1. **Basic Information**

1.1 CRIS Number: 2006/018-180.04-03 Twinning No: PL/06/IB/AG/02/TL

1.2 Title: Strengthening of the Polish veterinary administration in the scope of the veterinary public health.

1.3 Sector: Agriculture

1.4 Location: Poland, Warsaw, the Ministry of Agriculture and Rural Development

2. **Objectives**

2.1 Overall Objectives:

Improvement of the institutional efficiency and strengthening of the Polish veterinary administration in the field of appropriate adaptation EU legislation concerning the veterinary public health

2.2 Project purpose:

1. Strengthening of the Polish veterinary inspection by improving the ability of the veterinary officers to apply the EU legislation as regards zoonoses and zoonotic agents.

2. Assurance of effective adaptation of EU legislation on the hygiene of foodstuffs covering specific elements necessary for prevention, control and monitoring of zoonoses and zoonotic agents at different stages of the food chain, including in food and feed.

2.3 Justification:

The Comprehensive Monitoring Report (Chapter 1) issued by the European Commission in November 2003 states: "specific attention is needed to strengthen inter-institutional cooperation in the field of food safety, to train operators and inspectors in the principles of the *acquis* in this area (such as by the further development of guides on good hygiene practices), to prepare for the full application and enforcement of Hazard Analysis Critical Control Points (HACCP) in all food plants and to continue the restructuring and upgrading of laboratories which will be part of the official control network".

The need of the further strengthening of the administrative capacity of the Polish veterinary inspection as well as the necessity of the implementation of several harmonised law regulations are underlined in the Report mentioned above.

Particular efforts are needed to improve the veterinary control system in the Internal Market and to strengthen the administrative structures for controls at the site of origin and non-discriminatory spot checks during transport and at destination.

The protection of human health against diseases and infections transmissible directly or indirectly between animals and humans (zoonoses) is of paramount importance. Zoonoses
transmissible through food may cause human suffering, as well as economic losses to food production and the food industry.

Zoonoses transmitted through sources other than food, especially from wild animal and pet animal populations are also a matter of concern.

3. Description

3.1 Background and justification:

Consumer confidence in the safety of food products has sometimes been shaken in recent years by the cumulative impacts of food-related health crises. Responding to the challenge, the European Union has put in place a comprehensive strategy to restore people's belief in the safety of their food 'from the farm to the fork'. There are three pillars to this strategy: new legislation on the safety of food and animal feed; sound scientific advice on which to base decisions; enforcement and control. The principles of food safety legislation, with emphasis on feed contamination have been at the root of all major food scares of the last few years. Under this law, it became compulsory from 1 January 2005 for food and feed businesses to guarantee that all foodstuffs, animal feed and feed ingredients are traceable right through the food chain. The Food Law is supplemented by targeted legislation on a raft of food safety issues, such as use of pesticides, food supplements, colourings, antibiotics and hormones in food production.

Updated rules on hygiene come into effect on 1 January 2006. The basic rules apply to all food and feed. The responsibility extends also to zoonosis and zoonotic agents prevention, the welfare of livestock on the farm and during transport in the interests of common high standards and keeping track of products of animal origin across the single market.

Member States at national level, aim at ensuring a high level of training of staff of competent authorities of Member States involved in official controls to verify compliance with Community food law, feed law, animal health and animal welfare rules, as well plant health rules. The national control body should enforces EU feed and food law by checking that EU legislation it has been properly incorporated into Member State law, by checking compliance on-the-spot inspections in the country. New rules taking effect on 1 January 2006 will streamline controls across the EU and put more emphasis on relating checks to likely risk. The European Commission will monitor whether EU governments' are running their control systems effectively. Taking this into account more training is needed to implement new food and feed law.

Therefore, it is necessary to train as soon as possible the veterinarians of low level and show them explicitly which law regulations are in effect with special regard to quick and correct their application in practice. To get to know law regulations being in effect and their interpretation, the training should include veterinary inspectors responsible for the supervision of the turnover and use of veterinary drugs. This will allow to harmonize completely the law regulations associated with supervision of the turnover and use of veterinary drugs and medicated feeds in Poland.

