

TWINNING PROJECT FICHE

1 Basic Information

1.1 Publication notice reference:

1.2 Programme: Annual Action Programme in Support of EU-Georgia Agreements
ENPI/2013/024-706

1.3 Twinning Number: GE/13/ENP/EC/02/16 (GE/25)

1.4 Title: Support to Georgian National Agency for Standards and Metrology for further implementation of the EU-Georgia DCFTA requirements

1.5 Sector: Trade and Industry

1.6 Beneficiary country: Georgia

2 Objectives

2.1 Overall objective

The overall objective of the project is to support fulfilment of the commitments of the Government of Georgia in the context of the EU-Georgia AA/DCFTA which will lead to the further support and enhancement of free movement of goods.

2.2 Project purpose

The purpose of the project is to support the strengthening of administrative, human and technical capacities of Georgian National Agency for Standards and Metrology to further implement the requirements of the DCFTA through the gradual approximation of the Georgian legislation in line with NEW APPROACH DIRECTIVES and best practices in the field of metrology and standardization.

Implement Commission's European standardization policy and the mechanisms of referring to European standards in European policies and legislation. It will enable the use of European standardization as a strategic tool for the application of European policies and legislation in the field of metrology and standardization in Georgia.

2.3 Contribution to Association Agreement (AA), Deep and Comprehensive Free Trade Agreement (DCFTA), National Development Plans

This Twinning project aims to provide support in further effective and efficient implementation and fulfilment of the objectives set out in the EU-Georgia Association Agreement, including DCFTA, which contains a range of policy measures for liberalizing trade. The action will specifically support provisions of Chapter 3 Technical Barriers to

Trade, standardisation, metrology, accreditation and conformity assessment. Articles 46 Technical Cooperation (2 b, c, d) and 47 Approximation of technical regulations (2 a, b; 4; and 5 a,b,c.), standards, and conformity assessment, specifically define the scope of Georgia's obligations..

The obligations laid down in the DCFTA Action plan 2014-2017 outlines the following priorities for implementation of the requirement of the TBT chapter:

- Developing infrastructure related to administration of technical regulations, standardisation, metrology, accreditation, conformity assessment procedures and the market surveillance system;
- Implementing the Market Surveillance Strategy;
- Further staff training for administration of responsible government bodies and agencies;
- Exchanging information on all relevant aspects of the Georgian TBT and Market Surveillance Strategies;

The project is also fully in line with the Socio-economic Development Strategy of Georgia “Georgia 2020”, according to which the Government of Georgia will continue to reduce remaining technical barriers to trade in order to facilitate export development and integration with international and European markets and to increase the competitiveness of Georgian products and services. In this context, national quality infrastructure will be developed and national quality institutions will be integrated with international and European systems. Georgia will consistently harmonize its national supervisory systems with European ones.

The Association Agreement Action Plan for 2016, including the DCFTA Action Plan, has been approved by Governmental Decree # 382 of 7 March 2016. It defines reforms and activities to be carried out during the year by different institutions, including measures to be undertaken by GOESTM. It will contribute to implementation of following articles of 2016 National Action Plan for the Implementation of the Association Agreement:

- 84. Development infrastructure related to administration of procedures of standards, technical regulations, metrology, market supervision, accreditation and conformity assessment procedures. Association agenda; 2.4 Trade and trade related matters; technical regulations, standardization and relevant infrastructure
- 85. Support the preparation and adaptation of interested parties, including economical operators to ensure the implementation of approximated legislation. Association agenda; 2.4 Trade and trade related matters; technical regulations, standardization and relevant infrastructure
- 88. Further staff training for administration of responsible government bodies and agencies. Association agenda; 2.4 Trade and trade related matters; technical regulations, standardization and relevant infrastructure

3 Description

3.1 Background and justification

The Georgian National Agency for Standards and Metrology (GEOSTM) represents a legal entity of public law within the system of the Ministry of Economy and Sustainable Development of Georgia (MoESD), which is one of the responsible body in the fulfilment of the above mentioned priority directions and one of the key institution in the area of quality infrastructure. At present the major challenge faced by the Agency is to continue developing the system that will be fully compliant with the European and internationally recognized practices in the field of metrology and standardization.

