STANDARD SUMMARY PROJECT FICHE

1. Basic Information

1.1. Désirée Number: ES01.07.03
1.2. Title: Support to the youth employment
1.3. Sector: Economic and Social Cohesion
1.4. Location: Ida-Virumaa, South Estonia, West Estonian Islands

2. Objectives

2.1. Overall objective(s):
Enhancement of the Estonian young people’s employability in the labour market.

2.2. Project purpose:
Public employment services provide tailor-made services to young unemployed persons in accordance with the National Employment Action Plan (NEAP) of Estonia

2.3. Accession Partnership and NPAA priority
NPAA: Employment and Social Policy:
Employment (ch.6.1.2)
"According to the Employment and Training Development Plan (approved by Government on 15 October 1999) the priorities for 2000-2003 are following:
/...../
– “to integrate persons in risk groups to the labour market and to provide them access to education;”

2.4. Contribution to National Development Plan
The Employment Chapter of the National Development Plan 2001-2004 outlines priority action lines:
/...../
“ New activities: integration of disadvantaged groups in the labour market”
/...../
“Priority target groups are:
1) long-term unemployed;
2) young people at the age of 16-24;
3) disabled people.”

National Employment Action Plan
Chp. 4.1.2 Open labour market to all and integration of disadvantaged groups to the labour market
/.../ In accordance with the regional differences, every county must to define the disadvantaged groups on local labour market and to plan relevant measures to tackle with it.
Priority target groups are:
4) long-term unemployed;
5) **young people at the age of 16-24:** (with stress on: young people having the secondary vocational education, unemployed more than 3 months after finishing school; young people, registered as unemployed, without vocational education)
6) disabled people. /…/

**Joint Assessment of Employment Priorities in Estonia (JAP)**

“As in other countries, youth unemployment is higher than adult unemployment, although the age-unemployment gap is relatively low by international standards. However, with the increase seen over the last two years, youth unemployment has now risen above the EU average. There is also wide variation in unemployment depending on educational qualifications - ranging from 5% among those with higher education to over 20% for those with only basic education.”

2.5. Cross Border Impact

N/A

3. **Description**

3.1. Background and justification:

**Labour market policy**

The Estonian labour market policy has been predominantly passive in the recent years. While in 1998, unemployment benefit accounted for 49.9% of the total expenditures on labour market policies from state budget, in 1999 the respective indicator was already 65.9%. Expenditures on active labour market policy accounted for 34.1% in 1999, including training expenses 20.8%, administrative expenses of the Labour Market Board and employment services 8.2%, support to the unemployed for starting new businesses 2.3%, community placement 1.8% and support to the employers 1.0%. In 1998, the total expenditures of the labour market policy accounted for 0.16% of the GDP, which is the lowest indicator both in the European Union (3.4%) and among the ten candidate countries.

Since October 2000 social protection of the unemployed is regulated by two new Acts – **Social Protection of Unemployed Act** (cash benefits and employment training stipends) and **Labour Market Services Act** (employment mediation, employment training, vocational guidance, employment subsidies and community placements). The main changes implemented through these Acts are a) the prolongation of the period for which unemployment benefits are paid from 180 days to 270 days and b) a broadening of the definition of the category "registered unemployed" which carries entitlement to free labour market services.

According to the Act, a person is registered as unemployed after filing an application for employment with a state employment office if he or she meets the following requirements:
- is between the age of 16 and the age of retirement;
- is not employed or engaged in activity equal to work;
- is seeking employment.
All persons who are registered as unemployed are eligible for the following labour market services:

1) Information on the situation in the labour market and opportunities for labour market training – provision of information in the labour market situation, changes and forecast, trainers and specialties and skills;

2) Employment mediation – finding a job-seeker with required skills for the vacant job reported by the employer to the state employment office and setting up a contact with the employer or finding a job to an unemployed who is less competitive in the labour market;

3) Employment training - training provided by state employment offices without charge, the aim of which is to obtain or develop vocational, occupational or professional knowledge and skills or adapt to the requirements of the labour market;

4) Employment subsidies to unemployed – is aimed at creating new quality jobs and support starting one’s business;

5) Employment subsidies to employers – is aimed to employ persons who are less competitive in the labour market;

6) Community placements. - temporary, paid jobs arranged for unemployed persons registered with a state employment office which generally do not require professional or special training.

