

Standard Summary Project Fiche
IPA decentralised National programmes

Project number: TR 07 02 22

1. Basic information

1.1 CRIS Number:

1.2 Title: Capacity Building of Social Security Institution

1.3 Sector: Free Movement of Workers

1.4 Location: Ankara, Turkey

Implementing arrangements:

1.5 Implementing Agency:

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1.6 Beneficiary (including details of SPO):

On Behalf of Social Security Institution (Ministry of Labour and Social Security)

Mr. Ihsan DEMIRCI,

Acting President of Strategy Development Presidency,

Social Security Institution,

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1.7 Overall cost: 1.110.000 €

1.8 EU contribution: 1.095.000 €

1.9 Final date for contracting: 2 years after the signature of the Financing Agreement

1.10 Final date for execution of contracts: 4 years after the signature of the Financing Agreement

1.11 Final date for disbursements: 5 years after the signature of the Financing Agreement

2. Overall Objective and Project Purpose

2.1 Overall Objective:

Compliance with the EU acquis on the coordination of social security schemes and overall social security policy.

2.2 Project purpose:

Strengthening the institutional and administrative capacity of Social Security Institution to develop aligned policies in the field of coordination of social security schemes and social security policy.

2.3 Link with AP/NPAA / EP/ SAA

Accession Partnership (AP)

- The Revised Accession Partnership for Turkey highlights the sustainability of the social security system as a medium term economic priority and suggests reinforcing the capacity of all institutions in charge of transposition of Acquis concerning the social policy and employment chapter in short term.
- The Revised AP also includes a medium term priority of strengthening the related administrative and enforcement structures to assume the membership obligations for social policy chapter.

NPAA

The National Programme for Adoption of the Acquis (NPAA) briefly describes how the candidate state will incorporate the Acquis in the national law.

In this regard, the Social Security and Employment chapter of the NPAA includes a priority of Development of Social Protection and Social Inclusion system. First task under this heading is *Upgrading the Social Security System*. The task is composed of sub tasks formulated as necessary institutional changes; (the related sub task is written down)

- **Recruitment of new staff and training of the current staff** sub task aims to strengthen the human resources of the institution.

The 2005 Regular Report

Chapter 2: Freedom of movement for workers

Turkey should continue its efforts to reform its social security system and strengthen administrative capacity.

Chapter 19: Social policy and employment

One of the main current weaknesses of social security system is about the administrative and management problems. Efforts currently undertaken to upgrade the administrative capacity of the social security institutions should continue.

The 2006 Regular Report

Chapter 2: Freedom of movement for workers

The Report emphasizes that there is a limited progress on this chapter. Nevertheless, an improvement regarding the coordination of social security systems have been acknowledged. Also, it indicates that the alignment is at an early stage and the administrative capacity needs to be strengthened.

Chapter 19: Social policy and employment

The report points out that the upgrading of the administrative capacity of the newly established Social Security Institution is ongoing. In addition to this, the inspection capacity of the social security system requires strengthening. And yet again; to ensure an effective implementation in most of the social policy areas, the report refers to the improvement of administrative capacity.

2.4 Link with MIPD

MIPD establishes a link between the general problems of vulnerable groups and their difficulty for accessing to formal employment, and hence, their difficulty for access to social security. Since many employees are not registered or do not pay social security premiums fully even when they are officially registered, they do not have coverage for accidents, illness or old age. Increasing the institutional capacity of the Social Security Institution would help reduce the unregistered work.

2.5 Link with National Development Plan (where applicable)

Not Applicable

2.6 Link with national/ sectoral investment plans(when applicable)

Not Applicable

3.1 Description of project

3.1 Background and justification:

The reform process in the Turkish Social Security System has lasted for more than 3 years and the legal part of it has come to fruit last year, i.e the Social Security Institution Law and the Social Insurance and the Universal Health Insurance Law were enacted by the parliament. The Social Security Institution Law has entered into force by 20 May 2006.

Another component of the reform process is to establish the unique and equal social security and general health insurance system for all citizens. Social Security and General Health Insurance Law (no: 5510) was enacted as one of the results of the reform process. The law envisages the equal social security system for all citizens, notwithstanding their working

statue. However, its entrance into force date has been delayed due to the repeal decision of the constitutional court on some articles of the law. Yet, the technical and legal works on this component of social security reform are ongoing within the institution.