In range of zoonosis and zoonotic agents, following EU legislation should be covered by training courses within the project:
• Commission Decision No 2004/665/EC of 22 September 2004 concerning a baseline study on the prevalence of salmonella in laying flocks of Gallus gallus
• Commission Decision No 2005/636/EC of 1 September 2005 concerning a financial contribution by the Community towards a baseline survey on the prevalence of Salmonella spp. in broiler flocks of Gallus gallus to be carried out in the Member States

Changes regarding food safety law in the range of animal origin have to be implemented.

This project is a partial continuation of Transition Facility 2005 project – Strengthening veterinary administration, phase II. Transition Facility 2005 is focused on veterinary border control, laboratory diagnostic system and animal health, whereas Transition Facility 2006 will develop activities concerning zoonoses and zoonotic agents as well as food and feed hygiene being under supervision of Veterinary Inspection.

Although several Phare and TF projects aimed at training for the Polish veterinary administration have been implemented in past or are implemented currently, further training activities are still needed.

All activities within the framework of this project will be addressed to the Polish veterinary administration and let to improve the functioning of the Inspection in the field of veterinary public health and consequently on the Internal Market by applying required by EU conditions.

3.2 Linked activities:

Due to the wide range and complexity of veterinary aspects, many projects concerning this matter have been implemented in Poland. The list of these projects is presented below:

MCVP – Multi-Country Veterinary Programme.
The programme has provided a model of contingency plan and a list of equipment for animal infectious diseases eradication.

Phare Project PL9805.02 – *Reform and strengthening of veterinary administration.*
Twinning project implemented in co-operation with France and Germany. The project was aimed at the following objectives: training of the Polish veterinary administration (Animal Health, Animal Welfare, Public Health, Border Inspection Control, Drugs, Residues, Rendering, Laboratories), harmonisation of the veterinary legislation, purchase of IT equipment for the Veterinary Inspection.

Phare project PL9906.02 – *Veterinary administration at future external borders.*
Twinning project implemented in co-operation with Germany and France. It was a project focused on reinforcing, equipping and rebuilding selected Border Inspection Posts, training the staff to carry out border control operation and improve working conditions of border inspectors, purchasing of laboratory equipment needed for checks at the border, providing necessary software, hardware, networking required for the veterinary control and its communications. Investment component of the project, financed from the Phare funds, has not been executed.

Phare project PL0006.04 – *Veterinary system for laboratories and disease control.*
The project was aimed at strengthening of the system of animal infectious diseases eradication as well as development of the Polish veterinary diagnostic laboratories. The veterinary crisis management centres at all administrative levels have been equipped within the framework of the project. Contingency plans for 8 infectious animal diseases have been elaborated. Purchase of laboratory equipment for the National Veterinary Research Institute and the regional veterinary diagnostic laboratories has been executed. Veterinary officers and laboratory staff participated in training courses, workshops, simulation exercises and study visits concerning animal diseases control and laboratory diagnosis.

Phare project PL0006.05 – *Border Inspection Posts, phase II.*
Twinning project implemented in co-operation with Germany and France. It was a continuation of the project PL9906.02. This project was focused on reinforcing, equipping and rebuilding selected Border Inspection Posts, training the staff to carry out border control operation and improve working conditions of border inspectors, purchasing of laboratory equipment needed for checks at the border.

Phare project PL0104.05 – *Animal feeding stuff control system.*
This was a twinning project implemented in co-operation with Italy and Denmark. It was aimed at strengthening of the Polish system of control over feeding stuff. Training of veterinary officers and laboratory staff as well as the purchase of laboratory equipment were executed within the project.

Phare project PL2002/000-580.04.01 – *TSE control on Poland.*
This was a twinning light project. The project was aimed at following objectives: training for veterinary officers and laboratory staff regarding TSE diagnosis, purchase of TSE diagnostic tests and purchase of laboratory equipment for TSE diagnosis.

