STANDARD SUMMARY PROJECT FICHE

1. Basic Information:

1.1. Desiree Number: 2004/016-710.01.04
1.2. Twinning light SI04-AG-04
1.3. Title: Strengthening the Agency for Agricultural Markets and Rural Development in foreign trade measures
1.4. Sector: AGRICULTURE
1.5. Location: Slovenia

2. Objectives:

2.1. Overall objectives:
Adjustment of the foreign trade (FT) procedures according to the new requirements and to the Common Agricultural Policy reform.

2.2. Project purpose:
Modifying the Foreign Trade procedures, based on practical experiences of the AAMRD Foreign Trade Department in the implementation of foreign trade measures according to the Guaranties and Export Refunds during 2004.

2.3. Comprehensive Monitoring Report:
Slovenia has decided that the tasks of Paying Agency will be performed by the Agency for Agricultural Markets and Rural Development (AAMRD), which has been reinforced according. The AAMRD will be responsible for the administration of trade mechanisms.

2.4. Acquis communautaire:

3. Description

3.1. Background and justification:
Slovenia, as a small country with less then 2 million inhabitants, is net exporter of milk, meat, wine, fruit and net importer of cereals, sugar, and bananas.

The experience in Western Europe teaches that the adaptation of agriculture and institutions to the new situation is a very complex process and takes much time and efforts. It is a lengthy process of many years (4-10 years).
However there is a constant need for additional knowledge, know-how and cooperation with similar institutions in EU, especially what concerns foreign trade measures.

The project is aimed at strengthening the Agency for Agricultural Markets and Rural Development in the foreign trade activities.

3.2. Linked activities:

PHARE
Agricultural markets (FM 99) – SL98/IB/AG/04 France and Austria as partners
This twinning provided assistance for the implementation of market regulation measures. The project was successfully concluded. This twinning included also study tours in France, workshops in Slovenia preformed by expert form EU and two study trips in Austria. AAMRD – Foreign Trade Department obtains experience for implementing system of export and import licenses, export refunds and guaranties. This twinning didn't cover training for implementation NON ANNEX 1, quota system and tenders. There was no training for implementation foreign measures for following market regulations: fruit, cereals, poultry and eggs, sugar, wine but identified the need to do this in a future.

LINKED ACTIVITIES BY THE NATIONAL GOVERNMENT
Foreign Trade Department was established within the Agricultural Sector in AAMRD and the staffs are in place. Some basic training and study tours for understanding of the Paying Agency’s role were also provided by the national authority.

3.3. Results:

- Modified manuals according to practical experience for the implementation of:
  - Export and import licenses for all market regulations:
  - Export refunds for all market regulations
  - Guaranties for all market regulations
  - Tariff quota system for all market regulations
  - Licenses, export refunds and guaranties.

- Rationalisation of work inside the Foreign Trade Department.
- Adjustment of the reporting system within the Foreign Trade Department to real time practice.
- Adjustment effective and understandable information system for trade companies.
- Export refunds will be paid in shorter time because of good cooperation with the Customs Administration and the Veterinary Service.
- Correctly reporting for Table X.
- Creation additional necessary databases inside the Foreign Trade Department.
- Amendment on Protocol for the cooperation with AAMRD and Custom Service will be prepared
- Twelve employed in Foreign Trade Department will be qualified for execution of foreign trade measures for main market regulations.
• Additional staff in Foreign Trade Department will be qualified for execution of foreign trade measures for main market regulations.

3.4. Activities:
• Study tour for acquisition additional knowledge for the NON ANNEX 1 products especially for the coefficient of conversion into the basic products.
• Training in:
  o Practical qualification for the system of licenses, export refunds and guaranties for the milk and milk products
  o The system of licenses, export refunds and guaranties for the meat and meat products
  o The system of licenses, export refunds and guaranties for the fruit and vegetables and bananas
  o The system of licenses, export refunds and guaranties for the cereals and rice
  o The system of licenses, export refunds and guaranties for the wine and for the sugar.
• Workshops for training new workers inside the Foreign Trade Department.
• Workshop regarding the requirements for the grating of export refunds related to the welfare of lie bovine animals during transport.
• Learning by doing procedures for system of licenses, export refunds and guaranties.

3.5. Lessons learned:
Based on experiences from previous twinnings dealing with Paying Agency an important part of training has to be carried out on spot in the Partner Country. It is the matter of small group which spend a certain time in similar institution in partner country and have an opportunity to watch working procedures and try to do same tasks by themselves. The type of activities to be trained, the number of persons to be involved and time limits will be based on the progress and demands of these twinning light activities.

