

EUROPEAN COMMISSION

RESTRICTED CALL FOR PROPOSALS FOR SUBSIDIES

IN THE AREA OF HEALTH AND SAFETY INSPECTION AT WORK

VP/ 2007 / 004

1. INTRODUCTION

1.1. Context

In its Social Agenda (2005-2010), the Union has fixed as its overall strategic goal to promote more and better jobs and to offer equal opportunities for all. The realisation of the Social Agenda relies on a combination of instruments comprising EU legislation, the implementation of open methods of coordination in various policy fields and financial incentives such as the European Social Fund.

Until now, the implementation of the open methods of coordination in the employment and social inclusion/social protection fields relied on two distinct Community programmes. Equally the promotion of gender equality and of the non-discrimination principle was at the core of two distinct Community programmes. And lastly promotion of labour law including health and safety regulations were dealt with by separate interventions.

With the view of fostering greater coherence and simplification in the way Community programmes are delivered, the Commission proposed that all these separate programmes be now integrated into one framework programme, PROGRESS.

The Decision n°1672/2006 establishing a Community programme for employment and social solidarity – PROGRESS was adopted by the European Parliament and the Council on 24 October and published in the OJ on 15 November.

PROGRESS overall aim is to financially support the implementation of the objectives of the European Union in the employment and social affairs area, as set out in the Social Agenda, and thereby contribute to the achievement of the Lisbon Strategy goals in these fields.

It aims at supporting the core functions of the European Community towards fulfilling its Treaty-delegated tasks and powers in its respective areas of competence in the employment and social sphere. It will support initiatives aimed at reinforcing the role of the Community in proposing EU strategies; implementing and following-up EU objectives and their translations into national policies; transposing and following-up of EU legislation's application in a coherent way through Europe; promoting the co-operation and co-ordination mechanisms between Member States and cooperating with social partners and organisations that represent civil society.

More specifically, PROGRESS will support:

- (1) the implementation of the European Employment Strategy (section 1);
- (2) the implementation of the open method of coordination in the field of social protection and inclusion (section 2);
- (3) the improvement of the working environment and conditions including health and safety at work and reconciling work and family life (section 3);
- (4) the effective implementation of the principle of non-discrimination and promotion of its mainstreaming in all EU policies (section 4);

(5) the effective implementation of the principle of gender equality and promotion of its mainstreaming in all EU policies (section 5).

It is divided up into five policy sections which are (1) Employment, (2) Social inclusion and social protection, (3) Working conditions, (4) Non-discrimination and (5) Gender Equality.

Against this background, PROGRESS pursues the following general objectives, as set out in article 2.1 of the Decision:

(1) to improve the knowledge and understanding of the situation prevailing in the Member States (and in other participating countries) through analysis, evaluation and close monitoring of policies;

(2) to support the development of statistical tools and methods and common indicators, where appropriate broken down by gender and age group, in the areas covered by the programme;

(3) to support and monitor the implementation of Community law, where applicable, and policy objectives in the Member States, and assess their effectiveness and impact;

(4) to promote networking, mutual learning, identification and dissemination of good practice and innovative approaches at EU level;

(5) to enhance the awareness of the stakeholders and the general public about the EU policies and objectives pursued under each of the policy sections;

(6) to boost the capacity of key EU networks to promote, support and further develop EU policies and objectives, where applicable.

The present Call for proposals is issued in the context of the implementation of the 2007 annual plan of work which is consultable at

http://ec.europa.eu/employment_social/progress/docs_en.html

1.2. Guide on how the activities shall be carried out

The PROGRESS Programme aimed at promoting gender mainstreaming in all its five policy sections and commissioned or supported activities. Consequently, the Beneficiary will take the necessary steps to ensure that its staff respects the gender balance at all levels. It will also pay due attention when appropriate to the gender dimension of the action for which the grant has been awarded as detailed in the action description.

Equally, needs of disabled people shall be duly acknowledged and met while implementing the action. This will in particular entail that where the Beneficiary organises training sessions, conference, issues publications or develops dedicated websites, people with disabilities have equal access to the facilities or the services provided.

Finally, the European Commission encourages the Beneficiary to promote equal employment opportunities for all its staff and team. This entails that the Beneficiary shall foster an appropriate mix of people, whatever their ethnic origin, religions, age, and ability.

