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THIS ACTION IS FUNDED BY THE EUROPEAN UNION

ANNEX 4

to the Commission Implementing Decision on the Annual Action Plan for the European Instrument for International Nuclear Safety Cooperation for 2022

Action Document for Support Measures 2022

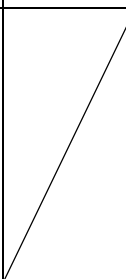
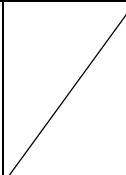
ANNUAL PLAN

This document constitutes the annual work programme within the meaning of Article 110(2) of the Financial Regulation, within the meaning of Article 7 of the INSC Regulation.

1 SYNOPSIS

1.1 Action Summary Table

1. Title CRIS/OPSYS business reference Basic Act	Action Document for Support Measures 2022 OPSYS: ACT-61252 Financed under the <u>European Instrument for International Nuclear Safety Cooperation Regulation</u>
2. Team Europe Initiative	No
3. Zone benefiting from the action	The action shall be carried out worldwide
4. Programming document	European Instrument for International Nuclear Safety Cooperation Multiannual Indicative Programme (2021-2027) of 03.12.2021 (C(2021) 8687)
5. Link with relevant MIP(s) objectives / expected results	This action contributes to the financing of the administrative support measures as foreseen in the legal basis and programming document
PRIORITY AREAS AND SECTOR INFORMATION	
6. Priority Area(s), sectors	Nuclear Safety
7. Sustainable Development Goals (SDGs)	Main SDG: 16 (strong institutions) Other significant: SDG 11 (Disaster Risk Reduction) and SDG 5 (Gender Equality).
8 a) DAC code(s)	23510
8 b) Main Delivery Channel	1000 – Public institutions

9. Targets	<input type="checkbox"/> Migration <input type="checkbox"/> Climate <input type="checkbox"/> Social inclusion and Human Development <input checked="" type="checkbox"/> Gender <input type="checkbox"/> Biodiversity <input type="checkbox"/> Education <input type="checkbox"/> Human Rights, Democracy and Governance			
10. Markers (from DAC form)	General policy objective @	Not targeted	Significant objective	Principal objective
	Participation development/good governance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Aid to environment @	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gender equality and women's and girl's empowerment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Trade development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Reproductive, maternal, new-born and child health	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Disaster Risk Reduction @	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Inclusion of persons with Disabilities @	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Nutrition @	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	RIO Convention markers	Not targeted	Significant objective	Principal objective
	Biological diversity @	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Combat desertification @	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Climate change mitigation @	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Climate change adaptation @	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	11. Internal markers and Tags:	Policy objectives	Not targeted	Significant objective
Digitalisation @		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
digital connectivity digital governance digital entrepreneurship digital skills/literacy digital services		YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Connectivity @		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
digital connectivity energy transport		YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

	health education and research	<input type="checkbox"/>	<input type="checkbox"/>	
	Migration @ (methodology for tagging under development)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Reduction of Inequalities @ (methodology for marker and tagging under development)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Covid-19	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET INFORMATION				
12. Amounts concerned	Budget line: 14 06 0100 Total estimated cost: EUR 1 440 492 Total amount of EU budget contributio: EUR 1 440 492			
MANAGEMENT AND IMPLEMENTATION				
13. Type of financing	Direct management through: Procurement For implementation through a Service Level Agreement with the JRC as set in section 4.4.9			

1.2 Summary of the Action

This Action provides support to the sound management of the European Instrument for International Nuclear Safety Cooperation (INSC) worldwide, the achievement of its expected results and objectives and the measurement, analysis and reporting on its impact. It includes the provision of technical and scientific expertise, know-how and other forms of technical and scientific support to The European Commission (INTPA F1) for the Project Cycle Management of nuclear safety projects of the INSC programmes, in order to support and assist DG INTPA in ensuring an efficient and effective INSC programme preparation and successful project preparation, tendering, contracting and implementation.