Regarding to the report of the twining Agricultural markets (FM 99) – SL98/IB/AG/04 prepared by French expert the main results of this twining was:

• Explain the EU export/import mechanisms and to help the Slovenian administrative organizations to implement and to manage the Common Agricultural policy;
• An export/import guidebook has been written. It is composed of three parts: EU export procedure, EU import procedure and EU security system;
• Agreement between the customs and the paying agency (AAMRD) was prepared and signed;
• In this report was also mentioned that all of the participants of the training program in this twining have worked efficiently.

According to Rules on the internal organization and job systemisation of the Agency of the Republic of Slovenia for Agricultural Markets and Rural Development Foreign Trade Department carries out tasks relating to:
- monitoring and participation in the preparation of customs, foreign trade and foreign exchange regulations,
- cooperation with respective national and foreign organisations,
- monitoring of implementation of the budget for the respective department,
- record and treatment of claims and applications for raising funds as regards obligatory regulations for the import-export regimes (licences, export subsidies, customs quotas) and preparation of reservation for budget financial resources,
- management of procedures in connection with guarantees,
- maintenance of data base on import and export licences and export subsidies,
- presentation of information and explanations about budget grants for the respective measures,
- carrying out procedures of application and claims supplementation and re-verification of procedures,
- carrying out administrative control procedures,
- elaboration of respective periodical analyses and reports.

4. Institutional Framework:

The Agency of the Republic Slovenia for Agricultural Markets and Rural Development (AAMRD) was established in July 1999 on the basis of Act Amending the Organisation and Competence of Ministries Act for the purpose of implementation of common market organisations and measures and policies in the field of agriculture. In December 1999, the Decree on Accreditation Criteria for AAMRD was adopted, laying down the conditions, the method of operation and the competences and the obligations of the Agency. In March 2000, the Rules on Internal Organisation and Job Systematisation of AAMRD were issued. The AAMRD has been implementing the SAPARD pre-accession aid and common agricultural policy measures. AAMRD is now in the phase of acquiring the accreditation for all operation.

After the accession to EU, Agency has now the responsibility for payments of the European Agricultural Guidance and Guarantee Fund.

The Agency for Agricultural Markets and Rural Development (AAMRD) is performing paying agency activities and is a part of the Ministry of Agriculture, Forestry and Food of the Republic of Slovenia (MAFF). MAFF is acting as implementing authority for all PHARE programs including twinnings and as such responsible for preparation and implementation of these projects.

AAMRD and its Foreign Trade Department inside the Agricultural Sector will be responsible for execution of foreign trade measures according to Common Agricultural Policy.

The Foreign trade Department of the AAMRD already cooperates with the Customs Administration of the Republic of Slovenia (Custom Service) in the field of EU Regulation 386/90 and 2090/02. Protocol for the cooperation with AAMRD and
Custom Service was prepared on base of the training program in following twinning:
Agricultural markets (FM 99) – SL98/IB/AG/04. Similar activities are foreseen for the
cooperation in the field of EU Regulation 639/03 with the Veterinary Administration of
the Republic of Slovenia (Veterinary Service).

5. Detailed budget:

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6. Implementing Arrangements:

6.1. Implementing Agency:
The Implementing Agency:
Ministry of Finance - CFCU
Mr. Peter Škofič, PAO
Beethovenova 11
SI - 1000 Ljubljana
tel.: +386 1 478 6203
fax.: +386 1 478 6204
E-mail: peter.skofic@mf-rs.si

The Contracting Authority
Ministry of Agriculture, Forestry and Food of RS
Unit for International Relations
Contact person: Mr. Marko Verbič, Head of Unit
Dunajska 56-58
SI - 1000 Ljubljana
tel.: +386 1 478 9115/6
fax.: +386 1 478 9155,
E-mail: marko.verbic@gov.si.

6.2. Twinning
The Implementing Authority
Ministry of Agriculture, Forestry and Food of RS
Contact person
Mr. Marko Verbič, Head of Unit
Dunajska 56-58
SI - 1000 Ljubljana
tel.: +386 1 478 9115/6
fax.: +386 1 478 9155,
E-mail: marko.verbic@gov.si.

Project Manager of the Project:
6.3. Non-standard aspects:
Not foreseen.

6.4. Contracts
There will be one contract – Twinning light covenant with the selected Member State.

7. Implementation schedule:

7.1. Start of tendering/call for proposals:
4rd quarter 2004

7.2. Start of project activity
1st quarter 2005

7.3. Project completion
2nd quarter 2005

8. Equal opportunity:
Participation will be open to both: female and male personnel. Records of staff participating in training and other project activities will reflect this statement.