The Beneficiary will be required to detail in its activity report accompanying the request for the final instalment the steps and achievements it made towards meeting these requirements

1.3. Reporting and information requirements

1.- As a matter of principle, with a view to favouring appropriate monitoring and valorisation by the European Commission of all results obtained and outputs delivered under PROGRESS programme, the Beneficiary will be required to provide for each of the activities co financed under the present call for proposals :

- Presentation of its key points in one page. Key points should be concise, sharp and easily understandable. They shall be provided in English, French and German. Other Community languages would be welcome even if not compulsory.
- An executive summary in 5/6 pages in English, French and German.

2.- In accordance with the General conditions, the Beneficiary is under the obligation to acknowledge that the present action has received funding from the European Community in all documents and media produced, in particular final delivered outputs, related reports, brochures, press releases, videos, software, etc, including at conferences or seminars. In the context of PROGRESS the following formulation shall be used:

"This (publication, conference, training session) is supported by the European Community Programme for Employment and Social Solidarity (2007-2013). This programme was established to financially support the implementation of the objectives of the European Union in the employment and social affairs area, as set out in the Social Agenda, and thereby contribute to the achievement of the Lisbon Strategy goals in these fields".

The seven-year Programme targets all stakeholders who can help shape the development of appropriate and effective employment and social legislation and policies, across the EU-27, EFTA and EU candidate and pre-candidate countries.

The Programme has six general objectives. These are:

- (1) to improve the knowledge and understanding of the situation prevailing in the Member States (and in other participating countries) through analysis, evaluation and close monitoring of policies;
- (2) to support the development of statistical tools and methods and common indicators, where appropriate broken down by gender and age group, in the areas covered by the programme;
- (3) to support and monitor the implementation of Community law, where applicable, and policy objectives in the Member States, and assess their effectiveness and impact;
- (4) to promote networking, mutual learning, identification and dissemination of good practice and innovative approaches at EU level;
- (5) to enhance the awareness of the stakeholders and the general public about the EU policies and objectives pursued under each of the policy sections;
- (6) to boost the capacity of key EU networks to promote, support and further develop EU policies and objectives, where applicable.

For more information see:

http://ec.europa.eu/employment_social/progress/index_en.html

For publications it is also necessary to include the following reference: *"The information contained in this publication does not necessarily reflect the position or opinion of the European Commission"*

With regard to publication and any communication plan linked to the present action the Beneficiary will insert the European Union logo and any other logo developed for the employment and social solidarity fields.

2. OBJECTIVES OF THE CALL FOR PROPOSALS

Budget heading 04.040103 "Progress Programme – Working conditions" allows the Commission of the European Communities to support projects in the area of health and safety where the objectives pursued can contribute significantly to its priorities. The Commission is particularly keen to promote greater involvement of labour inspectors in encouraging the effective enforcement of Community law.

With EU Directive 90/269/EEC on the "manual handling of loads" d.d. 29 May 1990 the European Parliament and the Council of the European Union created a uniform and binding basis for the protection of workers from the risks of musculoskeletal diseases arising from the manual handling of loads. To achieve greater harmony in the implementation of this directive, the Senior Labour Inspectors' Committee (SLIC) at its meeting in March 2005 in Mondorf-les-Bains in Luxembourg decided to set up a Working Group to organise a common European information and inspection campaign in 2007 to improve compliance with EU Directive

90/269/EEC. The Campaign will also coincide with the 2007 European Week of Safety and Health at Work on the prevention of musculoskeletal disorders organised by the European Agency for Safety and Health at Work.

Manual handling of loads is an important factor in musculoskeletal disorders and the loss of working capacity of a great number of workers in Europe. The labour inspectorates of the Member States strive to raise compliance with the Directive on manual handling of loads through a combined information and inspection campaign in the second half of 2007. The SLIC wants to enable the labour inspectorates to improve their inspection and communication methods by learning from existing methods and knowledge. In addition, the SLIC also strives to achieve greater harmony in the enforcement of this Directive throughout the EU.