The Social Security Law unites the 3 current social security institutions under a single framework in a 3 years time period. In this regard, Social Security Institution will be the sole authority in the fields of social insurance and health insurance as of accession to the EU. The **Social Security Institution**, in this context, will be the “*competent institution*” for implementation of EU Regulations **1408/71 and 574/72 and other related legislations** after the accession period. The Institution will devise and implement all social security policies as well as conduct the inspections of the system required. All obligations that will be assumed for membership and Acquis compliance along with implementation in social security area is going to be at the responsibility of the newly established institution. Currently, capacity building/enhancement works and technical infrastructure projects are being implemented for a better functioning institution.

Moreover, the social security contingencies (branches) and benefits defined in above mentioned regulations are subject of Social Insurance and Universal Health Insurance Law and yet Social Security Institution is responsible of implementation of that law. (However, Unemployment Insurance is regulated by ISKUR and family benefits in practice differ from that of practice in line with 1408/71 in the EU countries)

The Social Security Institution¹ as a recently established governmental authority is building up capacity to deal with the whole system covering the entire workforce in Turkey. Recently, a department for **EU and International Relations** was created under the Presidency of Strategy Development to deal with EU related works, trainings and project preparation as well as Bilateral Social Security Agreements. This department has gathered the staff who has experience and expertise on EU related issues. Some staff having prior experience in World Bank Projects will be an asset for this project.

However, generally, the staff capacity of the Institution notably in EU related subjects (Acquis, case law, and implementation) is weak although there exists a huge amount of need related to coordination of social security schemes and other social security policy areas.

Co-ordination of social security schemes in the EU is under the Acquis chapter of free movement of workers. There exist two main regulations (No 1408/71 on application of social security schemes to employed persons, self-employed persons and to members of their families moving within the Community and Regulation No 574/72 laying down the procedure for implementing Regulation No 1408/71) and accompanying Advisory Committee decisions in the field. Although there is no requirement to harmonize national social security legislation, the Community’s co-ordination rules require technical adaptation of legislation and the administrative capacity to implement the coordination rules.

At the moment of accession, the national social security institutions should be ready to implement related EU law effectively as R 1408/71 and 574/72 will become directly applicable and binding in the new Member States. Therefore, it is substantial to begin preparatory actions for application of the above regulations as early as possible. The adaptation process to coordination rules may require drastic changes in the system and administration that is why starting the projects as soon as possible can prevent probable laggings and misunderstandings caused by lack of time.

¹ For detail, please look annex IV

Also, the Acquis about gender equality in social security schemes and systems is important area for adaptation process. Preparatory actions for harmonization of these legislations to Turkish legislation should be begun as soon as possible.

A crucial point for the successful application of the regulations is the capacity of staff to implement the rules of regulations. Although there exist bilateral agreements in force on social security concluded with some EU countries, the Social Security Institution has a lack of experience operating according to the administrative rules of Regulations 1408/71 and 574/72 and gender equality directives on this area.

A candidate state is usually short of knowledge about how the legal texts should be interpreted and how it is enacted into practice. The expertise and experience of a member state comes in at this stage and the best way to guide preparatory works is to train the human resources of candidate states in order them to enhance their understanding, knowledge and skills and make them teach what they have learnt. Therefore, more staff will be needed to engage in administrative procedures for implementing the co-ordination regulations in the future. International context will oblige the Institution to endow the staff with new skills, personal development and also high level of retraining.

The public and social partners as well as academia are very little aware of what the concepts of coordination of social security schemes and overall European social security policy imply. They do not have sufficient information on what their rights will look like after accession. However, the successful implementation of any public regulation depends on how much it is perceived by the public and their cooperation in the implementation phase. In this case, a starting point to get them acquainted with the subject would be beneficial and may urge them for further research and learning on their own.

