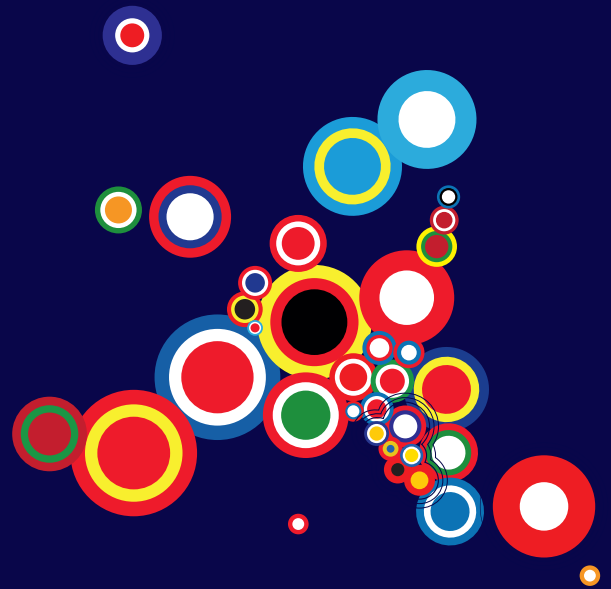




INSTRUMENT FOR PRE-ACCESSION ASSISTANCE (IPA II) 2014-2020

BOSNIA AND HERZEGOVINA European Integration Facility



Action Summary

The Action is designed to provide support to institutions in Bosnia and Herzegovina at various levels in order to address specific needs identified in the course of the European integration process.

To achieve this, a variety of technical assistance and other types of support to the said institutions in Bosnia and Herzegovina will be provided in order to make them more capable to respond to challenges and requirements of the European Union integration process and to better prepare and implement IPA programmes/Actions funded by the Instrument for Pre-accession Assistance 2014 – 2020 (IPA II).

Action Identification	
Action Programme Title	Country Action Programme on Bosnia and Herzegovina for the year 2015
Action Title	European Integration Facility
Action ID	IPA 2015/037-888.3/Bosnia and Herzegovina/ European Integration Facility
Sector Information	
IPA II Sector	Democracy and Governance
DAC Sector	43010 - Multisector aid
Budget	
Total cost	EUR 4 589 800
EU contribution	EUR 4 589 800
Management and Implementation	
Method of implementation	Direct management
	Delegation of the European Union to Bosnia and Herzegovina
Location	
Zone benefiting from the action	Bosnia and Herzegovina
Specific implementation area	NA
Timeline	
Deadline for conclusion of the Financing Agreement	At the latest by 31 December 2016
Contracting deadline	3 years following the date of conclusion of the Financing Agreement, with the exception of the cases listed under Article 189(2) Financial Regulation
End of operational implementation period	6 years following the date of conclusion of the Financing Agreement.

1. RATIONALE

For the European integration process in Bosnia and Herzegovina it is of critical importance to have effective European integration capacities at all relevant levels of the government, in line with their respective competencies, as well as to ensure their effective cooperation and coordination. This in particular relates to the Stabilisation and Association Agreement (SAA) implementation, the Programme of Integration (PI) development and implementation and the legal harmonisation process i.e. transposition of *Acquis* in a consistent manner in Bosnia and Herzegovina that remain rather challenging tasks in the context of Bosnia and Herzegovina's multi-level administrative set up.

A comprehensive EU coordination mechanism including precise procedures and instruments that will enable timely and efficient internal harmonisation as well as approximation of Bosnia and Herzegovina's legislation with the *Acquis* is a must if Bosnia and Herzegovina is striving for a smooth and fast integration in the EU. Further improvement of the structures involved in European integration¹, strengthening their capacities, and enhancing cooperation among these institutions are key priorities.

The process of European integration is a dynamic and evolving process. Complementary to other IPA Actions which are programmed with a multi-years lead time, there is a need for a facility addressing short-term developments and providing necessary assistance and capacity building support to the relevant authorities in Bosnia and Herzegovina at various levels. This facility shall assist them in relation to the SAA implementation, *Acquis* transposition, activities' preparation and implementation, as well as for reinforcing their institutional capacity for SAA implementation and absorption and management of pre-accession funds.

