1. **Basic Information**
   1.1 Desirée Number: SK0004
   1.2 Title: Application of the Act on technical requirements for products and on conformity assessment and technical assistance in the process of adoption of the Acquis Communautaire in the area of free movement of goods
   1.3 Sector: Internal market
   1.4 Location: Slovak Republic

2. **Objectives**

2.1 **Wider Objectives:**

- Adoption of the acquis communautaire in the area of free movement of goods
- Recognition by European and international standards organisations of the Slovak Institute for Standardisation, as an independent National Standardisation Organisation
- Recognition of the Technical Testing Institute as the notified body in the field of New Approach directives on gas appliances and efficiency of hot water boilers

2.2 **Immediate Objective:**

Implementation of the Act on Technical Requirements for Products and Conformity Assessment

2.3 **Accession Partnership and NPAA priorities**

Accession Partnership – short-term priority:
Free movement of goods: implement the law on technical requirements of products and conformity assessment; start alignment with New Approach Directives; continue alignment in the sectors covered by product-specific legislation; adopt basic legislation in the chemical sector; accelerate the adoption of EU standards, set-up independent standardisation and accreditation structures.

Accession Partnership - medium-term priority:
Free movement of goods: complete the adoption of EN standards; complete the alignment of sectoral legislation; upgrade to EU-level all surveillance and conformity assessment structures as well as other implementing structures in sectors covered by product specific legislation,

2000 **NPAA - part 3.1.2.1** Free movement of goods part 1, 4, 7 and 9, horizontal and procedural measures, namely the Table of implementation of New approach directives.
3. Description

3.1. Background and justification:

The project is oriented on the support of the regulatory framework, its enforcement, transparency of the procedures (according to European directive 98/34/EC) as well as the development of the SME economy and SME participation in the Single Market by harmonisation with the EU legal and technical standards system thus facilitating in particular greater use of self certification for producers.

3.1.1 Bodies to be supported

Slovak Institute for Standardisation (SUTN)

The Slovak Institute for Standardisation was established on 1st January 1993 as a budgetary organisation governed by the Slovak Office of Standards, Metrology and Testing (UNMS). Its tasks are the elaboration of national standards, implementation of European and international standards, co-operation with TCs (CEN, CENELEC, ETSI, ISO, IEC), acquisition, collection and provision of information on standards, publishing and selling standards and standards related publications.

On 1st January 1999 the status of SUTN was changed. It is now a state contributory organisation governed by UNMS with increased budgetary autonomy. Also, since 1st January 2000 SUTN is the official Slovak national standardisation body, thereby undertaking responsibility for the approval of national standards and the control of financing the standardisation projects. It has at the same time become a member of ISO, IEC and ETSI and an affiliate member of CEN and CENELEC.

SUTN’s aim is to become a full national member of CEN and CENELEC by 2002. There are nine CEN conditions (approved by the CEN Administrative Board at its June 1995 meeting) and CENELEC conditions (approved by 35th General Assembly of CENELEC in June 1995) to be fulfilled before applying for full member status.

SUTN is directly responsible for fulfilling the following conditions:

Condition 2: That the process of approximation of the national system with that of EU must have reached such a point that the specific legislative framework for voluntary standardisation is in place and fully operational and there is full application of at least part of the Directive 98/34/EC concerning standardisation activities.

Condition 3: Evidence shall be provided to the effect that the candidate organisation is recognised in its country as the official standards body competent for all areas of CEN’s and CENELEC’s own areas of competence. The statutory rules applicable for the national standards body must be fully compatible with those of CEN and CENELEC.

Condition 5: Members of CEN and CENELEC must formally implement over 2000 standards per year from each organisation, thereby necessitating adequate financial means, competence and expertise at a national level. In addition, CEN and CENELEC members are expected to contribute expertise to the Technical Committees (TCs) for which their national economy is particularly active.
Condition 6: Concerning the formal participation in CEN/CENELEC processes, it is necessary for the candidate organization to be in possession of operational telecommunications and IT infrastructure allowing it to respond efficiently to the high volume of data and document communication within the CEN/CENELEC system.