3.2 Assessment of project impact, catalytic effect, sustainability and cross border impact

The project impacts will be long lasting. European Research, Training and Projects Unit² (ERTPU) is going to be created by the Institution and equipped in line with training needs of the SSI. ERTPU will be linked to the Presidency of Strategic Development of SSI in organizational framework. The staff that has experience on EU related subjects is going to work within this unit. This project will aim to support and enhance the human capacity of this unit gradually. Further EU concerned trainings, project preparation activities and all kind of EU studies will be performed by this Unit. The experts appointed to ERTPU will receive Training of Trainers (TOT) courses which will facilitate them to provide future trainings after the completion of this project.

Training activities are going to provide the gradual increase of level of knowledge about EU and EU Social Security Policy. Because the Institution is responsible for bilateral social security agreements and will be the “*competent institution*” for implementation of EU social security regulations, having a thorough knowledge of these subjects is crucially important for the institution even if the transposition will take place at later stages.

Since the coordination of social security schemes is key to free movement of workers, the project will have a cross border impact by facilitating the movement of workers.

3.3 Results and measurable indicators:

² The name of “ERTPU” can be changed.

3.3.1 The knowledge of the Social Security Institution (SSI) and relevant stakeholders with regards to EU legislation and policies in the social security area is improved, and the institutional capacity of the SSI to undertake its responsibility for the transposition and implementation of the social security acquis has increased.

3.3.2 The awareness of the public institutions, relevant stakeholders and the general public on the social security issues and rights in the EU context is increased.

3.3.3 The European Research, Training and Projects Unit (ERTPU) of the SSI is equipped with necessary equipment and material for the provision of training on the EU social security issues.

3.4 Activities

3.4.1. Training and capacity building activities:

3.4.1.1 An analysis of the training needs of the Social Security Institution on coordination of social security schemes and social security policy is carried out, and model training programs are prepared.

3.4.1.2 An analysis report is prepared for transposition of the requirements of Council Regulation 1408/71 & 574/72 to the Turkish social security legislation

3.4.1.3 Trainings and workshops are organized on Regulations 1408/71 & 574/72 and reform in the system (883/2004) and other related legal documents for at least 40 participants from the SSI and 25 participants from stakeholders and academia. The trainings on regulations are going to be given in at least four modules: Health insurance; work accident and occupational disease insurance; long term insurance; analysis of the regulations in the scope of actuarial and accounting methods.

3.4.1.4 On the job training activities are organized on regulations 1408/71 & 574/72 and 859/2003 for the at least 15 staff of the SSI in one or more EU Member States.

3.4.1.5 Trainings are provided on the directives 96/97, 79/7, 86/613 for 20 participants.

3.4.1.6 A research report on the non contributory payments in the EU countries has been prepared and training on this subject is organised

3.4.1.7 A team of at least 20 people with professional expertise is formed for the purpose of meeting training needs in the scope of this project and continuation of future trainings. Training of Trainers (TOT) courses on EC coordination rules and social security policy will be organised for these 20 staff of the SSI, and 10 participants from the stakeholders.

3.4.1.8 Training is provided on EU-funded project preparation and management for 30 staff.

3.4.1.9 One study visit for 8 staff member of the SSI and 5 the social partner or academia members is organised to an EU Member State for the analysis of experience with regards to transposition and implementation of Regulations on coordination of social security schemes.

3.4.1.10 Practical manuals and information materials on comparative social security policies of Turkey and EU as well as judicial guide for cases of European case law are prepared.

3.4.1.11 A study report is prepared on new trends in social security legislation in the EU such as flexicurity and reform in the system (883/2004) and its implications for Turkey. Training and workshop activities are organised on this subject with the participation of at least 20 people from the SSI and 20 participants from stakeholders and academia.

3.4.1.12 Further training needs of Social Security Institution in regard to coordination and social security policies are identified and reported. These reports are used for producing curriculum that will be used for future trainings delivered by ERTPU.

3.4.1.13 Training materials for the above trainings have been prepared and produced

3.4.2 Awareness raising activities:

3.4.2.1 Three awareness raising conferences are organised in three cities for related public organizations, social partners, academia and press with at least 75 participants for each conference.

3.4.2.2 Information and publicity materials have been produced and distributed

3.4.3 Infrastructure activities

3.4.3.1 Needs analysis is made for the equipment and materials needs of the ERTPU to carry out training activities

3.4.3.2 Tendering and contracting activities have been carried for the delivery of necessary equipment to the ERTPU for the training facility and the library.