Phare project PL2003/005-710.04.03 - *TSE control on Poland, phase II.*
The project is a continuation of the project PL2002/000-580.04.01 – *TSE control on Poland.*
Phare project PL2003/004-379/04.01 – *Strengthening veterinary administration*. The project is aimed at the following objectives: creation of the computer system processing and collecting laboratory data, purchase of IT equipment for laboratories, training for veterinary service.

Transition Facility project 2004/016-829.04.01 - *Strengthening veterinary administration*. This project is a continuation of the project PL2003/004-379/04.01 – *Strengthening veterinary administration*, aimed at training of the veterinary administration. The scope of the project will cover mainly veterinary aspects of food safety.

PSO Capacity Building Programme (PCB 2004) PPA 04/PL/8/17 – *Increasing quality and organisational efficiency in the veterinary supervision to EU standards, based on the experience of the Netherlands*. The bilateral project with the Netherlands, aimed at training of the veterinary administration, maximum budget 100,000 Euro.

Transition Facility project 2005/017-488.04.03 - *Strengthening veterinary administration, phase II*. This project is a partially continuation of the project TF 2004/016-829.04.01. The main activities are focused on veterinary border control, laboratory diagnostic system and animal health.

3.3 Results:

Improving the existing control systems for zoonosis and zoonotic agents:
- veterinary officers and employees of veterinary administration trained and prepared for applying the veterinary law being in force,
- veterinary officers prepared for the prevention, control and monitoring of zoonoses as well as zoonotic agents at all relevant stages of production, processing and distribution of food and feed.

3.4 Activities:

Further support of veterinary administration will be assured within the present proposal. The project will be implemented in the framework of *Twinning light*.

The employees of the veterinary inspection should be trained in order to use EU legislation properly and enhance the control abilities over functioning of the Internal Market. Therefore, training and re-training for the Polish veterinary inspection regarding matters not fully developed in the framework of the former Phare and Transition Facility projects addressed to the Polish veterinary administration will be assured.

The Veterinary Inspection will be the target group of this project.
Contract 1 – Twinning light (0.25 M€) in range of the veterinary public health will be focused on:

1. Improving the ability of the veterinary officers to apply current legislation as regards of zoonoses and zoonotic agents,

2. Prevention, control and monitoring of zoonosis as well as zoonotic agents among animal population and at relevant stages of production, processing and distribution of food and feed.

Within the TWL the training programme will be elaborated as well as training materials (handbooks, manuals, guidance, etc.). The costs of elaboration of training materials will be covered from TF funds, whereas printing will be financed from co-financing funds. The employees of veterinary inspection will participate in short-term training, workshops and seminars.

Detailed scope of activities will be specified and agreed in future in co-operation with the twinning partner.

General profile of the medium-term experts:
- A civil servant from the EU Member State governmental institution, experienced in veterinary administration;
- University veterinary education;
- Familiarity with the in the EU veterinary public health legislation;
- Good knowledge of its implementation practices;
- Familiarity with the structures and procedures of the relevant ministry of EU Member State Ministry and associated bodies;
- Experience in training would be welcome;
- Good communication and management skills;
- Fluency in written and spoken English.

General profile of the short-term experts:
- Veterinary university education;
- Experience in veterinary administration;
- Experience in training would be welcome;
- Good communication and management skills;
- Fluency in written and spoken English

The short and medium-term experts should be specialists in particular veterinary fields and should be able to demonstrate a professional background in implementation of EU veterinary law.

General profile of the MS Project Leader:
- University education;
- Experience in projects management;
- High level public servant;
- Good communication and management skills;
- Good computer skills;
- Fluency in written and spoken English.
In the range of Twinning light, about 15 seminars/trainings x 5 days for about 300 participants in order to prepare them to fulfil above-mentioned activities will be provided. Number and duration of seminars will be adjusted according to the future needs. Performance duration of the Twinning light: 6 months

Minimum input of the experts required - 120 STE’s working days.