PROBLEM AND STAKEHOLDER ANALYSIS

The EU integration process of BiH was stalled with the delayed entry into force of the Stabilisation and Association Agreement with the EU. It entered into force on 1 June 2015, seven years after it had been signed. The EU integration process is now expected to accelerate.

The Directorate for European Integration of the Council of Ministers of Bosnia and Herzegovina is the competent state-level body to coordinate this process. There are EU integration structures in the governments of the Federation of BiH, Republika Srpska and the District of Brcko. In addition, the ten cantonal governments in the Federation all have EU coordinators nominated.

In the case of sector-specific issues and Actions, the need for consultation and coordination become particularly emphasised since the competences are often divided or shared between sectoral institutions of different administrative levels.

The accession to the European Union is an extremely complex process, involving practically all governmental bodies, requiring continuous and efficient coordination among key players in the process. Some coordination bodies and mechanisms already exist in Bosnia and Herzegovina, but they need to be re-organised and upgraded, and new structures should be established in order to be prepared for candidate status with the EU. Bosnia and Herzegovina lacks coherent coordination/cooperation among authorities of state, entities', cantons' and Brčko District's levels, hence, a comprehensive EU coordination mechanism should be improved as a must to facilitate the entire process of legal harmonisation, i.e. transposition of the *Acquis* in the legal system of Bosnia and Herzegovina.

The authorities at all levels of government in Bosnia and Herzegovina face challenges in relation to IPA Action/programme preparation and/or in relation to implementation of Actions relating to specific parts of the *Acquis* or SAA requirements. The personnel assigned to the preparation of Actions and their implementation come from different institutions from different levels of the government, and not all of them have sufficient experience in this area and/or adequate and harmonised level of knowledge. Actions'

¹ These include the Directorate for European Integration (DEI) and line ministries of the Council of Ministers, Federation of Bosnia and Herzegovina coordination capacities, their line ministries, cantons' administrations within the Federation of Bosnia and Herzegovina, the Republika Srpska's Ministry of Economic Relations and Regional Cooperation and line ministries of Republika Srpska's Government, and Brčko District Government.

readiness depends among other things also on the availability of quality tender documents (e.g. terms of reference, technical specifications, bill of quantities, etc.). The authorities of Bosnia and Herzegovina do not have sufficient experience in developing such documents and sometimes the level of technicalities is so specific and complex that it requires much specialised expertise. The institutions of Bosnia and Herzegovina and personnel concerned need assistance in this respect from experts that would facilitate the process and also provide the authorities in Bosnia and Herzegovina at all levels with hands-on training.

Furthermore, authorities of Bosnia and Herzegovina need to prepare for utilisation of the pre-accession assistance/instrument for the EU budgetary period 2014-2020 (IPA II). IPA II requires its own strategic documents at different levels: at the level of the entire pre-accession instrument and/or at the level of specific objectives and priorities. Bosnia and Herzegovina lacks important strategies in accession and *Acquis* related areas that represent a precondition for the utilisation of the IPA II as well as for introduction of the sector wide approach that IPA II foresees to be applied for its utilisation by IPA beneficiary countries. In order to enable Bosnia and Herzegovina to fully use IPA II, the assistance to Bosnia and Herzegovina needs to be provided through support to activities and capacity building with respect to strategic planning, programming, implementation and strengthening capacity for coordination of these processes with gender equality objectives duly taken into account as well. In addition, the constitutional competencies and division of responsibilities among different levels of the government in Bosnia and Herzegovina and specific needs of different actors at various levels of government involved in programming, managing and implementation of pre-accession assistance must be duly taken into account. Therefore, among others, the activities foreseen in this Action in relation to analysing and preparing sector and country-wide multi-sector strategies for the use of EU pre-accession funds are crucial.

The requirements for the establishment of indirect management are explicitly stressed in the Commission Implementing Regulation² No. 447/2014 of 2 May 2014. Further support for BiH meeting these requirements may be financed under this Action.

In conclusion, technical assistance is necessary in order to address the respective needs of the authorities in Bosnia and Herzegovina at various levels by supporting them in their European Integration process, Action preparation and implementation, reinforcing their institutional capacity for SAA implementation, and absorption and management of pre-accession funds.

