

## Policy and Legal Advice Centre (PLAC IV)

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

#### No. 63

<b>Technical assistance requested:</b>	2 (two) Senior Non-Key Experts in the area of Recognition of Professional Qualifications - Negotiating Ch. 3
<b>Project Title:</b>	Policy and Legal Advice Centre (PLAC IV)
<b>Ref:</b>	NEAR/BEG/2023/EA-RP/0175
<b>Service Contract No:</b>	(CRIS) 2024/454-315
<b>Main beneficiary:</b>	Ministry of European Integration (MEI)
<b>Direct beneficiary</b>	Ministry of Education
<b>Content of the assignment:</b>	Technical assistance to the Ministry of Education (MoE) to draft the Rulebook on the List of Regulated Professions aligned with the Directive 2005/36/EC of the European Parliament and of the Council of 7 September 2005 on the Recognition of Professional Qualifications; drafting proposals for amendments of the Law on Regulated Professions and Recognition of Professional Qualifications aligned with the Directive 2005/36/EC and analysis of the Law on the Professions from Special Interest for the Republic of Serbia and proposals for alignment with the Directive 2005/36/EC
<b>Budget Line/Expert category</b>	Senior Non-Key Experts (SNKE)
<b>Duration of the assignment</b>	25 working days (15 WDs for SNKE 1 and 10 WDs for SNKE 2), to be spent in the period from May 2026 until September 2026

#### 1. Background information in relation to the PLAC IV project

The overall objective of the PLAC 4 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 project's purpose is to achieve a high level of effective alignment of national legislation with the Union *acquis* and its implementation.

PLAC 4 should achieve two results:

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



In general, the project aims to foster the accession negotiations of the Republic of Serbia by supporting the effective alignment of national legislation with the Union acquis and its implementation, as well as by further building the capacities of institutions in the Republic of Serbia involved in the EU integration process. After completing the screening process in 2015, the Serbian public administration entered a more demanding and rigorous exercise of accession negotiations, whereby each step and every decision should lead to closer approximation to actual membership in the EU. For this scenario to unfold according to planned dynamics, preparedness and adequate institutional capacity within the public administration, along with highly competent staff, are crucial. During the core period of the negotiations, the PLAC 4 Project will support national line institutions and the negotiating structures in performing high-quality operational work in relation to the harmonisation process and effective coordination across various stages and phases of the process for different negotiation chapters.

In the Republic of Serbia, the Ministry in charge of Chapter 3 is the Ministry of Internal and Foreign Trade-MIFT. Other ministries are also involved in the harmonisation of the Republic of Serbia - RS legislation with Chapter 3 acquis (covering acquis areas of services, mutual recognition of professional qualifications and postal services) such as the Ministry of Education - MoE, responsible for sub-chapter Professional qualifications, Ministry of Health, Ministry of Justice, Ministry of Finance, Ministry of Agriculture, Forestry and Water Management, Ministry of Construction, Transport and Infrastructure as well as other relevant institutions.

In connection with one of the opening benchmarks, the Programme on Professional Qualifications, along with its Action Plan (hereinafter referred to as the Programme), was adopted by the Serbian Government and the EC. Serbia was invited to prepare the Negotiation position in 2018. By the date of accession to the EU, all outstanding parts of Chapter 3 of the acquis will have to be transposed into Serbian legislation, addressing the requirements of three general areas of the acquis.

At present, there are no ongoing and/or planned assistance projects for the activities covered by this ToR.

## 2. Description of the assignment

### a. Specific objectives

The specific objective of this assignment is to assist the competent Serbian institutions in the process of full transposition and implementation of the **Directive 2005/36/EC of the European Parliament and of the Council of 7 September 2005 on the Recognition of Professional Qualifications** into the national legal system by drafting a **Rulebook on the List of Regulated Professions** aligned with the Directive. Furthermore, analysis of the Law on the Professions from Special Interest for the Republic of Serbia will be conducted and proposals will be drafted for its alignment with the Directive 2005/36/EC.

This activity supports Serbia's obligations under the EU accession process, particularly within Negotiating Chapter 3 – Right of Establishment and Freedom to Provide Services, and contributes to overall alignment with the Union acquis governing regulated professions.

One of the basic requirements from the EU Acquis on MRPQ is for each MS to have a List of Regulated Professions. The List will encompass all the regulated professions in the Republic of Serbia, the competent authorities as well as the legal basis for regulating the profession (law and/or by-laws). The obligation for Serbia to have a transparent and comprehensive list were highlighted at the Internal Market Subcommittees and in the Country Reports on the progress. With enactment of the Rulebook on the List of Regulated Professions, Republic of Serbia will fulfil an essential obligation from Chapter 3, sub-chapter MRPQ.



Proposal for amendments of the Law on Regulated Professions and Recognition of Professional Qualifications aligned with the Directive 2005/36/EC will be drafted.

Furthermore, analysis of the Law on the Professions from Special Interest for the Republic of Serbia will be conducted and proposals for alignment of the Law with the Directive 2005/36/EC will be drafted.

The assistance will enhance Serbia's legal preparedness and ensure transposition of the EU acquis on MRPQ.