Budget breakdown:
Costs of experts – approx. 200 000 €
Management, meetings, elaboration of training materials, contingency – approx. 50 000 €

TOTAL costs: approx. 250 000 €

The budget breakdown presented above has been estimated approximately and will be adjusted according to the up-dated needs of the Beneficiary.
The recruitment of additional local experts may be necessary for achieving the objectives of the project. They fees would be covered by the co-financing funds. Estimated input of the local experts – minimum 20 working days.

General profile of the local expert:
University education;
Experience in Polish veterinary administration;
Experience in training would be welcome.

The Beneficiary will assist project experts in the actions carried out in the framework of the twinning light contract by providing necessary knowledge about national aspects, by co-ordinating participation employees of the Polish veterinary administration in the expert missions as well as by providing necessary equipment for the missions.

3.5 Lessons learned:
The Ministry of Agriculture and Rural Development was or is currently an implementing institution in several Phare projects dedicated to the Polish veterinary administration (PL9805.02, PL9906.02, PL0006.04, PL0006.05, PL0104.05, PL2002/000-580.04.01, PL2003/005-710.04.03, PL2003/004-379/04.01, 2004/016-829.04.01). Those projects were very complex, combining twinning, twinning light, service contracts and investment contracts. Thus, the employees of MARD are experienced in the EU projects’ programming and implementation, have knowledge of the procedures and are aware of the needs of the Polish veterinary administration.

Under the Interim Evaluation Report No R/PL/AGR/03.101 recommendations were made which are relevant to the current project. The recommendations mentioned below have been taken into consideration while designing the project fiche:
Quality of programming, and programme design, is reduced by the excessive time lag between preparation of Project Fiches and subsequent implementation. Projects realisation is impaired by the long time gap between programme preparation and implementation.

All projects covered by the Report contain substantial investments in provision of equipment and training of Polish experts. Training of staff must be continued, and experts
must be encouraged to remain in the sector through provision of adequate financial packages and motivating working conditions.

4. Institutional Framework

The project will be implemented and supervised by the Ministry of Agriculture and Rural Development. The beneficiary institution will be the Veterinary Inspection SPO will be Deputy Director of Department of Food Safety and Veterinary Matters in the Ministry of Agriculture and Rural Development.

The results of the project will not influence institutional framework.

5. Detailed Budget

<table>
<thead>
<tr>
<th>€M</th>
<th>Transition Facility support</th>
<th>Co-financing</th>
<th>Total cost (TF + co-financing)</th>
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<td>Investments support (I)</td>
<td>Institution Building (IB)</td>
<td>Total Transition Facility (=I+IB)</td>
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<td>Contract 1 Twinning light</td>
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<td>0,25</td>
<td>0,2</td>
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<tr>
<td>Total</td>
<td>0,25</td>
<td>0,25</td>
<td>0,2</td>
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</tbody>
</table>

(*) contributions from National, Regional, Local, Municipal authorities, FIs loans to public entities, funds from public enterprises
(**) private funds, FIs loans to private entities

The amounts for national co-financing indicated in the table correspond to cash co-financing, unless otherwise stated. Contributions from the Polish administration for effective implementation of the twinning light/TA may be further detailed in the twinning contract/Terms of references. Unless otherwise indicated joint co-financing is provided.

VAT does not constitute eligible expenditure except where it is genuinely and definitely borne by the final beneficiary. VAT which is considered recoverable, by whatever means, cannot be considered eligible, even if it is not actually recovered by the final beneficiary or individual recipient.

In case of parallel cofinancing (0,2 €M), the following activities will be financed from the parallel cofinancing provision in the budget table: costs of seminars/trainings organisation (costs of accommodation and meals for participants, costs of seminar rooms, costs of translation, fees for local experts).