Condition 7: At least 80% of the CEN/CENELEC standards must be transposed nationally (both by issuing corresponding national standard and by withdrawing any conflicting documents), prior to admission of the candidate as a full member

Condition 8: To comply with the existing CEN/CENELEC rules, the candidate must be able to provide evidence that it is prepared to participate in notification procedures for national standard setting activity, which includes a ”standstill” on all national work in areas of agreed European competence

Technical Testing Institute (TSU)

The Technical Testing Institute at Piešťany is an independent testing laboratory and certification body with national authorisation and accreditation (based on EN 45 000 series) for the testing and certification of a wide range of technical products, including gas appliances. The TSU was founded in 1952. The Institute provides its services to domestic as well as foreign customers.

The most important activities of the TSU include:

1) Product certification,
2) Metrological activities: The TSU carries out verification of the following measuring devices including
   - sound level meters and their accessories (microphone filters and calibrators)
   - water meters for cold and hot water for household use
3) Provision of advice on setting-up quality management systems
4) Provision of information services including:
   - creation of information systems for product certification
   - design of computer networks
   - software for test processes and measurement systems

3.2 Linked activities:

Project No SR 9907.01: “Implementation of the Act on technical requirements for products and on conformity assessment and technical assistance in the process of adoption of acquis communautaire in the area of the free movement of goods” (twinning project - Office of Standards, Metrology and Testing).

The Slovak government is supporting the implementation of European standards (ENs) through its funding of SUTN. It has also supported the TSU with the purchase of measuring equipment and in its accreditation as a gas appliance testing laboratory by the United Kingdom Accreditation Service.
3.3 Results:

SUTN and the notified body must fulfil all necessary functions for the implementation of Act No 264/99 and contribute to the free movement of goods by the end of 2002. In particular, by the end of the project, the notified body should be authorised and an independent national standards organisation in place and functioning with 80% of European standards (ENs) having been implemented.

Two project results have been identified:
- the establishment of an independent standardisation organisation.
- the establishment of an authorised body in the field of New Approach directives: Gas appliances and Efficiency of hot water boilers.

3.4 Activities:

**Activity 1.1 Improve the information network and its connection both locally and internationally**

This activity covers the improvement, realisation, and implementation of information systems standards for the elaboration, printing and distribution of national standards transposed from ENs. In this context, approximation of modules for international co-operation with CEN, CENELEC, ETSI and mutual integration of communication protocols need to be developed.

Phare assistance will be provided through a twinning arrangement (PAA for 12 months) for the analysis of requirements, programming, and the design of new modules in the information system of SUTN and its eventual implementation, as well as overall project supervision of short-term expertise under activities 1.2 and 1.3. Short term expertise is also foreseen concerning the running of the information procedure needed in accordance with Directive 98/34/EC. This expert should come from a relevant ministry in an EU Member State with responsibility for this notification procedure.

In addition, a short-term (2 month) international expert is required for establishing a system for the credit card sale of standards and publications.

The PAA should have the following profile:
- experience in project management
- experience in software development and analysis
- experience with database programming and administration
- extensive knowledge of major RDBMS products Informix
- knowledge of designing the structure of databases
- experience in development software PowerBuilder
- write documentation for customers DB administrators
- University degree in the relevant field; good command of written/oral English

This activity also includes a small investment component (30,000 EUR) (upgrade of the current information system and the purchase of software for the credit card sale system).
Activity 1.2 Implement the quality system in SUTN

This activity envisages short-term expertise from European National Standards Organisations, where quality systems have been implemented, to carry out the following tasks:
- train 7 top managers, 1 quality manager and relevant personnel of SUTN;
- establish the relevant quality structures;
- elaborate the business plan, all directives and working procedures;
- develop the quality manual and carry out the final audit.

A 5 week internship at a European National Standards Organisation for the Quality manager of SUTN is also foreseen.

