1. **Basic Information**
   1.1. Desiree Number: SI0004.02
   1.2. **Title: Activating employment potentials at the local level**
   1.3. Sector: Economic and Social Cohesion
   1.4. Location: Slovenia, Savinjska region

2. **Objectives**

2.1 **Wider Objective:**
To promote regional based approach in new job creation in the region, through development of innovation, entrepreneur-ship and human resources.

2.2 **Immediate Objective:**
To support local employment initiatives in the field of SME development, focusing on training of unemployed and their placement to new jobs opened.

2.3 **Contribution to the Accession Partnership and NPAA priority**
The proposed project is in full conformity with the short term and medium term priorities of the AP Slovenia (Economic reform, Institution building, Employment and social affairs) and Annexes 3.5. Economic and social cohesion (especially with respect to equal opportunities as well as Regional policy and Cohesion), 3.4. Sector policy (especially with respect to foster the development of open and competitive markets, adoption to changes in industry development—education, technology) and 3.2. Innovations (especially with respect to Education, training and youth).

The proposed project is in full conformity with the following NPAA fields:
- **Small and medium enterprises**, with the objectives: Facilitate and stimulate new entries and growth of small enterprises.
- **Social protection**, with the objectives: Overcome social exposure and social exclusion, social integration of disabled persons.
- **Education**, with the objectives: Improve the quality of education, strengthen the link between labour demand, education and training, improve the quality of human resources.
- **Labour market policy, Active measures**, with the objectives: Reorientation towards active measures, encourage job creation, reduce skill mismatch.
- **Regional development**, with the objectives: Ensure conditions for co-ordinated management of regional policy.

The project is in line with following priorities of Preliminary national development plan 2000-2002 (Chapter 6):
- **6.1. Priority 1:** Productive capacity of the enterprise sector
- **6.3. Priority 3:** Human resource development and promotion of employment (sub-priorities No. 1, 2, 3 and 4: Raising employability of population, entrepreneur-ship development, adaptability of companies and employees, equal employment opportunities)
- **6.4. Priority 4:** Regional development (sub-priorities No.1, 2 and 3: Institutional support for regional policy implementation, preparation of regional development programs, design monitoring, controlling and evaluation system

The project is in compliance with the following guidelines:
- increasing the employability of unemployed
- to develop new employment opportunities in the framework of local employment initiatives
- to promote market access for disabled and long term unemployed

Project is also in line with following regional strategic documents: Draft of regional development strategy, Draft of five area based partnership integrated development programmes, Regional micro credit scheme programme.
3. Description

3.1 Background and justification:
In terms of economic development Savinjska region has been stagnating as a result of the bankruptcy of various companies and continued decline of labour intensive industries i.e. iron, steel, mining and textiles. Job opportunities have become scarce creating high unemployment and a drain of young expertise out of the region, into the capital. Unemployment is expected to continue to rise as larger companies shed staff due to inefficient adjustment to global market changes unless more efficient support will be ensured to stimulate technology and product innovation. The average rate of unemployment in the region is 15.4% and it is above national average. As the indicator shows the rate of hard to place unemployed is 60% of all unemployed and disabled is 13.4% of all unemployed. The future development will have to be focused on creating new employment opportunities for specific target groups and promotion of innovation and job restructuring.

The government has launched various national programmes and instruments to tackle the problems of unemployment and boosting up the new employment opportunities within Slovenia. The results of analyses provided showed that these horizontal national programmes do not efficiently respond to the specific and diverse needs of the development and employment initiatives at the local level. The reports and observations of two main launched instruments existing (guarantee fund and micro credits) show the following weaknesses: financial instruments are not flexible, they are based on credits and loans that need to have a guarantee-capital, lack of risk capital, micro credits do not present sufficient source for investments in new job creation, no sources for innovative employment projects (Evaluation of pilot projects of providing micro credit schemes for job creation, 1998). The conclusions of the Final report of the Phare project: “Activating local employment potentials” SI9605/01/03 (FAS international, June 1999) also proved the incoherence and lack of adaptability of national employment programmes to the local or bottom up initiatives. Other types of financial resources were suggested to be initiated (fixed allocation of funds at the regional level, spent at regional and local discretion), that would stimulate region to fully determine the priorities within finite resources and become responsible for their usage. The lack of skills for quality investment plans preparation, control and decision making at the local and regional level was also identified.

