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THE EIGHTH SECTORAL MONITORING COMMITTEE FOR THE HUMAN RESOURCES DEVELOPMENT OPERATIONAL PROGRAMME IPA Component IV

Ilok, 6th May 2011

Ilok Town Museum, Hall Nikole Iločkog

Content:

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AGENDA

Eighth Sectoral Monitoring Committee for the Human Resources Development Operational Programme in Croatia

Ilok Town Museum, Hall Nikole Iločkog Šetalište oca Mladena Barbarića 5, Ilok, 6th May 2011

- 1. Co-chairing of the Committee-statements and approval of the Agenda (Head of Operating Structure and Commission)
- 2. Adoption of Minutes of the 7th Sectoral Monitoring Committee, held on 3 December 2010 (HOS and Commission)
- 3. Annual implementation report for the year 2010 (HOS)
- **4.** Current state of play of implementation of the HRD OP operations under 2007-2011 (HOS and Operating Structure)
- **5.** Revision of the HRD OP 2007-2011, extension of programming period (HOS and Operating Structure)
- **6.** Progress related to the grant schemes within the HRD OP 2007-2011 (HOS and Operating Structure)
- 7. Annual Audit Authority Report for the year 2010 (Audit Authority)
- **8.** Implementation of the Communication Action Plan (HOS)
- 9. AOB
 - **Date and venue** for the next meeting of the Committee (Co-chair)





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LIST OF PARTICIPANTS

8th Sectoral Monitoring Committee for the Operational Programme Human Resources Development in Croatia

> 6th May 2011, Ilok Town Museum, Šetalište oca Mladena Barbarića 5, Ilok,

European Commission	
Michael Morass	Deputy Head of Unit, Directorate General for Employment, Social Affairs and Inclusion
Jean-Marie Moreau	Head of Operations Section 1- Institution Building and Social Cohesion,
Jelena Jakulj	Directorate General for Employment, Social Affairs and Inclusion
Armel De-Kerros	Directorate General for Employment, Social Affairs and Inclusion
Rima Joujou Deljkić	Delegation of the EU to the Republic of Croatia
Dijana Kuzman	Delegation of the EU to the Republic of Croatia
Vedrana Ligutić	Delegation of the EU to the Republic of Croatia
Ministry of Finance	
Dubravka Flinta (substitute)	Head of the National Fund
Iva Sremec	National Fund
Central Office for Development Strategy and Coordination of EU Funds	
Hrvoje Dolenec (NIPAC)	CODEF





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CODEF
CODEF
Director of Directorate for Regional Competitiveness, MELE
State Secretary and HOS
Director of Directorate for International Cooperation in the field of Labour and Social Security
Dept. for Preparation and Implementation of EU Programs and Projects (Secretariat of SMC)
Directorate for International Cooperation in the field of Labour and Social Security
Directorate for International Cooperation in the field of Labour and Social Security
Directorate for International Cooperation in the field of Labour and Social Security
Directorate for International Cooperation in the field of Labour and Social Security
Directorate for International Cooperation in the field of Labour and Social Security and Social Security
Directorate for International Cooperation in the field of Labour and Social Security





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Ana Vlček	Directorate for International Cooperation in the field of Labour and Social Security
Ministry of Health and Social Welfare	
Mirjana Radovan (substitute)	Directorate for Social Welfare
Natalija Bokulić	Directorate for Social Welfare
Ministry of Science, Education and Sports	
Mihaela Dubravac Šigir (substitute)	Head of Department within the Directorate for Secondary Education
Jasminka Majsec	Directorate for Secondary Education
Hrvoje Bakić	Directorate for Secondary Education
Agency for Vocational Education and Training and Adult Education	
Mile Živčić	Deputy Director
Nada Trgovčević Letica	Deputy Director
Croatian Employment Service	
Ankica Paun Jarallah (member)	Director of Croatian Employment Service
Kristina Alerić	Deputy Director
Sanja Mesarov	Head of Department for Financing and Contracting of EU projects (CES DFC)
A representative of the Government Office for Gender Equality	
Tamara Šterk (substitute)	Government Office for Gender Equality