This action will be implemented in a COVID-19 context and adapted as necessary for a successful completion

2 RATIONALE

2.1 Context

Regulation EURATOM 2021/948 of 27 May 2021 defines the strategic framework for the implementation of the European Instrument for Nuclear Safety Cooperation (INSC) 2021 – 2027. Deriving from the legal basis the Multi-annual Indicative Programme 2021-2027¹ has been adopted on 03 December 2021. The Regulation provides for support measures in its Article 8. It stipulates that the ‘Union financing may cover support expenditure for the implementation of the Instrument and for the achievement of its objectives, including administrative support associated with the preparation, follow-up, monitoring, control, audit and evaluation activities necessary for the implementation, as well as expenditure at headquarters for the administrative support needed for the Instrument, and to manage operations financed under this Regulation, including information and communication actions, and corporate information technology systems’.

2.2 Problem Analysis

Short problem analysis: N/A

¹ C(2021)8687

Identification of main stakeholders and corresponding institutional and/or organisational issues (mandates, potential roles, and capacities) to be covered by the action:

Effective management of nuclear safety projects requires the use of general support services on a case-by-case basis.

The technical expertise necessary for a sound and independent implementation of the INSC programme will be provided by the European Commission's Joint Research Center (JRC).

3 DESCRIPTION OF THE ACTION

3.1 Objectives and Expected Outputs

The Overall Objective (Impact) of this action is to contribute to the sound management of the programme, to the achievement of its expected results and objectives and to the measurement, analysis and reporting on its impact

The Specific(s) Objective(s) (Outcomes) of this action is to

1. contribute to the good governance of the INSC;
2. contribute to the continued effective nuclear safety projects in Beneficiary countries

The Outputs to be delivered by this action contributing to the corresponding Specific Objectives (Outcomes) are

- 1.1 contributing to Outcome 1 project management support
- 2.1 contributing to Outcome 2 technical expertise as provided by the JRC

3.2 Indicative Activities

Activities relating to Output 1.1

The support measures will be used as a framework for funding activities under the European Instrument for International Nuclear Safety Cooperation (INSC) in areas including:

- Administrative support associated with the preparation, follow-up, monitoring, audits and evaluation activities directly necessary for the implementation of the Instrument;
- Studies, meetings, information, awareness-raising, training, preparation, and exchange of lessons learnt and best practices, publication activities and any other administrative or technical assistance expenditure necessary for the programming and management of actions;
- Missions to be conducted in the field of nuclear safety contracting operations (experts for evaluations, etc.);
- Technical support provided by the Joint Research Center and the Joint Support Office in Ukraine.
- Expenditure at headquarters for the administrative support needed for the Instrument and to manage operations financed under this Regulation and corporate information technology systems.

Activities relating to Output 2.1:

Task 1 - Assistance in preparing the technical basis of the programming of the INSC

The JRC will assist in the preparatory work for the programming of the INSC by DG INTPA. This will include assistance to DG INTPA in the preparation of the content of the future annual action programmes in the area of the INSC priorities, which may involve participation in exploratory missions to prospective beneficiary countries.

Task 2 – Assistance with the selection of projects and reviewing / upgrading of Action Documents (AD)

The JRC will assist DG INTPA in the technical assessment and selection of project proposals submitted by partner countries for inclusion in the annual action programmes. For selected projects, the JRC will participate in the process of drafting / review / upgrading of the related project action documents.

Task 3 - Assistance with drafting / reviewing Terms of Reference (ToR), Technical Specifications and Evaluation Criteria for the procurement of works, services and supplies

The JRC may be requested to draft Terms of Reference (ToR) documents for the procurement of services, Technical Specifications (TS) for the procurement of equipment or works and the related tender evaluation criteria, or to review such documents prepared by partner countries or consultants, prior to their inclusion in the dossier of a call for tender. The JRC will also provide technical support for the preparation of tender dossiers.

Task 4 - Technical support for the tendering of projects

The JRC will participate, on request of DG INTPA, in all kinds of tender evaluations (Short listings, Competitive Dialogues, tender evaluations for works, services, and supplies contracts). This task will also involve the provision of support for the preparation of responses to tender clarification requests and participation in tender clarification meetings on request of INTPA. The JRC will also provide technical support for contract negotiations, if required.

Task 5 - Technical follow-up of on-going projects

Due to the complexity of the nuclear safety projects, it is necessary to have technical and scientific assistance to ensure that the projects are implemented in a timely manner and completion is not jeopardised due to technical obstacles.