The aim of proposed project:
The region proposed to initiate a regional approach (in line with ESF type of projects) to increase efficiency of job creation for specific target groups of unemployed and first job seekers, to promote effective facilitation to identified »bottom up« employment projects, using a regional financial instrument, the ‘Regional Employment Promotion Fund (REPF)’. The proposed instrument will be in addition to existing national horizontal employment programs and will be implemented to overcome their shortcomings.

The target groups reached through the project will be unemployed (in particular, hard to place, disabled and first job seekers), employers and other employment projects carriers.

3.2 Linked activities
1. Existing national initiatives or programmes, such as supportive horizontal measures provided by Employment Services of Slovenia and partially by Regional Development Agencies (micro credits scheme). However, these measures, which are centrally designed and fairly rigid in implementation process in larger terms, do not provide for a quick, efficient and flexible enough and especially not sustainable link between social and economic projects initiated within the region.


2. In 1998 the first PHARE project: “Activating local employment potentials in depressed areas” has been introduced in 4 regions: Savinjska (not entirely), Spodnje PodravJE and PosavJE. It initiated the methodology in activating employment potentials, in terms of 4 area based development partnerships (private/public), 4-step approach (from social to economic development). After the successful completion of the project and tangible results, the project
was adopted as a national programme to be initiated also in other regions in Slovenia. The final report proposed more effective instruments to be developed for activating real employment potentials.

3. The first feasibility studies prepared by Regional Development Agency for promotion of the technology, product innovation and possibility of work modernisation prepared for field of tool making industry, tourism, herbs processing, tele-working etc shows, that there is a huge need to speed up the innovation process and that there is also viable opportunity to prevent further job distortion and even provide new job creation for highly qualified young graduates.

4. The PHARE - SPP pilot action proposed by region Savinjska, will carry out all the questions related to the institutional building, preparation and establishment phase of the regional financial instrument: the Regional Employment Promotion Fund (REPF) which will prepare it to be fully in operation and ready for the financial disbursements under Phare 2000. The exact description of the REPF, phases of its establishment and its role will be prepared and carried out.

3.3 Results:
Established Regional Employment Promotion Fund (REPF) will perform its task according to the determined constitution (status) in terms of financial resources and implementation support to the local employment initiatives.

1. Tender for employment projects will be performed aiming to create minimum 150 new jobs. The selection will be made based on defined criteria. The initiatives should include project based training for unemployed, new jobs creation, identification and preparation of investment plans of at least 10 eligible employment projects, at least 2 innovation projects to promote employment opportunities for first job seekers.
   · Projects will be selected, co-financed, monitored and evaluated as specified in the respective sections of the selection panel and presented in the annual report.
   · To assure appropriate start of the REPF activities, technical and administrative assistance will be ensured and developed integrated information system (IIS). Number of staff will be determined to match the facilitation needs of the IIS. The tender for equipment (including IT) will be performed, the necessary equipment purchased, installed and tested. The IIS staff will be trained for IIS facilitation and preparation of the projects and implementation follow up.

2. The promotion of the REPF will be organised in the region. Web site designed, installed and operational. The newsletters will be published and distributed every month.

