STANDARD SUMMARY PROJECT FICHE

1. Basic Information

1.1 Project Number: SI0202.07
Twinning Number: SI02/IB/EC/05
1.2 Title: Capacity building for the implementation of the acquis related to mutual recognition of qualifications
1.3 Sector: Human resources development
1.4 Location: Slovenia

2. Objectives

2.1 Overall Objective(s):
- To set up a coherent system for implementing the Act on Recognition of Qualifications and Regulated Professions (the Act), in the Republic Slovenia

2.2 Project purpose:
- To produce a comparative study of how Member States are operating EU directive 92/51 EEC, 89/48 EEC and 92/42 EEC.
- To designate and design structural framework for implementation of the directive and the Act in Slovenia.
- To set up and train an implementation teams (national and sectoral).
- To assess regulated occupations and qualifications (including proposals for deregulation).
- To design and set up information system.

2.3 Accession Partnership and NPAA priority
- This project contributes to the AP 1999 medium term objective 4.2. Internal Market Free movement of persons; complete alignment of mutual recognition of diplomas.
- It also supports the revision to the AP for the adoption of the Acquis of 31 May 2001 as a priority of urgent action for free movement of persons: Complete alignment of mutual recognition of professional qualifications and diplomas and introduce required administrative structures, education and training programmes.
- The project contributes also to the NPAA priorities to establish the Office for Recognition of Qualification and the Inspectorate for Professional Qualification. The foreseen Office for Recognition of Qualification will be established as a department within the Ministry of Labour, Family and Social Affairs (MoLFSA) with this project and will be connected to the Inspectorate responsible for the lawfulness of work done by the bodies carrying out procedures for the assessment and certification of vocational qualifications, which is currently setting up.

In need of particular urgent action with respect to professional qualifications obtained before harmonization, Slovenia should introduce measures to ensure that all its professionals can, from accession, meet the requirements laid down by the directives.

2.4 Contribution to National Development Plan
- The project will contribute to implementation of the Draft National Development Plan (NDP) by developing the capacity of Slovenia to introduce new standards and certification system. This will lead to greater flexibility and opportunity for
educational and employment mobility both within Slovenia and Europe as a whole. The swot analysis of the NDP identifies one of the weaknesses of knowledge and human resource development as: the range of educational programmes does not follow fast enough the new demand for modern methods of training and re-training of the active labour force and certification of vocational and professional qualification. Yet at the same time sees the opportunities for greater involvement in higher education in Europe and generally raising the quality of education.

- The project also supports the principles of the European Employment Strategy and the objective of employability.

2.5 Cross Border Impact

N.A.

3. Description

3.1 Background and justification:

The procedures of mutual recognition of diplomas, certificates and qualifications including examination are needed at both national and international levels. Mutual recognition of qualification is an important prerequisite for free movement of labour force throughout the European Union (EU). To this end the European Commission have introduced two directives to establish a system of recognition of professional qualifications. The European Commission has also set up a forum to take forward the process of transparency of vocational qualifications and Slovenia has been asked to participate. These directives 92/51 EEC, 89/48 EEC and 99/42/EEC (general system) should be implemented in Member States by the end of 2001. Member States have implemented the general directives in different ways and their expertise in the approaches taken will be invaluable in assisting Slovenia to implement the Act on Regulating the Procedures for Recognition of Qualifications of Citizens of EU Member States and concerning access to Regulated Professions in the Republic of Slovenia; currently being debated in Parliament.

The legal regulation of the present education system was adopted in the periods between 1993 and 1996 and although less rigid than previous system still remains focused on a formal education. Three new Acts were adopted in 2000. One of these the Act on National Occupational Qualifications was and important milestone for the further development of vocational education and training. It regulates the procedures, bodies and organizations competent for approving standards for selected qualifications as the basis for assessment and recognition of prior and non-formal training. The involvement of social partners regionally and financial involvement of employers are still critical unresolved issues.