In addition to participation in project kick-off and periodical progress meetings, the JRC may be requested to provide ad hoc technical support to DG INTPA Project Managers for the resolution of any technical issues that may arise during the implementation of projects.

Task 6 - Technical assessment of project results

The JRC will provide DG INTPA with technical and scientific assessments of deliverables produced during the execution of the INSC nuclear safety projects. These may be administrative deliverables, such as project inception reports, progress reports and completion reports or technical deliverables of various kinds.

Task 7 - Dissemination of the project results

The JRC hosts the Technical Assistance to the Commonwealth of Independent States (TACIS)/INSC dissemination website and will be responsible for the transfer of the content of the website to DG INTPA.

For all finalised projects, the JRC will prepare a summary of project objectives, activities, and major achievements, which will be made available on the dissemination website.

Task 8 - Support to maintain the library of technical documents in JRC

Under this Administrative Arrangement the JRC will maintain the current library of TACIS/INSC project documents covering nuclear safety projects/contracts from the beginning of the TACIS programme until the present. Documents will be placed in the library upon arrival from DG INTPA or from other stakeholders.

The JRC will also update and maintain its computerised catalogue and retrieval system for the library.

In consultation with DG INTPA, JRC may investigate the possibility to digitise the documents stored in the library. In case it is decided by DG INTPA to go ahead with digitisation of the documents, the related activities may be sub-contracted by the JRC using the Incidental Expenditure budget.

3.3 Mainstreaming

Gender equality and empowerment of women and girls

As per the OECD Gender DAC codes identified in section 1.1, this action is labelled as G1. This implies that the support measures will include the assessment of gender issues wherever relevant.

3.4 Risks and Lessons Learnt

Category	Risks	Likelihood (High/ Medium/ Low)	Impact (High/ Medium/ Low)	Mitigating measures
People and the	Lack of cooperation	L	L	Close monitoring of the relevant projects

organisation	from the different project (implementing) partners such as state authorities and implementing agencies, resulting in delays			and remedial steps taken as early as possible in the project preparation or project implementation process
Planning, processes and systems	Unforeseen and unexpected (external) developments or unforeseen delays that would result in late delivery of results or even make the results of some of the projects eventually irrelevant	L	L	Close monitoring of the relevant projects and remedial steps taken as early as possible in the project preparation or project implementation process
Planning, processes and systems	Peaks in the workload resulting in high demand on the available JRC resources which may lead to delays in the required support.	L	M	Close monitoring of project implementation, frequent and close liaison between DG INTPA and JRC and prioritisation of the activities in accordance with DG INTPA needs.
Lessons Learnt: Independent technical expertise has been instrumental in ensuring the quality of the implemented activities in the area of nuclear safety. Continued support by JRC has ensured a high quality technical component of interventions in the instrument.				

3.5 The Intervention Logic

The underlying intervention logic for this action is that the European Commission will be provided with technical and administrative support to facilitate the effective and efficient implementation of the programmes and projects of the European Instrument for International Nuclear Safety Cooperation (INSC).

DG INTPA will be provided with technical support to facilitate the effective and efficient implementation of the programmes and projects of the INSC.

3.6 Logical Framework Matrix

This indicative logframe constitutes the basis for the monitoring, reporting and evaluation of the intervention. On the basis of this logframe matrix, a more detailed logframe (or several) may be developed at contracting stage. In case baselines and targets are not available for the action, they should be informed for each indicator at signature of the contract(s) linked to this AD, or in the first progress report at the latest. New columns may be added to set intermediary targets (milestones) for the Output and Outcome indicators whenever it is relevant.

- At inception, the first progress report should include the complete logframe (e.g. including baselines/targets).
- Progress reports should provide an updated logframe with current values for each indicator.
- The final report should enclose the logframe with baseline and final values for each indicator.

The indicative logical framework matrix may evolve during the lifetime of the action depending on the different implementation modalities of this action. The activities, the expected Outputs and related indicators, targets and baselines included in the logframe matrix may be updated during the implementation of the action, no amendment being required to the Financing Decision.

