal order (incl. Training to trainers-ToT).</li> <li>• Assistance on gap analysis reports in all chapters of the acquis as well as a thorough analysis of the legal set up and procedures related to the management of EU integration process.</li> <li>• Developing reporting skills mainly in the line ministries. The support will concern both writing reports and compiling (and analysing) statistics based on indicators used by the European Commission.</li> <li>• To further develop an EU communication strategy responding to the progress of Albania towards EU</li> </ul>	<p>One service Contract</p>	<p>EUR 2 000 000 (IPA funds)</p> <p>EUR 222 000 (National contribution)</p>	

integration. <ul style="list-style-type: none"><li>•</li></ul>			
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**ANNEX II: Amounts (in EUR) Contracted and disbursed by quarter for the project**

[List only EU funded contracts in line with point 5 above]

<b>Contracted</b>	<b>3Q2011</b>	<b>4Q2011</b>	<b>1Q2012</b>	<b>2Q2012</b>	<b>3Q2012</b>	<b>4Q2012</b>	<b>1Q2013</b>	<b>2Q2013</b>
Contract 1.1 service contract	2 000 000							
<b>Cumulated</b>	<b>2 000 000</b>							
<b>Disbursed</b>  1.1 Service contract	550 000	200 000	200 000	200 000	200 000	200 000	200 000	250 000
<b>Cumulated</b>	550 000	750 000	950 000	1 150 000	1 350 000	1 550 000	1 750 000	2 000 000

**Annex III**

**Description of Institutional Framework**

- The Ministry of European Integration, as the Leader Institution in this process, leads, coordinates and monitors the European Integration process of Albania, through sector policies orientations, control of the approximation legislation with acquis, coordination and programming of EU assistance and public awareness.



- The European Integration Units of Line Ministries, established with Decision of Council of Ministers (DCM) no. 179, dated 22.02.2006 “On the establishment of Integration Units in the Line Ministries”. In all Line Ministries are established the Integration Units which coordinate and support the work of respective institutions on undertaken reforms in the framework of the integration process. These units were upgraded to directorate level in all line ministries starting from January 2009.
- The Ministry of Foreign Affairs (MFA) and Albanian Mission in Brussels. MFA is responsible for promoting, recognition and supporting of Integration Process in the Political highest levels of the European Union.
- Inter-institutional Committee for European Integration is the highest institutional structure, responsible for the leadership in the highest political levels and monitoring of the entire European Integration process in Albania. This Committee is chaired by the Prime Minister.
- The Inter-institutional Coordination Committee is established in order to orientate, lead, coordinate and monitor the reforms in all fields related to EU integration, particularly to supervise and coordinate the work regarding the implementation of engagements undertaken from Albanian party in the framework of the Stabilisation Association Agreement, European Partnership, etc. This Committee meets periodically every month, or more often when necessary according to the issues to be discussed. The Inter-institutional Coordination Committee is chaired by the Minister of Integration and is composed by Line ministries representatives, at deputy minister and secretary general’s level.
- Parliamentary Committee on European Integration, generates the parliamentary positions with respect to other Albanian public institutions and monitors them in the framework of the implementation of undertaken reforms of the Integration process.
- 35 Inter-ministerial Working Groups on harmonisation of the national legislation with the EU acquis (including political and economic criteria), established by Prime Minister (PM) Order nr. 183 dated 11.12.2009. Among their responsibilities is the coordination of the answers of EC Questionnaire for candidate country status, according to the relevant chapters.

## **Annex IV**

### **Reference to laws, regulations and strategic documents**

#### Reference to relevant laws and regulations

Legal framework on integration process consists in the following acts:

- Law no. 9590, dated 27.07.2006 “On the Ratification of Stabilisation Association Agreement between the Republic of Albania and European Communities and their member States”;
- Law no. 9591, dated 27.7.2006 “On the Ratification of the Interim Agreement between Republic of Albania and European Community on trade and trade cooperation”;
- Law no. 9252, dated 8.7.2004, “On the role of the Albanian Assembly in the process of integration of Albania in European Union”;
- Decision of the Council 2006/54 EC, dated 30 January 2006 “On principles, priorities and European Partnership conditions with Albania”;
- Decision of the Council of Ministers No. 580. dated 10.09.2004 “On the scope of activity of the Ministry of European Integration”;
- Decision no. 862, dated 22.07.2009 “On the approval of National Plan for the implementation of the Stabilisation and Association Agreement- revised 2009-14”;
- Decision of Council of Ministers (DCM no. 179, dated 22.02.2006 “On the establishment of Integration Units in the Line Ministries” amended by DCM no.17 dated 7.01.2009;
- Prime Minister Order no.33, dated 2.4.2007 “On Working Group for the implementation of SAA”;
- Decision of Council of Ministers (DCM) no.119, dated 07.03.2007 “On the procedures for the translation in Albanian language of European Union legislation and translation of Albanian legislation in one of European Union Languages”;
- Decision of Council of Ministers (DCM) Order no. 106 dated 6.08.2008 “On the establishment and functioning of the interministerial working group for the review of the legal framework on coordination and monitoring of the EU integration process”;
- Decision of Council of Ministers (DCM) Order no.46 dated 1.04.2009 “On the establishment, composition and functioning of the interministerial coordination structures for the implementation of SAA obligations”;
- Decision of Council of Ministers (DCM) Order no.183 dated 11.12.2009 “On the establishment of inter-institutional working groups for every chapter of the EU acquis, including political and economic criteria”.

