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

<b>Technical assistance requested:</b>	2 (two) Senior Non-Key Experts in the area of direct farm support schemes within the framework of the common agricultural policy (CAP)
<b>Project Title:</b>	Policy and Legal Advice Centre (PLAC II), Serbia
<b>Ref:</b>	EuropeAid/137065/DH/SER/RS
<b>Service Contract No.:</b>	(CRIS) 2016/375-724
<b>Main beneficiary:</b>	The European Integration Office of the Republic of Serbia and the Negotiating Team
<b>Target Beneficiaries:</b>	Members of the Negotiating Group 11 in charge for direct payments
<b>Content of the assignment:</b>	Assistance in preparing possible scenarios serving as a base for selection of direct payments under support schemes within CAP
<b>Budget Line / Expert Category:</b>	2 Senior Non-Key Experts
<b>Duration of the assignment:</b>	20 WDs in total, equally split among two Non-Key Experts working in parallel and spent in the period from (tentatively) 24 April to 30 June 2017

#### 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



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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 11 – Agriculture and Rural Development:**

Direct payments to farmers are the most important horizontal policy within the framework of the CAP regulated by the Regulation (EU) 1307/2013. Direct Payments include a set of schemes, of which some are compulsory (Basic payment scheme (BPA)/ Single Area Payment Scheme (SAPS), Green payments and Young farmers payments) and some are voluntary for Member States (MS) (Voluntary coupled support, Small farmers scheme and Payments for areas with natural constraints). Since direct payments present a significant part of MS's financial envelope, they are of a significant importance for a MS. The level of support, i.e. financial envelope in some sectors depends on selected schemes thus influencing income of farmers. The CAP is financed by two funds, which form part of the EU's general budget, i.e. by the European Agricultural Guarantee Fund (EAGF) and by the European Agricultural Fund for Rural Development (EAFRD). Primarily, direct payments to farmers are financed by EAGF. The budget, allocated for EAGF is divided per schemes according to defined budgetary rules for financing of certain schemes, the so-called financial provisions.

Since implementation of each scheme requires specific implementation measures and rules, a candidate country should estimate the most effective combination of schemes in advance. Prior to EU accession, it must develop and establish appropriate mechanisms for implementation, as well as conduct relevant training for farmers. Also, some decisions regarding selection of direct payments schemes can be part of the Negotiating position. For this reason, an estimation of possible financial envelope of the country should be conducted before starting with the preparation of Negotiation position. The most important decisions, in terms of potential allocation of funds, are decisions in relation to Basic Payment Scheme (BPS) and Single Area Payment Scheme (SAPS), which have significant influence on the level and distribution of support among different sectors. As Member States must be able to apply the EU legislation on direct farm support schemes, in view of the latter decisions, the capacities for the management and implementation of chosen schemes (payments entitlements register, full cross-compliance requirements...) must be developed by public administration as they are essential for the efficient functioning of the common agricultural policy (CAP).

Prior to finalising its Negotiating Position, Serbia should carry out a quantitative estimation of selected direct payments schemes in terms of various combinations, having in mind the rules for EAGF funds allocation. Based on the analysis of the results of estimation calculations, decisions on direct farm support schemes can be made. In this connection, a decision between BPS and SAPS, as well as determination of the referent year(s) for calculation of financial envelope are seen as the most important decisions, which will also be a part of the Negotiating position for Chapter 11. Since there is no unique and official manner of financial envelope calculation, expert assistance is needed in conducting calculations for possible scenarios for Serbia, in scope of direct payments in the CAP.

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

### **2.1 Specific objectives**

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The specific objective of this assignment is the assistance in calculating and analysing possible scenarios as a base for selection of direct farm support schemes by Serbia. Since there are several direct farm support schemes that shall/should be selected for implementation by a MS, finalisation of different quantitative scenarios will be the most relevant base for making decisions on selected direct farm support schemes.

## 2.2 Requested services

**The Senior NKE 1** is expected to provide the following services:

- a) To analyse relevant data on plant production of certain agricultural products (sectors) in order to make a proposal for determination of referent year(s);
- b) To propose possible combination of direct farm support schemes in the area of plant production and calculate possible financial envelopes/national ceilings for direct payments for each combination of schemes (allocation on schemes);
- c) To present the findings for all possible scenarios regarding plant production area and train the relevant staff on how to use in practice the excel files for calculations based on defined data sources and legal bases, at training events including a retreat and workshops planned for target beneficiaries to work in groups;
- d) To provide relevant inputs for a decision by relevant national authorities on selection of direct farm support schemes in the area of plant production.