Reform of the national quality infrastructure system started in 2005 in Georgia for the purpose of approximation with the international best practice. Since then significant changes have been done, in particular, mandatory standardization was replaced with the voluntary one and changes were also introduced in the fields of metrology, certification, and conformity assessment.

Pursuant to the international and EU best practices in the field of quality infrastructure, the second stage of reforms was implemented within the framework of the AA and DCFTA signed between the European Union and Georgia. One of the preconditions defined by the EU for commencement of negotiations on these agreements was the development of national quality infrastructure (Technical Barriers in Trade) in accordance with the international and EU best practices. The Government of Georgia, for the purpose of developing this field, designed the Strategy in the Areas of Standardization, Accreditation, Conformity Assessment, Technical Regulations and Metrology (Order of the Government N 965, 16. 07. 2010) and the Program on Adoption of Legislative Reforms and Technical Regulations in the Areas of Standardization, Accreditation, Conformity Assessment, Technical Regulations and Metrology (Order of the Government N 1140, 25. 08. 2010). Furthermore, in the framework of the on-going reforms, the Georgian Law “The Code on Safety and Free Movement of products” was adopted in 2012. The Code represents the main document where all relevant laws regulating national quality infrastructure in Georgia are collected and covers the following areas: standardization, metrology, technical regulation, technical supervision of hazardous objects, accreditation and conformity assessment. The Code also incorporates the main principles of the 2 horizontal EU directives: The General Product Safety Directive and Product Liability Directive.

Among the progresses achieved in metrology, GEOSTM reached international recognition in the Quality Management System (QMS) according to ISO 17025 in mass, electrical and temperature measurement laboratories. During 2015 in the database of the International Bureau for Weights and Measures (BIPM) 30 Calibration and Measurement Capacity (CMC) lines in the field of electricity and mass of GEOSTM have been published. Some divisions of GEOSTM Metrology Institute started issuing their first internationally recognised calibration certificates with CIPM MRA logo.

In the field of technical regulation, the process of adoption of harmonised standards in support of 6 EU New Approach Directives (technical regulations) which Georgian technical regulations have been approximated with was finalised. These directives are:

- Cableway Installations Designed to carry Persons, 2000/9/EC – 25 harmonized standards are adopted as Georgian Standards

- Lifts, 95/16/EC – 17 harmonized standards are adopted as Georgian Standards;
- Pressure Equipment, 97/23/EC – 247 harmonized standards are adopted as Georgian Standards
- Efficiency requirements for New Hot-water Boilers Fired with Liquid or Gaseous Fuels, 92/42/EC
- Simple Pressure Vessels, 2009/105/EC -15 harmonized standards are adopted as Georgian Standards
- Recreational Craft, 94/25/EC – 77 harmonized standards are adopted as Georgian Standards

This process will continue according to the time frame of adoption remaining EU New Approach Directives given in the Annex III of the TBT chapter. As of the provisional application of the DCFTA, the process of adoption of European EN standards at national level by giving it the status of a national standard within the defined timeframes either by publication of an identical text or by endorsement. It is MoESD's intention to adopt around 2,000 standards every year. Priority standards are identified by the Technical Committees (TC), in line with industry and policy priorities.

Analysing the requirements and necessities of the GEOSTM it's essential to further approximate Georgian legislation according to an inclusive and evidence-based approach with European one, enhance its professional capacities, make concrete actions on the way further, maintain and expand the scope of international recognition in metrology field, to become full member of the European Quality Infrastructure community, and to more effectively increase GEOSTM visibility at national and international level.

The results identified under this Twinning project will contribute and facilitate fulfilment of the commitments and needs stated above in accordance with the Better Regulation agenda and will contribute to the overall public administration reform in Georgia supporting the introduction of the evidence-based approach to policy-making and legal drafting.

3.2 Linked activities

Several international technical assistance projects were implemented in GEOSTM during past years.