Expenditures on labour market measures in 1995-1999 (thousands EEK)

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<td>4 959.1</td>
<td>5 371.6</td>
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<td>Community placement</td>
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<td>2 310.6</td>
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<td>Employment subsidy to the unemployed</td>
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<td>Employment subsidy to the employer</td>
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<td>802.7</td>
<td>961.3</td>
<td>1 085.9</td>
<td>1 803.2</td>
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<td>Administrative expenses</td>
<td>12 784.0</td>
<td>13 637.7</td>
<td>15 330.8</td>
<td>18 947.8</td>
<td>14 887.8</td>
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<tr>
<td>TOTAL</td>
<td>67 500.10</td>
<td>87 714.60</td>
<td>105 873.30</td>
<td>114 563.60</td>
<td>182 570.20</td>
</tr>
</tbody>
</table>

Source: Labour Market Board

Youth unemployment in Estonia

The problem of youth unemployment was not very known until recent years. More and more young people do not find their place in Estonian labour market. There are mainly three reasons why young people move to unemployment:

1) They haven’t acquired proper professions – so they can only find work during economic booming when demand for manual workers grow;

2) They have studied in vocational or higher schools subjects that are too wide or teaching quality of which is low for employers to be interested in;

3) Employers usually prefer workers with experience – so young people who have finished schools recently are usually left out of the competition.

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1 Prior to the recent legislation, eligibility for these services was also conditional on meeting the criterion of having worked for at least 180 days in the last 12 months; this criterion continues to apply for eligibility for unemployment benefit.
To break this closed circle and to improve the situation, the following measures, most suitable for young unemployed\(^2\), will used as tools:

1) Apprenticeship
2) Subsided positions
3) Practical co-operation between vocational schools and employers
4) Vocational counselling

The branches where apprenticeship schemes will be implemented in the frames of this project will be selected in targeted regions according to reviews of the of the regional labour market analyses in the frames of Phare 2000 ESC projects.

The composition of measures will be piloted in the frames of this project and assessed by local PES’s after completion of it so that the most efficient compositions can be applied in each region and the result will be used as in planning PES’s action plans and budgets accordingly.

Also, the qualification of the PES (public employment services) counsellors is currently not at the level to provide the service at sufficient level. It is important, that the counsellors should be highly qualified, as only qualitativa counsellors can do their work properly. The necessity for such counsellors in Estonia is growing because:

1) The problem (youth unemployment) is relatively new;

\(^2\) focusing specially on two target groups; young people who are registered as unemployed and have no vocational education and young people with vocational education, having not found a job during 3 months after graduation
2) Estonian labour market policy is becoming more active, thereby becoming normal part of our future development;
3) This is one way of preventing structural unemployment in the future.

3.2. Linked activities:

Phare funded activities:

**ES 9503.002B (NLMB)**

*Technical Assistance to the National Labour Market Board (NLMB)* in *Estonia*

Results:
The manuals for organizing group consultations, information services and services for employers were prepared to be included in PES Handbook;
A report in co-operation with the EU expert about the present situation in data collection and analyzing and proposals how data flows could be improved and better used for policy development;
- In the final report the following recommendations were made regarding the development of the PES in Estonia
  - The information system of PES needs to be further developed in order to better organize the work in employment offices and make available different kind of information to various target groups.
  - Active labour market measures should be better targeted to different groups on labour market.
  - Better contacts with regional and local authorities, employers and employee’s organizations should be established.
  - Vocational counselling should be introduced in all employment offices.

**ES 985029.00 Support for the Ministry's Department of Labour and the National Labour Market Board in a pre-accession context, 280 000 €**

Project Leader: Mrs Angela Taylor, Birks Sinclair & Associates Ltd., United Kingdom

Tasks:
- Gain a better understanding of EU labour market best practice
- Review the effectiveness of the past 5 years of Estonia active employment measures and refine those polices
- Train DoL and NLMB staff in policy development skills
- Assist DoL and NLMB staff in developing a strategy to raise awareness of employment issues

Results:
- Number of recommendations on how the effectiveness of active labour market measures might be increased.
- Number of examples of EU best practice was identified for consideration by NLMB.
- An investment utilising reimbursable funds from Phare project and the NLMB own resources in Statistical Analyse System (SAS).

Phare 1997 project Upgrading the Skills of the Workforce (Vocational Training) (Ministry of Education) ES9803.02.01

Results:
- Three pilot regional employment-training centres were set up.

Based on the experience the development of the training centres will continue in other counties together with social partners, educational institutions, employment services regional and local authorities.