Activity 1.3 Assistance in fulfilling the conditions for becoming the national member of European standardisation organisations CEN and CENELEC

To assist in fulfilling the various conditions for membership of CEN/CENELEC, short term expertise from European Standards Organisations will be required as follows:

Condition 2, - (at least part of 98/34/EC directive regarding standardisation activities is in place) – a short-term expert having experience in running the 98/34/EC Directive is required. He/she should work in co-operation with the short-term expert from an EU member state’s administration under activity 1.1. on the implementation of Directive 98/34/EC

Condition 3 – to provide evidence that full recognition as the NSO has been accomplished – expertise will be required from a European NSO or from a partner country where this change was successfully completed

To fulfil Condition 5 (the candidate actively participates in elaboration of European standards), Condition 7 (most of European standards are implemented as national standards) and Condition 8 (to fulfil the standstill requirements) short-term expertise from a European NSO where European standards are transposed and expertise from a European NSO with experience in standardisation work in the electrical field (where the implementation of CENELEC standards are the most problematic) will be required.

The experts provided under this activity will carry out a total of 20 seminars on the procedures for the implementation of ENs for members of national technical committees. These seminars will be relevant to all conditions of CEN/CENELEC and be provided by the relevant expert. The cost for the required expertise is estimated at 170,000 EUR, including seminar costs.

Equipment Required

Complementary activity to the institution building support, it is also envisaged the procurement of printing and publishing equipment for Printing on Demand. This digital printing equipment must ensure the interconnection with existing internal network Novell and already functioning digital printing equipment (1995 Phare Project). Through this interconnection, it will be possible to share documents prepared on our DTP workstations and to use stored printing files prepared since 1998 for existing digital printing
equipment. To this digital printing equipment it is necessary to connect on-line stitching and binding equipment which allows final preparation of documents for customers.

This new equipment is needed for the far higher number of standards being produced annually in accordance with the conditions for becoming the national member of CEN and CENELEC. Currently about 1700 standards are published annually and it is planned, in accordance with the requirements of CEN/CENELEC membership, to publish more than 3000 standards per year. To cope with this increased workload the printing speed would need to be 180 pages/minute. The distributed modular work process should allow reception, processing and printing of different jobs at the same time. Print resolution should be 600 dpi with automatic two-sided printing on A3 sheets, and a monthly capacity (A4 sheets) of 500 000 sheets. Finishing equipment is necessary. Compatibility with Adobe Postscript Level 3 is desirable.

The estimated cost is approximately 600 000 EUR, out of which Phare will finance a maximum of 200.000 EUR and national co-financing the remaining 400.000 EUR.

**Activity 2 Preparation of the competent body for the Gas Appliances Directive (GAD) at the Technical Testing Institute - TSU**

This activity covers the implementation of the EU New Approach Directives 90/396/EEC and 92/42/EEC into Slovak legislation and the completion of the gas appliance testing laboratory (EN 45001) and product certification body (EN 45011) at the Technical Testing Institute Piešťany to fulfil the requirements for its role as the future notified body in this field. This process includes the implementation of modular conformity assessment procedures and upgrading of measuring devices and testing equipment of the gas appliance testing laboratory.

**Equipment Needs**

The fulfilment of the essential requirements of Gas Appliances Directive No 90/396/EEC requires the measurement of concentration of substances harmful to health in combustion products which are produced by gas appliances using a Portable analyser for combustion products.

The fulfilment of the efficiency requirements according to Boilers Directive No 92/42/EEC requires the analysis of the chemical content of gaseous fuels using a Precision gas chromatograph, and measuring the efficiency grade of hot-water boilers using special test equipment. It is foreseen a budget of 110.000 EUR from PHARE and 25% of the cost of each device from national co-financing - together 37500 EUR.

**Technical Assistance (TA)**

Furthermore this process includes the training of technical staff of the testing laboratory and certification body and finally obtaining accreditation from an EU Member State accreditation organisation.

The above activities will be carried out by 2 EU short-term experts (approx. 3 man/months); in addition, it is also envisaged an internship and the actual accreditation of this body by a relevant accreditation service in an EU Member State.(overall budget: 100.000 EUR).
Institutional Framework

The Slovak Office of Standards, Metrology and Testing (UNMS) will be responsible for the overall supervision of the project.

Beneficiary institutions:
Slovak Institute for Standardisation SUTN Bratislava;
Technical Testing Institute TSU Piestany;

4. Detailed Budget

<table>
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<tr>
<th>Phare Support</th>
<th>INV</th>
<th>IB</th>
<th>Total Phare (=I+IB)</th>
<th>National Co-financing*</th>
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<td>Activity 2 (T.A.)</td>
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<td>0.10</td>
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<td>Total</td>
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<td>1.46</td>
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(*) The co-financing will be ensured in accordance with the Government Resolution Nr. 77/2000 through the State budget.

