STANDARD SUMMARY PROJECT FICHE

1. Basic Information
   1.1 Désirée Number: SI0002.02

   1.2 Title: BUILDING UP THE LABOUR MARKET INDICATORS SYSTEM FOR FOLLOWING UP THE NATIONAL EMPLOYMENT STRATEGY AND THE NATIONAL EMPLOYMENT ACTION PLAN

   1.3 Sector: Employment and Social Affairs
      (Twinning n° SI2000/IB/SO-01)

   1.4 Location: SLOVENIA

2. Objectives
   2.1 Wider Objective(s):
      To improve Slovenia's ability to actively participate in EU labour market.

   2.2 Immediate Objective:
      To support smooth implementation of National Employment Action Plan (NEAP) by following up the labour market situation and providing assistance to Ministry of Labour, Family and Social Affairs (MOLFSA) in developing EU comparable system of labour market indicators.

   2.3 Accession Partnership and NPAA priority
      NPAA: preparation of the following documents:

3. Description
   3.1 Background and justification:
      The Accession Partnership 99 binds Slovenia to prepare Labour Market Review, National Employment Strategy and NEAP. These documents are part of Slovenia's efforts to comply with the requests of the Amsterdam treaty in order to fulfil the EU obligations after accession. MOLFSA had prepared those documents and Slovene Government had adopted the Strategy 2000-2006 and NEAP 2000-2001 in November 1999.

      In accordance with the Accession Partnership 98 and together with the Commission Slovenia was the first candidate country to prepare the Joint Assessment of Medium Term Employment Priorities in Slovenia (JAP). The Paper is waiting to be signed. The objective of the JAP is to examine the extent of the progress Slovenia has made in aligning its employment system enabling the implementation of the European Employment Strategy. The document has identified key areas where progress on the Slovenian labour market is still needed and in this respect NEAP has paid special attention to the bottlenecks identified in JAP.

      The need for systematic review of the fulfilment of the objectives of the employment guidelines arises from JAP findings as well as from NEAP. The realisation of the objectives will be measured according to the system of labour market indicators. In
future they will support the preparation of action plans adjusted to the latest labour market situation.

Authorities responsible for the implementation of the NEAP will be linked in unique reporting and monitoring system enabling the overview of the entire implementation for which an appropriate system of specific indicators will be needed. Data collected by the Statistical Office of the Republic of Slovenia (SORS) cover general kind of indicators for general purposes and the specific indicators required are not included in available databases. The specific indicators will also be needed for systematic, efficient follow-up and evaluation of the Employment Action Plan.

In order to collect relevant data on the labour market developments and employment policy implementation it is necessary to establish the system of labour market indicators in line with those developed by DG Employment and Social Affairs and Eurostat. It is expected that the active participation of both mentioned bodies will contribute considerably to the development of the system.

There are some institutions in Slovenia appointed by the Government to collect and to process different data on labour market developments but there is no uniform methodology and lack of adequate IT communication network between them. Namely the institutions are: Institute for Macroeconomics Analyses and Development (IMAD), Employment Service of Slovenia (ESS), National VET Observatory of Slovenia, Statistical Office of the Republic of Slovenia (SORS), Small Business Development Centre (SBDC), Regional Development Agencies, regional units of the ESS and the network of regional SBDC. The data are collected only at the national level and they do not necessarily correspond to the situation on the regional level. IMAD will be, in co-operation of MOLFSA, the key national institution for analysing the indicators as appointed by the Government.

The aim of the proposed project are to help overcome the identified shortcomings regarding data collecting and processing and set up uniform methodology for both national and regional level with the purpose to improve implementation of strategy by annual adjustments. Therefore MOLFSA is seeking support to its efforts in setting up an effective and flexible system of following up the labour market situation.

Component 1: Strengthening MOLFSA's capacity for successful implementation of NEAP
The project will provide the analysis of the existing system of indicators provided by different Slovene national and regional institutions comparable with the system used in EU (Eurostat, DG Employment /Social Affairs). According to the results of this analysis the suggestions will be given to up-grade the system of indicators in line with EU practise. On this basis the Regulation on specific methodology of collecting and processing data and the role of relevant institutions will be prepared.