Eligible beneficiaries for this Action are the line-ministries and government institutions/agencies at various levels of government and staff directly involved in the EU accession process.

RELEVANCE WITH THE IPA II STRATEGY PAPER AND OTHER KEY REFERENCES

The Action is related to Indicative Strategy Paper for Bosnia and Herzegovina (2014 – 2017) sector 1. *Democracy and Governance*.

Furthermore, the Strategy Paper under part IV, 1.2. *Objectives, results, actions and indicators*, foresees a need for a flexible instrument, a European Integration Facility, which can react to short-term developments and provide necessary assistance and capacity building support to the authorities in Bosnia and Herzegovina at various levels. It will assist in the SAA implementation, *acquis* adoption, Action preparation and implementation, as well as reinforcing the institutional capacity for SAA implementation and absorption and management of IPA funds.

Link with Progress Report 2014 for Bosnia and Herzegovina:

The Progress Report 2014 highlights that limited progress as regards approximation to EU laws and standards was made and that the overall pace of reforms has remained weak. Furthermore, there was no agreement on an EU coordination mechanism and countrywide strategies were lacking.

The Progress Report 2014 also highlights that very limited progress has been made in reforming public administration and improving its capacity to fulfil the requirements of EU integration, and public administration needs strengthening across the board. The Enlargement Strategy and Main Challenges 2014-15 stresses that the administrative structures of the country need to be strengthened.

² Commission implementing regulation (EU) No 447/2014 of 2 May 2014 on the specific rules for implementing Regulation (EU) No 231/2014 of the European Parliament and of the Council establishing an Instrument for Pre-accession assistance (IPA II)

SECTOR APPROACH ASSESSMENT

This Action will support the authorities in Bosnia and Herzegovina at various levels to adequately respond to their respective duties and tasks in the EU integration process of Bosnia and Herzegovina, and covers therefore a variety of sectors. Bosnia and Herzegovina has not yet developed a Programme of Integration which would serve as the underlying strategic document for its EU integration process. This Action should support the capacities of the authorities to develop and implement such a programme. Furthermore, the Action may provide support to specific activities related to the introduction of the sector wide approach, such as training on application of the sector wide approach, development of sectoral strategies, etc.

LESSONS LEARNED AND LINK TO PREVIOUS FINANCIAL ASSISTANCE

As mentioned above the European integration processes in BiH is a great challenge due to the administrative set up of the country and division of competences among different levels of the government. This has been demonstrated during the SAA negotiations, the work of the Interim Committee and Interim Sub-Committees, acquis transposition, IPA programming and implementation, and other European integration processes. The need to strengthen capacities of all institutions required to undertake European integration related work at various levels of the government in their respective sectors has been recognised. Particular effort is required to develop and maintain effective coordination among different levels of the government for the European integration purposes.

The need for strengthening capacities of the Directorate for European Integration and line ministries of the Council of Ministers of Bosnia and Herzegovina, the Republika Srpska Ministry of Economic Relations and Regional Cooperation and line ministries of Republika Srpska Government, European Integration Office of the Government of the Federation of Bosnia and Herzegovina Government, as well as the Federation of Bosnia and Herzegovina and cantonal line ministries, Brčko District European Integration Office and Government departments, has been in particular recognised as far as EU policies, legal approximation, EU affairs coordination are concerned. Previous technical assistance (TA) showed that development of capacity, models and mechanisms requires work with a wider range of recipient institutions and public servants. Due to the higher number of players more time for development of models and capacities is needed, and the real issues have to be addressed in a flexible manner. Given the administrative structure in Bosnia and Herzegovina and the corresponding division of competencies, it has been recognised that support is required to institutions at all levels of the government.

The experience with IPA 2008, IPA 2010, IPA 2011, IPA 2012 and IPA 2013 Project Preparation Facility (PPF)/General Technical Assistance Facility (GTAF)/EU integration Facility (EUIF) has shown that the demand for this type of assistance has always been very high and that this type of assistance has been particularly useful to respond quickly to urgent and evolving needs.

The only problem that has been detected in the usage of this Facility have been delays or cancellation of the contracting and implementation of a few small-size project interventions (e.g. preparation of terms of reference for a larger scale assistance project) due to a lack of agreement among all the stakeholders involved in the design of the interventions due to political stalemate in the country and influence on the interventions by daily politics. In the future, endorsement of the intended intervention by all the stakeholders involved should be a precondition before the funds from EUIF Action are earmarked.