PROJECT MODALITY (3 levels of results / indicators / Source of Data / Assumptions - no activities)

Results	Results chain (@): Main expected results (maximum 10)	Indicators (@): (at least one indicator per expected result)	Baselines (values and years)	Targets (values and years)	Sources of data	Assumptions
Impact	To contribute to the sound management of the programme, to the achievement of its expected results and objectives and to the measurement, analysis and reporting on its impact ...	1 Grade of implementation of project outputs 2	1 0% (2022) 2	1 100% (2028) 2	Project reporting, monitoring and auditing	<i>Not applicable</i>
Outcome 1	1 contribute to the good governance of the INSC;	1.1 Budget spent in effective support of Instrument for Nuclear Safety Cooperation (INSC) implementation	1.1 0% (2022) 1.2	1.1 99% (2028) 1.2	1.1 Budget control systems	Procurement procedure to be indicatively launched in Q4 2021
Outcome 2	2 contribute to the continued effective nuclear safety projects in partner countries	2.1 Projects successfully implemented	2.1 0%(2022)	2.1 100% (2028)	2.1 Monitoring reports, expert review of project results	Continued expert support by JRC will be available

Output 1 relating to Outcome 1	1.1 project management support provided	1.1.1 Contribution to the main priorities and tasks of INSC 2021-2027 and INSC MIP 2021-2027	1.1.1 0% (2022)	1.1.1 100% (2027)	1.1.1 Monitoring reports	
		1.1.2 Number of projects started and ongoing	1.1.2 0% (2022)	1.1.2 100% (2025)	1.1.2 Accounting system of the European Commission	
Output 2 relating to Outcome 1	1.2 technical expertise provided by the JRC	1.2.1 % of Review reports received 1.2.2	1.2.1 0% (2022)	1.2.2 100% (2022)	1,2,1, JRC Reports	Continued expert support by JRC will be available

4 IMPLEMENTATION ARRANGEMENTS

4.1 Financing Agreement

In order to implement this action, it is not envisaged to conclude a financing agreement with partner countries.

4.2 Indicative Implementation Period

The indicative operational implementation period of this action, during which the activities described in section 3 will be carried out and the corresponding contracts and agreements implemented, is 76 months from the date of adoption by the Commission of this Financing Decision.

Extensions of the implementation period may be agreed by the Commission's responsible authorising officer by amending this Financing Decision and the relevant contracts and agreements.

4.3 Implementation modalities

4.3.1 Direct Management (Procurement)

Subject in generic terms, if possible	Type (works, supplies, services)	Indicative number of contracts	Indicative trimester of launch of the procedure
Programme support and studies for specific objective 1 – Output 1.1.	Services	2	Q2/2023

4.3.2 Other actions or expenditure

For SO 2 – Output 2.2 : Part of this action **may be implemented through a Service Level Agreement with JRC in order to mobilise its expertise in the achievement of the aims of the European Instrument for International Nuclear Safety Cooperation.**

4.4 Scope of geographical eligibility for procurement and grants

The geographical eligibility in terms of place of establishment for participating in procurement and grant award procedures and in terms of origin of supplies purchased as established in the basic act and set out in the relevant contractual documents shall apply, subject to the following provisions.

The Commission's authorising officer responsible may extend the geographical eligibility on the basis of urgency or of unavailability of services in the markets of the countries or territories concerned, or in other duly substantiated cases where application of the eligibility rules would make the realisation of this action impossible or exceedingly difficult (Article 11(8) INSC Council Regulation (Euratom) 2021/948 of 27 May 2021).

4.5 Indicative Budget

Indicative Budget components	EU contribution (amount in EUR)
Procurement (direct management) – cf. section 4.3.1	440 492
Implementation through Service Level Agreement JRC cf. section 4.3.2	1 000 000
Procurement – total envelope under section 4.3.1	440 492
Evaluation – cf. section 5.2 Audit – cf. section 5.3	may be covered by another Decision
TOTAL EU contribution	1 440 492

4.6 Organisational Set-up and Responsibilities

The stakeholders are state institutions, project implementing agencies (public; private) in charge of preparing and implementing the different activities as financed by the EU, under the European Instrument for International Nuclear Safety Cooperation in the various partner countries.

Stakeholders are also the European Commission as financing authority, the European Union citizens, partner countries' citizens, and relevant organisations.