Component 2: Up-grading the network of national and regional institutions responsible for following up labour market situation
The assistance to design the adequate information system to match the demands of new Regulation will be provided. Software needed for this information system will be developed and tender documents for hardware prepared. The functioning of the information system will be tested after installation of hardware and software.

Component 3: Broadening of knowledge and skills for operational functioning of the institutions involved
Practical use of new information system will be outlined in the manual to assist institutions regionally and nationally in performing tasks as defined in the Regulation.
Seminars and workshops will be organised to train the staff in order to assure sustainable support in labour market situation.

3.2 Linked activities:
Through the Phare Programmes for 1995, 1996 and 1999 The European Commission has supported crucial aspects of the labour market restructuring.

The project SI9502.03.01 has successfully supported establishment of the Pilot Vocational Information and Counselling Centre in Ljubljana. Establishing of centres in other regions was supported through SI9605.01.01.

Phare projects SI9502.03.04, SI9502.03.01 and SI9605.01.01 have supported the development of the information system architecture for (amongst others) ESS. The establishing of the pilot Human Resources Development Fund in Maribor was supported by the project SI9502.03.04.

Through support from the Phare project SI 9605.01.03 (Activating Local Potentials in Depressed Areas) three area based Information and Research Centres for Employment Promotion have been established and the four-step approach for exploiting local employability has been very successful (six major local partnership projects have been identified and supported).

Successful support to the Ministry for specific labour market fields has been provided by the project: Labour Legislation and Implementation - SI9605.01.03.

The Project SI9907.03.01 is supporting the strengthening of the labour market organisations, especially ESS, by transfer of experience and best practice from EU member states through twinning.

The work carried out by the Group of Member State representatives which is currently working on labour market indicators will be taken into account.

There are no other donors involved in this project.

3.3 Results
The most important outcome of the project will be the development and definition of the EU comparable and compatible system of labour market indicators (see Explanatory note 1) which will be used to record the situation and to examine the impact of economic policy on the labour market.

This system of indicators will provide an important tool for detecting efficiency and implementation of employment action plans and labour market strategy as well.

For this purpose the Government has to adopt a Regulation defining the methodology of collecting and processing elementary data for the indicators. In addition to the legal basis the Regulation would indicate the information system needs to be developed and put into operation. The information system should enable collection of most recent information and creation of databases tailored to demands of analytical research in this field. The Manual and training on methodology and use of information technology should be prepared to enable the staff to become familiar with the use of the IT and gain analytical knowledge of labour market issues to support smooth running of the information system.
3.4 Activities:
The existing system of collecting and processing data and its analytical interpretation has to be examined. On this basis the selection of certain indicators will be made according to existing data. Pursuant to the needs stated in the Strategy and considering EU compliance some new indicators will have to be defined and suitable data collected and new related methodology developed.

Current tasks and links of the relevant institutions, both nationally and regionally, involved in collecting and processing data on labour market will be studied in order to set up a common system for monitoring the indicators and to design unified IT.

Preparation of the special Regulation which will bind the institutions to implement the requirements of the new labour market indicators has an important role for future implementation of NEAP. Drawing up of the Regulation should be in accordance with regular Slovene procedures, i.e. draft document should circulate in all institutions involved in order to assure quality, harmonisation and to accelerate adoption of the Regulation.

An important condition for the fulfilment of Regulation’s requirements is a functioning information system. Therefore needs for the suitable hardware will be indicated by the project as well as the preparation of the tender documents for the equipment supply. Costs of compatible hardware will be covered by the national budget. The software developed will match the tasks and needs of the institutions nationally and regionally. The information system will be tested in details as to its effectiveness and sustainable operation.

To ensure continuous successful implementation of the new system of indicators the staff nationally and regionally needs to be trained according to the demands of new technology and methodology referred in the Regulation. For this purpose the manual will be prepared and training (2 seminars/workshops for app. 60 participants and 2 or 3 specific seminars/ workshops for app. 20 participants) will be organised.