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Socio-economic Partners	
Ana Miličević Pezelj (member)	The Union of Autonomous Trade Unions of Croatia
Representatives of Civil Society	
Sanja Sarnavka	NGO "B.a.B.e."
Ratimir Đanić	"Network Association of People with disabilities"
Ljiljana Canjuga	Veterans Association
Renata Trischler	German People Communities
Ivana Kordić	Volunteers Centre Zagreb
Governmental Office for cooperation with NGOs	
	Director
Igor Vidačak	
Agency for the Audit of European Union Programmes Implementation System	
Mirko Gravara	Head of Department for audit of IPA component IV – Human Resources Development
Irena Vrkljan	Department for audit of IPA component IV – Human Resources Development
Ministry of Public Administration	
Tatjana Čorlija Milivojević	Ministry of Public Administration
Renata Valentić	
	Ministry of Public Administration





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THE EIGHTH SECTORAL MONITORING COMMITTEE FOR THE HUMAN RESOURCES DEVELOPMENT OPERATIONAL PROGRAMME IPA COMPONENT IV

Ilok Town Museum, Hall Nikole Iločkog, Šetalište oca Mladena Barbarića 5, Ilok, 6th May 2011

MINUTES

The eighth meeting of the Sectoral Monitoring Committee for the Human Resources Development Operational Programme under the IPA Framework Agreement and Financing Agreement concerning the multi-annual operational programme Human Resources Development took place on 6th May 2011 (09.00 - 12.00) in Ilok Town Museum, Šetalište oca Mladena Barbarića 5, Ilok.

Co-chairing of the Committee-statements and approval of the Agenda

The Meeting was co-chaired by Mr Michal Morass, Deputy Head of Unit in DG Employment, Social Affairs and Inclusion, European Commission and Mr Krešimir Rožman, State Secretary in the Ministry of Economy, Labour and Entrepreneurship of the Republic of Croatia and Head of Operating Structure.

Mr Michael Morass chaired the delegation of the European Union including representatives of relevant Commission services.

Mr Krešimir Rožman chaired the delegation of the Republic of Croatia, which included representatives of the relevant bodies nominated as members of the Sectoral Monitoring Committee (hereafter, SMC) and number of observers (complete list in Attachment).

Also, Mr Rožman greeted new members of the Sectoral Monitoring Committee from Civil sector, Ms Renata Trischler representative of German People Communities, Ms Sanja Sarnavka from NGO "B.a.B.e.", Ms Ivana Kordić from Volunteers Centre Zagreb and representative of NGO arising from the Homeland war Ms Ljiljana Canjuga.





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Mr Krešimir Rožman thanked for the support that was given to the Operating Structure stressing out the progress regarding the implementation of the Operational programme Human Recourses Development (hereafter HRD OP) that has been achieved since the last SMC meeting, underlying contracting activities. .

Regarding the progress that is made in the implementation of HRD OP, Mr Rožman informed attendants that eight grant schemes have been signed for the implementation period 2007-2009. Financial value of the awarded grant schemes is 18 million Eur and 145 projects have been financed through Grant schemes.

Also, within the HRD OP 2007-2009 total of 17 service contracts were signed and are in the implementation phase. Total financial allocation of the contracted service operations are 16 million Eur.

Furthermore, Mr Rožman stressed that assistance has been provided to potential applicants with organized seminars and workshops in all major cities in Croatia for potential grant beneficiaries, and also number of promotional activities organized for the purpose of successful implementation of Operational programme.

Mr Rožman further stated that all the represented documents for this SMC are prepared in both English and Croatian language in order to facilitate the correspondence and cooperation between members of the SMC and are opened for further discussion

Following the brief introduction, Mr Morass Deputy Head of Unit, Directorate General for Employment, Social Affairs and Inclusion also welcomed all the present members of the SMC, especially the new members of Committee presented by Mr Rožman. Mr Morass stressed his new role in management of IPA with in European Commission in DG Employment, due to the fact that IPA has been integrated into his Unit.

Furthermore, Mr Morass emphasised three main points. Main thing is that good progress in implementation of IPA Component IV has been made, mainly regarding signing of the service contracts and Grant schemes however good progress doesn't mean that we don't need to invest more efforts in future progress. Second thing stressed out was in the contest of preparations for accession. In this respect recently closed Chapter 22 Structural fund was mentioned. IPA was pointed out as a good preparation for the future participation in ESF and other Structural funds, also set up institutions and capacities built are also part of good preparation and should be monitored. Third issue points out the implementation related to findings related to political framework. Progress is visible through out several issues, like adoption of Labour law and progress in health and safety at work. Mr Morass underlined the importance of continuous monitoring related to Chapter 19 Social policy and employment.





