1. Basic Information
1.1. Desire: PL01.01.15
1.2. Title: Support to the European Integration process
1.3 Sector: Public administration
1.4 Location: Poland

2. Objectives:
2.1. Wider objective
Enhance the European integration process

2.2. Immediate objectives
To provide assistance (advisory, training, twinning light, short and medium-term expertise) to meet the needs relating to EU-driven adjustments and accession negotiations that are unforeseen at present, but may emerge in the near future. In particular this facility may help to achieve some of the following immediate objectives (depending on actual needs): to assist the adoption and implementation of the acquis communautaire in policy areas in which governmental activities are still necessary; to strengthen the institutional and operational capacity of public administration institutions with the view to future functioning in the EU; to enhance human resources of public administration institutions in order to properly function in the structures of the European Union; to assist the accession negotiations process.

2.3. Priorities of NPPM and AP
The NPPM and the AP will be point of reference as regards the identification of the needs to be answered by the project. The short- and medium-term priorities identified in both documents will be referred to in the measures proposed for financing under the project. The problems and recommendations identified in the course of accession negotiations as well as in the Regular Reports and the Commission reports including Phare reviews could also provided basis for potential measures to be financed under the project.

2.4. Contribution to the PNAP: not applicable
2.5. Cross Border Impact: not applicable

3. Description
3.1. Background and justification
Poland’s membership in the EU has been posing new challenges to the public administration institutions and the society. On the one hand, the ongoing process of adopting and implementing the acquis communautaire trigger the need for reinforcing the administrative capacities and enhancing the skills and competencies of the human resources. A lot has already been done in this respect by means of EU assistance channelled mainly through the Phare programme. Introduced in 1998 the Institution Building programme has been a major vehicle in delivering specialised expertise and assistance in the process of adopting and implementing the acquis, establishing the necessary structures or adjusting those already existing to the EU standards and requirements. The major areas of adjustment and where the Phare assistance has been concentrated are those identified in the AP and the NPPM. Despite the efforts made so far under the Phare programme and other assistance instruments as well as the ongoing programming of future assistance there is a necessity to have an instrument that could meet the needs unforeseeable at present that will be identified on an ad hoc basis and requiring immediate intervention. Moreover, the projects financed under annual Phare budgets are relatively big and do not allow for financing small though important initiatives and priorities. The current project is supposed to assist in running small or medium-sized measures including TA contracts, twinning light contracts, institutional and financial audits, small-scale supplies of equipment and specialised expertise in specific sectors as well as across priorities identified in the above-referenced documents. The instrument is supposed to react quickly to the needs and demands that arise during the EU integration process. The project may also cover the needs identified during the accession negotiations such as expertise of economic, social, legal and institutional nature.

2.1. Linked activities
PL9212 – SIERRA – Support for implementation of the Europe Agreement; the general objective of the programme was to support measures undertaken by the Polish government with regard to implementation of the Europe Agreement and general preparation of Poland for gradual integration into the European Communities.
PL9316 Fiesta II – Flexible Reserve for Technical Assistance; the general objective of the programme was to assist the government in developing and implementing reform measures and institutional support that were complementary to main programmes of co-operation and which were supposed to contribute to their effective implementation.

PL9707 European Union Institution Building 1997; the wider objective of the programme was to assist Poland in the process of acceding the European Union through the creation of a modern and efficient public administration capable of effectively implementing the *acquis communautaire*. The efforts were concentrated among others on: further approximation and enforcement of Polish legislation; upgrading the efficiency of administration staff in order to improve the public administration functioning according to the EU standards; building public awareness of the accession process; assistance to the Office of the Committee for European Integration in the areas of co-ordination and monitoring of pre-accession process, adjustment of Polish legislation to EU requirements, negotiation process, use of the assistance resources and preparation for future utilisation of Structural Funds.

### 3.3 Results

The possible results/outputs of the projects will be: increased level of adjustment of Polish legislation to the *acquis*; effective implementation of *acquis communautaire* in the priority sectors; the process of accession negotiations enhanced, administrative structures responsible for handling structural and regional policies strengthened and better prepared to participate in the structural and cohesion funds; the system of managing European union financial assistance decentralised; greater efficiency of the personnel of the public administration institutions responsible for handling EU matters; capacity to evaluate the results of the pre-accession programmes increased.

### 3.4. Activities

The project will be used to carry out the following possible activities and measures:

- Technical Assistance support to government administration in implementing the *acquis*; including support to legal harmonisation and enforcement, specialised expertise, studies, analysis and assessment reports and papers related to the challenges and requirements of the EU integration process, analysis and impact studies related to negotiation chapters, preparations for future successful running of structural and regional polices, preparation of relevant administrative structures for future absorption of structural assistance of the EU, assistance in preparations for the decentralisation process, support to building up of the capacity to better evaluate the results obtained under pre-accession programmes and future structural assistance;
- Institutional/financial audits of institutions designated for future functioning and cooperation in the European Union institutional structures and systems, including the system of managing pre-accession assistance and Structural Funds;
- Strengthening the human resources and capacities through specialised trainings, workshops, etc. in the areas of law harmonisation, *acquis* implementation, negotiation chapters etc.; the activities financed by the project will be coordinated with and complementary to other training measures financed under Phare; the needs for such interventions should have an ad hoc character and be conditioned by the current needs;
- Twinning light assistance to public administration institutions involved in adoption and implementation of the *acquis*; the instrument will be proposed if specialised needs relating to *acquis* adoption and implementation are identified outside the regular programming cycle or as complementary to the existing projects; under this instrument involvement of Member State medium or short term experts is envisaged as well as other measures such as trainings, workshops, etc.