All these activities will be undertaken through twinning covenant (500,000 EUR from Phare).

Required inputs:
- one PAA for 12 months
- short-term experts
- training, seminars, workshops
- creation of a new software
- hardware (to be purchased from national budget)

Profile of the PAA
- recognised academic qualification on economy or relevant field;
- profound knowledge on labour market developments in the member States including practical experiences concerning labour market indicators system;
- sound understanding of IT, functioning of databases, information systems;
- project management skills;
- excellent command of English both written and spoken;
- communicative and co-operative personality.

Profile short-term experts (app. 2)/Component 1:
- relevant academic qualifications in the field of economy, labour market or social science;
-practical experiences on operation of labour market indicators system;
-experience in development of related methodology.

Profile short-term experts (app. 5)/Component 2:
-relevant academic qualifications in informatics, information technology or other relevant education;
-excellent practical experiences in designing, implementation, operation and maintaining of information systems including development of adequate software, creation of databases and specific applications;
-experiences in preparation of technical requirements of hardware;

Profile short-term experts (app. 3)/Component 3:
-relevant university degree;
-practical experiences in developing training sessions in respect of the use of developed software;
-experience in elaboration of didactic tools for training.

4. Institutional Framework
(details see in Explanatory note II)

The Ministry responsible for employment, MOLFSA, has prepared different documents required by EU (see 3.1.). NEAP 2000-2001 is the one prepared to cover four pillars of promoting employment opportunities according to EU employment guidelines. NEAP also states the respective institutions for implementation of the programmes under each pillar. Most of the institutions have already been implementing employment programmes and have collected relevant data for assessment of their programmes. With new NEAP the role of these institutions becomes more specific and on the other hand more interrelated. Therefore the institutions are ready to distribute their activities in order to be able to implement NEAP as a whole.

SOR S is a national statistical institution which deals with the general statistical indicators and will have an advisory role to IMAD in the project. It will be consulted on relevant issues. IMAD was appointed by the Government to assist MOLFSA in providing expert labour market analyses needed for following up NEAP. IMAD will be the centre of information and analytic system regarding labour market developments.

It is expected that the role of the institutions involved will not change after completion of the project.

NEAP will be implemented under the guidance and supervision of a steering committee consisted of the representatives from MOLFSA, IMAD, SORS, ESS, SBDC, The National VET Observatory Slovenia and the Delegation (as observer). This steering committee will closely follow the achievements of the Phare project.

The representatives of the same institutions will also follow the implementation of the Phare project. In the ideal situation the members of the NEAP steering committee will be the same as the members of the steering committee for the Phare project.
5. Detailed Budget

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* In cases of co-financing only

Note: expenditure for equipment should be put under Investment

6. Implementation Arrangements

6.1 Implementing Agency

MOLFSA will carry the implementation responsibility for the project. Within MOLFSA the Department of European Affairs will be responsible for the operational co-ordination. The contact person is Ms. Zdenka Kovač, state secretary, Department for Employment, tel. +386 61 178 33 57, fax +386 61 178 33 55.

Tendering and contracting shall be carried out by the CFCU in the Ministry of Finance. The contact person is Mr. Peter Skofic, Head of CFCU, tel. ++386-1-1786305, fax.+386-1-1786204, e-mail: peter.skofic@mfi.sigov.mail.si. The tendering and contracting of the projects components shall follow standard DIS procedures where applicable, including the twinning manual.

6.2 Twinning

The project is designed to be implemented as one comprehensive twinning package consisting of one long-term, full time, Pre-Accession Advisor (PAA) and a number of short-term experts. The PAA will support the Slovene administration on entire implementation of the project including transfer of experiences from EU member states and be responsible for co-ordinating the short term missions of all the project’s components.

The project is part of the Ministry’s and the involved organisations’ efforts to comply with the acquis. All institutions involved in this project are fully committed to take on the obligations deriving from the Twinning Covenant. This commitment will be materialised in the 0,4 MEUR to be allocated from the budget of the involved institutions to co-finance this twinning project.