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Regarding the success of the process mentioned Mr Morass completed his opening statement announcing the upcoming Joint conference JIM/JAP Conference on the continuation of activities and implementation of measures on 16 and 17 May 2011 in Zagreb.

Upon the formal opening of the Meeting all members of the SMC agreed that Agenda is adopted.

<u>Adoption of Minutes of the 7th Sectoral Monitoring Committee, held on 2 December 2010</u>

Regarding the Minutes from the seventh Sectoral Monitoring Committee Meeting which took place on 2nd December 2010 in Zagreb it was agreed that they are formally adopted. The respective minutes already have been communicated and agreed in the electronic form among the meeting members within 30 working days following the date of the Meeting.

Annual implementation report for the year 2010

Regarding the Annual Implementation report for the year 2010 Mr Rožman invited Ms Katarina Ivanković Knežević Director of the Directorate for International Cooperation in the field of Labour and Social Security to give a overview of the Report for the year 2010.

Ms Ivanković Knežević briefly presented the draft Sectoral Annual implementation report that covers reporting period from 1 January 2010 to 31 December 2010. It was stated that after the submission of Draft some comments from European Commission and CODEF were received and were taken into account. Regarding the methodological approach, Ms Ivanković Knežević pointed out that regarding the high standards set up in last two year for the preparation of Annual Implementation Report MELE is still maintaining to keep up the standard set.

Furthermore, Ms Ivanković Knežević emphasised that quantitative progress in the implementation *as a whole* of the Operational programme has been seen throughout all of the Report. Detailed information's regarding operations are visible through Monitoring sheets incorporated in Annexes as a supplement of the Report. Regarding the progress achieved in the implementation of Operational programme during 2011, cut of date for preparation of Monitoring sheets was 28 February 2011.

Ms Ivanković Knežević pointed out that all segments of the Draft Report will be visible and could be discussed in subsequent paragraphs.





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Furthermore, Mr Jean-Marie Moreeau, Head of Operations Section 1 – Institution Building and Social Cohesion pointed out that Report reflects progress in process of contracting and payment and suggested that we can move on to the next point.

Ms Jelena Jakulj from Directorate General for Employment, Social Affairs and Social Inclusion Opportunities stated that any additional written comments can still be sent on the Draft Annual Implementation report, and that official deadline to submit final version of the Report for the year 2010 to the Commission is 30 June 2011.

Also, Ms Jakulj raised a question about content of very important Priority 4.Technical Assistance, especially activities related to equipping of stakeholders and potential grant beneficiaries with technical assistance to built capacities to apply for Grants and also publicity and visibility. Booth will start soon, so it would be good to include planed activities when they will start and if there will be any delays they will be visible now in early time. Communication and visibility is part where cannot be any more delays.

Ms Ivanković Knežević thanked for the constructive suggestion and stated that all activities will be seen throughout today's presentations and that all activities planned will be the part of documentation for the Sectoral Monitoring Committee.

Regarding the above said, Ms Ivanković Knežević pointed out that all members of the Committee have the opportunities to give their comment on Annual Implementation Report within 10 working days after the SMC. Final adoption of Annual Implantation Report will follow after the adoption of comments received and written procedure that follows.

<u>Current state of play of implementation of the HRD OP – operations under 2007-2011 (HOS and Operating Structure)</u>

Regarding the implementation of the HRD OP, Mr Rožman invited responsible persons from the relevant sectors to give a short overview of the state of play of implementation and progress within the following HRD OP Priorities/Measures.

- Mr Ante Džapo, Expert assistant in Department of Preparation and Implementation, started by giving a short overview of the progress achieved in relation to tendering and contracting **Priority 1** Enhancing access to employment and sustainable inclusion in the labour market.
- Afterwards, Ms Mirjana Radovan, Head of Department within the Ministry of Health and Social Welfare, proceeded with the **Priority 2** Reinforcing social inclusion of people at a disadvantage, **Measure 2.1** Supporting access to employment by disadvantaged groups and **Measure 2.2** Supporting access to education by disadvantaged groups.





