1. Basic Information
   1.1. Désirée Number: PL0008.06
   1.2. Title: Engineering, supervision and monitoring support
   1.3. Sector:
   1.4. Location: Poland – Regions included in the Phare ESC Programme

2. Objectives
   2.1. Wider objective:
   The wider objective of the project is to facilitate the process of implementing and increasing the impact of
   the Phare Social and Economic Cohesion Programme.
   2.2. Immediate objectives:
   The immediate objectives of the project include:
   - Upgrading the general project management capabilities and capacities in the area of infrastructure
     projects, in institutions responsible for implementing the Phare Social and Economic Cohesion
     Programme.
   - Developing and standardising the formulation, appraisal, and selection process of infrastructure projects
     for economic and social cohesion and the methodology at national and regional level.
   - Introducing required standards in infrastructure projects supervision, within actions of the Phare Social
     and Economic Cohesion Programme, throughout the project cycle and at the appropriate implementation
     levels.
   - Increasing the quality of infrastructure project monitoring systems and procedures, and the scope of
     implemented monitoring activities, within the Phare Social and Economic Cohesion Programme.
   2.3. Accession Partnership and NPAA priority
   The project responds to the medium term priority identified in the Accession Partnership, being the
   development of the national policy for economic and social cohesion and preparing for the implementation
   of regional development programmes, as well as Community Initiatives. It corresponds also with the NPAA
   priority “Regional and cohesion policy”, impacting directly both in the sphere of necessary institution
   building adjustments, and in reaching concrete impacts in the piloted regions.
   2.4. Contribution to the Preliminary National Development Plan
   The Preliminary National Development Plan includes the priority related to the strengthening of the potential
   for development in regions, and counteracting the marginalisation of certain areas. This priority will be
   addressed through the infrastructure measures selected for implementation at the regional level. Major input
   in infrastructure development projects has been planned, including environment protection, transport,
   business development and other infrastructure.
   The project will contribute to the timely, effective and efficient implementation of the actions planned under
   the Phare Social and Economic Cohesion Programme within the context of the development targets of the
   PNDP.

3. Description
   3.1. Background and justification
   As of Phare 2000 an important effort has been initiated in the area of strengthening the economic and social
   cohesion of Polish regions, with the introduction of the investment oriented Phare Social and Economic
   Cohesion Programme. In the initial effort five Polish regions have been included for support, with strategic
   and operational planning taking place through the Preliminary National Development Plan at the national
   level, and the five Regional Operational Programmes, all annexed to the NPAA. These programmes include
   a major effort in the area of developing infrastructure at the regional and local levels, identified as priority
   interventions for attaining specific regional development targets in economic and social cohesion. The areas
   included under Phare 2000 proposals are concentrated around environment protection facilities (sewage
   treatment and disposal, water supply), transport (roads, by-passes, tunnel), business development sites,
   municipal infrastructure and other. The effective and efficient implementation of these actions will depend to
   a large extent on the institutional arrangements and capacity of the institutions involved to manage complex
   infrastructure projects in such a way, so as to meet management (including engineering capabilities),
   supervision and monitoring requirements. Within the short time available, the national and regional
   institutions involved do not have the resources to undertake all of these activities nor to buy in the necessary
   expertise without further Phare Programme support.
Within this context the project has been designed to provide the necessary technical assistance in meeting infrastructure projects supervisory and monitoring requirements, allowing for maintaining the required flow of resources and activities within the planned project cycles of the Phare Social and Economic Cohesion Programme.

3.2. Linked activities
The project has been developed based on previous experience in providing required support for infrastructure projects, as implemented within the Phare Cross-Border Co-operation Programme. The CBC Programme has benefited from support in management, supervision and monitoring of transport and infrastructure projects, with a strong emphasis on engineering support, development of monitoring and assessment systems for future use, and weaving in of training actions for the project implementation institutions.

This project will also be closely integrated with the PL99.18 Phare Project Preparation Support measure, which targets among others the effective and comprehensive preparation of the infrastructure projects, subject to Phare Social and Economic Cohesion Programme co-financing. Through the new project this important assistance will be further strengthened during the implementation phase of the projects.