6.3 Non-standard aspects

DIS manual will be strictly applied and followed, no other non-standard aspect is foreseen.

6.4 Contracts

There will be one single twinning covenant for the value of € 0,5 million.

7. Implementation Schedule
7.1 Start of call for MS proposals  
Three months before signature of FM

7.2 Start of project activity  
Six months after the signature of FM

7.3 Project Completion  
18 months after the signature of FM

8. **Equal Opportunities**  
Participation in this project, both by government employees and other personnel, will be opened to both female and male applicants involved in this sector. In development of labour market indicators all relevant gender distinction indicators will be included.

9. **Environment**  
(not applicable)

10. **Rates of return**  
(not applicable)

11. **Investment criteria**  
**National Co-financing:** 0,4 MEUR including hardware
12. Conditionally and sequencing

<table>
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<th>Sequencing of Events</th>
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<th>Done by when</th>
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<td>1. New EU comparable and compatible system of indicators developed</td>
<td>twinning partners</td>
<td>two months after the project starts</td>
</tr>
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<td>2. Regulation adopted by the Government</td>
<td>representatives of respective institutions and twinning partners</td>
<td>five months after the project starts</td>
</tr>
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<td>3. Information system operational and tested</td>
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<td>four months after the Regulation has been adopted</td>
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<td>4. Manual prepared</td>
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<td>ten months after the project starts</td>
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<td>5. Staff trained</td>
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<td>last two months of the project</td>
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Slovenia has made significant progress in order to be able to fulfil the requests of the Amsterdam Treaty after accession. Labour Market Review, National Employment Strategy 2000-2006 and National Employment Action Plan (NEAP). The Joint Assessment Paper (JAP) that was prepared to assess the labour market in Slovenia identified areas where further development is still needed. JAP has shown a clear need for systematic analysis of the implementation results of the employment strategy. To measure the results against the objectives, a system of labour market indicators needs to be developed and NEAP implementing agencies need to function co-ordinated.

Considering the forthcoming accession time the work in this field is in full preparation phase. Ministry of Labour, Family and Social Affairs as the responsible ministry for employment believes that the experience of member states in the field of development of labour market indicators system and implementation of employment guidelines is invaluable. MOLFSA together with relevant institutions are committed to implement the EU employment guidelines successfully and to start working on the subject as soon as possible. Therefore timely signature of the Financing Memorandum and beginning of the project in the shortest time possible would accelerate events.

The crucial point in the life of the project is the adoption of the Regulation (see table above). The Regulation will define the role and tasks of institutions implementing employment guidelines. Relevant Slovene authorities are committed and determined to draw up the Regulation on time as not to endanger the progress of the project, activities and tasks yet to be done.
### LOGICAL FRAMEWORK MATRIX FOR BUILDING UP THE LABOUR MARKET INDICATORS SYSTEM FOR FOLLOWING UP OF THE NATIONAL EMPLOYMENT STRATEGY AND THE NATIONAL EMPLOYMENT ACTION PLAN

**Contracting period expires:** 31/12/2002  
**Disbursement period expires:** 31/12/2003  
**Project Number:** SI0002.02  
**Total Budget:** 0.9 MEUR  
**Phare contribution:** 0.5 MEUR

<table>
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<th>Wider Objective</th>
<th>Indicators of Achievement</th>
<th>How, When and By Whom Indicators Will Be Measured</th>
<th>Assumptions and Risks</th>
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| ☐ to improve Slovenia’s ability to actively participate in EU labour market | ☐ improved capacity at all levels to implement the active employment policy and to influence the functioning of the labour market through National employment action plan in compliance with the EU employment guidelines | ☐ EU reports on the accession process  
☐ Policy formation papers | ☐ sufficient national budget to cover the incurred costs |