The Ministry of Labour, Family and Social Affairs (MoLFSQA) is responsible for approving occupational standards that form the basis for officially recognised vocational and technical education and training programmes delivered by the formal education system and for the new occupational titles. The chambers that present these for final opinion to the Council of Experts prepare proposals for the inclusion of new occupational titles and definition of standards. MoLFSQA works closely with the Council of Experts and normally acts on its recommendations in assisting the final decisions on standards.

Slovenia currently has 366 regulated occupations of which some may fall under transitional arrangements. All of the regulated occupations will need to be assessed and categorized during this pre accession period and tests of vocational capability devised, tested and evaluated using pilot examples. This will be the first step in adopting procedures for
implementation of the act concerning the Council directives, in Slovenia.

Under the proposed act on the general system the MoLFSA will continue to take the lead in implementation. The Department for Recognition of Qualification within the MoLFSA will appoint a national co-ordinator, who will lead a team dealing with Regulated Occupations, certification and qualification. They will be responsible for working in close co-ordination and co-operation with appropriate Ministries and for the timely and qualitative processing of applications. They will take decisions on compliance with the Act and whether the applicant will have to undergo and adaptation period or take an aptitude test. The size of the team is yet to be determined.

It is essential for Slovenia that it now builds a system that meets the requirements and flexibilities of both individual needs and the demands of today’s labour market. And although preliminary work has started this has mainly centred on the legislative processes. In preparation for adopting the new act, Slovenia now needs to plan its future strategy carefully and put in place the appropriate system. The experience of how Member States have gone about this process will enable the new department to draw on their experiences and take the best practice from those who have already tried and tested various methods of implementation.

3.2 Linked activities:

- In year 2000 there have been a number of studies and workshops held on the directives dealing with Recognition of Qualifications, with the basic theory introduced to Slovenia participants. These are as follows:
  - Two workshops provided on recognition of diplomas and study credit points across borders. (Contributors: Denmark, Germany, The Netherlands and Belgium)
  - Slovenian representatives attended a seminar on “Recognition of Qualifications”, held in Brussels.
  - TAIEX workshop held in Ljubljana on “Rights on Handling Regulated Professions.
  - An international workshop was held in Ljubljana on “Recognition of Regulated Vocations”, this addressed the Council directive 92/51. (Contributors: Technicians from Denmark and the Netherlands)

- In the Framework of Phare project SL 9706: Modernisation of Curricula, Certification and Assessment in Vocational Education for Youth and Adults (MOCCA) the main activities, implemented in the year 2000, were as follows:
  - An international workshop on legislation of the certificate system delivered (Participant technicians: Austria, the Netherlands and Hungary)
  - A representative from MoLFSA undertook a three week visit to the Netherlands to look at the system in use
  - TAIEX one-week seminar on co-ordination of the law on procedures of recognition in Member States.

The European Forum has also invited Slovenia to participate in a special working group on transparency of Vocational Qualifications.

At this stage MoLFSA still does not have the expertise to take the theory forward on its own, without support. As this is a completely new process for Slovenia it is essential that the information, expertise and best practice established in implementing the procedures in Member States is passed on to enable Slovenia to operate efficient and transparent system.
3.3 Results:
- Comparative analysis report on good practice in implementing Council Directive on Regulated professions;
- Setting up and implementation of the MoLFSA’s Department for Recognition of Qualifications as a competent authority to operate the Council Directive within Slovenian legal framework;
- Assessment and categorization of Regulated Occupations, certification and qualifications for streamlining of processes;
- Training of core personnel and awareness raising of the partners;
- Design of a basic information system that captures the occupational requirements, gives guidance to applicants and network with Member State.

