



Policy and Legal Advice Centre (PLAC IV)

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

No. 33

Technical assistance requested:	1 (one) Senior Non-Key Expert in the area of Negotiating Ch. 14 – Transport Policy – Amendments to the Rulebook on Records and Registers of Licenses, License Extracts, Certificates, Misdemeanours and Linking with the European Register for Road Undertakings (ERRU)
Project Title:	Policy and Legal Advice Centre (PLAC IV)
Ref:	NEAR/BEG/2023/EA-RP/0175
Service Contract No:	(CRIS) 2024/453-315
Main beneficiary:	Ministry of European Integration (MEI)
Direct Beneficiary:	Ministry of Construction, Transport and Infrastructure
Content of the assignment:	Technical assistance in drafting amendments to the Rulebook on Records and Registers of Licenses, License Extracts, Certificates, Misdemeanours and Linking with the European Register for Road Undertakings (ERRU) to harmonise with the Commission Decision No. 2009/992/EU, Regulation (EU) 2016/480, Regulation (EU) 2017/1440, Regulation (EU) 2023/2381
Budget Line/Expert category	1 (one) Non-Key Short-Term Senior Expert
Duration of the assignment	10 (ten) working days from April - May 2025

1. Background information in relation to the PLAC IV project

The overall objective of the PLAC IV is for the Serbian administration to effectively conduct accession negotiations and successfully manage the overall EU integration and pre-accession assistance geared towards the EU membership.

The purpose of the project is: “to achieve a high level of effective alignment of national legislation with the Union *acquis* and its implementation”.

PLAC IV should achieve 2 results:

- R1: Enhanced compatibility of national legislation with the EU legislation and its effective implementation;
- R2: Enhanced capacities of relevant national structures for successful carrying out of accession negotiations.

The Republic of Serbia has been continuously harmonising its national legislation in the field of road transport with the EU legislation. This field is part of Cluster 4, Chapter 14, which has been open since 2021. Based on the European Commission Report on Serbia from 2024, the road transport alignment with the EU *acquis* is at a good level and remains a priority. The Road Safety Strategy for 2023-2030 and a 3-year Action Plan were adopted in September 2023. Social and market rules in the field of road transport should be fully transposed.

National Program for the Adoption of the *acquis* of the European Union (NPAA 3.14.1.1) stipulates as one of the activities the preparation of amendments to the current Rulebook on Records and Registers of Licenses, License Extracts, Certificates, Misdemeanours and Linking with the European Register for Road Undertakings (ERRU) ("Official Gazette of the RS", no. 110/2017) to achieve harmonisation with Commission Decision No. 2009/992/EU on minimum requirements for the data to be entered in the national electronic register of road transport undertakings, Regulation (EU) 2016/480 establishing common rules concerning the interconnection of national electronic registers on road transport undertakings and repealing Regulation (EU) No 1213/2010, Regulation (EU) 2017/1440 amending Implementing Regulation (EU) 2016/480 establishing common rules concerning the interconnection of national electronic registers on road transport undertakings, and Regulation (EU) 2023/2381 amending Implementing Regulation (EU) 2016/480 establishing common rules concerning the interconnection of national electronic registers on road transport undertakings. The Ministry of Construction, Transport and Infrastructure - MCTI is responsible for realising this activity.

2. Description of the assignment

a. Specific objectives

The specific objective of this assignment is to prepare draft amendments to the Rulebook on Records and Registers of Licenses, License Extracts, Certificates, Misdemeanours and Linking with the European Register for Road Undertakings (ERRU) and ensure its harmonisation with the Commission Decision No. 2009/992/EU, Regulation (EU) 2016/480, Regulation (EU) 2017/1440, and Regulation (EU) 2023/2381.

b. Requested services

The Senior NKE in the area of road transport is expected to provide the following services:

a) Assist the MCTI in preparing draft amendments to the Rulebook on Records and Registers of Licenses, License Extracts, Certificates, Misdemeanours and Linking with the European Register for Road Undertakings (ERRU) and harmonising with the Commission Decision No. 2009/992/EU, Regulation (EU) 2016/480, Regulation (EU) 2017/1440, Regulation (EU) 2023/2381.



c. Outputs

The outputs delivered by the Senior NKE shall be as follows:

- Draft amendments to the Rulebook on Records and Registers of Licenses, License Extracts, Certificates, Misdemeanours and Linking with the European Register for Road Undertakings (ERRU).

d. Reporting

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

- A Brief Mission Report with a description of activities and outputs provided, at the end of each month, in which tasks under this assignment have been carried out;
- Final Mission Report, no later than 1 week after completing tasks under this assignment. This report will include a description of all activities and outputs provided by the NKE in the context of this assignment.