These conclusions are reiterated in the Second Country Interim Programme evaluation of IPA assistance in Bosnia and Herzegovina³. With regard to the performance, IPA projects have been effective and efficient, although there have been problems in implementation due to contractor performance, slow procurement procedures, meeting conditionalities or delay in reaching consensus between all stakeholders.

In this regard, one of the key lessons learned is that the ownership and commitment of all relevant stakeholders of any intervention and its formalisation is an imperative before the Action starts in the complex governmental and administrative framework of Bosnia and Herzegovina. This and other relevant lessons learned from the evaluations are taken into account while the IPA programme 2015 was designed.

³ http://ec.europa.eu/enlargement/pdf/financial_assistance/phare/evaluation/2013/23914_rep_bih.pdf

Overview of budget allocations in € from IPA 2008-2014 for PPF/GTAF/EU Integration Facility:

	2008	2009	2010	2011	2012	2013	2014
PPF/GTAF/EU Integration Facility	1 500 000	-	2 478 099 ⁽⁴⁾	3 030 000	3 648 495	3 213 402	2 089 053 ⁽⁵⁾

⁴ In addition to the indicated amount in the table, the IPA 2010 PPF fiche also includes the project related to Environmental infrastructure in the value of € 2 500 000.

⁵ Includes Scholarship scheme for public servants in Bosnia and Herzegovina

2. INTERVENTION LOGIC

LOGICAL FRAMEWORK MATRIX

OVERALL OBJECTIVE	OBJECTIVELY VERIFIABLE INDICATORS (OVI)	SOURCES OF VERIFICATION	
To contribute to Bosnia and Herzegovina's overall progress in fulfilling its obligations for accessing the European Union.	- Progress of Bosnia and Herzegovina towards meeting the requirements of the SAA and the <i>Acquis</i> transposition by 2020.	- EC Annual Progress Reports - SAA Committee's and Sub-Committees' reports - IPA monitoring reports - Ad-hoc surveys on EU integration topics undertaken by EU and/or Bosnia and Herzegovina	
SPECIFIC OBJECTIVE	OBJECTIVELY VERIFIABLE INDICATORS (OVI)	SOURCES OF VERIFICATION	ASSUMPTIONS
To address specific and unforeseeable needs identified in the course of European integration process of BiH	- Overall level of administrative capacity of Bosnia and Herzegovina institutions involved in European integration process	- EC Annual Progress reports	- Political support to institutions of Bosnia and Herzegovina to participate in the EU integration processes
RESULTS	OBJECTIVELY VERIFIABLE INDICATORS (OVI)	SOURCES OF VERIFICATION	ASSUMPTIONS
Result: Bosnia and Herzegovina's authorities give more effective and timely responses to emerged EU integration priorities.	- % of tender procedures launched and finalised - % of IPA funds contracted - % of IPA funds disbursed for the Actions funded with IPA II assistance (earmarked percentages are provided for years 2017 and 2020 in the section 4., Indicator Measurement table)	- Database reports and Action documentation from individual TA and other contracts - Monitoring /implementation reports for IPA Monitoring Committee and Sectoral Monitoring Committees - Monitoring reports within the DEI - Submitted and approved programming documents/Action documents Tender documentation - Action reports - EC Annual Progress Report	- Identification of priority areas for assistance in a timely manner. - Good cooperation with all relevant stakeholders established and maintained during Action implementation