Completed international projects:

- **“Support to Implementation of the Article 51”** (Quality Management System) - EC TACIS Project (2008-2010, prolongation with 8 months) - implemented in the Agency covered three major elements – standardization, metrology and accreditation. Within the scope of the Project, trainings, seminars and study visits (to share and acquire experience) to various EU countries were organized. Physical-Chemical Lab was equipped with advanced measurement standards and reference measuring instruments
- **“Strengthening of the Metrology and Standardization Infrastructure according to the Best Practice in the EU Member States”** - the EU Twinning Project 2011 – 2013, implemented in GEOSTM. Quality Management System corresponding to ISO 17025 was developed, implemented and recognized at the international level in the Metrology Institute of the GEOSTM.
- During 2012 – 2015 within the scope of the EU-funded Comprehensive Institutional Building Programme (CIB) I phase, physical infrastructure and premises of GEOSTM,

including laboratories' areas, administrative offices, the reception, and other relevant infrastructure such as engineering and communication systems, were renovated.

On-going EU-funded projects:

- **“Further Development of Standardization and Metrology Infrastructure to meet EU Best Practices”** (May 2015 – March 2017) in the framework of the second stage of the Comprehensive Institutional Building Programme (CIB). In the framework of the project, capacity-building actions focus on calibration of selected measurement standards, inter-laboratory comparisons, new testing procedures, raising awareness activities (including seminars for SMEs, business and industry representatives), study visits to similar international/regional organizations, English courses to improve language skills of GEOSTM staff. Human capacities of standards and standard registry divisions are strengthened and Technical Committees are more efficiently managed.
- **“Procurement of Measuring Instruments for Development of National Measurements Standard Base of Georgia”** – (February 2016 – December 2016) in the framework of the second phase of the CIB programme the procurement project. It provides for modernization of measurement standard base of GEOSTM and procurement of metrology equipment.
- **“Strengthening the Quality Infrastructure in the South Caucasian countries Azerbaijan, Armenia and Georgia with emphasis on Food Testing”** (started in 2011, duration till 2014, and 2 year prolongation) - PTB regional project „ aims to enable the food testing laboratories in the South Caucasian countries to offer internationally recognized food stuff testing services. The project contributes to the development of technical capacities of GEOSTM chemical laboratory.
- **Support to the Public Administration Reform in Georgia**, EU funded project, planned for 2016 -2019. The objective of the programme is to improve the efficiency, accountability and transparency of the public administration of Georgia, in line with the European Principles of Public Administration. It will have a particular focus on the improvement of the policy planning and coordination capacities and processes in the central public administration. The professionalization of the civil service (including the reform of the civil service training system) will also be supported through the programme.
- **Facility for the implementation of the Association Agreement in Georgia**, EU funded project, 2015-2018. The project provides policy advice and capacity building support to the Georgian Government in coordinating the implementation of the Association Agreement, strengthening the institutional capacities of the line ministries and other public institutions to carry out the required reforms, including on policy development and legal approximation processes.
- **Legislative Impact Assessment, Drafting and Representation**, EU funded project, 2015-2017. The project aims to improve the legal drafting process at the central level of government (through promoting better coordination among relevant entities, and introduction of the regulatory impact assessment of draft legislation) as well as the Government's international representation and reporting functions with special emphasis on the Ministry of Justice.

The last two TA projects: support the elaboration of a unified methodology and provide capacity building to key institutions in the legal approximation processes.

3.3 Components and Results

The project is grouped into 4 Components:

Component 1 – Support to legal approximation according to DCFTA TBT chapter in the field of standardisation and metrology

Result 1.1 Clarification of GEOSTM's obligations in relation to legal approximation according to an inclusive and evidence-based approach and in accordance with the relevant EU directives MID and NAWI, in line with the timeframe given in the annex of the TBT chapter of DCFTA provided.¹

Indicators of achievement:

- Training and workshop, (with participation at least 20 persons) carried out to provide legal and technical support to GEOSTM and relevant Georgian organizations with all necessary background information focusing on administrative, institutional, human and technical capacities, which are necessary for a smooth approximation with the EU directives (MID and NAWI);
- Analysis performed and recommendations drafted for legal approximation process in line with the better regulation approach
- A study visit for 3 GEOSTM MI staff for 5 WD organised to gain practical experience on the legal aspects of implementation of the MID and NAWI directives in respective EU member state institution, dealing with legal requirements for conformity assessment part.