3.4 Activities:
Following activities will be carried out to achieve the determined results within implementing the REPF:

1. - preparation of tenders for employment projects as set in the regulation panel of REPF
   - realisation of tenders
   - selection of projects according to the determined criteria
   - involvement in projects selected through co-financing and monitoring
   - evaluation of the projects and preparation of the final annual report
   - determining the number of staff according to the IIS facilitation needs and requirements
   - drawing up tenders for equipment , IT
   - performance of the tenders, selection of suppliers, suitable staff
   - training of staff
   - purchase, installation and testing of equipment
   - modification of software according to the defined needs, developing necessary applications

The activities will be undertaken by both EU and Slovenian experts. Slovenian contribution to the project will include 150.000 EUR for services and 1.600.000 for co-financing of the REPF.

2. - development of the web site with regard to its determined function (activities presented, offers, ..)
   - installation, testing of the web site
   - designing, printing and distribution of the newsletters every month
The web site and the newsletter will be supplied by Slovenian part exclusively. Slovenian contribution will include 60,000 EUR.

4. Institutional Framework

**National Level:** In accordance with the PNDP 2000-2002 priorities for PHARE support, the contracting authority in the frame of this project will be the Ministry of Economic Relations and Development (MoERD). The project will be co-financed also by the Ministry of Economic Affairs (MoEA), the Ministry of Small Business and Tourism (MoSBT), the Ministry of Science and Technology (MoST), and the Ministry of Labour, Family and Social Affairs (MoLFSA).

**Regional Level:** The beneficiary agency appointed for management of the project activities is Regional Development Agency of Celje, a non-profit institution that acts on behalf of the region and 31 local communities. The Regional Development Agency Celje will co-ordinate the steering committee. The members of the steering committee will be from participating ministries, municipalities, Employment Service of Slovenia-office Celje and Velenje, Regional Chamber of Commerce of Slovenia and Regional Chamber of Crafts of Slovenia.

The final beneficiaries will be the local partners.

5. Detailed budget

<table>
<thead>
<tr>
<th>Investment support</th>
<th>Institution building</th>
<th>National Cofinancing</th>
<th>TOTAL EUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Contract I - service (framework contract)</td>
<td>200 000 (TA – IIS)</td>
<td>150 000</td>
<td>350 000</td>
</tr>
<tr>
<td>2. Contract II - supply</td>
<td></td>
<td>60 000</td>
<td>60 000</td>
</tr>
<tr>
<td>3. Financing agreement</td>
<td>1 800 000</td>
<td>1 600 000</td>
<td>3 400 000</td>
</tr>
<tr>
<td>TOTAL EUR</td>
<td>1 800 000</td>
<td>200 000</td>
<td>1 810 000</td>
</tr>
</tbody>
</table>

6. Implementation Arrangements

**6.1. The Implementing Authority will be:**
Ministry of Economic Relations and Development
National Agency for Regional Development (NARD)
Kotnikova 28
1000 Ljubljana
Slovenia
Mr. Ivo Piry, Director
tel: ++386 61 178 36 70
fax: ++386 61 13 13 360

The Implementing Agency in charge of tendering, technical project implementation, management and control as well as for the signing of the contract is:
Ministry of Finance
Central Finance and Contracting Unit (CFCU)
Beethovnova 11
1502 Ljubljana
Mr. Peter Škofič, PAO
tel: ++386 61 178 62 05
fax: ++386 61 178 62 04

**6.2 Twinning**
Not applicable

**6.3. Non standard aspect:** A fund mechanism will be established through a Financing Agreement.

**6.4 Contracts**
1. Service Contract (framework contract): 200 000 EUR
2. Financing agreement – contract: 1 800 000 EUR
7. Implementation Schedule
7.1 Start of tendering
Service contract (Framework contract) tendering – directly after the signing of the FM
Financial agreement – directly after the signing of the FM

7.2 Start of project activity
Service contract (Framework contract) activity – 2 months after signing the FM
Financial agreement activities – 4 months after signing the FM

7.3 Project Completion
Last payment: 18 months after the signing of FM

8. Equal Opportunity
As stated in the background the region is facing high unemployment among the women, elderly and disabled. The proposed project will stimulate and support the initiatives that will promote the equality in terms of promoting and assuring equal opportunities in entering the labour market among the genders, co-ordinating the family and professional life- re-entering the labour market, promoting the integration of disabled to work.