5. Implementation Arrangements

6.1 Implementing Agency:

CFCU-Central Finance and Contracting Unit
Mlynske Nivy 61, 821 09 Bratislava, Slovakia
Tel.: 00421 7 534 182 93
Fax: 00421 7 534 180 95

6.2 Twinning

There will be one twinning covenant for a total amount of 560,000 EUR. For the profile of the PAA (12 months) please see activity 1.2. In addition to the PAA’s main task of improving the information network of SUTN, the PAA will also have co-ordinating responsibility for the short-term expertise involved in carrying out the tasks of implementing the quality system of SUTN and those involved in assisting with the fulfilment of the conditions for membership of CEN/CENELEC. For these tasks it is estimated that 16 man months of short term expertise is required. All experts must come from European National Standards Organisations and should have extensive experience in the defined areas.

Twinning contact at the Slovak Institute of Standardisation: Mrs Ingrid Zelinová

6.3 In order to carry out the activities envisaged, the following contracts are foreseen:

1 twinning covenant (560,000 EUR)
1 T.A. contract (100,000 EUR)
Supply contract: “Printing on demand” - 600,000 EUR including the co-financing
Supply contract: “Test equipment” – 147,500 EUR including the co-financing
Supply contract: Upgrade of information system/software: 50,000 EUR including co-financing
6. **Implementation Schedule**

7.1 Call for proposals/Start of tendering: 4\textsuperscript{th} quarter 2000/1\textsuperscript{st} quarter 2001

7.2 Start of project activity: 2\textsuperscript{nd} quarter 2001

7.3 Project Completion: 2\textsuperscript{nd} quarter 2002

8. **Equal Opportunities**

Equal opportunity principles and practices in ensuring equitable gender participation in the project will be guaranteed

9. **Environment**

The project will have not any negative environmental impact.

10. **Conditionality and sequencing**

- Training centre at SUTN established, fully operational and equipped (1999 Phare NP project)
- A clear indication is made as to the future status of SUTN’s as an independent national standardisation body in the context of changes to the law on non-profit organisations
- Adoption of Slovak government regulations providing for alignment with EU Boilers Directive 92/42 EEC by end 2000

Abbreviations used in this Project:

- UNMS - Slovak Office of Standards, Metrology and Testing
- SUTN - Slovak Institute for Standardization
- TSU - Technical Testing Institute
- GAD - Gas appliances directive
- CEN - European Committee for Standardization
- CENELEC - European Committee for Electrotechnical Standardization
- DTP - Desk Top Publishing
- EN - European standard
- SKTC - Slovak Testing Centre
- ISO – International Standards Organisation
- ETSI - European Telecommunications Institute
- IEC – International Electrotechnical Committee
- TCs - Technical Committees
- RDBMS – Relation Database Management System

**ANNEXES TO PROJECT FICHE**

1. Logical framework matrix in standard format
2. Detailed implementation chart
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period)
| Programme name: Application of the Act on technical requirements for products and conformity assessment | Date of drafting: May 2000 | Total budget (MEUR) | Programme no.: SK0004 | Contracting period expires: 31.12.2002 | PHARE contribution (MEUR) | 1.46 |
| Country: Slovak Republic | Disbursement period expires: 31.122003 | 1.0 |

### Intervention logic

#### Overall objectives:
- Adoption of the acquis communautaire in the area of Free movement of goods
- Recognition of the Slovak Institute for Standardisation as an Independent National Standardisation Organisation by European and international standardisation bodies.
- Recognition of the notified body in the field of New Approach directives Gas appliances, Efficiency of hot water boilers

#### Project purpose:
- Implementation of the Act on technical requirements for products and conformity assessment No 264/99

#### Results:
1. Establishment of authorised bodies in the field of New Approach directives: Gas appliances, Efficiency of hot water boilers,
2. Independent standardisation organisation established