For the technical expertise, the beneficiaries of the project are the Commission (DG INTPA) and the beneficiaries of the different INSC projects that will be supported during the implementation of the present project. The Joint Research Centre is a Directorate-General of the European Commission.

As part of its prerogative of budget implementation and to safeguard the financial interests of the Union, the Commission may participate in the above governance structures set up for governing the implementation of the action.

5 PERFORMANCE MEASUREMENT

5.1 Monitoring and Reporting

The day-to-day technical and financial monitoring of the implementation of this action will be a continuous process, and part of the implementing partner's responsibilities. To this aim, the implementing partner shall establish a permanent internal, technical and financial monitoring system for the action and elaborate regular progress reports (not less than annual) and final reports. Every report shall provide an accurate account of implementation of the action, difficulties encountered, changes introduced, as well as the degree of achievement of its results (Outputs and direct Outcomes) as measured by corresponding indicators, using as reference the logframe matrix

The Commission may undertake additional project monitoring visits both through its own staff and through independent consultants recruited directly by the Commission for independent monitoring reviews (or recruited by the responsible agent contracted by the Commission for implementing such reviews).

Roles and responsibilities for data collection, analysis and monitoring: will be placed with the implementing partner(s).

5.2 Evaluation

Having regard to the nature of the action, a final evaluation will not be carried out for this action or its components.

In case an evaluation is not planned, the Commission may, during implementation, decide to undertake such an evaluation for duly justified reasons, either on its own decision or on the initiative of the partner.

The evaluation reports shall be shared with the partner country and other key stakeholders following the best practice of evaluation dissemination². The implementing partner and the Commission shall analyse the conclusions and recommendations of the evaluations and, where appropriate, in agreement with the partner country, jointly decide on the follow-up actions to be taken and any adjustments necessary, including, if indicated, the reorientation of the project.

The financing of the evaluation shall be covered by another measure constituting a Financing Decision.

5.3 Audit and Verifications

Without prejudice to the obligations applicable to contracts concluded for the implementation of this action, the Commission may, on the basis of a risk assessment, contract independent audit or verification assignments for one or several contracts or agreements.

² See best [practice of evaluation dissemination](#)

6 STRATEGIC COMMUNICATION AND PUBLIC DIPLOMACY

The 2021-2027 programming cycle will adopt a new approach to pooling, programming and deploying strategic communication and public diplomacy resources.

It will remain a contractual obligation for all entities implementing EU-funded external actions to inform the relevant audiences of the Union's support for their work by displaying the EU emblem and a short funding statement as appropriate on all communication materials related to the actions concerned. This obligation will continue to apply equally, regardless of whether the actions concerned are implemented by the Commission, partner countries, service providers, grant beneficiaries or entrusted or delegated entities such as UN agencies, international financial institutions and agencies of EU member states.

However, action documents for specific sector programmes are in principle no longer required to include a provision for communication and visibility actions promoting the programmes concerned. These resources will instead be consolidated in Cooperation Facilities established by support measure action documents, allowing Delegations to plan and execute multiannual strategic communication and public diplomacy actions with sufficient critical mass to be effective on a national scale.

Appendix REPORTING IN OPSYS

An Intervention (also generally called project/programme) is the operational entity associated to a coherent set of activities and results structured in a logical framework aiming at delivering development change or progress. Interventions are the most effective (hence optimal) entities for the operational follow-up by the Commission of its external development operations. As such, Interventions constitute the base unit for managing operational implementations, assessing performance, monitoring, evaluation, internal and external communication, reporting and aggregation.

Primary Interventions are those contracts or groups of contracts bearing reportable results and respecting the following business rule: 'a given contract can only contribute to one primary intervention and not more than one'. An individual contract that does not produce direct reportable results and cannot be logically grouped with other result reportable contracts is considered a 'support entities'. The addition of all primary interventions and support entities is equivalent to the full development portfolio of the Institution.

The present Action identifies

Action level		
<input checked="" type="checkbox"/>	Single action	Present action: all contracts in the present action(OPSYS#61252):
Group of actions level		
<input type="checkbox"/>	Group of actions	Actions reference
Contract level		
<input checked="" type="checkbox"/>	Single Contract 1	Component B
<input type="checkbox"/>		
<input checked="" type="checkbox"/>	Group of contracts 1	Component A