Submission of reports:

- All reports prepared with relevant quality shall be submitted to the Project Team Leader 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 to the Project Team Leader in hard copy and electronic form.

e. Specifics

The Senior NKE shall collaborate with the Project Technical Assistance Team on preparing the draft amendments to the Rulebook on Records and Registers of Licenses, License Extracts, Certificates, Misdemeanours and Linking with the European Register for Road Undertakings (ERRU). The Team Leader may adjust the NKE's activities and outputs mentioned above at any stage in the project's implementation, depending on the evolving needs of the Project and main beneficiary.

The Senior NKE shall ensure that the amendments to the current Rulebook on Records and Registers of Licenses, License Extracts, Certificates, Misdemeanours and Linking with the European Register for Road Undertakings (ERRU) ("Official Gazette of the RS", no. 110/2017) is aligned with the Commission Decision No. 2009/992/EU on minimum requirements for the data to be entered in the national electronic register of road transport undertakings, Regulation (EU) 2016/480 establishing common rules concerning the interconnection of national electronic registers on road transport undertakings and repealing Regulation (EU) No 1213/2010, Regulation (EU) 2017/1440 amending Implementing Regulation (EU) 2016/480 establishing common rules concerning the interconnection of national electronic registers on road transport undertakings, the Regulation (EU) 2023/2381 amending Implementing Regulation (EU) 2016/480 establishing common rules concerning the interconnection of national electronic registers on road transport undertakings, and the Ministry of Construction, Transport and Infrastructure is responsible for the realization of this activity. The Senior NKE shall closely coordinate the activities with the Ministry of Construction, Transport and Infrastructure, the Sector for Road Transport and others, as relevant, to ensure that aspects related to implications of the EU integration for Serbia are incorporated into all activities carried out by the Project.

3. Expert's input

Total working days	10 (ten) working days (WDs) have been planned for this assignment. An additional number of WDs may be allocated for this ToR should the needs of the main beneficiary require an extension for the activity areas mentioned in this ToR.
Period of the assignment	April - May 2025
Starting day	The work is expected to be performed from March 2025 onwards. However, the exact starting date will be agreed upon later.
Location/place of assignment	The base of operation will be in Belgrade, Serbia, and the Project will provide office facilities.
Working language	English

4. Expert's profile

Qualification and skills (25 points)	<ul style="list-style-type: none"> • University degree in engineering (transport, civil, mechanical or electrical engineering) or university degree in law; • Computer literacy (MS Office applications); • Proficiency in report drafting; • Excellent communication and analytical skills; • Proficiency in the English language; • Independence and freedom from conflicts of interest in the undertaken responsibilities.
General professional experience (25 points)	<ul style="list-style-type: none"> • At least 8 (eight) years of general postgraduate professional experience in the field of transport gained in an EU Member State, candidate, or potential candidate country; • At least 6 (six) years of experience in drafting, analysing and/or implementing legislation in the field of transport, preferably road transport;
Specific professional experience (50 points)	<ul style="list-style-type: none"> • Experience in transposing EU legislation into national legislation in road transport will be an advantage.



5. Applications

Applications (EU format CV and application letter, both in English) need to be submitted by e-mail to domi@ibf.be with a copy to bortolameazzi@ibf.be no later than 17:00 hrs, **17 April 2025**, titled: "Application for the position – Senior Non-Key Expert for preparing the draft Amendments to the Rulebook on Records and Registers of Licenses, License Extracts, Certificates, Misdemeanours and Linking with the European Register for Road Undertakings (ERRU)".

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

The Project is an equal opportunity employer that encourages applications from women and minorities. All applications will be considered strictly confidential.

The advertised post is unavailable to civil servants or other public administration officials in Serbia, the beneficiary country.

For more information, please get in touch with the Project Director at IBF: bortolameazzi@ibf.be.