9. Environment
In terms of the innovation projects the environmental aspects will be taken into the consideration.

10. Rates of return
Not applicable

11. Investment criteria
11.1 Catalytic effect:
It will strengthen the partnership process between the regional and local partners in terms of responsibilities taken, decision making, priorities set and between the government and the region in tackling the unemployment problem. It will stimulate and create a positive environment for further innovation, development and new job creation in the region based primary on endogenous investments and resources.

11.2 Co-financing:
Co-financing will be present all the time from the local actors (private and public sector) and national resources in terms of operational cost and equipment for the development facilitators and resourcing the funds within the REPF.

11.3 Additionality:
The project will contribute as additionally to the existing national instruments (guarantee fund and micro credits) in terms of combination of non-refundable sources and will reach wider range of target groups and carriers of bottom up development and employment initiatives.

11.4 Project readiness and Size:
The proposal involves the existing feasibility studies justifying the need for the set up infrastructure. The project will be ready after the first phase under SPP will have been implemented and assessed positively.

11.5 Sustainability:
The idea of REPF establishment was developed based on the needs and demands expressed by various groups of unemployed, relevant institutions and general opinion in the region. Similar initiatives are being developed in other Slovene regions as well. The Savinjska initiative exhibits high degree of elaboration and is mature to be implemented. The regional institutions, municipalities and other potential local partners have already confirmed the relevance of this project proposal for the region’s development. The idea of REPF is also strongly supported by several ministries (MOLFSA; MOERD; MOSBT; MOST; MOEA). Support both on regional and national level will be expressed by substantial financial contribution to the project.

It is concluded that the proposed project of REPF establishment and implementation will sufficiently cover most vulnerable employment gaps in the region. It is regarded as a pilot
project which could be introduced in other regions as well. A trial period of three years is proposed. During this period the effectiveness of REPF will be evaluated. The possibility will be studied to introduce the instrument of REPF in other regions as a link between national employment programmes and specific needs of regions. Also the possibility of integrating instruments of guarantee fund and micro schemes will be examined.

It is envisaged among other long-term objectives that the REPF will initiate the participation fee contributed by the beneficiaries. The fee will replace the financial support to the REPF to implement its activities.

11.6 Contribution to Preliminary National Development Plan 2000 - 2002
The project is in co-ordination with the PNDP 2000-2002 priorities and its instruments available.

12. Conditionality and sequencing
- The preparation phase, focusing on Institution Building, for the REPF under the Special Preparatory program will have been finalised according to the foreseen timetable
- the preparation phase will have provided for the details of the organisational and implementation structure of the REPFs (the scope of the REPF, what activities and in what sectors will be eligible to be financed, what will be target groups, what will be the selection criteria, by whom the selection will be made, what will be the operational structure)
- the preparation phase will have been positively assessed by the Commission.
ANNEXES TO PROJECT FICHE

1. Logical framework matrix in standard format  
2. Detailed implementation chart  
3. Cumulative contracting schedule  
4. Cumulative disbursement schedule  
5. Cumulative contracting and disbursement schedule  
6. Reference to feasibility /pre-feasibility studies.  
7. List of relevant Laws and Regulations  
8. Reference to relevant Government Strategic plans
**LOGFRAME PLANNING MATRIX FOR**

**Title: Activating employment potentials at the local level**

**Contracting period expires:** December 2002  
**Disbursement period expires:** December 2003

<table>
<thead>
<tr>
<th>Project Number: SI0004.02</th>
<th>Total Budget: 3,81 (MEUR)</th>
<th>Phare contribution: 2 (MEUR)</th>
</tr>
</thead>
</table>