3.3. Results:
- Project through Implementing Agency will provide the necessary support in managing Phare Social and Economic Programme infrastructure projects, including introduction of appropriate supervisory and monitoring regimes at the various project implementation levels.
- Regional and local authorities trained in infrastructure project management procedures and requirements.
- Development of methodologies for appraisal, selection and monitoring of infrastructure projects at national and regional level for economic and social cohesion.
- All infrastructure projects, undertaken under successive Phare Social and Economic Programmes during project period, implemented efficiently and effectively, with supervisory and monitoring data available on-call to ensure full public accountability for results.

3.4. Activities:
The following activities will be cofinanced:

Technical assistance to the Implementing Agency in general project management of the infrastructure component of the Phare Social and Economic Programme:
- advice in introducing quality infrastructure project management systems and procedures appropriate for the Implementing Agency in view of the implementing arrangements for the programme;
- assistance in developing engineering aspects of the project management procedures at the various stages of the projects’ life-cycles, including in-house and bought in expertise;
- training for the appropriate staff;
- expertise in carrying out of overall programme monitoring functions with respect to the infrastructure component.

Technical assistance for the regional and local authorities and beneficiaries in meeting project implementation standards and requirements:
- training for selected personnel.

Activities for the implementation of infrastructure projects:
- Technical assistance for the Implementing Agency and regional institutions in final verification of project readiness for implementation in all significant aspects related to financing, availability of human resources, formal requirements (permissions, land acquisition, other);
- Technical assistance in monitoring through the Implementing Agency of the development of tender documentation under standards and procedures applicable to the various projects, including development and introduction of manuals and check-lists for use by the institutions involved in tender procedure verification and monitoring;
- Technical assistance during the tender procedure in organising process and ensuring proper technical and financial analysis during tender proceedings, including drafting of recommendations for the appropriate authorities.

On-site implementation supervision and project monitoring:
- Technical assistance in the further development of standard supervision documents to be used at the various implementation levels during construction work;
- Technical assistance in the further development of the programme monitoring and assessment system for social and economic cohesion programme infrastructure projects, including development of impact reports for projects supported under the programme;
• Technical assistance for implementation of a programme of on-site supervisory and monitoring visits (works, reporting documents, financial documents) during project life cycle, including:
  • visits at construction sites and project locations;
  • visits to regional authorities offices and services involved in project implementation;
  • visits to local authorities and beneficiaries offices.
These activities will be organised under a classical technical assistance contract, with framework provisions for on-call access to specific expertise on a project by project basis, utilising the following means:
• long-term consulting and on the job training through the Implementing Agency with respect to the project management input at Project Manager (30 man-months), Project Engineer (30 man-months), and supervising engineers (two experts for 30 m/m each) level;
• short-term experts selected on-call from pool of consultants representing appropriate fields of engineering and with proven project management, supervision and monitoring experience, providing assistance necessary to cover the regional infrastructure projects and small scale local infrastructure projects
• short-term experts with significant experience in training, for the provision of a targeted programme of training for the regional and local authorities in developing infrastructure project management capabilities, totalling an estimated input of 6 training modules, each of which will last on average 3 training days, implemented in all of the participating regions.

4. Institutional Framework
The main beneficiary of the project will be the Implementing Agency and the local and regional authorities, responsible for the implementation of the Phare Social and Economic Cohesion Programme. Furthermore the beneficiaries will include the regional authorities (Voivodes’ offices and Voivodship Boards) and selected local authorities and beneficiaries within the advisory and training components adjusted for the various levels of responsibilities in infrastructure project implementation.

5. Detailed budget

<table>
<thead>
<tr>
<th></th>
<th>Investment</th>
<th>Institution Building</th>
<th>Total Phare</th>
<th>Poland</th>
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* Polish co-financing includes operational costs of IA over project period directly related to staff involved in project.

6. Implementation Arrangements
6.1. Implementing Agency
PAO: Undersecretary of State at the Ministry of Regional Development
Implementing Agency: Polish Agency for Regional Development
6.2. Twinning: n.a.
6.3. Non-standard aspects: Phare DIS will be followed.
6.4. Contracts: One contract will be entered into for the total of 3 million euro.

7. Implementation Schedule

<table>
<thead>
<tr>
<th></th>
<th>TORs/project specs ready</th>
<th>Start of tendering</th>
<th>Start of project activity</th>
<th>Completion</th>
</tr>
</thead>
</table>

8. Equal Opportunity
The project will involve in all phases of its implementation specific provisions for guaranteeing equal opportunity of access to activities and benefits resulting from its implementation. Gender related indicators will be gathered and monitored throughout the projects implementation to ensure that corrective steps can be taken at an appropriate moment in the project’s life cycle.