Result 1.2: Practical preparation of the technical, institutional, and human capacities of GEOSTM to efficiently implement the respective EU directives - MID, NAWI ensured

Indicators of achievement:

- Seminars on application of the new versions of MID 2014/32/EU and NAWI 2014/31/EU directives delivered
- Draft procedures for testing (based on requirements of harmonized standards and modules F, F1, G) drawn and practically demonstrated to the Georgian staff
- A study visits for 3 GEOSTM MI laboratory staff members for 5 WD organized to gain practical experience on technical, metrological and laboratory performance of implementation of the MID 2014/32/EU and NAWI 2014/31/EU directives in respective EU member state institution, notified bodies. The bodies shall be selected so that they cover 11 measuring instruments related annexes²

Result 1.3: Further support of GEOSTM Standards department for approximation to the general principles of the EU Regulation 1025/2012 on standardization provided in an inclusive process

Indicators of achievement:

¹ EU Expert support will be provided, as well as Georgian party will be given opportunity to gain practical experience of one of the EU member countries on successful implementation of the MID and NAWI directives

² MID directive is very complex directive, with 10 technical annexes, which define requirements for the different measuring instruments: water meters (MI-001), gas meters and volume conversion devices (MI-002), active electrical energy meters (MI-003), heat meters (MI-004), measuring systems for continuous and dynamic measurement of quantities of liquids other than water (MI-005), automatic weighing instruments (MI-006), taximeters (MI-007), material measures (MI-008), dimensional measuring instruments (MI-009) and exhaust gas analysers (MI-010))

- Comprehensive analysis of current situation in GEOSTM in approximation of general principles as laid down in the EU regulation 1025/2012 on standardization in line with the better regulation approach conducted
- Number of consultations delivered and recommendations consequently drawn on changes in the existing documents and/or proposals for new documents and procedures
- A study visit for 2 staff members of GEOSTM SD for 5 WD organized in a national standardization body in an EU member state having implemented this regulation

Result 1.4: Support Standards department of GEOSTM to effectively continue the adoption of harmonized standards in support of approximation with EU directives, according to the timeframe defined in the chapter of DCFTA in the annex of TBT

Indicators of achievement:

- Number of trainings for the staff of GEOSTM SD on the role of harmonized standards in the EU Directives conducted-
- Based on the timeframe defined in the chapter of DCFTA, number of CEN/CENELEC or ETSI harmonized standards and OIML normative documents (ref. to MID directive) adopted as national standards in Georgia
- Respective standards and/or OIML documents translated into Georgian (at least 600 pages)

Component 2 – Support to Metrology Institute in capacity building in the preparation for further extension of the scope of international recognition

Result 2.1: Support for staff of Metrology Institute to acquire knowledge and capacities in the implementation of advanced methods regarding the operation of new reference equipment delivered in the framework of CIB supply project

Indicators of achievement:

- Training Needs Analysis (TNA) for metrology staff performed
- At least 11 trainings in relation to the usage of the equipment delivered and installed in GEOSTM laboratories
- Number of Calibration Measurement Capabilities (CMCs) developed in consultancy with the EU experts for new and/or extended scope for their international recognition
- 6 Georgian metrology experts undergone 2 weeks internship in selected EU MS institutions to ensure that 60% of selected laboratories implemented new advanced methods in their daily work (comparison basis - 0)

Result 2.2: Existing Quality Management System of Metrology Institute of GEOSTM revised, updated, and prepared to comply with the new requirements³

Indicators of achievement:

- At least 3 trainings on the new version of the standard ISO/IEC 17025 on general requirements for calibration and testing laboratories for staff of GEOSTM performed

³ Quality Management Systems should be updated according to the new version of the standard ISO/IEC 17025 (to be published in 2017) and ISO 9001

- Recommendations for amendments on GEOSTM QMS documentation (including quality manual, procedures, etc.) developed
- A study visit of 2 GEOSTM QM specialist for 5 WD each in a respective EU Member State Metrology Institute preferably having implemented QMS according to the new version of standard ISO/IEC 17025