### 4. Institutional framework:

The project will be supervised by the Office of the Committee for European Integration and implemented by the CFCU – Cooperation Fund. The funds will be allocated to specific measures, projects etc. on the basis of the PAO’s decisions. The PAO will receive requests for assistance, proposals of projects etc. from public administration institutions or identify the needs and formulate projects directly. The projects that are positively assessed and approved by the PAO will be sent to the EC Delegation for endorsement. Standard DIS contracting procedures will follow, unless twinning light is applicable.

### 5. Budget:

<table>
<thead>
<tr>
<th></th>
<th>Investment</th>
<th>Institution Building</th>
<th>Total Phare</th>
<th>National co-financing</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flexible Reserve</td>
<td>0</td>
<td>3 960 000</td>
<td>3 960 000</td>
<td>0</td>
<td>3 960 000</td>
</tr>
<tr>
<td>Total</td>
<td>0</td>
<td>3 960 000</td>
<td>3 960 000</td>
<td>0</td>
<td>3 960 000</td>
</tr>
</tbody>
</table>
The initiatives, projects, TA and twinning light contracts, audits, etc. can be co-financed by the beneficiaries.

6. Implementation arrangements:

6.1. Implementing Agency

PAO: Pawel Samecki, Undersecretary of State, Office of the Committee for European Integration, Al. Ujazdowskie 9, 00-918 Warsaw, Poland, Office: ul. Bagatela 14, ph. +48224555241, fax +48224555243.


6.2 Twinning

Twinning light projects can be financed under the project

6.3. Non-Standard procedures

All the measures: TA contracts, audits etc. will be implemented according to the rules and procedures specified in the Decentralised Implementation System Manual.

6.4. Contracts

It is estimated that around 50 measures, twinning light and ta contracts, audits, etc could be financed for the amount of the 3 960 000 euro.

7. Implementation schedule:

The project will become operational after signature of the Financing Memorandum Phare 2001. All contracts will be signed until end September 2003. The final payments will be made until end September 2004

8. Equal Opportunity:

All actions of the Project will respect equality between men and women.

9. Impact on the environment: not applicable

10. Rate of return: not applicable

11. Investment criteria: not applicable

12. Conditionality and sequencing: not applicable
### Support to the European Integration process - flexible reserve

<table>
<thead>
<tr>
<th>Wider objective</th>
<th>Indicators of Achievement</th>
<th>Sources of information</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
</table>
| **Enhance the European integration process** | All negotiation chapters closed  
*Acquis* functioning in the Polish legal system  
Accession Treaty agreed | Commission’s Regular Reports  
Official documents submitted to the Association Committee and the Association Council  
Official documents in the negotiation process | Political commitment on both sides to pursue accession negotiations maintained |

<table>
<thead>
<tr>
<th>Immediate Objectives</th>
<th>Indicators of Achievement</th>
<th>Sources of information</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
</table>
| To assist the adoption and implementation of the *acquis communautaire* in policy areas in which governmental activities are still necessary  
To strengthen the institutional and operational capacity of public administration institutions with the view to future functioning in the European Union  
To enhance human resources of public administration institutions in order to properly function in the structures of the European Union  
To further and assist the accession negotiations process | *Acquis* adopted according to the government’s plans and declarations  
Networks among Polish administration institutions and the EU institutions and Member States established and functioning  
Effective and timely implementation of *acquis*  
Subsequent closing of negotiation chapters | Commission’s Regular Reports  
Government and EU reports and publications  
Press and NGOs publications  
Findings of the Joint Monitoring Committees in pre-accession programmes | Effective functioning of the legislative procedures for EU legislation  
Commitment to timely and effective implementation of EU assistance programmes, national co-financing provided  
Reaching agreement/ compromise in negotiation chapters |

<table>
<thead>
<tr>
<th>Results/Outputs</th>
<th>Indicators of Achievement</th>
<th>Sources of information</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
</table>
| increased level of adjustment of Polish legislation to the *acquis*; effective implementation of *acquis communautaire* in the priority sectors; the process of EU negotiations enhanced, administrative structures responsible for handling structural and regional policies strengthened; the system of managing European Union financial assistance decentralised, greater efficiency of the personnel of the public administration institutions responsible for handling EU matters | the bulk of the *acquis* adopted  
Units responsible for coordination and supervision of Structural and Cohesion Funds well established  
Ex-post control of EU assistance programmes functioning  
Institutional and financial audits positively conducted | Accession Partnership  
National Programme of Preparation for Membership  
Sectoral Monitoring Subcommittee Reports  
Audit reports | The position of civil service reinforced and stable  
New civil servants recruited for priority sectors and where the need for staffing appear  
Legal basis for establishment of necessary administrative structures in place |

### Activities

- Technical Assistance, expertise; Audits; Twinning light; Trainings
<table>
<thead>
<tr>
<th></th>
<th>IV '01</th>
<th>I '02</th>
<th>II '02</th>
<th>III '02</th>
<th>IV '02</th>
<th>I '03</th>
<th>II '03</th>
<th>III '03</th>
<th>IV'03</th>
<th>I'04</th>
<th>II'04</th>
<th>III'04</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implementation</td>
<td>D</td>
<td>DCI</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
<td>I</td>
</tr>
<tr>
<td>Contracting*</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
<td>3.96</td>
</tr>
<tr>
<td>Disbursement**</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Due to the specificity of the project it is not possible to plan the contracting schedule in detail

** Due to the specificity of the project it is not possible to plan the disbursement schedule in detail