11. Investment criteria: n.a.
12. Conditionality and sequencing
The infrastructure projects financed by the Phare 2000 economic and social cohesion programme will not start until the engineering and supervision contracts, financed by this project and by a similar Phare 1999 project, are in place.
### Annex 1: LOGFRAME PLANNING MATRIX FOR PROJECT

<table>
<thead>
<tr>
<th>Wider Objective</th>
<th>Indicators of Achievement</th>
<th>Sources of Information</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>The wider objective of the project is to facilitate the process of implementing and increasing the impact of the Phare Social and Economic Cohesion Programme</strong></td>
<td><strong>Phare Social and Economic Cohesion Programme implemented on schedule.</strong> Infrastructure projects impact assessments confirm attainment of planned cohesion related targets. Beneficiaries in evaluation reports independently confirm value of input.</td>
<td>Central and regional government documents. Studies and analyses. Project reports and documentation. Independent evaluation.</td>
<td>Regional policy maintained as one of key focuses of Government actions. Government regional policy implemented in a timely and efficient manner. Polish financing available in full project period. Transformations in Polish regional economies sustained. Continued socio-political stability. Negotiations on accession to EU progressing.</td>
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<table>
<thead>
<tr>
<th>Immediate Objectives</th>
<th>Indicators of Achievement</th>
<th>Sources of Information</th>
<th>Assumptions and Risks</th>
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<tr>
<td><strong>Upgrading the general project management capabilities and capacities in the area of infrastructure projects, in institutions responsible for implementing the Phare Social and Economic Cohesion Programme.</strong> <strong>Introducing required standards in infrastructure projects supervision, within actions of the Phare Social and Economic Cohesion Programme, throughout the project cycle and at the appropriate implementation levels.</strong> <strong>Increasing the quality of infrastructure project monitoring systems and procedures, and the scope of implemented monitoring activities, within the Phare Social and Economic Cohesion Programme.</strong></td>
<td><strong>Infrastructure projects oriented procedures in IA routinely implemented by in-house staff.</strong> <strong>Regional and local level project coverage through facility made available under project.</strong> <strong>Supervision and monitoring systems and procedures in place and operational at all levels of project implementation.</strong> <strong>Coverage of regional project by trained staff and professionals.</strong> <strong>Rates of practical utilisation of knowledge from advice and training among trainees.</strong></td>
<td>Project level monitoring data and information. Studies and analyses. Evaluation reports. Reports of relevant regional and local institutions.</td>
<td>IA institutionally stable and developing. Regional and local institutions effectively involved in actions. Financing for regional infrastructure projects and institutions available. Infrastructure works proceed on schedule. Regional development activities with respect to the various sectors (environment, roads, business) consulted and co-ordinated.</td>
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<table>
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<tr>
<th>Results of Project</th>
<th>Indicators of Achievement</th>
<th>Sources of Information</th>
<th>Assumptions and Risks</th>
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</table>
Project through Implementing Agency will provide the necessary support in managing Phare Social and Economic Programme infrastructure projects, including introduction of appropriate supervisory and monitoring regimes at the various project implementation levels. Regional and local authorities trained in infrastructure project management procedures and requirements. All infrastructure projects, undertaken under successive Phare Social and Economic Programmes during project period, implemented efficiently and effectively, with supervisory and monitoring data available on-call to ensure full public accountability for results.

### Inputs

- Long-term consulting and on the job training support through the Implementing Agency with respect to the project management input at Project Manager (24 man-months) and Project Engineer (24 man-months) level.
- Short-term experts selected on-call from pool of consultants representing appropriate fields of engineering and with proven project management, supervision and monitoring experience, providing assistance necessary to cover the estimated 12-24 large scale regional infrastructure projects and 50-100 small scale local infrastructure projects introduced in each annual Phare Social and Economic Cohesion Programme allocation.
- Short-term experts with significant experience in training, for the provision of a targeted programme of training for the regional and local authorities in developing infrastructure project management capabilities, totalling an estimated input of 6 training modules, each of which will last on average 3 training days, implemented in all of the participating regions.

### Annex 2: Cumulative implementation, contracting and disbursement schedule

<table>
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<tr>
<th>Subprojects</th>
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06 Engineering, supervision and monitoring support / 5