Phare funded planned activities (Phare Programme 2000)
Support to the Balanced Development of the Labour Market Services (EE00/IB/OT-02)

Wider Objective:
To improve and increase the flexibility of the national labour market measures in order to start preparing for participation in the European Employment Strategy (EES).

Immediate Objectives:
To improve efficiency and flexibility of public employment services through the provision of labour market services to employers and job seekers
To strengthen administrative capacity of public employment service (PES) with a view of later participation in the European Employment Strategy and EURES.

Planned results:
1. The descriptions for offering labour market services targeted to different risk groups have been worked out and the PES staff has been trained to use them.
2. The descriptions have been prepared about the procedures of preparing individual employment plans for the unemployed and the PES staff has been trained to use them.
3. The descriptions for organising vocational guidance are prepared and staff is trained to implement vocational guidance in all employment offices.
4. Skills of the staff of the state employment services are upgraded in soft skills such as negotiating, interviewing, counselling, motivating, stress management, time management, project management, team work, etc.
5. The training materials are prepared and the trainers are trained and able to train other staff of the PES.
6. Staff in selected employment offices is trained to organise job mediation with other countries, Estonia is able from the date of EU
accession to implement the acquis in the field of free movement for workers.

7. The representatives of employers, employees and trainers are informed about the free movement for workers.

8. PES staff has been trained in the procedures of ESF.

9. The role of the tripartite employment councils in the labour market issues is increased and the roles clearly defined, members of tripartite employment councils are trained.

10. Central Database and Application hard- and software are purchased and installed, telecommunications equipment, local area network computers have been purchased and software has been upgraded.

11. Software for all-Estonian PES information system is implemented.

Industry and Human Resources Development project of Ida-Viru (I-V) Region (ES0009.03)

Wider Objective(s):
- Favourable Environment for new and growing businesses in Virumaa
- Availability of qualified labour force in order to meet the challenges presented through the implementation of economic and social reforms

Immediate Objectives:
- Tapa Industrial Park in effective use
- 2 Regional Training Centres (RTC) operational thus widening access to initial and continuing education courses
- competent career planning advice and information available in the counselling centre to support those in need of training or re-training
- certification of initial as well as further qualifications operational

Planned results:
- Sub-project 1 Comprehensive Business Support Strategy for I-V elaborated
- Sub-project 2 Ida-Viru Development Agency upgraded
- Sub-project 3 Regional Incubation and Innovation Support Network in place
- Sub-project 4 Upgrading oil-shale expertise centre
- Sub-project 5 Tapa Industrial Park strengthened
- Sub-project 6 Enhancing the HRD in the region

Industry and Human Resources Development project of South-Estonia (S-E) (ES0009.02)

Wider Objective:
- Favourable Business Environment in S-E

Immediate Objective:
- Integrated Regional Support System for Business Development and Innovation
- Enhanced Human Resources in S-E Region

Planned results:
- Sub-project 1- Comprehensive Business Support Strategy for S-E elaborated
- Sub-project 2 - South-Estonia Development Agency (SEDA) upgraded
- Sub-project 3 – Innovation support system in S-E established
- Sub-project 4 - Tourism Infrastructure in Peipsiveere region (Tartu, Jõgeva, Põlva Counties) in place
- Sub-project 5 - Tourism Infrastructure in Haanja region (Võru County) in place
- Sub-project 6 - Tartu and Võru Regional Training Centres operational
- Sub-project 7 - 5 career counseling centres strengthened (one in every county)
- Sub-project 8 - Network of accredited institutions and procedures of awarding qualifications developed

3.3. Results:
3.3.1. Apprenticeship system designed in 2 designated occupations selected according to the regional labour market analyses;
3.3.2. PES staff trained to deliver the pilot project activities;
3.3.3. Youth employment pilot project operational according to the regional labour market analyses;
3.3.4. Employers actively participating in design and implementation of the youth employment programme

3.4. Activities:

3.4.1. Designing the apprenticeship scheme for 2 designated occupations, selected according to labour market analysis. This activity requires successful cooperation with the VET institutions. The scheme will be implemented by the Public Employment Services.

Technical assistance for 6 calendar months is needed (74 880 €)
Tasks of the expert:
• To co-ordinate designing of the apprenticeship scheme, special programme for youth and motivation schemes for employers;
• To organise training of PES staff in target regions to deliver the special programme for youth;
• To supervise the piloting of apprenticeship scheme and special programme for youth.