<table>
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<th>Immediate Objectives</th>
<th>Indicators of Achievement</th>
<th>How, When and By Whom Indicators Will Be Measured</th>
<th>Assumptions and Risks</th>
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| ☐ support smooth implementation of NEAP by following up the labour market situation with the assistance to MOLFSA in developing EU comparable system of labour market indicators | ☐ availability of the most up to date labour market analyses  
☐ preparation of labour market review based on EU comparable system of indicators  
☐ more focused inter-institutional co-operation  
☐ improved capacity to implement employment policy | ☐ Experts’ reports  
☐ Ad hoc material and yearly reports  
☐ Labour market statistics, reviews, reports, analyses | ☐ sufficient national budget to cover the incurred cost and timely availability of Phare support  
☐ Active participation in the co-ordination of all parties involved  
☐ Existence of absorption capacity at local level |
<table>
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<th>Outputs</th>
<th>Indicators of Achievement</th>
<th>How, When and By Whom Indicators Will Be Measured</th>
<th>Assumptions and Risks</th>
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</table>
| □ new EU comparable system of indicators developed  
□ regulation on methodology and system of indicators adopted  
□ information system operational  
□ manual on methodology of collecting data and analysis of indicators according to software requirements  
□ staff trained | □ regulation adopted by the Government  
• information system installed in 60 places  
• 60 end-users of the new software  
• manual distributed to 60 officials  
• 60 officials trained | □ experts’ reports  
□ OMAS assessment  
□ reports to steering committee  
□ regulation published in Official Gazette  
□ the actual use of the information system | □ Availability of the required inputs including Phare financing  
□ Regulation adopted by the Government in due time |

**Inputs**
- PAA for 12 months  
- short-term experts  
- training, seminars, workshops  
- hardware (national budget), software
# Annex 2: Implementation time chart

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Annex 3: Contracting schedule (sheet 1)

NB See also sheet 2 for disbursement schedule

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<th>Name and Number of programme</th>
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Annex 3: Disbursement schedule (sheet 2)

Name and Number of programme
BUILDING UP THE LABOUR MARKET INDICATORS SYSTEM FOR
FOLLOWING UP THE NATIONAL EMPLOYMENT STRATEGY AND
THE NATIONAL EMPLOYMENT ACTION PLAN - SI0002.02

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NB all disbursements must be completed within 36 months of signature of the FM
Annex 3: Contracting and disbursement schedule (sheet 3)

Name and Number of programme
BUILDING UP THE LABOUR MARKET INDICATORS SYSTEM FOR FOLLOWING UP THE NATIONAL EMPLOYMENT STRATEGY AND THE NATIONAL EMPLOYMENT ACTION PLAN - SI0002.02

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EXPLANATORY NOTE I

Processed data on labour market serve as indicators for monitoring of the implementation of the employment action plan, of labour market development strategy, as well as of other measures and programmes influencing the labour market. Such data are appropriate for analytical and econometric research and evaluation of labour market situation. Basically they illustrate the situation, the structure, the trends, and the efficiency of particular labour market sectors. For example, one indicator can be used for the monitoring of certain target group in a particular region by age and by the period of unemployment.

Indicators to measure the realisation of set goals and measures envisaged in the guidelines are encompassed to the employment action plan content (action plans are uniform throughout EU member states). In order to realise the guidelines adjustment of certain indicators will be needed.
EXPLANATORY NOTE II

Ministry of Labour, Family and Social Affairs
Together with IMAD and ESS, The Ministry of Labour, Family and Social Affairs provides professional support for the preparation of employment action plan and strategies. The Ministry will monitor the realisation of economic policy measures at labour market and establish its effectiveness in the field concerned, thus establishing the bases for the preparation of new and the extension of the existing programmes. The activities will be carried out in the scope of strategic orientations and within the framework of the steering committee monitoring the implementation of the employment action programme.

The Ministry of Labour, Family and Social Affairs (MOLFSA) is a relatively small Ministry employing altogether only 110 persons.