### Wider Objective

<table>
<thead>
<tr>
<th>Indicators of Achievement*</th>
<th>How, When and By Whom Indicators Will Be Measured</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>- number of new jobs opened</td>
<td>- programme assessment reports: - regional, state and CEC/EU statistical and analytical researches - sectors feasibility studies - employment statistics - regular report from the EC on Slovenians progress towards accession</td>
<td></td>
</tr>
<tr>
<td>- number of new SMEs assisted</td>
<td>- governmental commitment to priorities defined - approval of national and local budget and availability of fund for the project - co-operation of identified partners on national and regional level</td>
<td></td>
</tr>
<tr>
<td>- number of SMEs given advice/information -number of SME gained the economic and social sustainability</td>
<td>- adequate skilled labour force available - timely preparation of the project documents and commitment to the contracting condition</td>
<td></td>
</tr>
</tbody>
</table>

### Immediate Objectives

<table>
<thead>
<tr>
<th>Indicators of Achievement</th>
<th>How, When and By Whom Indicators Will Be Measured</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>- number of new jobs created , unemployed trained and employed - number of SMEs supported - number of project based training carried out for the unemployed</td>
<td>- employment statistics - ESS reports - REPF reports</td>
<td></td>
</tr>
<tr>
<td>- employment statistics - ESS reports - REPF reports</td>
<td>- governmental commitment to priorities defined - approval of national and local budget and availability of fund for the project - co-operation of identified partners on national and regional level</td>
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</tr>
</tbody>
</table>

### Outputs

<table>
<thead>
<tr>
<th>Indicators of Achievement</th>
<th>How, When and By Whom Indicators Will Be Measured</th>
<th>Assumptions and Risks</th>
</tr>
</thead>
<tbody>
<tr>
<td>- number of sustainable partnership employment projects prepared for implementation on local and regional level (at least 10) - number of projects based training programmes prepared (10) - training workshops implemented - number of integrated information System users and web site visitors - users number of beneficiaries trained in new/modern training programmes and methods - number of new jobs created and facilitated (150) - number of innovation project facilitated (2)</td>
<td>- monitoring and assessment reports of contracting and implementing agencies - regional, state and CEC/EU statistical and analytical researches and feasibility studies site visits - reports of the REPF and monitoring committee</td>
<td></td>
</tr>
<tr>
<td>- operational, steering committee and evaluation committee representatives co-operation assured and stable - the quality management of the REPF provided - provided long term sustainable resources available at the local level and national level with in the REPF - financing and human resources available on time - efficiency of employment projects manager and timely submission of sub program documents such as technical specification, tender dossier, studies</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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*Indicators of Achievement:
- number of new jobs opened
- number of new SMEs assisted
- number of SMEs given advice/information
- number of SME gained the economic and social sustainability

Assumptions and Risks:
- governmental commitment to priorities defined
- approval of national and local budget and availability of fund for the project
- co-operation of identified partners on national and regional level

**Annex 1 to Project Fiche**

**Programme name:** and number: SI-2000.  
**Date of drafting:** February 2000
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<thead>
<tr>
<th>Inputs</th>
<th>Number of staff</th>
<th>Regional and national steering committees</th>
<th>Adequate technical equipment available</th>
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<tbody>
<tr>
<td>- manpower-staff</td>
<td>- quality of terms of reference and technical documents</td>
<td>- monitoring and assessment reports site visits</td>
<td>- commitment of contractor to contract obligations</td>
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<tr>
<td>- technical assistance</td>
<td>- assured co-operation and support of all relevant partners</td>
<td>- commitment of staff</td>
<td>- continued support from the EU for programmes in Slovenia</td>
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<td>- equipment</td>
<td>- financial resources</td>
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Annex 2