3. AIM OF THE CALL FOR PROPOSALS

The Commission's general aims relating to safety and health at work are based on the expert reports produced by the Senior Labour Inspectors Committee (SLIC). This Committee is also kept informed about proposals that have been approved.

In order to achieve these aims, the Commission intends to co-fund projects in the following area, for the exclusive benefit of Member States' labour inspection authorities:

- **European inspection and information campaign on manual handling of loads in 2007 – phase II.**

The total budget available for subsidies under this call for proposals will be **€ 150.000**

In no case will the subsidy exceed 70% of the total eligible costs. Beneficiaries will be selected on the basis of the criteria set out in this call for proposals and the available budget. The limit to the length of the project is determined as December 2007.. Only those costs incurred during the period of validity of the grant agreement can be considered.

The aim of this call for proposals is to assist the SLIC Working Group on Manual Handling of Loads (and its subsidiary working groups) to deliver a training course and an e-learning module that will help to prepare the labour inspectors who will participate in the Campaign.

4. ELIGIBILITY CRITERIA

- Proposals will be considered only if they are submitted **by competent labour inspection authorities** in the Member States and the other countries which participate in the PROGRESS programme under condition that their financial contribution has been paid by the date of the publication of this call for proposals.
- The applications are presented in conformity with the requirements, i.e. accompanied by an official covering letter, dated, signed and quoting reference VP/2007/004, the completed, dated and signed application form, a bank statement, a balanced budget estimate expressed in euros, and all the documents specified.

Applications will not be considered if:

- they are posted after the deadline mentioned in point. 9.
- they are not signed by the legal representative.

5. SELECTION CRITERIA

Technical ability (ability/competence/specific experience in the sector concerned), in particular

- recognised expertise in the chosen area;
- ability to ensure the exchange of information and transfer of experience.

6. AWARD CRITERIA

Proposals will be selected on the basis of the following criteria :

- conformity with the objectives defined above;
- visibility of the Community dimension;
- effects of incentive and of visibility of the Community subsidy ;
- planned measures for the monitoring, control and subsequent evaluation of the proposed activity;
- subsidy rate requested ;
- cost-effectiveness.

7. FUNDING TERMS AND CONDITIONS

Where several organisations are taking part in a project, the division of tasks between the various organisations must be clearly defined. The applicant must append to the application the agreements with these organisations and a draft subcontracting agreement with them.

The beneficiary of a subsidy must promise explicitly to guarantee his part of the funding and, if necessary, to cover expenses not covered by the Community subsidy if the other backers default. Any other sources of revenue for the project must be stated in the application.

The amount of the subsidy will be calculated on the basis of a percentage of the total eligible costs necessary to carry out the project. This percentage will be 70 % of the total eligible costs with a maximum of **€ 150.000** for this project.

Any other application for a subsidy submitted to another service of the European Union must be notified immediately to the department administering this call for proposals.

The funding terms and general conditions are laid down in the annexed model of grant agreement.

8. TIME SCHEDULE AND REPORTING TO THE COMMISSION

The applicant is requested to provide for the proposed activities a detailed time schedule.

A (short) written report must be submitted to the Commission with summaries of the activities carried out by 31 December 2007.

9. PROCEDURE FOR SUBMITTING PROPOSALS

The text of the call for proposal and the subsidy application form are available on the DG EMPLs' Web site at the following address:

http://ec.europa.eu/employment_social/emplweb/tenders/index_en.cfm

These documents can also be requested by letter, fax or e-mail from the following address:

European Commission
DG EMPL F/4
EUFO 2/195A
L-2920 Luxembourg

Fax : +352 4301 34259

e-mail : jocelyne.husson@ec.europa.eu

Proposals must be sent in triplicate (one original and two copies) on paper by registered mail to the postal address given above by midnight before 10/4/2007. Proposals which are submitted by fax or e-mail or which are incomplete will be rejected. Please note that for proposals sent by private messenger service it is the date of receipt by the Commission, and not the date of dispatch, that counts. Proposals must be signed by the legal representative (unsigned proposals will be rejected).

The timetable for the call for proposals is as follows:

- Deadline for submission of proposals: 10/4/2007
- Assessment of applications received by a DG EMPL internal selection board by 18/4/2007

Further information may be obtained by Mr. Andrew MURRAY at the following e-mail address :
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