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

Technical assistance requested:	One (1) Senior Non-Key Expert in the area of authorisation and inspection of radiation practices
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:	Ministry of European Integration of the Republic of Serbia and the Negotiating Team
Target Beneficiaries:	Serbian Radiation Protection and Nuclear Safety Agency (SRPaNSA), Ministry of Environmental Protection, Ministry of Education, Science and Technological Development
Content of the assignment:	Assistance in developing Guidelines for establishing graded approach to regulatory control in accordance with requirements of Directive 2013/59/Euratom
Budget Line / Expert Category:	Senior Non-Key Expert
Duration of the assignment:	10 working days, spent during up to two missions planned for April to (tentatively) June 2018

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 and related to radiation protection and nuclear safety area:

According to Screening Report, Chapter 15 - Energy (III.i.), Serbia will need to further adapt its national legislation in order to reach full alignment with Council Directive 2013/59/Euratom laying down Basic Safety Standards for Protection against the Dangers arising from Exposure to Ionising Radiation and repealing Directives 89/618/Euratom, 90/641/Euratom, 96/29/Euratom, 97/43/Euratom and 2003/122/Euratom. Among others, the general responsibilities of Member States and competent authorities and other requirements for regulatory control, as required by the Directive are partially transposed into Serbian legal framework.

According to the third revision of NPAA, for the period 2018-2021 (to be adopted), section 3.15.3, further improvements of the national legislation are planned in order to comply with requirements of EU *acquis* in the field of radiation protection and nuclear safety, i.e. with Council Directive 2013/59/Euratom. In this connection, new legislation is planned to be adopted until 2021 (Law – Q1 of 2019 and bylaws by Q4 of 2021).

Other planned measures and actions for the period 2018 – 2021 are connected with defining core business processes and making effective integration between authorisation, inspection and record keeping based on the clear document management and archiving procedures.

2. Description of the assignment

2.1 Specific objectives

The specific objective of this assignment is to assist the Beneficiaries in defining core processes and making effective integration between authorisation, inspection and record keeping, based on the clear document management and archiving procedures in order to provide comprehensive and harmonised regulatory framework for safety, security and safeguards in line with the *acquis*.

The Guideline will serve to the competent authorities to effectively conduct core regulatory processes in their everyday activities taking into account graded approach to regulatory control.

2.2 Requested services

The Senior NKE is expected to provide the following services:

- a) To draft Guidelines for establishing graded approach to regulatory control in accordance with requirements of Directive 2013/59/Euratom.

2.3 Outputs

The Senior NKE is expected to deliver the following outputs:

- Draft Guidelines for establishing graded approach to regulatory control in accordance with requirements of Directive 2013/59/Euratom.

2.4 Reporting

The NKE 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.



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- 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 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 Mission Report 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 Report.
- The Report and all prepared documents shall be submitted in hard copy and in 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 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 establishing graded approach to regulatory control will contribute to further alignment of national legal framework with the requirements of Directive 2013/59/Euratom. The assistance will help the competent authorities to strengthen their capacities by making effective integration of authorisation, inspection and record keeping processes, supported by clear document management in harmonised manner, respecting safety, security and safeguarding aspects.

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

April - (tentatively) June 2018

3.3 Starting day

It is expected that the work will be performed during up to two missions in the period from April to (tentatively) June 2018 and starting, at the earliest, from 02 April 2018 onwards.

3.4 Location/Place of assignment

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

3.5 Working language

English



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4. Expert Profile

4.1 Qualifications and skills (25 points)

- University degree (where university degree has been awarded on completion of three years' study in a university or equivalent institution) in the field relevant to the assignment
- Proficiency in English language
- Computer literacy (MS Office applications)

4.2 General professional experience (25 points)

- Minimum 10 years of postgraduate professional experience in a competent authority responsible for authorisation and inspection of radiation practices, in an EU Member State or candidate country

4.3 Specific professional experience (50 points)

- Proven postgraduate professional experience in management of the radiation protection system
- 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 not later than 17:00 hrs, **25 February 2018**, titled: **“Application for the position – Senior NKE in the area of authorisation and inspection of radiation practices”**.

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