3.4 Activities:
- **Long term PAA – EU expert (12 man months):**
  - To work with the MoLFSA national co-ordinator
  - To undertake a comparative study of how Member states have adopted and implemented the general system (Council Directive 92/51 EEC and 89/48 EEC). This study should identify procedures, good practice and information system developed for networking of information in Member State. The comparative study should draw conclusions and make recommendations for sectoral directives for a sample occupation.
  - To assist the designated team within MoLFSA to define, assess and categorise Regulated Occupations and apply a system for use during the adaptation period and for aptitude testing (target occupations will be used as test cases and study which will include monitoring and evaluation prior to full implementation in Slovenia).
  - To propose a system for adoption by the Slovenian Government in co-operation with the national co-ordinator and other partners
  - To produce a framework document of implementation (including functions, tasks, roles and responsibilities) for the MoLFSA team.
  - The PAA in co-operation with the national co-ordinator will be responsible for drawing up procedural manuals and guidance on applications for sectoral directives such as Architects and Nurses.
  - The PAA will be responsible for overall co-ordination (in co-operation with MoLFSA) of the project activity and short-term experts including reporting arrangements.

- **Short term EU expert (1 man month):**
  - To develop and deliver training course for core staff within the MoLFSA and awareness training for chambers, other relevant governmental institutions and social partners on the act and its implementation in Slovenia. The training for the MoLFSA should be job specific and introduce staff to the formal procedural requirements. It is estimated that 40 people will be trained.

- **Short term EU/ Slovenian expert (3 man months):**
  - To analyse and design a systematic approach to information gathering, monitoring and networking. This will involve working with various Ministries to identify who and what information exists and how to formulate a central databank of information in line with the general directive and Slovenian law.

- **MoLFSA to provide accommodation for PAA and experts including equipment, IT and access to phones, copiers, etc. in total amount of 25,000 EUR.**
3.5 Lessons learned:

- The present project has been designed taking in consideration the experience in the listed linked activities and in particular, the findings from the Phare MOCCA final report: "A sustainable future-oriented policy framework has been developed that is very much owned by Slovene stakeholders. Further work will be needed to bring coherence and sustainability in the existing diverse range of new policy ideas and initiatives. This will imply the inclusion of wider circles of partners in the debates and actions, especially at the school and local levels. The Slovene authorities are well aware of the challenges ahead but have shown dedications to continue with the implementation of the policy agreements from the MOCCA Programme". The present project has been designed in order to assure the necessary EU support to the national Phare MOCCA follow-up development programme, to further implement these policy agreements.

Furthermore, the project reflects the recommendations from the Review of Progress in VET 2001 (Slovenia), which include support to: (i) Improve analytical, monitoring, assessment and implementation capacities for further VET reforms, (ii) Develop a National Qualification Structure, (iii) Develop local and regional capacities for using of ESF and implementing LLL policies.

4. Institutional Framework

- The Ministry of Labour, Family and Social Affairs is the responsible Ministry of all aspects of the work involved in mutual recognition of diplomas, certificates and other evidence of qualification. MoLFSA works in close co-operation and co-ordinates activities relating to recognition of qualifications with other government ministries responsible for regulated occupations, the Council of Experts and chambers of crafts and commerce.

The MoLFSA’s Department for Recognition of Qualifications will remain as the Competent Authority for the implementation of the Act on Recognition of Qualifications, once passes by parliament and will be responsible for overall co-ordination, information and processing of applications.

5. Detailed Budget

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<tr>
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<td>Support</td>
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6. Implementation Arrangements

6.1 Implementing Agency

- Ministry of Finance, CFCU
- Mr. Peter Škofic, PAO
Beethovenova 11, Ljubljana
Phone: + 386 1 6203, fax: + 386 1 478 6204

Contracting Authority:
Ministry of Labour, Family and Social Affairs (MoLFSA)
Mrs. Staša Baloh – Plahutnik
Kotnikova 5, Ljubljana
Phone: + 386 1 478 3357, fax: + 386 1 478 3493

Final beneficiary
Ministry of Labour, Family and Social Affairs (MoLFSA)
Mrs. Staša Baloh – Plahutnik
Kotnikova 5, Ljubljana
Phone: + 386 1 478 3357, fax: + 386 1 478 3493