Result 2.3: Support in demonstration of GEOSTM calibration/testing laboratories' competence (e.g. participation in ILS of laboratories of dimensional measurements, humidity, small volumes and/or pressure measurements) delivered

Indicators of achievement:

- At least 4 ILCs performed for support of CMC entries of GEOSTM in selected areas
- At least 8 reference standards calibrated in the selected EU MS national metrology institute
- At least 5 trainings on site in the selected areas to develop new calibration procedures
- Study visits for 2 GEOSTM reference laboratories' staff for 5 WD each to competent EU NMIs/laboratories
- Recommendations for improvement of calibration procedures delivered

Result 2.4: Support in organization of peer evaluation according to the rules of respective Regional Metrology Organization (COOMET)

Indicators of achievement:

- At least 4 trainings on RMOs procedures carried out
- Pre-peer assessment of existing procedures and other relevant documents conducted
- Peer assessment on management system performed according to the COOMET rules by COOMET experts
- Round tables/workshops on findings and nonconformities organized and recommendations prepared
- Corrective actions plan prepared and implemented by GEOSTM

Result 2.5: The capacity and services to deliver sales of metrology services improved

Indicators of achievement:

- Working group for elaboration of detailed action plan for improvement in sales of metrology services established
- At least 2 trainings in marketing and communication performed for GEOSTM MI staff
- At least 2 meetings organized for stakeholders with participation of business and industry representatives

Component 3 – Capacity building for Standardization department in line with EU/internationally recognised best practices

Result 3.1: Capacity of standardisation department staff of GEOSTM enhanced

Indicators of achievement:

- At least 3 trainings on standardization conducted, including communication technologies related to the European Telecommunications Standards Institute
- Recommendations developed and discussed with the staff of GEOSTM SD
- Recommendations implemented in daily operations of standards department
- A study visit for 3 standardisation department staff members for 5 WD organized in the EU member state relevant National Standards Body

Result 3.2: The capacity to develop a work programme for national standardisation, dissemination of standards to deliver services, marketing and information etc. on standardisation improved

Indicators of achievement:

- A strategy to deal with the dissemination of standards and possibly of involving NSB and interested parties has been implemented
- At least 2 trainings in marketing and communication performed for GEOSTM staff
- At least 2 meetings on introducing plans and other activities as a part of marketing strategy performed with participation of various stakeholders such as industry and business organizations

Result 3.3: TC secretaries, chairpersons and technical experts of the national technical committees trained in particular standards drafting stages, train TC to identify national standards conflicting with the adopted ENs and to withdraw all conflicting standards

Indicators of achievement:

- At least 2 trainings and seminars focused on specific stages in process of drafting of standards conducted for internal staff of GEOSTM
- Recommendations on improvement of internal procedures of the TCs elaborated, including detection of conflicting standards.

Result 3.4: Specific trainings for stakeholders, particularly SMEs and members of technical committees, on different stages in process of drafting standards and more broadly participating in the standardisation process to best international and European practices

Indicators of achievement:

- At least 3 trainings focused on all stages in process of preparation standards conducted for various interested parties involved in the process of preparation of standards
- At least 2 round-tables with SMEs and other stakeholders organized to introduce findings, recommendations, new developments, in Tbilisi and in regions

Result 3.5: Support Standardisation department of GEOSTM to implement general principles of international standard ISO 9001

Indicators of achievement:

- The quality management system documents (a quality manual, relevant procedures, instruction, forms etc.) elaborated
- Number of Quality Management System documents approved by GEOSTM management and implemented in practice

- Internal audit according to the standard ISO 9001 in the SD of GEOSTM performed by joint team

Component 4 - Awareness Raising Activities and Further Integration of GEOSTM in Relevant International and Regional Standardisation and Metrology Organizations

Result 4.1: GEOSTM public relations and marketing functions both in metrology and standardization field strengthened

Indicators of achievement:

- At least 2 events performed with respect to dissemination of clear and concise information about GEOSTM activities and services facilitating free movement of goods
- A seminar followed by a visit to SD department and MI laboratories to deliver information about metrology, needs for development of measurement methods, research and development in the area for students and teachers/lecturers
- An open-doors type event in the premises of GEOSTM for businesses, society, and other stakeholders organised
- A set of training materials prepared, translated, and delivered to the stakeholders
- At least 4 seminars in regions of Georgia for interested parties (business, industry, population and etc.) delivered