Training (3.4.1) and awareness raising (3.4.2) activities of this project will be performed through a Technical Assistance (TA) contract. The main aim of the Project is to create a capacity on European Union social security legislations and applications for modernizing the Turkish social security system. For achieving this major propose, this project has been composed of training activities, predominantly. After forming sound capacity on the social protection acquis and application of EU, adaptation process will be conducted more efficiently.

Aim of the project is to learn the detail of the EU social coordination acquis and country application. Therefore, examining as many examples as is the best for the project. This is why the Technical Assistance is preferred over the twinning for this project. The social security systems are the outcome of long– standing national traditions and reflect the culture of each country and they have no standard implementation. This is why while the community law imposes certain rules and principles to protect to the social security rights of the citizens, Member States are allowed to retain the right to determine the typologies of their system. This caused various national social security systems and different ways of implementing the Acquis. Therefore, it will be good for the SSI to analyse different country examples (rather than stick to one or two Member State) on transposing and implementing the acquis in the field. A TA contract is found more effective and useful for this purpose. A twinning project can be considered in the subsequent phases when a model for Turkey will be designed together with actual transposition of the acquis in the field. Consequently, it is believed that TA more suitable than twinning for achieving the project objectives.

The expert needs and inputs are provided in Annex V.

The activity 3.4.3 will be carried out through a Supply Contract. The equipment purchases listed in Annex V of the Project Fiche, “Inputs for Project” is as follows:15 PCs, 4 Laptops, 2 projection machines and their screens, 2 all in one printers, Television, Digital Camera, Office

equipment (Approximately € 60.000). As it can be seen, the equipments purchases included is for educational/training needs for the ERTPU premises. All the equipment will be used in the training sessions referred in the project. The PC's and laptops will be placed in the ERPTU premises and the trainees will make use of them with the necessities of the training and research. Printers will be used to print out the course material and projection machines and screens will facilitate the training with a view of visionary presentations. Digital camera and television will be used to support the education in audio-visual terms and office equipment will be needed to conduct the effective functioning of the ERTPU.

Since this capacity building project for the Social Security Institution is an initial project based on training and awareness raising components, the educational material and equipments are required to successfully implement the project. In addition the purchased equipment will be solely allocated to the ERTPU which will engage in EU related issues such as further projects in the field. As a matter of fact, the purchase of equipment will be long lasting in that all the equipment will be usable for other EU projects and financing them at this stage will help to facilitate the training sessions with an effective way of teaching.

3.5 Conditionality and sequencing:

3.5.1. Conditionality

The project is conditional upon assignment of adequate number of staff to the project management. The supply component is conditional upon the establishment and functioning of the ERTPU.

3.5.2 Sequencing

Tendering for the TA and supply components will continue in parallel.

3.6 Linked activities

The World Bank supports the social security reform in Turkey via the Transition in Health Project. The Social Security Institution benefits from sub-components of institutional transformation and health insurance linked projects such as drug reimbursement. The most important outcome of the World Bank Project is that the Institution has enhanced its project implementation experience significantly.

3.7 Lessons learned

In previous projects, it was realised that the careful choice of project partners and the participants is of great importance. Experience from the previous projects also proved that coordination of inputs in training projects, especially when there are many institutions involved, is vital for the effective implementation of the projects. It is also noteworthy that a good knowledge of sector specific expertise in the field is crucial for success of the project.

4. Indicative Budget (amounts in €)

	SOURCES OF FUNDING
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H	TOTAL PUBLIC COST	EU CONTRIBUTION				NATIONAL PUBLIC CONTRIBUTION					PRIVATE	
		Total	% *	IB	INV	Total	Type of cofinancing (J / P) **	% *	Central	Regional		IFIs
HActivities												
HActivity 1 and 2												
HTA contract	1.050.000	1.050.000	%100	1.050.000								
H												
HActivity 3												
HSupply contract	60.000	45.000	%75		45.000	15.000		%25	15.000			
H												
H												
H												
HTOTAL	1.110.000	1.095.000				15.000						

H** Compulsory for INV (minimum of 25 % of total EU + national public contribution) : Joint cofinancing (J) as the rule, parallel
Hco financing (P) per exception

H* Expressed in % of the Total Public Cost

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5. Indicative Implementation Schedule (periods broken down per quarter)

Contracts	Start of Tendering	Signature of contract	Contract Completion
HTA Contract	March 2008	November 2008	April 2010
HSupply Contract	March 2008	September 2008	February 2009

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The duration of the project is: 15 months

6. Cross cutting issues (where applicable)

6.1 Equal Opportunity

Equal participation of men and women to the project activities will be guaranteed.