6.2 Implementing Authority
- Activities will be implemented in the framework of Twinning. The Twinning package will consist of PAA, short-term EU/Slovene experts, job specific training and general awareness raising.
- Implementing authority contact person:
  Mrs. Staša Baloh – Plahutnik
  Ministry of Labour, Family and Social Affairs
  Kotnikova 5, Ljubljana
  Phone: + 386 1 478 3357, fax: + 386 1 478 3493

6.3 Non-standard aspects
- N.A.

6.4 Contracts
- Expected number of Contracts: 1
- Estimated value of contract: 307,000 EUR (Phare component only)

7. Implementation Schedule

7.1 Start of tendering/call for proposals
- July 2002

7.2 Start of project activity
- October 2002

7.3 Project Completion
- October 2003

8. Equal Opportunity
- All aspects of the project will respect equality between men and women.

9. Environment
- N.A.

10. Rates of return
- N.A.
11. **Investment criteria**
   N.A.

12. **Conditionality and sequencing**
   - The most important pre-condition for the project implementation is the adoption of the Act on Regulating the Procedures for Recognition of Qualifications of Citizens of EU Member States and concerning access to Regulated Professions in the Republic of Slovenia. This will formalize the requirements of the Directives 92/51 and 89/48 and put in place the establishment of a department within the Ministry of Labour, Family and Social Affairs for the implementation of the law.
   - Successful completion of the project will depend on the co-operation between the Ministries, chambers and other involved parties and giving them a clear commitment to making material and human resources available for implementation.
ANNEXES TO PROJECT FICHE

1. Logical framework matrix in standard format (compulsory)
2. Detailed implementation chart (compulsory)
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period) (compulsory)
4. Reference to feasibility /pre-feasibility studies. For all investment projects, the executive summary of the economic and financial appraisals, and the environmental impact assessment should be attached (compulsory)
5. List of relevant Laws and Regulations (optional)
6. Reference to relevant Government Strategic plans and studies (may include Institution Development Plan, Business plans, Sector studies etc) (optional)
# Annex 1 - Phare log frame