Result 4.2: Support in participation of GEOSTM Metrology Institute and Standards Department staff in work of technical and management committees, general assemblies of relevant international/regional standardization and metrology organizations

Indicators of achievement:

- At least 6 visits to technical committees, general assemblies, workshops, training activities of relevant international/regional Metrology organizations (e.g. BIPM, OIML, COOMET, EURAMET, IMEKO etc.) organized for 10 GEOSTM Metrology Institute representatives in total for up to 4 days each. Priority is given to technical workshops and committees, relevant for the scope of the project, in countries eligible according to the Common Twinning Manual.
- At least 4 visits for 6 representatives in total of GEOSTM SD to technical committees, general assemblies, workshops, training activities of relevant international/regional Standardization organizations (e.g. ISO, IEC, CEN, CENELEC, NORMAPME etc.) for up to 4 days each. Priority is given to technical workshops and committees, relevant for the scope of the project, in countries eligible according to the Common Twinning Manual.

Result 4.3: Public Visibility Campaign Implemented

Indicators of achievement:

- The website of the GEOSTM upgraded and maintained including the link to the project, press releases, photo and video materials, etc.
- Promotional video up to 5 min produced and placed on well-known news websites (for 20 months)

- Various awareness and promotional materials (brochures, leaflets, articles etc.) tailored to the different target groups developed
- Promotional materials translated into Georgian
- A video on metrology and standardization developed and made available on the appropriate web resources
- Monthly/ Quarterly Newsletters on project deliverables designed and disseminated to stakeholders

The inclusiveness and evidence-based approach should be applied to all activities related to legislation alignment with EU acquis and policy development / adjustment: drafting/amendment of the legal and policy proposals should be based on evidence, the cost of their implementation should be calculated and budgeted and they should be consulted at the right time of the process with relevant internal and external stakeholders.

3.4 Activities

Member State(s) is/are kindly requested to develop activities in the submitted proposal which are needed in order to achieve the results stipulated in the fiche.

Minimum two visibility events will be organized in the course of the implementation of the project; Kick-off meeting at the start of the implementation and the Final meeting at the end of the implementation of the project activities.

3.5 Means/ Input from the MS Partner Administration

3.5.1 Profile and tasks of the Project Leader

The MS PL will be expected to devote a minimum of 3 days per month to the project in his/her home administration. In addition, he will coordinate from the Member state side the work of the Project steering Committee (PSC). The PSC will meet in Georgia every three months.

MS Project Leader may participate in the project also as short-term expert (STE). In this case the MS Project Leader should satisfy requirements stipulated in the fiche for both the Project Leader and the relevant STE profile.

Profile:

- at least 10 years of experience either in the field of metrology or standardisation with good understanding of other subjects and, during that period, he/she must have been in a senior management position in the Member State institution for at least 3 years
- Have experience in the field of project management, institutional issues and organisation of national quality infrastructures to the European requirements
- excellent command of English

Tasks:

- Overall coordination, guidance and monitoring of the project
- Preparation of project progress reports with support of RTA
- Timely achievement of the project results
- Co-Chairing of project steering committees
- Provision of legal and technical advice and analysis whenever needed.

3.5.2 Profile and tasks of the RTA

One RTA will be appointed and he/she will be located in the premises of the GEOSTM in the beneficiary country.

The secondment of the Resident Twinning Advisor (RTA) will last for 21 months, during which he/she will be responsible for the direct implementation of the project under the overall supervision of the MS Project Leader.

He/she will come from an EU Member State to work on a full time and day-to-day basis with the beneficiary administration. The Resident Twinning Adviser will have a key role in the coordination of the inputs required for the successful implementation of all the project activities. He/she shall be supported by the STEs.

She/he will be introduced to the BC stakeholders of the project, counterparts and staff. She/he will also hire a Project Assistant as well as a Language Assistant through an appropriate selection procedure.

