



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

Technical assistance requested:	One (1) Senior Non-Key Expert in the area of authorisation of radiation practices in nuclear medicine and radiotherapy
Project Title:	Policy and Legal Advice Centre (PLAC II), Serbia
Ref:	EuropeAid/137065/DH/SER/RS
Service Contract No.:	(CRIS) 2016/375-724
Main beneficiary:	The European Integration Office of the Republic of Serbia and the Negotiating Team
Target Beneficiaries:	Serbian Radiation Protection and Nuclear Safety Agency (SRPNSA)
Content of the assignment:	Assistance for improvements in the process of authorisation of radiation practices
Budget Line / Expert Category:	Senior Non-Key Expert
Duration of the assignment:	10 working days, spent during one mission planned for November 2016

1. Relevant background information

Background information in relation to PLAC II project:

The scope of PLAC II project is to provide support to relevant national institutions in charge of alignment of national legal acts with the EU acquis and to contribute to further building of capacities of relevant national structures for successful carrying out of accession negotiations.

The PLAC II project should achieve two results:

RESULT 1 - Enhanced compatibility of national legislation with EU legislation and its effective implementation,

RESULT 2 - Enhanced capacities of the relevant national structures for successful carrying out of accession negotiations.

In general, the project aims at fostering the process of accession negotiations of Serbia by supporting the effective alignment of national legislation with the acquis and its implementation and by further building the capacities of involved carriers of the EU integration process in Serbia. After completion of screening process in 2015, Serbian public administration has entered into much more demanding and obliging exercise of accession negotiations, whereby each step and every decision should result in approaching actual membership in the EU. For this scenario to happen in accordance with planned dynamics, preparedness, adequate institutional capacity of public administration with highly competent staff is of crucial importance. In the core period of the negotiations, PLAC II Project shall support domestic line institutions and the negotiating structures both in performance of quality operational work in relation to harmonisation process and in the effective coordination during various stages and phases in the process for different negotiation chapters.

Background information in relation to Chapter 15 – Energy:

The new Council Directive 2013/59/Euratom on basic safety standards for protection against the dangers arising from exposure to ionising radiation requires that regulatory control shall include concept of graded approach in the process of authorisation of justified radiation practices. During the screening process between the European Commission and the Republic of Serbia it was concluded that national legislation in the field of radiation protection is in partially

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compliance and that shall be further improved and more aligned to EU acquis. Area of authorisation of high-risk radiation practices requires special attention from the regulatory body, especially in the process of licensing.

2. Description of the assignment:

2.1 Specific objectives

The specific objective of this assignment is to provide assistance in developing guidelines for licensing of radiation practices in nuclear medicine and radiotherapy that will serve as a tool for Serbian Radiation Protection and Nuclear Safety Agency in the process of licensing of radiation practices in this field. Guidelines shall include licensing procedures both for diagnostic and therapeutic nuclear medicine, external beam radiotherapy (Co-60 facilities and Linear accelerator facilities) and brachytherapy (HDR and LDR) and shall give special attention to reviewing safety assessment report for each type of activity in nuclear medicine and radiotherapy.

2.2 Requested services

The Senior NKE is expected to provide the following services:

- a) To develop Guidelines for licensing of radiation practice in nuclear medicine and radiotherapy, incorporating graded approach in the licensing process of radiation practice in nuclear medicine and radiotherapy.

2.3 Outputs

The Senior NKE is expected to deliver the following outputs:

- Draft Guidelines for licensing of radiation practice in nuclear medicine including licensing procedures both for diagnostic and therapeutic nuclear medicine;
- Draft Guidelines for licensing of radiation practice in radiotherapy including external beam radiotherapy (Co-60 facilities and Linear accelerator facilities) and brachytherapy (HDR and LDR).

2.4 Reporting

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

- Final Mission Report, no later than 1 week after completion of tasks under this assignment. This report will include description of all activities and outputs provided by the NKE in the context of this assignment.

Submission of reports:

- Draft Final Mission Report shall be submitted to the Team Leader of the Project for review and comments at the end of the mission.
- Final version of the Final Mission Report prepared in the relevant quality shall be submitted to the Team Leader of the Project for review, comments and final approval. The report shall be signed by the NKE and the Team Leader, responsible for endorsing the report.
- The report and all prepared documents shall be submitted in hard copy and electronic version to the Team Leader of the project.

2.5 Specifics

The NKE shall work under the guidance and follow the instructions of the Team Leader. The NKE shall collaborate with the project team, other experts involved and representatives of beneficiary institutions and national structures, as relevant.

The NKE's activities and outputs mentioned above may be adjusted by the Team Leader at any stage in the implementation of the Project, depending on the evolving needs of the Project, main beneficiary and/or target

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beneficiaries. Each of the short-term mission, its timing and duration shall be agreed with the Team Leader prior to each mission.

2.6 Final use of intervention and perspectives for the future

Assistance in drafting Guidelines for licensing of radiation practice in nuclear medicine and radiotherapy will contribute to building of the capacity of the regulatory body mandated for authorisation of high-risk radiation practices what requires special attention, especially in the process of licensing.

New practices described in relevant guidelines serving as a tool by the regulatory body will contribute to further alignment of Serbian national legislation with new concepts of Directive 2013/59/Euratom and as such, enhance the capacity of regulatory body and regulatory infrastructure in the field.

Further enhancement of capacities in the area of radiation protection and nuclear safety has been foreseen, inter-alia, by additional assistance planned in scope of PLAC II project.

3. Expert input

3.1 Total working days

10 working days (WDs) in total have been planned for this assignment.

3.2 Period of the assignment

November 2016

3.3 Starting day

It is expected that the work will be performed during one mission in November 2016 and starting, at the earliest, from 14 November 2016 onwards.

3.4 Location/Place of assignment

The NKE has to deliver 100% of the input in Belgrade, Serbia.

3.5 Working language

English

4. Expert Profile

4.1 Qualifications and skills (25 points)

- An university degree (where an university degree has been awarded on completion of three years study in an university or equivalent institution) in the field of medical physics or similar, relevant to the assignment
- Knowledge of medical physics in nuclear medicine and radiotherapy is considered as an advantage
- Proficiency in English language
- Computer literacy (MS Office applications)

4.2 General professional experience (25 points)

- Minimum 10 years of postgraduate professional experience in the competent authority for radiation protection and licensing of radiation practices

4.3 Specific professional experience (50 points)

- Minimum 5 years of postgraduate professional experience in the field of licensing of radiation practices in nuclear medicine and radiotherapy

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- Previous professional experience, and/or knowledge of the legislation, of the Republic of Serbia in the respective area would be an advantage

5. Applications

Applications (EU format CV and application letter, both in English) need to be submitted by e-mail to SEPLAC@altairasesores.es with a copy to v.kotova@altairasesores.es not later than 17:00 hrs, 05 October 2016, titled: **“Application for the position – Senior NKE in the area of licensing of radiation practices in nuclear medicine and radiotherapy”**.

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

The Project is an equal opportunity employer.

All applications will be considered strictly confidential.

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 Project Manager at Altair Asesores S.L.: m.garcia@altairasesores.es / Tel. +34 91 3952798

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