6.2 Environment


N/A

6.3 Minority and vulnerable groups

According to the Turkish Constitutional System, the word minorities encompasses only groups of persons defined and recognized as such on the basis of multilateral or bilateral instruments to which Turkey is a party. This project has no negative impact on minority and vulnerable groups. It is going to help improvement of vulnerable groups via enhancing the social security system in Turkey.

ANNEXES

- I- Log frame in Standard Format
- II- Amounts contracted and Disbursed per Quarter over the full duration of Programme
- III - Reference to laws, regulations and strategic documents:
 - Reference list of relevant laws and regulations
 - Reference to AP /NPAA / EP / SAA
 - Reference to MIPD
 - Reference to National Development Plan
 - Reference to national / sector investment plans
- IV- Reference to institutional framework
- V- Inputs for the Project

	Annex 1 Logical framework matrix in standard format	Title of the action : Strengthening the Institutional Capacity of Social Security Institution For Better Coordination of Social Security Schemes Country: Turkey Institution: Social Security Institution	Indicative duration: 15Months Indicative budget: 1.110 m €
Contracting period expires : 2 years after the signature of the Financing Agreement		Disbursement period expires: 5 years after the signature of the Financing Agreement	

Overall objective	Objectively verifiable indicators	Sources of Verification	
Compliance with the EU acquis on the coordination of social security schemes and social security policy	Turkish social security system in full compliance with the requirements of coordination of social security schemes under the Acquis chapter of Free Movement of Workers and European Social Security Policy	Relevant EC documents	
Project purpose	Objectively verifiable indicators	Sources of Verification	ASSUMPTIONS
Strengthening the institutional and administrative capacity of Social Security Institution to develop aligned policies in the field of coordination of social security systems and social security policy.	Increase in performance of Social Security Institution in regard to development of structures, procedures and tools for implementation of EU social security coordination rules and policy	Periodical review, assessment and reporting including independent monitoring and evaluation Audit reports at various levels Project outputs reflected in individual policies of the SSI List of the necessary revision on the Turkish legislation in the scope of EU coordination of social security acquis.	Appropriate legislative and institutional provisions, where relevant, in effect National sector strategies are continually updated
Results	Objectively verifiable indicators	Sources of Verification	Assumptions