3.4.2. Designing the special programme for young unemployed persons aged between 16-24 based on adaptation of the national labour market services to the needs of the youth. The idea of the programme is to combine existing active labour market measures (job-search assistance, counselling, training, work practice, subsidies for employers and unemployed to start their own business) taking into account individual needs of young unemployed.

Technical assistance for 2 calendar months is needed (24 960 €)

3.4.3. Training the PES staff to deliver the programme. Training will be organised for PES staff about the general implementation of the programme (selection of the
participants, choosing the most suitable combination of active labour measures for the individual, co-operation with the employers and training institutions. 5-day training sessions will be carried out in each of 3 target regions. Training will be followed by 3-days on-job training during which the participants can improve their practical skills in everyday working situation.

Technical assistance for 1.5 calendar months (preparation of training courses + on-the-job-training) is needed (18 720 €)
Training 3*5 days will be carried out and training materials will be prepared (960 €)

3.4.4. Working out the motivation schemes to encourage employers actively participate in the programme. Includes both working out the financial incentives as well as better information on dissemination schemes and direct contacts with enterprises. The aim is to encourage the employers to hire young persons.

Technical assistance for 1 calendar month is needed. (12 480 €)
An information campaign will be carried out, booklets published and disseminated.
(3 000 €)

3.4.5. Piloting the programme. The programme (including inception phase 3 months) will be piloted in 3 Phare target regions for 12 months (North-East Estonia, South Estonia and Islands). (Phare 760 000 €; Estonian co-financing 250 000 €, total 1 010 000 €)
- the individual work plans for the young unemployed (ca 600 persons in total) will be carried out by choosing the most suitable combination of active labour measures for each person (for ages from 16-24):
  - the work plan will be worked out
  - person will be trained according to the regional labour market demand in the proper field of occupation;
  - the subsidized work places will be contacted between the employer and PES (max. 6 months) (Estonian co-financing)
  - the efficiency of the scheme will be measured by permanent work contracts made after the subsidized period and the programme measures will be updated according to results

3 local project co-ordinators and (60 000 €) 3 project assistants (30 000 €) for 12 calendar months will be hired to implement the project in the region.

For smooth daily management a full time assistant (15 000 €) for 18 months will be employed, the tasks of this person will be to provide the interpretation services the experts and to co-ordinate the daily communication between the regions.

4. Institutional Framework

According to MoSA Statutes the Ministry shall include the drafting and implementation of plans to resolve state social issues, the management of public health protection and medical care, employment, the labour market and working
environment, social security, social insurance and social welfare, and the preparation of corresponding draft legislation.

In **organising employment, labour market** and working environment, the Ministry of Social Affairs shall:

1. regulate employment relationships in co-operation with labour market partners;
2. guide the development of the qualification system of employees and organise its implementation in co-operation with the Ministry of Education;
3. organise the provision of employment services and social protection of the unemployed;
4. assist in creating a safe and healthy working environment, co-ordinate public supervision over the enforcement of the requirements provided by legislation in the field of employment, occupational safety and occupational health;
5. organise the activities of the Estonian council of the International Labour Organisation, prepare the ILO Conventions for ratification and denouncement and submit reports on the observance of the conventions.

**Labour Relations Department** shall co-ordinate, direct and administer preparation of draft legislation regulating employment relations, plan and develop plans of employment relations policy, analyse and forecast the formation of average wage, analyse and evaluate labour barometer data, promote social dialogue in co-operation with employers’ and employees’ organisations and co-ordinate the development of employees’ qualification systems;

**Labour Market Department** shall co-ordinate, direct and administer the preparation of draft legislation regulating the labour market, plan labour market policy, prepare employment plans, analyse and evaluate labour barometer data;

**The organisation of the labour market administration**

The Labour Market Board and state employment offices within the area of government of the MoSA are state employment agencies. The central authority of the Estonian Labour Market administration is the Labour Market Board to which the employment offices belongs. Each of the 15 counties and capital Tallinn has an employment office.

**Tasks of the Labour Market Board:**
- to administer employment services (information on vacant job, under condition set by employer, employment mediation, information on opportunities for employment training, information on legislation concerning protection of the unemployed, employment training and stipends, employment subsidies and community placement) bringing together employers and employees;
- to organize unemployment registration, regulate the payment of benefits to the unemployed and supervise the entire process

**Tasks of the Employment Offices:**
- to implement governmental labour market policy;
- to register unemployed persons;
- to provide employment services and grant;
- to pay state unemployment benefits and single benefits within their administrative jurisdiction

5. Detailed Budget (M €)

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6. Implementation Arrangements

6.1. Implementing Agency

Implementing Agency

CFCU will be the Implementing Agency, responsible for tendering contracting and disbursement.