SI0004.02

Implementation time chart for the project

Phare and National Funds
TOTAL: 3.81 MEUR

<table>
<thead>
<tr>
<th>Activities</th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
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<tbody>
<tr>
<td></td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Financial agreement</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Framework Contract</td>
<td></td>
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<tr>
<td>Supply contract</td>
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</table>
Annex 3
SI0004.02

CUMULATIVE CONTRACTING SCHEDULE: Duration of FM: December 2000-December 2002

Phare funds (EUR million)

<table>
<thead>
<tr>
<th>Date</th>
<th>9/30/00</th>
<th>12/31/00</th>
<th>3/31/01</th>
<th>6/30/01</th>
<th>9/30/01</th>
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<td>0.2</td>
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<td>Contract 2 (FA)</td>
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<td>1.8</td>
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<tr>
<td>TOTAL</td>
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<td>2.0</td>
<td>2.0</td>
<td>2.0</td>
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### CUMULATIVE DISBURSEMENT SCHEDULE

Duration of FM December 2000-December 2002

(EUR million)

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<tr>
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<th>9/30/02</th>
<th>12/31/02</th>
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<td>Contract 2(FA)</td>
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<td>0.9</td>
<td>1.8</td>
<td>1.8</td>
<td>1.8</td>
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<td><strong>TOTAL</strong></td>
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<td>1.06</td>
<td>1.1</td>
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<td>2.0</td>
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</table>
## CUMULATIVE CONTRACTING and DISBURSEMENT SCHEDULE (EUR million)

<table>
<thead>
<tr>
<th></th>
<th>3/31/01</th>
<th>6/30/01</th>
<th>9/30/01</th>
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<tr>
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<td>2.0</td>
<td>2.0</td>
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</tr>
<tr>
<td>Disbursed</td>
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<td>1.1</td>
<td>2.0</td>
<td>2.0</td>
<td>2.0</td>
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<td>2.0</td>
<td>2.0</td>
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</tr>
</tbody>
</table>
Annex 6

Available feasibility studies and development plans

1. A draft of regional development strategy of Savinjska- Savinjska 2000+, January 2000

2. 4 area based development centres business plans and basic feasibility

- LDC Žalec, October 99
- LDC Obsotelje and Kozjansko, October 99
- LDC Celje Partnership, January 2000
- LDC ZG. Savinjska-Šaleška, January 2000
- LDC Slov. Konjice, October 99

3. 4 drafts of area based partnership development programs

- Integrated development programme of Obsotelje and Kozjansko partnership,
  local co-ordinator Josip Pintar, 1999
- Integrated development programme of Dravinja Valley partnership,
  local co-ordinator Josip Pintar, 1999
- Integrated development programme of Celje with surrounding partnership,
  local co-ordinator Barbara Leban, 1999
- Integrated development programme of Lower Savinja Valley partnership,
  local co-ordinator Danica Jezovšek-Korent, 2000


5. Program for promotion of new jobs creation and self employment; Employment Service of Slovenia and Small business development centre, 1996


7. Basic analyses on mismatch of the skills supply and skills demands in the region has been elaborated, 98-99 (Employment Service of Slovenia)
Annex 7

List of relevant Laws and Regulations:

1. Law on economic zones (Official Journal of the Republic of Slovenia, 45/98)
2. Law on business (Official Journal of the Republic of Slovenia, 30/93)
3. Law on supporting companies in the development of new technologies and the establishment and functioning of development units in the period 2000-2003 (Official Journal of the Republic of Slovenia, 99/99)
4. Law on research activities (Official Journal of the Republic of Slovenia, 8/91)
5. Law on small business development (Official Journal of the Republic of Slovenia, 18/91)
6. Balanced Regional Development Act (Official Journal of the Republic of Slovenia, 60/99)
Annex 8

Reference to relevant Government Strategic plans and studies

3. Strategy of increasing the competitiveness of Slovene industry, Ministry of Economic Affairs, Ljubljana, 1996
9. National program to promote home based work and telework, Ministry of labour, family and social affairs, 2000)