ACTIVITIES	MEANS	OVERALL COST	ASSUMPTIONS
<p>The following list is indicative of the types of activities that may be implemented under this intervention but is not exhaustive:</p> <p>Activities to achieve Result :</p> <ul style="list-style-type: none"> • Provision of technical advice and preparation of required documents and analysis respecting gender component as well to support SAA implementation, <i>Acquis</i> transposition and implementation including Programme of Integration of BiH into the EU, and the EU accession process in Bosnia and Herzegovina in general • Supporting urgent and/or unforeseen emerging priority tasks to support EU integration and SAA implementation priorities, through technical assistance and other interventions (including software and Information Communication Technology equipment) • Provision of technical assistance to the administrations of various levels of government in Bosnia and Herzegovina in acquiring knowledge and hands-on training on Sector wide approach, its introduction, and in preparation of sector programmes for IPA multi-annual programming purposes • Supporting urgent and unforeseen priority tasks (e.g. studies, damages and recovery needs assessments, Action preparation, prevention measures against flooding and landslides, etc. as well as implementation of interventions to mitigate the consequences and prevent disasters in the future) in case of natural disasters paying attention to specific needs of women and men • Drafting manuals, working procedures, job descriptions, rulebooks and other procedural documentation for the implementation of SAA priorities, utilisation of pre-accession instruments, meeting requirements for indirect management of EU assistance, and in support of EU accession process in Bosnia and Herzegovina • Analysis, assessment and preparation of sector strategies, multi-sector strategies, strategic programming documents, for the harmonisation of national legislation, SAA implementation, and the current and future use of EU pre-accession funds ensuring that both women's and men's opinions are sought and specified • Drafting of (pre-)feasibility and impact studies in relation to Bosnia and Herzegovina's compliance with the SAA and carrying out (pre-)investment studies, regulatory impact assessment studies, environmental impact assessment studies, business plans, market studies, economic and cost-benefit analyses, investment appraisals, project pipelines, etc., for the upcoming investments ensuring that these include a gender component • Preparing Actions for upcoming IPA funding, in particular those requiring specialised expertise, including support to the Action preparation process and all necessary Action documentation and annexes to programming documents ensuring a gender component as well • Preparing of tender and procurement documentation (terms of reference, technical specifications, market research, bills of quantities, guidelines for grant schemes and other supporting documents for tender dossiers) with due consideration of a gender component • Provision of institution building activities and training relevant to any of the above-mentioned activities and the European integration process taking into consideration specific needs of both men and women • Participation in European Integration related meetings, workshops, study visits • Provision of information activities and material regarding EU integration 	<p>Services/Framework contracts/Twinning light/Works/Supply</p>	<p>EUR 4 589 800</p>	<ul style="list-style-type: none"> - Availability of quality expertise; - Good cooperation among all relevant stakeholders - Sufficient and good quality applications by the potential beneficiaries

ACTIVITIES	MEANS	OVERALL COST	ASSUMPTIONS
<ul style="list-style-type: none">Carrying out evaluations of IPA Actions/programmes.			

ADDITIONAL DESCRIPTION

The main pre-condition for the successful implementation of this Action is the commitment of Bosnia and Herzegovina authorities towards the EU integration process that is reflected through the unhindered fulfilment of SAA obligations and increased quality of IPA programmes and Actions and their implementation in BiH.

The EU will deliver the assistance to BiH under this Action through various types of support, some of them being indicated here:

- Technical assistance/capacity building of institutions in BiH at various levels, in particular those directly involved in the EU integration matters (mentioned in the section Rationale);
- Studies, assessments, strategic documents, manuals, trainings, Action proposals and tender documentation;
- Potential supplies of equipment underpinning EU integration processes (e.g. ICT equipment and software).

3. IMPLEMENTATION ARRANGEMENTS

ROLES AND RESPONSIBILITIES

The main institutional stakeholders that will be involved in the implementation of the Action are:

- EU Delegation to Bosnia and Herzegovina
- Directorate for European Integration - DEI
- Line ministries of the Council of Ministers of Bosnia and Herzegovina
- Republika Srpska Ministry of Economic Relations and Regional Cooperation
- Line ministries of Republika Srpska Government
- Brčko District European Integration Office
- Brčko District government line departments
- EU Integration Office of the Government of the Federation of Bosnia and Herzegovina and cantonal coordinators for European Integration
- Federation of Bosnia and Herzegovina's and cantonal line ministries

as well as direct beneficiary institutions that benefit from the activities financed from the Action.

IMPLEMENTATION METHOD(S) AND TYPE(S) OF FINANCING

As the management of EU funds still operates in a direct management mode in Bosnia and Herzegovina, the EU Delegation will be responsible for the management of the contracts financed from the Action via EU public procurement rules for external actions (i.e. external Consultant companies selected to implement the activities).