CFCU
Mr Marko Rillo
Director
Tel +372 611 3012
e-mail: markor@fin.ee.
Suur Ameerika 1
15006 Tallinn
Estonia

Programme Authorizing Officer

Mr. Renaldo Mändmets,
Deputy Secretary General of the Ministry of Finance
Tel. +372 611 3558
Fax. +372 631 7810
Suur Ameerika 1
15006 Tallinn
Estonia

The project implementation will be carried out using the logic of ESF (following Phare financial rules and monitoring regulations).

The strategic management will be carried out at the Governmental level and the implementation will be done at local level in order to ensure that on one hand the State strategic goals will be followed and on the other hand that locally most suitable measures will be used. Piloting the programme will be managed by local PES.

Mrs. Piret Lilleväli Acting Deputy Secretary of the Ministry of Social Affairs, will be Programme Officer and responsible for the overall implementation of the project, also a project steering group will be established, chaired by her, to oversee project implementation.

The steering group will, representatives of MoSA, NLMB, MoE, County Governments of Phare target regions, local authorities and employment offices and include the representatives of the Regional Tripartite Employment Councils

The project manager will be

Mr. Mati Ilisson,
Director General,
Phone: (372) 64 62 046
National Labour Market Board.
3 local project co-ordinators and 3 project assistants for 12 calendar months will be hired to implement the project in the region.

For smooth daily management a full time assistant for 18 months will be employed, the tasks of this person will be to provide the interpretation services the experts and to co-ordinate the daily communication between the regions.

6.2. Twinning
The project will be implemented in a form of Phare regular technical assistance.

6.3. Non-standard aspects
none

6.4. Contracts
There will be one TA contract in amount of 1 M€

7. Implementation Schedule

7.1. Start of tendering/call for proposals
June 2001

7.2. Start of project activity
November 2002

7.3. Project Completion
May 2003

8. Equal Opportunity
To assure the equal participation of men and women in the project the participants will be selected according to share of men and women in the unemployment.

9. Environment
N/A

10. Rates of return
N/A

11. Investment criteria
N/A

12. Conditionality and sequencing

PES annual action plans and Labour market institutions training plan approved by NLMB.

Start of project activities will be conditional on the existence of a clear strategy document (addressing both financial and staff requirements) for ensuring the sustainability of the youth employment support scheme.

The branches where apprenticeship schemes will be implemented in the frames of this project will be selected in target regions according to reviews of the of the regional
labour market analyses in the frames of Phare 2000 ESC projects and the secondary selection criteria will be Regional Development Plans for designated regions.

ANNEXES TO PROJECT FICHE

1. Logical framework matrix in standard format (compulsory)
2. Detailed implementation chart (compulsory)
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period) (compulsory)
4. List of relevant Laws and Regulations
### LOGFRAME PLANNING MATRIX