<table>
<thead>
<tr>
<th>LOGFRAME PLANNING MATRIX FOR Project:</th>
<th>Programme name and number</th>
<th>SI0202.07</th>
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<td>Capacity building for the implementation of the acquis related to mutual recognition of qualifications</td>
<td>Contracting period expires:</td>
<td>30.06.2004</td>
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<tr>
<td></td>
<td>Disbursement period expires:</td>
<td>30.06.2005</td>
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<td>Total budget: 332,000</td>
<td>Phare budget: 307,000</td>
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<table>
<thead>
<tr>
<th>Overall objective</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
</tr>
</thead>
<tbody>
<tr>
<td>• To set up a coherent system for Implementing the Act on Recognition of Qualifications in Slovenia</td>
<td>• Regulatory and administrative functions fully developed for compliance of the directive and Slovenian law by the end of October 2003</td>
<td>Qualitative processes, guidance and implementation approved</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project purpose</th>
<th>Objectively verifiable indicators</th>
<th>Sources of Verification</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>• To produce a comparative study of how Member States are operating EU directive 92/51 EEC, 89/48 EEC and 92/42 EEC.</td>
<td>• MS comparative study by the end of 2002</td>
<td>• Reports on project implementation obtained by MoLFSAs</td>
<td>• Appointment of a national co-ordinator</td>
</tr>
<tr>
<td>• To designate and design structural framework for implementation of the directive and the Act in Slovenia.</td>
<td>• Framework document for implementation procedures till May 2003</td>
<td>• IT system network available</td>
<td>• Availability and commitment of human resource (implementation)</td>
</tr>
<tr>
<td>• To set up and train implementation teams (national and sectoral).</td>
<td>• Implementation procedures in place till May 2003</td>
<td>• Formal agreement of proposals</td>
<td>• Commitment to the development of IT (funds)</td>
</tr>
<tr>
<td>• To assess regulated occupations and qualifications (including proposals for deregulation).</td>
<td>• Training delivered for 40 people till October 2003</td>
<td>• Pilot certification testing</td>
<td>• Co-operation with the Ministries and chambers</td>
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<tr>
<td>• To design and set up information system</td>
<td>• Adaptation periods and aptitude tests defined till September 2003</td>
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<td>• Availability and commitment to release staff for training</td>
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<td></td>
<td>• IT system designed till October 2003</td>
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<td>• Manuals and guidance produced till October 2003</td>
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<tr>
<td>Results</td>
<td>Objectively verifiable indicators</td>
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</tbody>
</table>
| • Comparative analysis report on good practice in implementing the Council Directives on Regulated professions | • Comparative study report till the end of 2002  
• Functions, roles, responsibilities and tasks defined for implementation till May 2003  
• Operational team in place till May 2003  
• MoLFSA staff fully trained and equipped for implementation till October 2003  
• Certification, testing and adoption system in place till September 2003  
• IT systems for information and networking developed till October 2003  
• Awareness seminars delivered and disseminated to Ministries, chambers, etc. till October 2003 | • Reports on project implementation obtained by MoLFSA  
• New structures and procedures agreed  
• IT system outputs (reports, data and information) | • Commitment (timing and resources) of all stakeholders to co-operate in establishing and implementing the project |
| • Setting up and implementation of the competent authority to operate the Council Directives within the Slovenian legal framework |                                                                                                   |                                                                                          |                                                                                                       |
| • Assessment of Regulated Occupations and streamlining of processes (deregulation) |                                                                                                   |                                                                                          |                                                                                                       |
| • Design of aptitude test and adoption periods agreed                    |                                                                                                   |                                                                                          |                                                                                                       |
| • Training of core personnel and awareness raising of the partners       |                                                                                                   |                                                                                          |                                                                                                       |
| • Design of a basic information system capturing occupations, applicant guidance and networking to MS |                                                                                                   |                                                                                          |                                                                                                       |
| Activities                                                              | Means                                                                                             | Assumptions                                                                              |                                                                                                       |
| • Undertake a comparative study of how Member States have adopted and implemented general system | Twinning covenant (one long term PAA and two short term experts)  
Equipment, IT provided                                                                 |                                                                                          | • Commitment and co-ordination of Institutions involved  
• Adequate and core staff recruited and available for training  
• Relevant data and information available                                                                 |
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<th>Preconditions:</th>
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<tr>
<td>The adoption of the Act on Regulating the Procedures for Recognition of Qualifications of Citizens of EU Member States and concerning access to Regulated Professions in the Republic Slovenia by Slovenia parliament.</td>
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<td>Commitment and cooperation of all stakeholders</td>
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Annex 2: Implementation time chart

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<tr>
<th>Sub-programme</th>
<th>Project activities</th>
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- Project activities: [String]
Annex 3: Contracting schedule (sheet 1)

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<th>Name and Number of programme:</th>
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<tr>
<td>Capacity building for the implementation</td>
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<tr>
<td>of the acquis related to mutual recognition</td>
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<tr>
<td>of qualifications</td>
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<td>SI0202.07</td>
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CUMULATIVE CONTRACTING SCHEDULE (EUR million)

<table>
<thead>
<tr>
<th>Date</th>
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<th>6/30/01</th>
<th>9/30/01</th>
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| Contract 1 | 0.307   |
| Total      | 0.307   |
Annex 3: Disbursement schedule (sheet 2)

| Name and Number of programme | Capacity building for the | implementation of the acquis related to mutual recognition of qualifications SI0202.07 |

| CUMULATIVE DISBURSEMENT SCHEDULE (EUR million) |

<table>
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<td>0.230, 250</td>
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<td>0.191, 875</td>
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Annex 3: Contracting and disbursement schedule (sheet 3)

Name and Number of programme  
Capacity building for the implementation  
of the acquis related to mutual recognition  
of qualifications  
SI0202.07

CUMULATIVE CONTRACTING and DISBURSEMENT SCHEDULE (EUR million)

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