<p>1. The knowledge of the Social Security Institution (SSI) and relevant stakeholders with regards to EU legislation and policies in the social security area is improved, and the institutional capacity of the SSI to undertake its responsibility for the transposition and implementation of the social security acquis has increased.</p> <p>2. The awareness of the public institutions, relevant stakeholders and the general public on the social security issues and rights in the EU context is increased.</p> <p>3. The European Research, Training and Projects Unit (ERTPU) of the SSI is equipped with necessary equipment and material for the provision of training on the EU social security issues.</p>	<p>1.1 No dependency on external technical expertise with regards to non-complex transposition and implementation of Regulations on coordination of social security schemes or design and implementation of EU project</p> <p>1.2 A curriculum was prepared for future training needs of SSI in the scope of EU coordination of social security acquis and necessary trainers were trained.</p> <p>1.3 Comprehensive reports was prepared to form a sound basis for restructuring of current social security legislation of Turkey in the scope of EU coordination of social security acquis.</p> <p>1.4 Relevant stakeholders' knowledge on EU coordination of social security acquis increased and social dialog and civil monitoring mechanisms were strengthened in this area.</p> <p>2.1 At least 1000 practical manuals, brochures and informational materials for the Turkish social partners, academia and insured people.</p> <p>2.2 % 70 rate of satisfaction according to post meeting surveys after the three awareness raising conferences</p> <p>2.3 Starting cooperation between relevant stakeholders and SSI on the subject of the project.</p> <p>3.1 The equipment capacity of ERTPU was increased and technical sufficiency of the classrooms was provided.</p> <p>3.2 Translation of relevant legislative texts (regulations, decisions/recommendations of the Administrative Commission etc.) for using trainings and for library</p> <p>3.3 Pilot trainings were started by successful TOT course attendances in ERTPU</p>	<p>Reports of Presidency of Strategic Development</p> <p>Project progress and final reports</p> <p>Detailed Study Visit and on the job training reports of SSI and stakeholders</p> <p>Internal evaluation of training courses</p> <p>Surveys (ex-ante and ex-post)</p> <p>Opinion Polls</p> <p>Monitoring and interim Report of TAT</p> <p>Evaluation reports of stakeholders</p>	<p>The social partners are committed to the project purpose</p> <p>Appropriate contractors with sufficient capacity to carry out the project is contracted</p>
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Activities	Means	Costs	Assumptions
<p>1. Training and capacity building activities:</p> <p>1.1 An analysis of the training needs of the Social Security Institution on coordination of social security schemes and social security policy is carried out, and model training programs are prepared.</p> <p>1.2 An analysis report is prepared for transposition of the requirements of Council Regulation 1408/71 & 574/72 to the Turkish social security legislation</p> <p>1.3 Trainings and workshops are organized on Regulations 1408/71 & 574/72 and reform in the system (883/2004) and other related legal documents for at least 40 participants from the SSI and 25 participants from stakeholders and academia. The trainings on regulations are going to be given in at least four modules: Health insurance; work accident and occupational disease insurance; long term insurance; analysis of the regulations in the scope of actuarial and accounting methods.</p> <p>1.4 On the job training activities are organized on regulations 1408/71 & 574/72 and 859/2003 for the at least 15 staff of the SSI in one or more EU Member States.</p> <p>1.5 Trainings are provided on the directives 96/97, 79/7, 86/613 for 20 participants.</p> <p>1.6 A research report on the non contributory payments in the EU countries has been prepared and training on this subject is organised</p> <p>1.7 A team of at least 20 people with professional expertise is formed for the purpose of meeting training needs in the scope of this project and continuation of future trainings.</p>	<p>Contract 1: technical assistance</p> <p>Contract 2: supply contract</p> <p>TOTAL</p>	<p>1.050 million €</p> <p>60.000 €</p> <p>1.10 million €</p>	<p>All tasks under the umbrella of this project are effectively coordinated and all people involved are well informed</p> <p>The trainee display sufficient enthusiasm and concentration in learning, they are willing to participate in trainer sessions.</p> <p>Social Partners and Media are willing to participate in awareness raising activities</p> <p>Qualified experts are contracted</p>

<p>Training of Trainers (TOT) courses on EC coordination rules and social security policy will be organised for these 20 staff of the SSI, and 10 participants from the stakeholders.</p> <p>1.8 Training is provided on EU-funded project preparation and management for 30 staff.</p> <p>1.9 One study visit for 8 staff member of the SSI and 5 the social partner or academia members is organised to an EU Member State for the analysis of experience with regards to transposition and implementation of Regulations on coordination of social security schemes.</p> <p>1.11 Practical manuals and information materials on comparative social security policies of Turkey and EU as well as judicial guide for cases of European case law are prepared.</p> <p>1.12 A study report is prepared on new trends in social security legislation in the EU such as flexicurity and reform in the system (883/2004) and its implications for Turkey. Training and workshop activities are organised on this subject with the participation of at least 20 people from the SSI and 20 participants from stakeholders and academia.</p> <p>1.13 Further training needs of Social Security Institution in regard to coordination and social security policies are identified and reported. These reports are used for producing curriculum that will be used for future trainings delivered by ERTPU.</p> <p>1.14 Training materials for the above trainings have been prepared and produced</p> <p>2. Awareness raising activities:</p> <p>2.1 Three awareness raising conferences are organised in three cities for related public organizations, social partners, academia and press with at least 75 participants for each conference.</p> <p>2.2 Information and publicity materials have been produced and distributed</p> <p>3. Infrastructure activities</p> <p>3.1 Needs analysis is made for the equipment and materials needs of the ERTPU to carry out training activities</p> <p>3.2 Tendering and contracting activities have been carried</p>			
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for the delivery of necessary equipment to the ERTPU for the training facility and the library.			
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