**The Senior NKE 2** is expected to provide the following services:

- a) To analyse relevant data on livestock production of certain agricultural products (sectors) in order to make a proposal for determination of referent year(s);
- b) To propose possible combination of direct farm support schemes in area of livestock production and calculate possible financial envelopes/national ceilings for direct payments for each combination of schemes (allocation on schemes);
- c) To present the findings for all possible scenarios regarding livestock production area and train the relevant staff on how to use in practice the excel files for calculations based on defined data sources and legal bases, at training events including a retreat and workshops planned for target beneficiaries to work in groups;
- d) To provide relevant inputs for a decision by relevant national authorities on selection of direct farm support schemes in the area of livestock production.

## 2.3 Outputs

Each of the NKEs is expected to deliver the following outputs:

- Proposal of referent year(s) for certain sectors based on quantitative analysis of respective production area;



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- Proposals on possible combination of direct farm support schemes with estimated national ceilings for direct payments (allocated on schemes) and explanation of advantages/disadvantages for each combination of schemes;
- Excel files with calculations in relation to multiple combination of direct farm support schemes with defined data sources, legal bases and description of the manner of calculation. Combinations must include BPS and SAPS, compulsory and voluntary schemes, Compulsory National Direct Payments and flexibility between pillars rule;
- Delivery of presentation regarding the findings and proposals for selection of direct farm support schemes in the respective production areas, including a retreat and workshops, planned for target beneficiaries to work in groups.

## 2.4 Reporting

(a) The NKEs shall provide the following reports by using the templates of the Project:

- Brief Mission Report with description of activities and outputs provided, at the end of each mission, during which tasks under this assignment have been carried out,
- 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.

(b) Submission of reports:

- All reports prepared in the relevant quality shall be submitted to the Team Leader of the Project 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.

## 2.5 Specifics

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

The NKEs' 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 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

Knowledge of analytical background in connection with calculations for direct farm support schemes will contribute to better understanding by the members of Ch 11 Negotiation group of the rules in the area of CAP instruments. In the context of decision-making on the selection of direct farm support schemes that would be applied by Serbia after its EU accession, results of multiple scenarios will be considered both by the members of Ch 11 Negotiation group and the top management of MAEP. Also, the results of multiple scenarios analyses shall be included in the Negotiation position for Chapter 11,

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Furthermore, various scenarios and their financial estimation regarding EAGF funds will serve as the most relevant basis for defining other elements of the Negotiation position for Chapter 11 and related with other policies, funded by EAGF.

### **3. Experts input**

#### **3.1. Total working days**

20 working days (WDs) in total, equally split between 2 (two) NKEs. During their missions, the experts shall work in parallel.

#### **3.2 Period of the assignment**

(Tentatively) April – June 2017

#### **3.3 Starting day**

It is expected that the work will be performed during up to two missions. The first mission is expected to start on 24 April 2017. The exact dates of the following mission will be agreed at a later stage.

#### **3.4 Location/Place of assignment**

The NKEs have to deliver 100% of the input in Belgrade, Serbia. However, work outside of Belgrade is possible during retreats planned by the MAEP, but depending on prior approval by the DEU.

#### **3.5 Working language**

English

### **4. Experts' Profile**

#### **4.1. Senior NKE in direct farm support schemes in the area of plant production - NKE 1**

##### *4.1.1 Qualifications and skills (25 points)*

- University degree (where university degree has been awarded on completion of three years study in an university or equivalent institution) in Agriculture, Law, Economy or similar, relevant to the assignment;
- Proficiency in English language;
- Computer literacy (MS Office applications).

##### *4.1.2 General professional experience (25 points)*

- Minimum 10 years of postgraduate professional experience in the field of Agricultural and Rural Development Policy.

##### *4.1.3 Specific professional experience (50 points)*



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- Proven postgraduate professional experience related with harmonisation of legislation in the field of direct farm support schemes and/or financial estimation of financial envelopes/national ceilings, preferably in the area of plant production;
- Previous professional experience, and/or knowledge of the legislation and policies of the Republic of Serbia in the respective area would be an advantage.

#### **4.2. Senior NKE in direct farm support schemes in the area of livestock production - NKE 2**

##### *4.2.1 Qualifications and skills (25 points)*

- University degree (where university degree has been awarded on completion of three years study in an university or equivalent institution) in Agriculture, Law, Economy or similar, relevant to the assignment;
- Proficiency in English language;
- Computer literacy (MS Office applications);

##### *4.2.2 General professional experience (25 points)*

- Minimum 10 years of postgraduate professional experience in the field of Agricultural and Rural Development Policy.

##### *4.2.3 Specific professional experience (50 points)*

- Proven postgraduate professional experience related with harmonisation of legislation in the field of direct farm support schemes and/or financial estimation of financial envelopes/national ceilings, preferably in the area of livestock production;
- Previous professional experience, and/or knowledge of the legislation and policies 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, 27 February 2017, titled: **“Application for the position – Senior NKE in direct payments schemes in plant production area - NKE 1”** or **“Application for the position – Senior NKE in direct payments schemes in livestock production area - NKE 2”**.

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