**Support to the youth employment**

<table>
<thead>
<tr>
<th>Overall Objective</th>
<th>Objectively Verifiable Indicators</th>
<th>Sources of Verification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enhancement of the Estonian young people’s employability in the labour market.</td>
<td>Youth (16-24 years) unemployment rate decreased 2% Share of unemployed youth of young population decreased 1%</td>
<td>Annual national and regional statistics and analysis by the Labour Market Board. Labour force survey, Estonian Statistical Office (4 times a year).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project purpose</th>
<th>Objectively Verifiable Indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
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<tbody>
<tr>
<td>Public employment services provide tailor-made services to young unemployed persons in accordance to the National Employment Action Plan (NEAP) of Estonia</td>
<td>Proportion of unemployed youth receiving tailor-made services increased 5% form total registered youth in PES.</td>
<td>Quarterly PES statistics</td>
<td>Number of young unemployed people increasing dramatically due to a economic crisis</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Results</th>
<th>Objectively Verifiable Indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
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<tr>
<td>3.3.1. Apprenticeship system worked out together with VET institutions. 2 designated occupations selected according to the regional labour market analyses;</td>
<td>The apprenticeship system worked out PES staff (10 persons from each region) has the relevant skills for delivering the pilot project; 60% of the participants employed after the program participation; At least 60 employers engaged in programme implementation.</td>
<td>Project report; Project report PES statistics Project Report, feedback from Employers organisations, PES statistics</td>
<td>Vocational education in line with the supply and demand on the labour market Good co-operation between PES, training institutions and employers</td>
</tr>
<tr>
<td>3.3.2. PES staff trained to deliver the programme;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.3.3. Youth employment programme operational according to the regional labour market analyses;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.3.4. Employers participate actively in design and execution of the youth employment programme;</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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4 See p. 12 Conditionality and sequencing
<table>
<thead>
<tr>
<th>Activities</th>
<th>Means</th>
<th>Budget (Phare) (€)</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.4.1. Designing the apprenticeship scheme for 2 designated occupations</td>
<td>TA 6 mm</td>
<td>74880</td>
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<tr>
<td>3.4.2. Designing the special programme for young unemployed persons aged between 16-24 based on adaptation of the national labour market services to the needs of the youth;</td>
<td>TA 2 mm</td>
<td>24960</td>
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<tr>
<td>3.4.3. Training the PES staff to deliver the programme;</td>
<td>TA 1.5 Training and training materials</td>
<td>18720</td>
<td>960</td>
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<tr>
<td>3.4.4. Working out the motivation schemes to encourage employers actively participate in the programme; information campaign</td>
<td>TA 1 mm Information campaign</td>
<td>12480</td>
<td>3000</td>
</tr>
<tr>
<td>3.4.5. Piloting the programme.</td>
<td>Individual work programmes, training; Assesment of the programme Subsidized work-places (Estonian co-financing) 3 local project coordinators 12 m 3 local project assistants 12 m</td>
<td>760000</td>
<td>- 60000 30000</td>
</tr>
<tr>
<td>3.4.1-3.4.5 Project assistant for project manager</td>
<td>18 m</td>
<td>15000</td>
<td></td>
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</tbody>
</table>

**Preconditions**

PES annual action plans and Labour market institutions training plan approved by NLMB.

The branches where apprenticeship schemes will be implemented in the frames of this project will be selected in target regions according to reviews of of the regional labour market analyses in the frames of Phare 2000 ESC projects; the secondary selection criteria will be Regional Development Plans for designated regions.
## TIME IMPLEMENTATION CHART

<table>
<thead>
<tr>
<th>Contract 1</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
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</thead>
<tbody>
<tr>
<td>Analyses</td>
<td>T</td>
<td>T</td>
<td>T</td>
<td>T</td>
</tr>
<tr>
<td>TA 2 mm</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>Publishing</td>
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<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>Design and piloting the apprenticeship</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
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<tr>
<td>TA 6 mm</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>Design Programme for young unemployed</td>
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<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
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<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>TA 2 mm</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>Motivation schemes for employers</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>TA 1 mm</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>Information campaign</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>Piloting the programme</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>Assistant to the project manager</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
</tbody>
</table>
### CUMULATIVE CONTRACTING SCHEDULE (by quarters)  
**ANNEX 3a**

<table>
<thead>
<tr>
<th>Institution Building</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>I</td>
<td>II</td>
<td>III</td>
<td>IV</td>
</tr>
<tr>
<td>Contract 1</td>
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<td>1.0</td>
<td>1.0</td>
<td>1.0</td>
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<tr>
<td>Investment</td>
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<tr>
<td>TOTAL</td>
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</table>

### CUMULATIVE DISBURSEMENT SCHEDULE (by quarters)  
**ANNEX 3b**

<table>
<thead>
<tr>
<th>Institution Building</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>TOTAL</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>I</td>
<td>II</td>
<td>III</td>
<td>IV</td>
</tr>
<tr>
<td>Contract 1</td>
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<td>0.1</td>
<td>0.12</td>
<td>0.3</td>
</tr>
<tr>
<td>Investment</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>0.05</td>
<td>0.1</td>
<td>0.12</td>
<td>0.3</td>
</tr>
</tbody>
</table>
Laws and acts concerning youth employment:

- **Labour Market Measures Act** (October 1, 2000) [(State Gazette) RT I 2000, 57, 370]
- List of Documents to be Submitted for Registration as Unemployed (October 1, 2000)
- Procedure for Organising Employment Training and Grant and Payment of Stipends to Unemployed Persons (October 1, 2000)
- Procedure for Granting Employment Subsidies to Unemployed Persons (October 1, 2000)
- Procedure for Granting Employment Subsidies to Employers (October 1, 2000)
- Procedure for Organising Community Placements (October 1, 2000)
- Procedure for Payment of single Benefits to Unemployed Persons (October 1, 2000)

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5 This annex is optional.