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- Ms Mihaela Dubravac Šigir, Head of Department within the Ministry of Science, Education and Sports, continued for the **Measure 2.2** Supporting access to education by disadvantaged groups and **Priority 3** Enhancing human capital and employability.
- Ms Monika Pozderac, Expert Advisor in the Department for Coordination and Programming continued the presentation with state of affairs with the **Priority 4** Technical Assistance.
- Ms Stella Čužić, Head of Department for Financial Management concluded presentation with financial view of implementation of Operational programme 2007-2011.

Mr Rožman thanked the Operating structure, and opened a discussion regarding the previously stated.

Mr Morass welcomed all presented, stressing out the importance of work that has been done and progress made regarding the programming period 2007-2011, especially in terms of contracted projects and beginning of implementation process. Also, Mr Morass welcomed step forward in terms of quality of reporting and work that has been done.

Furthermore, Ms Morass thanked for all work done and the good use of allocations for the period 2007 - 2009, and stated that he is looking forward to allocations 2010 - 2011 where already expenditure has been speeded out. Also, he stressed out the importance of avoiding risks regarding N+3 rule.

Mr Morass opened discussion and invited representatives of civil society to give their comments on operations reported and all that is presented.

Ms Sanja Sarnavka representative of NGO "B.a.B.e." welcomed quantitative progress made in contracts signed and pointing out the importance of inclusion of neglected parts of Croatia to participate in tender procedure.

Also, Ms Sarnavka raised a question regarding gender mainstreaming in the sense of visibility in projects presented and question regarding the weak inter-sectoral collaboration in Croatia, and how important is to bridge the boundaries between ministries.

Furthermore, Ms Sarnavka stressed out the importance of transparency and visibility on the results of contracts awarded, need of visibility so mistakes in the future can be avoided, and overcoming the doubts about the institution of Civil society in general.

Referring to the mentioned inter-sectoral collaboration Mr Rožman emphasised good cooperation in Operating structure of IPA IV Component between all bodies, line ministries and Implementing bodies on this level.





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Also, Ms Katarina Ivanković Knežević remained all Members that on the last Sectoral Monitoring Committee held on 2 December 2010 in Zagreb on the Agenda were point dedicated to gender and Ms Tamara Šterk from Government Office for Gender Equality gave a presentation regarding the horizontal issue of gender equality and gender mainstreaming.

Ms Ivanković Knežević in addition to the comment on transparency and publication on results stressed out that we are functioning in decentralized management system, and that PRAG rules are clear from tendering procedures to the publication of tendering results and we act in accordance with rules of PRAG. Also, Ms Ivanković Knežević emphasised the good cooperation with representatives of Civil society in all segments, as with local government as with social partners.

Ms Jasminka Majsec from Ministry of Science, Education and Sports, Directorate for Secondary Education related to the comment on qualitative analysis in implementation phase stressed out that analysis was made in accordance with possibilities, but after the final evaluation of Operational programme *as a whole* results on gender mainstreaming will be visible and published. Also, Ms Majsec pointed out that all results of tenders are published in Official Gazette and web pages of Ministries and Implementing bodies. Published results are including name of the project, beneficiary, partners, amount awarded and other relevant information's.

In adition, Ms Ivanković Knežević added that in organization of Ministry of Science, Education and Sports and Agency for Vocational Education and Training and Adult Education seminars and workshops with unsuccessful applicants for the mistakes made during the prior application.

Furthemore, Ms Ivana Kordić from Volunteers Centre Zagreb raised a question regarding the number volunteers participated throughout number of implemented projects, and are there in the Repot results referring to the economic value of volunteering. Also, Ms Kordić suggested creation of common forum for all users of funds, in order to raise the level of networking and data from all final beneficiaries.

Mr Krešimir Domjančić Expert Assistant in the Department for Preparation and Implementation of EU Programmes and Projects within MELE thanked for constructive suggestion which will certainly be taken into account and pointed out that official web site of IPA Component IV will be in use by the end of May as a central place of all information's related to the ESF and will ensure sustainability after EU accession.

Additionally, Ms Ivanković Knežević informed that Questioner for grant beneficiaries will provide information regarding the question of voluntaries and soon will be available and presented to the members, possibly on the next Meeting.