In the case of Joint Co-financing, where the final overall cost is lower than foreseen in the project fiche, the National Public and Transition Facility Co-financing are reduced proportionally so as to maintain the agreed rate of co-financing. In the case of Parallel Co-
financing, where the final cost is lower than foreseen in the project fiche, it must be shown that the overall objectives of the project have been fully achieved.

The co-financing will be available.

6. Implementation Arrangements

There will be a Project Steering Committee (PSC) established in order to speed up the implementation process of the given project component in the first months after Financial Decision for Transition Facility 2006 is taken. The structure of the Committee will be working as an advisory and monitoring body until particular components are contracted and thus were appropriate may be replaced by the Twinning Steering Committee.

The participants of the Project Steering Committee will be representatives of the following institutions: PAO, NAC, CFCU and beneficiary (SPO and contact person as indicated in the fiche). It is also recommended to invite representatives of NAO services while the issues of financial management flow are to be comprehensibly discussed. The Project Steering Committee will meet every quarter starting from the date of signing the Financial Decision and will concentrate on discussing the problems occurred at the beginning phase of project implementation as well as on defining possible solutions and corrective measures. The PAO representative will organise and chair the PSC meetings.

6.1 Implementing Agency

PAO: Tadeusz Kozek, Under-secretary of State at the Office of the Committee for European Integration, Aleje Ujazdowskie 9, 00-918 Warszawa; phone +48 (22) 455-52-41.

CFCU: Foundation Co-operation Fund, CFCU Director, ul. Górnośląska 4a, 00-444 Warszawa; phone: +48 (22) 622-84-64, fax: +48 (22) 622-95-69.

The CFCU is responsible for handling tendering, contracting and payments of contracts on behalf of the Ministry of Agriculture and Rural Development.

6.2 Twinning

The Twinning light will be addressed to districts, provincials and central level of veterinary administration. The medium and short term experts will be placed in II quarter 2007 in the Ministry of Agriculture and Rural Development Warsaw, ul. Wspólna 30. They will stay in Poland only during the few-day’s periods of planned work.

Polish Project Leader will be employee of Department of Food Safety and Veterinary Matters in the Ministry of Agriculture and Rural Development

Contact person:
Magdalena Zasepa,
Ministry of Agriculture and Rural Development
ul. Wspólna 30, 00-930 Warszawa
phone +48 (22) 623 22 07
fax +48 (22) 623 17 34
e-mail: magdalena.zasepa@minrol.gov.pl
6.3 Non-standard aspects
N/A

6.4 Contracts

**Contract 1 - Twining light** - Total budget: 0,45 M€ (TF 0,25 M€ + 0,20 M€ national co-financing) parallel co-financing.

7. Implementation Schedule

**Contract 1:**
7.1 Commencement of contracting process - IV Q 2006
7.2 Start of project implementation/signature of contract - II Q 2007
7.3 Project completion – I Q 2008

8. Sustainability

The Ministry of Agriculture and Rural Development and all institutions which benefit from the project have foreseen adequate staff and financial resources to maintain administrative function.

The schedule of tendering and implementation of the projects in range of the Transition Facility 2006 have to be respected.

Training of staff must be continued, and experts must be encouraged to remain in the sector through provision of adequate financial packages and motivating working conditions.

9. Conditionalities and sequencing

9.1 Conditionalities:

- Current training needs of Veterinary Inspection defined.

9.2. Sequencing:

- Start of the tendering procedure
- Selection of twinning light partner/partners
- Preparation of proposal to the start of procedure
- Signature of twinning light contract
- Implementation of twinning light contract
- Implementation of the project in co-operation with the twinning light partner and beneficiary institutions
**Annex 1: Logframe planning matrix**