MOLFSA’s tasks are defined by the Law on the Organisation and Areas of Work of Ministries and can in short be described as attending to matters relating to:

- the status, rights and obligations of workers at work and deriving from work;
- income policy and the regulation of the wage system;
- collective agreements and the regulation of relations with the social partners;
- employment policy;
- insurance against unemployment;
- the status and overall social security of the disabled, young people, children and families;
- study grants;
- vocational education and training, certification system;
- the system of pension and disability insurance;
- safety at work;
- family and demographic policy;
- social assistance and social care;
- social help for individuals, families and population groups at risk;
- the education of children with developmental difficulties;
- protection for people unable to care for themselves;
- protection for members of families whose breadwinner is doing compulsory national military service;
- protection and the rights of war veterans, war invalids and victims of war; and
- the renovation and maintenance of the graves and cemeteries of war veterans and victims of war.

The Ministry consists of the Minister’s Office, 6 functional departments and the supportive line functions that are merged into the so-called Joint Service of which the Department for European Affairs is part. In addition two operational constituent bodies are part of the Ministry namely: the Office of the Republic of Slovenia for Health and Safety at Work and the Labour Inspectorate of the Republic of Slovenia.

Institute for Macroeconomics Analysis and Development
Institute of Macroeconomics Analysis and Development is a part of the Ministry of Economic Relations and Development. It was established in 1947 as the Institute of the RS for Economic Planning. Institute’s main activities have always been tightly linked to designing of development policy, and in particular to the role, the state has in attainment of development goals. Today the basic activities of the Institute of Macroeconomics Analysis and Development are in line with the needs of the Government and its ministries. These are the following:

- elaboration of macroeconomics analyses of economic, social and regional development,
- analysis and co-ordination of the fundaments, directions and tasks of economic policy,
- elaboration of the Strategy for Economic Development of Slovenia,
- analysis and forecasts of developments on the domestic and foreign markets,
- simulations and evaluations of economic and developmental measures and institutional changes,
- development and use of methodological tools and information systems,
• general advising in economic, social and regional development.

IMAD is providing the expert support to MOLFSA for the NEAP in Slovenia. IMAD will be the centre of information and analytic system regarding labour market developments.

**Employment Service of Slovenia**

The Employment Service of the Republic of Slovenia (ESS) plays a crucial role in the implementation of the active labour market policy. Besides SORS it is the most important institution collecting labour market data and analysing them at national as well as at regional level (regional units), but they are not all compatible with EU requirements. Nevertheless links to other institutions, adjustments, and the preparation of new, more detailed labour market indicators will be needed, above all at the regional level.

The role and the functions of the ESS are defined by the Employment and Insurance against Unemployment Act adopted in 1991, plus in approximately 17 other acts and regulations. According to these regulations the ESS is responsible for providing professional assistance to the unemployed and to the job seekers. The objectives of the ESS are as follows:

1. reducing unemployment;
2. facilitate successful career development for individuals;
3. ensuring social security in case of unemployment to those who are eligible;
4. ensuring equal level of service quality and progress throughout Slovenia;
5. ensuring successful skills development for unemployed to match demand on the labour market better.

The organisational scheme of the ESS consists of the Central Office in Ljubljana, 10 regional and 59 local offices. The local offices constitute the backbone for ESS’s service provision and provide the direct client contact; job placement, job counselling, insurance claim and implement the different active and passive labour market programmes. The regional offices perform the tasks of monitoring, advising and analysing. While, the Central Office ensures an uniform methodology for the ESS and undertakes quality assurance functions.

The ESS is managed by the Administrative Council consisting of 15 members (five representatives of the employers, five of the employees, and five of the Slovene Government). Organisation, management, obligations and rights of the head office and of the regional and local offices are determined by the Regulation on Internal Organisation and Job Classification approved by the Administrative Council.

The regional offices have traditionally enjoyed relatively high, but not precisely defined, degree of competence. This has resulted in functions being duplicated across all three levels. Aimed at modernising ESS, enhance its service delivery profile and increase the quality of service delivered, ESS’s leadership started a process of reorganising and modernising its structure. During 1996 analysis of the organisation and its working procedures were conducted and ways of optimising were identified. For example, the directors of the regional unites became directly responsible for the material costs. During 1997 the draft plan for ESS’s reorganisation was elaborated, and the following priorities were set out: to improve the strategic and the direct service providing level, to increase the administrative productivity and abolish the duplication of functions.