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In view of the current status of the negotiation process Chapters 23 Fundamental Rights and the Action plan for the decade of Roma Inclusion Ms Renata Trischler representative of German People Communities raised a question of extension of projects at the national level, and its correspondence to projects in the IPA Component IV, stressing out that minorities are marginalized groups in society.

Ms Mihaela Dubravac Šigir Head of Department within the Directorate for Secondary Education pointed out local partnership in Educational sector emphasised as a one of main criteria in implementation phase of Grant schemes in the sense of financing and cooperation. Through analysis of Grant schemes partnership will be visible in the true sense of a word and a full width, but for now we can say that partnership exists. Also, Roma issue is expressed at all levels of education, from preschool to higher education, and due to its importance several Directorates within the Ministry is dealing with the issue of integration of Roma.

In addition, Mr Mirjana Radovan from Ministry of Health and Social Welfare stressed partnership as mandatory requirement for all grant regarding social inclusion and in respect of national minorities, there are two approaches. Activities involving minority are additionally scored, or that all components aim on national minorities.

Ms Ana Miličević Pezelj representative of Socio-economic partners welcomed all publicity and visibility actions made in a sense of availability of information, cohesion and synergy among institutions stressing the importance of centralizing all relevant data to a common site in order to facilitate the search.

Also, Ms Miličević Pezelj following the quantitative progress made in projects in the implementation phase raised a question of qualitative assessment on the society and suggested that for the next meeting of SMC that kind of analysis should be presented to the Member so the real assessment can be visible.

In addition, Ms Katarina Ivanković Knežević from MELE explained that evaluation of Operational programme from qualitative aspect will be made in all segments after the activities are finished and real impact assessment will be visible. Also, Ms Ivanković Knežević thanked for the support given to the Operating structure due to the need of evaluation.

Ms Jelena Jakulj raised a question related to Technical assistance and strengthening capacities of potential grant beneficiaries in Priority 4. From presentation we so that investment analysis will be conducted, also that some counties are not well represented so how will results will be connected to future grant especially counties that are underrepresented and when it will be finalized and when we will be able to reach those grant beneficiaries.





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Mrs Ivanković Knežević noted that there are two Framework contracts in Employment and Education sector (under Priority 4) that are in the process of implementation and that will provide parallel analysis of the current situation and analysis of future potential grant beneficiaries.

Also, interest regarding the Grant schemes and Operational programme in general was shown during the partnership consultations held in 23 cities around Croatia where. Ms Ivanković Knežević pointed out that those critical areas need additional direct actions.

In addition it was added that all future Grant Schemes will be accompanied by workshops and info days and consultations will be funded from the two framework agreements.

Mr Michael Morass stressed out the efficiency of constructive discussion and suggested that all question raised by representatives of civil society and social partners should be incorporated in future Reports for the Sectoral Monitoring meetings.

Ms Katarina Ivanković Knežević pointed out the impossibility of production the impact assessment analysis, due to the fact that all projects are in the phase of implementation.

Mr Jean-Marie Moreau suggested that in the context of different Monitoring sheets as a addition to the Report should be submitted to the next SMC the results of projects, in contexts of projects completed, implemented or will be in months to come. As a good example Component 1 was mentioned with set of Reports prepared that perfectly address the meter.

At the end of the discussion on this issue, all members of the SMC agreed that everything proposed will be incorporated in the Minutes of the SMC meeting.

Revision of the HRD OP 2007-2011, extension of programming period

Mr Luka Rajčić Head of Section from the Ministry of Economy, Labour and Entrepreneurship shortly presented status of Operational programme Human Recourses Development 2007 – 2011 stressing out interventions that will happen in next period regarding the revision of Operational programme and extension of programming period to year 2012.

Most important element of revision of Operational programme 2007 – 2011 is inclusion of new priority "Development of civil society for better governance", managed by two new bodies in Operating structure, first, The Governmental Office for Cooperation with NGOs as a body responsible for Priority and second, National foundation for civil society development as the implementing body.





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Referring to all said Mr Igor Vidačak Director of Governmental Office for cooperation with NGOs highlighted the potential of civil society in contributing to the fulfilment of goals of the Operational Programme Human Recourses Development in hole.

Also, Mr Vidačak touched on several strategic issues of concern like matter of volunteers and their involvement in the labour market due to the fact that 2011 year is characterized as a Year of Volunteers. Than the issue of civil society organizations on local level and their problem of absorption of large Grant schemes, stressing the so called micro-projects of 20.000 - 25.000 Euro as a solution.