#### **b. Requested services**

The Senior NKE's are expected to deliver the following services:

##### **SNKE 1**

1. Conduct a comprehensive review of the existing draft List of Regulated Professions;
2. Provide recommendations for finalizing the List of Regulated Professions;
3. Support the drafting of a **draft legal act** (by-law) Rulebook on the List of Regulated Professions aligned with the Directive 2005/36/EC including the desk analysis and interviews with the relevant institutions to screen and identify regulated professions in Serbia;
4. Support the drafting of **amendments to the Law** on Regulated Professions and Recognition of Professional Qualifications aligned with the Directive 2005/36/EC;

##### **SNKE 2**

1. Draft an analysis of the Law on the Professions from Special Interest for the Republic of Serbia;
2. Proposals for alignment of the Law on the Professions from Special Interest for the Republic of Serbia with the Directive 2005/36/EC;
3. Present the findings and legal solutions in a workshop with representatives of relevant public institutions, regulatory bodies, and the Ministry of European Integration.

#### **c. Outputs**

The expected outputs of the assignment are:

##### **SNKE 1**

1. Comprehensive review of the existing draft List of Regulated Professions;
2. A draft legal act - Rulebook on the List of Regulated Professions aligned with the Directive 2005/36/EC;
3. A draft legal act - Amendments to the Law on Regulated Professions and Recognition of Professional Qualifications aligned with the Directive 2005/36/EC

##### **SNKE 2**

1. Analysis of the Law on the Professions from Special Interest for the Republic of Serbia Table of Concordance with Directive (EU) 2018/958;
2. A draft legal act – Draft amendments to the Law on the Professions from Special Interest for the Republic of Serbia aligned with the Directive 2005/36/EC;
3. Delivery of a workshop and presentation of proposed legal solutions and methodology to stakeholders.

#### **d. Reporting**

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

- 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 one 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 in 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**

The Senior Experts shall collaborate with the Project Technical Assistance Team to prepare and implement activities in accordance with the Terms of Reference (ToR). The NKE's activities and outputs mentioned above may be adjusted by the Team Leader at any stage in the Project's implementation, depending on the evolving needs of the Project and main beneficiary.

The Senior Experts shall ensure that outputs align with the requested services. The Senior Experts shall closely coordinate the activities with ME 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	25 working days (WDs) - 15 WDs for SNKE 1 and 10 WDs for SNKE 2, 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	25 working days, from May 2026 until September 2026
Starting day	The work is expected to be performed from May 2026 onward. 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. Experts profile

<b>SNKE 1</b>	
<b>Qualification and skills (25 points)</b>	<ul style="list-style-type: none"> <li>• Relevant university degree, which corresponds to completed university studies of at least 4 years attested by a diploma in the fields of law.</li> <li>• Excellent analytical, interpersonal and communication skills</li> <li>• Computer literacy (MS Office applications)</li> </ul>
<b>General professional experience (25 points)</b>	<ul style="list-style-type: none"> <li>• Minimum 10 (ten) years of relevant professional experience</li> <li>• Minimum 5 years of specific experience as a legal and legislation expert in drafting laws, bylaws, regulations and conducting legal analysis.</li> <li>• Experience in Serbian legislative system is an advantage.</li> </ul>
<b>Specific professional experience (50 points)</b>	<ul style="list-style-type: none"> <li>• Experience as a senior non-key legal expert in at least three EU funded projects;</li> <li>• Profound knowledge and understanding of NQFS in the Republic of Serbia, Law on Professions of Special Interest for Republic of Serbia and Conditions for Their Recognition and Law on Regulated Professions and Professional Qualifications Recognition will be considered as an advantage.</li> </ul>

<b>SNKE 2</b>	
<b>Qualification and skills (25 points)</b>	<ul style="list-style-type: none"> <li>• Relevant university degree, which corresponds to completed university studies of at least 4 years attested by a diploma in the fields of law.</li> <li>• Excellent analytical, interpersonal and communication skills;</li> <li>• Computer literacy (MS Office applications)</li> </ul>
<b>General professional experience (25 points)</b>	<ul style="list-style-type: none"> <li>• Minimum 8 (eight) years of relevant professional experience</li> <li>• Postgraduate professional experience in the field of harmonisation of national legislation concerning EU acquis in the area of recognition of professional qualifications.</li> </ul>
<b>Specific professional experience (50 points)</b>	<ul style="list-style-type: none"> <li>• At least 3 (three) preferably 5 (five) years of experience in the area of recognition of professional qualifications.</li> </ul>



## 5. Applications

Applications (EU format CV in English using this format: [www.ibf.be/public/events/17822/TEMPLATE\\_CV\\_EN\\_for\\_online\\_applications.docx](http://www.ibf.be/public/events/17822/TEMPLATE_CV_EN_for_online_applications.docx)) need to be submitted by e-mail to [domi@ibf.dev](mailto:domi@ibf.dev) with a copy to [bortolameazzi@ibf.dev](mailto:bortolameazzi@ibf.dev) by **17:00 hrs, 8 May 2026**, titled: "Application for the position – 2 (two) Senior Experts in the area of Recognition of professional qualifications and Freedom to provide services, EU Negotiating Ch. 3".

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.dev](mailto:bortolameazzi@ibf.dev).