The reorganisation is at the moment in progress. Gearing of ESS’s organisation as an efficient partner for implementation of the Employment Guidelines is seen as a priority by MOLFSA.

**The National VET Observatory Slovenia / The Centre of the Republic of Slovenia for Vocational Education and Training**

VET supports the reform of national vocational education and training and that of the labour market systems and is one of the key institutions aiming to enhance employability of population within the
framework of the first pillar of the employment action plan (first pillar: enhancement of employability of population).
The Centre of the Republic of Slovenia for Vocational Education and Training is a central institution dealing with the development of vocational and professional education and training. It performs professional development and counselling tasks for Ministries, Chambers, vocational and professional schools and other partners in the area of education. In accordance with the new legislation in the area of vocational education and training the majority of its activities are implemented in co-operation with its partners, as well as with other countries developing and implementing activities in the area of professional and vocational education.

The areas of activities are.
- VET system (VET programmes, certification system, occupational standards)
- Evaluation of VET system and programmes
- VET for teachers and trainers
- international co-operation (National VET Observatory, Agency for the EU programmes - Leonardo da Vinci programme, Socrates, Erasmus, Lingua, Etc.)

Since December 1996, the National VET Observatory Slovenia has been functioning within the Centre. It supports the reform of national vocational education and training and labour market systems by:
- identifying information sources;
- collecting, storing and analysing information;
- preparing regular reports on developments in vocational education and training and labour market;
- disseminating relevant information to national authorities and other parties;
- identifying cases of good practice;
- creating links between the different national vocational education and training, and labour market initiatives;
- establishing links with Observatories in other countries (EU and CEE countries) to exchange knowledge and expertise on vocational education and training;
- improving the information flow linking labour market needs and the supply of vocational training;
- identifying vocational training policy options;
- defining priority areas for future actions.

The Small Business Development Centre
SBDC plays one of the most important roles in the area of promoting entrepreneurship. It has already set up a regional network of local partnerships. There is an Euro-info Centre operating within SBDC collecting and monitoring certain data and information relevant to its reference field. As a key institution implementing programmes from the second pillar of NEAP (enhancement of entrepreneurship) SBDC will have to be incorporated and linked to the national uniform data collection system.

The Centre was established to support development, co-ordination and management of consulting network for entrepreneurs and craftsmen with the purpose of assuring quick, simple and high quality services such as information on finances, new technology, training and promotion. The SBDC tightly co-operates with ESS, providing support to entrepreneurs and craftsmen through regional and local partnerships as key actors in development of small business and overall regional development. So far four regional SBDC and 26 local partnerships have been established.

Statistical office of the Republic of Slovenia (SORS)
SORS is the official institution for providing national statistics. It collects and processes basic and most important statistical data from the labour market and publishes them in statistic publications, but all fields are not included, particularly indicators for employment policy, vocational educational training, etc.

It was established by the Government of Slovenia and provides national statistics on the current situation and movements in the economic, demographic and social spheres as well as on environmental and natural resources for bodies and organisations of public administration, the commercial sector and the general public. The office provides and exchanges statistical data with other countries and international organisations, and thus fulfils its international obligations.
Data collection is based on the National statistical surveys programme, which encompasses a statistical research programme and development and methodological tasks. Part of the program is also statistical research, which provides direct and immediate information required for establishing the current situation, while through surveys and opinion polls it monitors changes taking place over the course of several years.

The national programme of statistical surveys is organised in the form of a special list which contains: the title of the survey (with code); contents, frequency and purpose of the research; observation period, deadlines for data providers; and processing and forms of data dissemination.

Some of the contents of the National statistical surveys programme:
- statistics of specific areas of national economy;
- statistics in the area of education, culture, sports…
- development and methodological tasks of the Office;
- research carried out for the Ministry of Labour; Family and Social Affairs
- research carried out for the Bank of Slovenia;
- research carried out for the National Accounting Agency;

Lately, SORS made a wide labour force survey, following the demands of the ILO. Its purpose is to collect data on distribution, structure and characteristics of active and inactive population in the Republic of Slovenia.