In the majority of the contracts (services and twinning light) there will be a steering committee established whose members will be the Beneficiary/ies' representatives and EU Delegation staff members ensuring equal representation of women and men whenever possible.

The Action will be implemented through various types of contracts (Service/Framework contracts/Twinning light/Works/Supply). Indicative number and type of contracts to be signed are 20-25, out of which it is expected to be 17-20 services/framework contracts/twinning light, 3-5 supply contracts.

4. PERFORMANCE MEASUREMENT

METHODOLOGY FOR MONITORING (AND EVALUATION)

The Action will be monitored through various internal and external monitoring tools.

Internal monitoring will be implemented through steering committees meetings, EU Delegation quarterly Implementation reviews, on-the-spot checks, meetings with beneficiaries and consultant companies/ contractors, while the external monitoring will be implemented through Result-oriented Monitoring (ROM). The gender component will be duly considered in these reports.

As the DEI has recently developed an 'Increased Monitoring' scheme for IPA Actions that face various implementation problems, the DEI intends to undertake additional monitoring measures and their follow-up in close cooperation with the beneficiary institutions and the EU Delegation.

The Commission may carry out a mid-term, a final or an ex-post evaluation for this Action or its components via independent consultants, through a joint mission or via an implementing partner. In case a mid-term or final evaluation is not foreseen, the Commission may, during implementation, decide to undertake such an evaluation for duly justified reasons either on its own decision or on the initiative of the partner. The evaluations will be carried out as prescribed by the DG NEAR guidelines for evaluations. In addition, the Action might be subject to external monitoring in line with the EC rules and procedures set in the Financing Agreement.

The allocation for this Action will also cover evaluations of other Actions under the Country Action Programme for Bosnia and Herzegovina for the year 2015.

INDICATOR MEASUREMENT

Indicator	Description	Baseline (2010)	Last available	Milestone 2017	Target 2020	Source of information
Overall objective	CSP indicator(s) [outcome/impact]					
Progress of Bosnia and Herzegovina towards meeting the requirements of the SAA and the <i>Acquis</i> transposition by 2020.	Progress made towards meeting accession criteria as assessed by the European Commission in the annual Progress Reports. Progress is measured on the basis of decisions taken, legislation adopted and measures implemented.	No progress to limited progress depending on the respective criteria	Year: 2014 Status: stalemate of the EU integration process of Bosnia and Herzegovina. Limited progress as regards the EU <i>Acquis</i> and standards	<i>Acquis</i> transposition partially achieved	<i>Acquis</i> transposition with increased dynamics largely achieved	EC Annual Progress Reports SAA Committee's and Sub-Committees' reports IPA monitoring reports Ad-hoc surveys on EU integration topics undertaken by EU and/or Bosnia and Herzegovina
Specific objective	Outcome indicator					
Overall level of administrative capacity of institutions of Bosnia and Herzegovina involved in the European integration process and process itself.	Overall level of administrative capacity of institutions of Bosnia and Herzegovina involved in European integration process and process itself assessed by EU (qualitative assessment)	Administrative structures not capable of responding effectively to the requirements of EU integration.	Year: 2014 Status: Administrative capacity for legal harmonisation or implementation of the <i>Acquis</i> remains weak. Very limited progress has been made in reforming public administration and improving its capacity to fulfil the requirements of EU integration.	Administrative structures in Bosnia and Herzegovina more efficient and skilful to respond to challenges of EU integration process.	Administrative structures in Bosnia and Herzegovina to a large extent meet the requirements of EU integration in proficient and timely manner, making Bosnia and Herzegovina closer to EU membership	EC Annual Progress Reports SAA Committee's and Sub-Committees' reports

Indicator	Description	Baseline (2010)	Last available	Milestone 2017	Target 2020	Source of information
Result	Immediate results indicator					
Tendering, contracting and disbursement of pre-accession assistance in line with programming timetable	<ul style="list-style-type: none"> - % of tender procedures launched and finalised - %of IPA funds contracted - % of IPA funds disbursed for the Actions funded with IPA II assistance 	Not applicable. No contracting and disbursement of IPA II assistance in 2010	Not applicable. No contracting and disbursement of IPA II assistance before 2016.	85% of the tendering, contracting and payment procedures as anticipated in procurement, contracting and disbursements plans by 2018.	85% of the tendering, contracting and payment procedures as anticipated in procurement, contracting and disbursements plans by 2020	Database reports and documentation from individual TA and other contracts Monitoring / implementation reports for IPA Monitoring Committee and Sectoral Monitoring Committees Submitted and approved programming documents/Action documents Activity Reports EC Annual Progress Report