<table>
<thead>
<tr>
<th>Objectively verifiable indicators</th>
<th>Sources of verification</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>P ECA Protocol signed by the end of 2002</td>
<td>P ECA Protocol signed by the end of 2002</td>
<td>Negotiation to prepare PECA Protocol is successful</td>
</tr>
<tr>
<td>Declaration that the Act No 264/99 is implemented</td>
<td>Declaration that the Act No 264/99 is implemented</td>
<td>SUTN is recognised as full member of CEN and CENELEC</td>
</tr>
<tr>
<td>Authorised bodies according to the Act No 264/99 are recognised</td>
<td>Authorised bodies according to the Act No 264/99 are recognised</td>
<td>Other relevant institutions (e.g. Slovak National Accreditation Service) must fulfil their obligations</td>
</tr>
<tr>
<td>Independent national standardisation organisation is functioning by the end of 2002</td>
<td>Independent national standardisation organisation is functioning by the end of 2002</td>
<td>Continuous support of state policy in the field of certification</td>
</tr>
<tr>
<td>80% of European standards CEN and CENELEC implemented by September 2002</td>
<td>80% of European standards CEN and CENELEC implemented by September 2002</td>
<td>Continuous support of state policy field of standardisation</td>
</tr>
<tr>
<td>Programme no.:</td>
<td>SK0004</td>
<td>Contracting period expires:</td>
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<tr>
<td>Country:</td>
<td>Slovak Republic</td>
<td>Disbursement period expires:</td>
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**Logical Framework Planning Matrix for:**

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<tr>
<th>Activities:</th>
<th>Specification of means</th>
<th>Specification of costs</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1. Analysis of requirements, programming, and the design of new modules in the information system of the SUTN - Improve the information network and its connection both locally and internationally - Run information procedures according to 98/34/EC directive - Establish credit card sale of standards and publications</td>
<td>Twinning: one PAA +- short-term expertise Equipment –Upgrade information system</td>
<td>560,000 EUR (covering all activities under 1.1., 1.2. and 1.3.) Upgrading of the current information system: 30,000 EUR</td>
<td>Sufficient staff available</td>
</tr>
<tr>
<td>1.2. - Implement the quality system in SUTN - Train 7 top managers, 1 quality manager and personnel of SUTN - Establish the relevant structures - Elaborate the business plan, all directives and working procedures - Develop the quality manual and make the final audit</td>
<td>Twinning + short-term expertise Training</td>
<td></td>
<td>Sufficient staff available</td>
</tr>
<tr>
<td>1.3 Assist in fulfilling the conditions for becoming the national member of CEN and CENELEC and realise 20 seminars about procedures implementation of ENs for members of national TCs Procure the necessary hardware for printing facilities</td>
<td>Twinning – short term expertise from European NSO for assistance in fulfilling Condition 2, 3, 5, 7 and 8 and conducting seminars Equipment – Copy machine for Printing on Demand</td>
<td>200,000 EUR (equipment)</td>
<td>Co-operation with institutions (e.g. universities, industry, SMEs) involved in implementation of European standards is functioning.</td>
</tr>
</tbody>
</table>

**Preconditions:**

1. National technical committees implementing European standards working according to European principals
<table>
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<th>Activities:</th>
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<th>Specification of costs</th>
<th>Assumptions</th>
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<td>2 prepare the competent body for GAD directive - Provide assessment studies - Upgrade the existing technical equipment - Carry out the job training for the staff - Set-up conformity assessment structures - Obtain accreditation</td>
<td>Technical assistance EU short-expertise for GAD Equipment TA- Internship 2 experts for GAD TA- international expert for 1 month TA- accreditation process by accreditation service of an EU country</td>
<td>T.A. : 100,000 EUR Investment (equipment): 110,000 EUR</td>
<td>Positive decision of authorisation by state authority</td>
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## TIME IMPLEMENTATION CHART FOR PROJECT NR. SK0004

<table>
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<tr>
<th>Sub-Projects</th>
<th>Time Implementation Chart (in quarters)</th>
<th>Budget allocation 1. MEUR</th>
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## ANNEX 3

### Cumulative contracting and disbursement schedule

Application of the Act on technical requirements for products and on conformity assessment and technical assistance in the process of adoption of Acquis Communautaire in the area of free movement of goods

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