### Reference to SAA

The Stabilisation and Association Agreement (SAA) between the Government of Albania and the EU has entered into force on 1<sup>st</sup> April 2009. The proposed aims at supporting the smooth implementation of the obligations deriving from this agreement.

## *SAA - ARTICLE 111*

### Public Administration:

- Cooperation shall aim at ensuring the development of an efficient and accountable public administration in Albania, notably to support rule of law implementation, the proper functioning of the state institutions for the benefit of the Albanian population as a whole and the smooth development of the relations between the European Union and Albania.
- Cooperation in this area shall mainly focus on institution building, including the development and implementation of transparent and impartial recruitment procedures, human resources management, career development for the public service, continued training and the promotion of ethics within the public administration, and e-government. Cooperation shall cover both the central and the local administration.

### Reference to the European Partnership

The European Partnership Document for Albania, based on the European Commission dated 06.11.2007 for a Council Decision on the principles, priorities and conditions contained in the European Partnership Document (EP) with Albania repealing Decision 2006/54/EC, includes specific public administration reform actions as short-and medium term priorities for Albania's preparation for further integration with the European Union.

#### *Short – term priorities*

- Strengthen administrative capacity in preparation for implementing Stabilisation and SAA and Interim Agreement (IA) commitments;
- Improve government-wide coordination of EU integration work by means of wider and more consistent consultation of ministries, including Stakeholders and EU experts on related legislation;
- Ensure the availability of appropriate equipment and trained staff for the Ministry of European Integration and for line ministries' EU integration offices.

#### *Medium – term priorities*

- Ensure that the sectors of the administration responsible for implementation of the SAA provisions and those involved in implementation of the EC financial assistance are adequately trained and equipped to carry out their duties.

### Reference to NPISAA

In response to the EP, and the SAA, the Albanian Government has drafted the National Plan for the Implementation of the SAA (NPISAA), as adopted in July 2009, where short and medium term general priorities and their resultant legislative and implementation activities have been identified. The priorities in the State assistance field, for the medium-term period, shall be as follows:

- To orientate and direct/lead governmental policies in order to implement the obligations deriving from SAA within a 10 years period separated in two 5 years phases;
- To coordinate and monitor requested reforms in accordance with accomplishment of SAA obligations for the first and second phase of its implementation;

- Establishment and strengthening of the administrative capacities with regard to the translation process;
- Preparation and publishing of a “Glossary” on the translation terminology on internal market issues;
- Establishment of the control and management system on Inter-boundary Cooperation Programmes 2007-2013 in order to implement the integrated method of their implementation.

#### Reference to MIPD

The Multi-annual Indicative Planning Document 2009-2011 underlines the need for improvements in the public administration, notably its Section 2.2- Strategic objectives for IPA assistance over the period 2009-2011. The strategic objective of pre-accession assistance to Albania is to support the country in moving towards membership of the European Union. In the session 2.3 – Political Criteria - Public Administration: “...strengthening of European Integration structures and prepare for Decentralised Implementation System (DIS)”.

#### Reference to National Development Plan

The public administration reform for 2007-2013 is an integral part of the National Strategy of Development and Integration (NSDI). In chapter 3.2 “Democracy and the Rule of Law”, the Public Administration is considered a main challenge. To this aim, in order to achieve better quality of the civil servants, professionally capable to implement the requirements the EU process, effective public administration structures and civil servant, several concrete steps are required to be undertaken.

## **Annex V**

### **Details per EU funded contract.**

The precise type and number of tasks will be developed during the design period of the project, and confirmed during the inception phase of the TA contract. However necessary human resources will be allocated to cover specific tasks addressed to the Ministries, government agencies and enforcement authorities.