5. CROSS-CUTTING ISSUES

EQUAL OPPORTUNITIES AND GENDER MAINSTREAMING

Based on the fundamental principles of promoting equality and combating discrimination, participation in the Action will be guaranteed on the basis of equal access regardless of sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation. Gender sensitive language will be maintained throughout the project cycle. It will be ensured that the Action management will have adequate capacities to enhance women's participation in Action activities and work towards gender equality objectives. Collection of gender sensitive data will be upgraded ensuring i) better use of the existing data, ii) better collection of data which exists in the institutions (if any), iii) better procession and cross tabulation of data (i.e. age and sex, sex and education, etc.), iv) better accessibility and timeliness of data (on-line), v) better interpretation of statistical data, vi) organising some additional surveys, if needed. In general, a gender perspective will be maintained ensuring that the results of the Action impacts positively on gender equality as well.

ENVIRONMENT AND CLIMATE CHANGE (AND IF RELEVANT DISASTER RESILIENCE)

The Action will contribute to the protection of the environment in line with the needs identified by Bosnia and Herzegovina authorities and in line with the existing environment legislation in Bosnia and Herzegovina. The Action and the activities deriving from the Action will not have any negative impact on the environment nor jeopardise environment, health and security in the future. The activities deriving from this Action will be delivered in the most environmentally friendly possible way.

ENGAGEMENT WITH CIVIL SOCIETY (AND IF RELEVANT OTHER NON-STATE STAKEHOLDERS)

The involvement and participation of civil society and non-state stakeholders in the European Integration process is very important and cooperation between governmental and non-governmental sectors crucial. As an integral part of the European Union accession process, opportunities for dialogue and cooperation among civil society and non-state actors and public sector actors will be further developed through various initiatives under the proposed Action. Initiatives such as assessment of BiH capacities of elections' observation process, alternative dispute resolution/mediation in BiH, anti-discrimination laws, etc. were supported in previous IPA EUIF/GTAF Actions.

MINORITIES AND VULNERABLE GROUPS

Improvement in the public service and strengthened good governance to be gained from the Action will be beneficial for minorities and vulnerable groups. Publicity and dissemination of information will help to empower minorities and vulnerable groups to participate in the proposed activities and calls for proposals.

Participation in the activities under this Action will be guaranteed on the basis of equal access regardless of racial or ethnic origin, religion or belief, disability, sex or sexual orientation.

6. SUSTAINABILITY

The sustainability of Action results will be achieved through the increased effectiveness of authorities and public service of Bosnia and Herzegovina to better cope with the EU integration process, by pursuing the necessary reforms, transposing and implementing *Acquis* as well as to effectively programme and implement the IPA funds that would eventually lead the country to join the EU.

In addition, the high level of continuous commitment of both authorities and public service of Bosnia and Herzegovina to pursue EU integration processes is of the paramount importance and the main pre-condition for Bosnia and Herzegovina to join the EU.

7. COMMUNICATION AND VISIBILITY

Communication and visibility will be given high importance during the implementation of the Action.

The implementation of the communication activities shall be the responsibility of the beneficiary, and shall be funded from the amounts allocated to the Action.

All necessary measures will be taken to publicise the fact that the Action and activities have received funding from the EU in line with the Communication and Visibility Manual for EU External Actions. Additional Visibility Guidelines developed by the Commission (DG NEAR) will have to be followed.

Visibility and communication actions shall demonstrate how the intervention contributes to the agreed programme objectives and the accession process. Actions shall be aimed at strengthening general public awareness and support of interventions financed and the objectives pursued. The actions shall aim at highlighting to the relevant target audiences the added value and impact of the EU's interventions and will promote transparency and accountability on the use of funds.

It is the responsibility of the beneficiary to keep the EU Delegation and the Commission fully informed of the planning and implementation of the specific visibility and communication activities. The beneficiary shall report on its visibility and communication actions in the report submitted to the IPA monitoring committee and the sectorial monitoring committees.