9. Environment
Not applicable.
10. Rates of return:  
Not applicable.

11. Investment criteria:  
Not applicable.

12. Conditionality and sequencing:  
- Sufficient number of staff within Foreign Trade Department  
- Sufficient funds from national budget for study tours.
ANNEXES TO PROJECT FICHE

1. Logical framework matrix in standard format
2. Detailed implementation chart
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period)

APPENDIX: Organigram of Agency of the RS for Agricultural markets and Rural Development
Annex 1: TF log frame

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<td><strong>TF budget:</strong></td>
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**Overall objective**

- Adjustment of the existing system of foreign trade (FT) procedures according to the new requirements after the date of accession and to the Common Agricultural Policy reform.

**Objectively verifiable indicators**

- Successful implementation of foreign trade measures, improved quality of reporting after the end of the project.

**Sources of Verification**

- Reports to the Commission.
- Trade Statistic
- Official Journal

**Project purpose**

- Testing and modifying the FT procedures based on practical experiences of the AAMRD Foreign Trade Department in the implementation of foreign trade activities according to the Guaranties and Export Refunds.

**Objectively verifiable indicators**

- New European legislation will be accepted and harmonize with our national legislation.
- Slovenia is in spite of smallness the exporter of agricultural products. With the accession Slovenia to EU will be need to repeatedly study the position of Slovenia in foreign trade.

**Sources of Verification**

- Procedure manuals of Paying Agency
- Agency internal audit report
- Agency records
- Reports by EC auditors

**Assumptions**

- Sufficient number of staff within Foreign Trade Department
- Sufficient funds from national budget for study tours.

**Results**

- Acquisition of greater knowledge as regards the system of export and import licenses for all market regulations
- Acquisition of greater knowledge system of export refunds for all market regulations
- Acquisition of greater knowledge system of

**Objectively verifiable indicators**

- Control bodies (Custom service and Veterinary service), which are involved in foreign trade measures, apply EU legislation by the end of the project.
- Manuals of procedure available by the end of the project.

**Sources of Verification**

- Final report in which description of training provided and documents produced within this project will be included.
- Monitoring report.

**Assumptions**

- Support form other relevant institutions
- Output relevant to agricultural industry
- Effective cooperation with other institutions
<table>
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<tr>
<th>Activities</th>
<th>Means</th>
<th>Assumptions</th>
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| • Guarantees for all market regulations  
  • Acquisition of practical experiences for implementation system of licenses, export refunds and guarantees  
  • Acquisition of greater knowledge of tariff quota system for all market regulations  
  • Assured higher responsibility of workers inside the department for implementation foreign trade activities  
  • Rationing work inside the Foreign Trade Department  
  • Modeling an effective and fast reporting system inside the Foreign Trade Department  
  • Modeling an effective and understandable system of inform for our companies  
  • Modeling an effective cooperation with the Customs Administration an the Veterinary Service  
  • Amendment on Protocol for the cooperation with AAMRD and Custom Service will be prepared  
  • Correctly reporting for Table X  
  • Creation additional necessary data bases inside the Foreign Trade Department | • Regular application of procedure documents. by the end of the project.  
• IE Report. | • Improvement and completion existing application is necessary because of implementing new measures after the accession to EU |

**Activities**

- Study tour for acquisition additional knowledge for the NON ANNEX 1 products especially for the coefficient of conversion into the basic products
- Study tour for practical qualification for the system of licenses, export refunds and guarantees for the milk and milk products
- Study tour for practical qualification for the system of licenses, export refunds and guarantees for the meat and meat products
- Study tour for practical qualification for the

**Means**

- Study tour
- Workshops
- Training programs
- Short term expert
- Upgrading existing and development of new software.

**Assumptions**

- Improvement and completion existing application is necessary because of implementing new measures after the accession to EU
| system of licenses, export refunds and guaranties for the fruit and vegetables and bananas |
| Study tour for practical qualification for the system of licenses, export refunds and guaranties for the cereals and rice |
| Study tour for practical qualification for the system of licenses, export refunds and guaranties for the wine and for the sugar |
| Workshops for training new workers inside the Foreign Trade Department |
| Workshop for acquisition greater knowledge of the requirements for the granting of export refunds related to the welfare of live bovine animals during transport |
| Learning by doing procedures for system of licenses, export refunds and guaranties |

**Preconditions**
The accreditation of the Paying Agency by the competent authority will be given by the time of Slovenian accession to EU.
Annex 2: Detailed Implementation chart

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Annex 3a – Contracting schedule

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Annex 3b – Disbursement schedule

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Annex 3c – Contracting and Disbursement schedule

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