Question of advocacy of social vulnerable groups was also stressed by Mr Vidačak, and the manner in which such activities should be included in activities to come.

Mr Vidačak in the end of his exposition expressed his hope for a good future cooperation and contribution of Governmental Office to the future activities.

Mr Hrvoje Dolenec State Secretary from CODEF referred to the revision of the Operational programme Human Recourses Development and stressed the importance of need that HRD OP is in accordance with other Operational programmes and need of horizontal adoption, depending on the date of Croatian accession to the EU.

Progress related to the grant schemes within the HRD OP 2007-2011

Ms Katarina Iavanković Knežević gave a short presentation on progress related to the Grant schemes and the results of the Questioner for grant beneficiaries.

Ms Ivanković Knežević stated that the Ministry of Economy, Labour and Entrepreneurship developed, together with the bodies of Operating structure, Questionnaire for grant beneficiary. Of 121 sent Questionnaires 70 of them returned with and gave a information's shown in presentation. The purpose of Questioner was to find out the structure of grant beneficiary, relation to projects, implementation and effects achieved through implementation of projects.

Also, Ms Ivanković Knežević indicated that the results of Questionnaire which are also indicators of what is needed to be corrected and improve in the procedures.

Ms Jelena Jakulj Directorate General for Employment, Social Affairs and Equal Opportunities from thanked for such data and raised a question of the objectivity of these results.

Mrs Katarina believes that users were very open in answering questions from the reason to correct deficiency and mistakes and to improve the procedure itself. The results are indicators to the Grant Schemes.





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The Questionnaire will be translated into English and submitted to members of SMC.

Annual Audit Authority Report for the year 2010

Mr Mirko Gravara Head of Department for the Audit of IPA Programme – Human Recourses Development from the Agency for the Audit of European Union Programmes Implementation System greeted all present and apologized Director of the Agency Mr Neven Šprlje for not attending this meeting due to the previous scheduled obligation.

Mr Gravara gave a short introduction on the general responsibilities and work of the Agency as a functionally independent body from all stakeholders in the management and control system in the framework of pre-accession funds. Following the introduction Mr Gravara gave an overview of the performed audits in the year 2010 on Operating structure bodies.

Also, Mr Gravara stated that the Agency submits Annual Audit Activity Report that Agency submits to the European Commission, the National Authorising Officer and Competent Accrediting Officer.

On the bases of the Annual audit work plan for the year 2010 Agency performed all audits independently and submitted to the European Commission on 30 December 2010.

In the end of presentation Mr Gravara pointed out that based on the findings showed it is clear that all systems in IPA Component IV are functioning efficiently.

Implementation of the Communication Action Plan

Mr Krešimir Domjančić Expert Assistant in the Department for Preparation and Implementation of EU Programmes and Projects within MELE and appointed Publicity Officer gave a short presentation and presented all activities conducted so far and those which are planned for the forthcoming period for the HRD OP.

Mr Domjančić also presented to the members newly designed web page of Operational Programme Human Recourses Development stressing that web page is still in development, and will officially be in use by the end of May.

All members of the SMC welcomed nee web page as a central place for all information's regarding Operational programme Human Recourses Development.





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AOB

- (date and venue for the next meeting of the Committee)

At the end Mr Rožman thanked all participants for coming and participating in a good and constructive discussion.

All the members of the SMC Meeting agreed that the proposed draft of the Annual Implementation Report for the year 2010 is considered to be adopted in principle, with the period of 10 working days for the members to give additional comments.

Ms Ankica Paun, Director of Croatian Employment Service welcomed the results of the Questioner for grant beneficiaries namely the number of 57 new employed persons, stressing out the civil sector as a crucial and large potential for generating new jobs.

Mr Michael Morass from European Commission thanked everyone on successful and constructive meeting and underlined the quality of reporting, intensity of discussion between members of the Committee and dedication on important things.

Also, Ms Morass pointed out that progress has been made but stressed out that further improvements of implementation will be monitored in the future.

It is agreed among all members that the next meeting of the SMC is held within 6 months, at the end of November or beginning of December. Final date of the Meeting will be agreed afterwards.



Instrument for Pre-Accession Assistance (IPA) 2007HR05IPO001