The Action will put particular emphasis on the dissemination of best-practices and exchange of information in order to increase the impact of results and bring a multiplier effect over the structure of Bosnia and Herzegovina. The target audience will depend on the Action activities and their purposes, but the general public will be included to the maximum extent possible, since the Action deals with EU integration processes. Publicity and dissemination of information on proposed activities and calls for proposals will be implemented in line with the EC rules.

LIST OF ANNEXES

1. List of reference documents

ANNEX 1

List of reference documents

State level

- Law on the Council of Ministers of BiH (Official Gazette of BiH, No. 38/2002, of December 18, 2002);
- Law on Ministries and Other Administration Bodies of BiH (“Official Gazette of BiH” 5/03, 42/03, 26/04, 42/04, 45/06, 88/07, 35/09, 59/09 & 103/09);
- Decision on the Directorate for European Integration (Official Gazette of BiH, No. 41/03);
- Decision on Implementation of Coordination in the Process of the BiH Accession to the EU (Official Gazette of BiH, No. 44/03);
- Decision on Instruments of Harmonisation of Bosnia and Herzegovina Legislation with *acquis* (“Official Gazette of BiH”, No. 23/11);
- Decision on the Establishment of Organisational Units for European Integration in Administrative Bodies of BiH (“Official Gazette of BiH”, No. 66/08);
- Decision on the Establishment of Working Groups for European Integration (“Official Gazette of BiH”, 47/09; 65/10);
- Decision on the establishment of Commission for European Integration within the Interim Committee (“Official Gazette of BiH”, 92/08; 25/12).
- Interim Agreement on Trade and Trade-Related Matters between European Community of the one part, and the Bosnia and Herzegovina, of the other part (“Official Gazette of BiH – International Agreements”, 5/08).

Entity level

Republika Srpska

- Law on Republic Administration (“Official Gazette of Republika Srpska” No 118/08, 11/09, 74/10, 86/10 & 24/12)
- Decision on the harmonisation of RS legal system with the *acquis* and legal acts of the Council of Europe (“Official Gazette of Republika Srpska” No 46/11)
- Methodology of harmonisation of RS legal system with the EU *acquis* (“Official Gazette of Republika Srpska” No 46/11)
- Instruction for making the ToC with EU law (“Official Gazette of Republika Srpska” No 68/11)
- Instruction for making the SoC with EU law (“Official Gazette of Republika Srpska” No 68/11).

Federation BiH

- Regulation of the FBiH Government Office for European Integration (“Official Gazette of the FBiH”, No.89/13 /13.11.2013).

Brčko District BiH

- Decision on the procedures in the process of harmonisation of the Brcko District of Bosnia and Herzegovina legislation with the *acquis communautaire* (Official Gazette of the Brcko District of B&H, No. 25/09)
- Decision on reorganisation in the Office of Mayor of Brcko District BiH, Decision No. 01.1-0100DA-02/12 dated 31 December 2012 (decision relevant for establishment of the Office for European Integration in the Office of the Mayor).

Key documents of relevance for EU accession of Bosnia and Herzegovina also include:

- Framework agreement between BiH and the European Commission on the arrangements for implementation of Union financial assistance to BiH under the Instrument for Pre-Accession Assistance (IPA II)
- IPA II Indicative Strategy paper for Bosnia and Herzegovina (2014-2017)
- Decision on the way of appointment, relieving, rights and obligations of IPA National Coordinator, of the Council of Ministers of BiH (Official Gazette of BiH, 92/8)
- Decision on the appointment of IPA National Coordinator, of the Council of Ministers of BiH (Official Gazette of BiH, 62/10)
- Decision on the establishment of the Senior Programme Officer's function in the Ministries and other administrative bodies of Bosnia and Herzegovina, on the establishment of competencies and the necessary institutional support, of the Council of Ministers of BiH (Official Gazette of BiH, 05/09)
- Decision on the appointment of members of the IPA Coordination Board (Official Gazette of BiH, 92/8)
- Strategy for introduction of Decentralised Implementation System (DIS) for management of European Community assistance programmes in BiH (2008)
- Decision on the appointment of the *National Authorising Officer* (Official Gazette of BiH, 62/10)