



Policy and Legal Advice Centre (PLAC IV)

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

No. 40

Technical assistance requested:	One (1) Senior Non-Key Expert in the area of drafting accompanying documents needed for the adoption of the Law on Wine and Other Grape and Wine Products (Serbian and English version) – SNKE One (1) Junior Non-Key Expert in the area of drafting accompanying documents needed for the adoption of the Law on Wine and Other Grape and Wine Products (Serbian and English version) – JNKE
Project Title:	Policy and Legal Advice Centre (PLAC IV)
Ref:	NEAR/BEG/2023/EA-RP/0175
Service Contract No:	(CRIS) 2024/454-315
Main beneficiary:	Ministry of European Integration (MEI)
Content of the assignment:	Technical assistance to ensure the drafting table of concordance and other accompanying documents needed for the adoption of the Law on Wine and Other Grape and Wine Products (Serbian and English version)
Budget Line/Expert category	Non-Key Short-Term Senior Expert Non-Key Short-Term Junior Expert
Duration of the assignment	SNKE 20 working days and JNKE 15 working days, to be spent in the period June 2025 - December 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 overall EU integration and pre-accession assistance geared towards 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 EU legislation and its effective implementation.
- R2: Enhanced capacities of relevant national structures for the successful carrying out of accession negotiations

The Serbia 2024 Report of the European Commission states that the Serbia should in particular “speed up implementation of the action plan for EU acquis alignment in agriculture and rural development and adopt legislation relevant to the common market organisation, on organics and quality policy”. Also, the Report stated the following “In the area of the common market organisation (CMO), there has been no progress, with implementing legislation on marketing standards, public and private storage, and producer organisations still pending and a law on wine remains to be adopted.”

According to the NPAA 2024-2027 and updated AP for CH 11, a new Law on Wine and Other Grape and Wine Products will be adopted in 2025 to further align national legislation with the EU acquis. This Law will provide for overcoming existing non-compliances.

Harmonisation of the draft of the Law on Wine and Other Grape and Wine Products with EU regulation was performed within the Twinning project „Strengthening and adaptation of administrative capacities for the introduction of the Organisation of Agricultural Markets.”

In order to prepare the Law on Wine and Other Grape and Wine Products for adoption, it is necessary to prepare accompanying documents essential for the adoption process. Specifically, it is necessary to draft a Table of Concordance in accordance with the relevant EU legislations governing wine and other grape and wine products, which is required both for the procedures of adopting the Law and for reporting to the European Commission on the achieved level of harmonisation.

2. Description of the assignment

a. Specific objectives

The specific objective of this assignment is to provide expert assistance to the MAFWM as a beneficiary in drafting accompanying documents needed for adopting the Law on Wine and Other Grape and Wine Products (Serbian and English versions).

b. Requested services

The requested Senior NKE is expected to provide the following services:

- Analysis of the draft Law on Wine and Other Grape and Wine Products prepared by the relevant services of the MAFWM and with the support of the Twinning project „Strengthening and adaptation of administrative capacities for the introduction of the Organization of Agricultural Markets “
- Assistance to the MAFWM in preparing a table of concordance for the draft Law on Wine and Other Grape and Wine Products according to the relevant EU legislations governing wine and other grape and wine products.

The requested Junior NKE is expected to provide the following services:

- Assistance to the SNKE in preparation of a table of concordance for the draft Law on Wine and Other Grape and Wine Products according to the relevant EU legislations governing wine and other grape and wine products.

c. Outputs

The outputs delivered by the SNKE and JNKE shall be, as follows:

1. Table of Concordance for the draft Law on Wine and Other Grape and Wine Products according to the relevant EU legislations governing wine and other grape and wine products prepared.



d. Reporting

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 month, in 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 a description of all activities and outputs provided by the NKE in the context of this assignment.

Submission of reports:

- All reports prepared to the 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 them.
- The reports and all prepared documents shall be submitted to the project Team Leader in hard copy and electronic form.

e. Specifics

Both SNKE and JNKE shall collaborate with the Project Technical Assistance Team during the assignment. SNKE is responsible for coordinating work and deliverables. The Team Leader may adjust the SNKE's and JNKE's activities and outputs mentioned above at any stage in the project's implementation, depending on the evolving needs of the Project and the main beneficiary.

The SNKE and JNKE shall ensure that drafting activities and the presentation implementation are aligned with the Ministry of Agriculture, Forestry and Water Management. The SNKE shall closely coordinate the activities with assigned representatives of the institutions and others, as relevant, to ensure that aspects related to the implications of EU integration for Serbia are incorporated into all activities carried out by the Project.

3. Expert's input

Total working days	20 senior working days for SNKE and 15 junior working days for JNKE have been planned for this assignment.
Period of the assignment	June 2025 - December 2025
Starting day	The work is expected to be performed from June 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	Serbian & English



4. Expert's profile

Senior NKE	
Qualification and skills (25 points)	<ul style="list-style-type: none"> • Relevant university degree in the field of viticulture, agriculture, oenology, biotechnical sciences, law or something else relevant to the assignment • Be proficient in report drafting • Excellent analytical, interpersonal and communication skills • Computer literacy (MS Office applications) • Proficiency in the English language
General professional experience (25 points)	<ul style="list-style-type: none"> • At least 8 years of general professional experience related to the Union acquis, gained in an EU member state, candidate or potential candidate country
Specific professional experience (50 points)	<ul style="list-style-type: none"> • At least 5 years of professional experience in drafting and/or implementing legislation and/or harmonising legislation in relation to Union acquis in the wine and aromatised wine products sector • Previous professional experience and/or knowledge of the Serbian legal system will be an advantage



Junior NKE	
Qualification and skills (25 points)	<ul style="list-style-type: none"> • Relevant university degree in the field of viticulture, agriculture, oenology, biotechnical sciences, law or something else relevant to the assignment • Be proficient in report drafting • Excellent analytical, interpersonal and communication skills • Computer literacy (MS Office applications) • Proficiency in the English language
General professional experience (25 points)	<ul style="list-style-type: none"> • At least 8 years of general professional experience related to the Union acquis, gained in an EU member state, candidate or potential candidate country
Specific professional experience (50 points)	<ul style="list-style-type: none"> • At least 3 years of professional experience in drafting and/or implementing legislation and/or harmonising legislation in relation to Union acquis connected to the wine and aromatised wine products sector • Previous professional experience and/or knowledge of the Serbian legal system will be an advantage

5. Applications

Applications (EU format CV in English using this format:

www.ibf.be/public/events/17822/TEMPLATE_CV_EN_for_online_applications.docx) need to be submitted by e-mail to domi@ibf.be with a copy to bortolameazzi@ibf.be by **17:00 hrs, 17 June 2025**, titled “Application for the position—Senior/Junior Non-Key Expert on wine and other wine and grape products.”

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 not available to civil servants or other public administration officials in Serbia, the beneficiary country.

For more information, please contact the Project Director at IBF: bortolameazzi@ibf.be.