<table>
<thead>
<tr>
<th>LOGFRAME PLANNING MATRIX</th>
<th>Programme name and number</th>
<th>Contracting period expires</th>
<th>Disbursement period expires</th>
<th>Total budget</th>
<th>Transition Facility Budget</th>
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<td><strong>Strengthening of the Polish veterinary administration in the scope of the veterinary public health</strong></td>
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<td>IV q. 2008</td>
<td>IV q. 2009</td>
<td>0,45 MEuro</td>
<td>0,25 MEuro</td>
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<table>
<thead>
<tr>
<th>Overall objectives</th>
<th>Objectively Verifiable Indicators</th>
<th>Sources of Verification</th>
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</thead>
</table>
| Improvement of the institutional efficiency and strengthening of the Polish veterinary administration in the field of appropriate adaptation EU legislation concerning the veterinary public health | • Organisation and quality of veterinary inspection in accordance with the EU standards by the end of the project;  
• Number of veterinary officers prepared to apply veterinary law. | Reports and documents of MARD as well as EC veterinary authorities.                         |

<table>
<thead>
<tr>
<th>Project purpose</th>
<th>Objectively Verifiable Indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
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</table>


1. Strengthening of the Polish veterinary inspection by improving the ability of the veterinary officers to apply the EU legislation as regards zoonoses and zoonotic agents.
2. Assurance of effective adaptation of EU legislation on the hygiene of foodstuffs covering specific elements necessary for prevention, control and monitoring of zoonoses and zoonotic agents at different stages of the food chain, including in food and feed.

<table>
<thead>
<tr>
<th>Results</th>
<th>Objectively Verifiable Indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
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<tbody>
<tr>
<td>Improving the existing control systems for zoonosis and zoonotic agents: - Veterinary officers and employees of veterinary administration trained and prepared for applying the veterinary law being in force, - Veterinary officers prepared for the prevention, control and monitoring of zoonoses as well as zoonotic agents at all relevant stages of production, processing and distribution of food and feed.</td>
<td>• Institutional capacity of the Polish veterinary inspection improved by the end of the project; • Competency of the Polish veterinary officers to implement EU legislation improved by the end of the project.</td>
<td>Project reports, reports on special investigative research. EC veterinary authorities reports and regulations.</td>
<td>The Programme should be implemented in its entirety. No partial implementation should be deemed a success. Sound understanding and involvement of the Polish Veterinary Inspection, as well as the central and local governmental authorities into adjusting the sector in order to satisfy the EU requirements.</td>
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<tr>
<th>Activities</th>
<th>Means</th>
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<tr>
<td>• 15 training courses executed; • 300 veterinary officers trained and prepared for the prevention, control and monitoring of zoonoses as well as zoonotic agents at all relevant stages of production, processing and distribution of food and feed.</td>
<td>Project reports, analysis and assessment made by the TWL experts</td>
<td>• National co-financing available for the Project; • Harmonisation of the national models with the EU ones; • Continuation of work of trained personnel in Veterinary Inspection structures; • Contracts implementation according to the initial contract’s time schedule; • R: Not adequate time is given to personnel for attending training activities; • R: High job fluctuation among Veterinary Inspection staff.</td>
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</table>
**Contract 1 – Twinning light (0,25 M€)**

1. Improving the ability of the veterinary officers to apply current legislation as regards of zoonoses and zoonotic agents.

2. Prevention, control and monitoring of zoonosis as well as zoonotic agents among animal population and at relevant stages of production, processing and distribution of food and feed.

Within the TL the training programme will be elaborated as well as training materials (handbooks, manuals, guidance, etc.). The costs of elaboration of training materials will be covered from TF funds, whereas printing will be financed from co-financing funds. The employees of veterinary inspection will participate in short-term training, workshops and seminars.

Detailed scope of activities will be specified and agreed in future in co-operation with the twinning partner.

| • Twinning light contract signed.  
• Human, logistical and financial resources available; | Polish funding available for the Project;  
Disbursement of funds with no delays (successful co-operation between NAO, PAO, IA and Final Beneficiary);  
Tender Documents of high quality;  
Human, logistical and financial resources provided; |

**Preconditions**

Current training needs of Veterinary Inspection defined.
## Annex 2-3: Implementation, contracting and disbursement schedules

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<th>D = design of contract and tendering</th>
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<td>C = signature of contract</td>
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<td>I = contract implementation and payment</td>
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