Profile:

- Minimum 7 years of experience in the field of metrology or standardisation. Sound comparative knowledge of relevant EU legislative and institutional requirements related to the various components of this project
- Wide knowledge of related good practice/Acquis and demonstrated experience on adoption of New and Old Approach directives on metrology into national legislation
- Solid knowledge of metrology, standardisation legislation, work methods and procedures
- Previous experience in project management would be an asset
- Experience in working on similar projects would be a preferable must
- Good training, public speaking, diplomatic and written communication skills
- Excellent computer literacy (Word, Excel, Power Point)
- Excellent command of spoken and written English
- Fluency in Georgian or Russian would be an asset

Tasks:

- Overall supervision of the project implementation and coordination of all activities, as well as management of the project administration
- Coordination of the activities of the team members in line with the agreed work programmes to enable timely completion of project outputs
- Provide technical input to the project whenever needed and provision of advice in his field of expertise
- Liaise with MS and BC PLs and daily contacts with BC RTA counterpart
- Co-preparation of project progress reports with PL
- Liaison with EU Project Manager
- Liaison with other relevant projects and Georgian institutions

3.5.3 Profile and tasks of the short-term experts

Specialist staff will be made available by the Twinning Partner (MS) to support the implementation of the activities. Specific and technical matters relevant to this Twinning project will be taken over by a pool of STEs. The detailed expert input shall be established when drawing up the Twinning work plan.

Profile of STEs

Requirements:

- A university degree in a relevant subject
- A minimum of 5 years' experience in their respective field
- An excellent command of written and spoken English;
- Experience in Phare/ENP-East countries as well as in other projects relating to quality infrastructure management would be an advantage

Tasks of medium and short term expertise

- Terms of Reference for short-term adviser(s) will be elaborated by Project Leader/RTA at the work plan preparation stage
- In order to achieve the results in Component No 1, STEs involved should have experience regarding the approximation and enforcement of the EU legislations
- In order to achieve the results in Component No 2, STEs involved should have experience in metrology
- In order to achieve the results in Component No 3, STEs involved should have experience in standardization
- In order to achieve the results in Component No 4, STEs involved should have experience regarding the awareness raising, PR, visibility actions as well as experience regarding the work of international/regional metrology and standardisation organizations
- In addition to their missions in Georgia, the short-term experts are expected to contribute actively to elaborating the programmes of the foreseen study visits and internships

4 Institutional Framework

4.1. Beneficiary Institution

The main beneficiary Institution is the Georgian National Agency for Standards and Metrology, legal entity of public law under the Ministry of Economy and Sustainable Development.

Currently, the number of GEOSTM employees is 83. Structural units of the GEOSTM are: Metrology Institute, Standards Department, Administrative Department and the Laboratory Service Centre (regional calibration laboratories).

In terms of the institutional reorganization, the former monopolistic system of “Geostand”, which incorporated all administrative bodies of the technical regulation sphere, was abolished. Instead of it, two separate legal entities under the Ministry of Economic Development of Georgia were established: (1) Georgian National Agency for Standards, Technical Regulations and Metrology (GEOSTM), and (2) Centre for Accreditation. In 2012 name of GEOSTM was changed to Georgian National Agency for Standards and Metrology.

Two main structural units of GEOSTM:

(1) Institute of Metrology: the unit is in charge of development and maintenance of state measurements standards and reference materials, maintenance of the register of types of legal measuring instruments, verification and approval of the measuring instruments; It ensures participation of national measurement standards in international or regional key and supplementary comparisons; Metrology Institute provides traceability of measurements through calibrations of the measuring instruments from any field of economy submitted by

any interested entities, entrepreneurs; performs verification of legal measuring instruments as well as conducts expert measurements in case of the disputes regarding the measurement results.

(2) Department for Standards: the unit is in charge development, adoption and registration of standards, maintenance of the registry of standards, ensure registration of national, international and regional standards submitted by any interested entity; WTO TBT enquiry point – provides information on the technical regulations, standards and conformity assessment procedures of WTO member states, notifying WTO in the respect of technical regulations, standards, conformity assessment procedures in force in the field of technical regulation of Georgia; informational ensuring – providing informational services to all interested entities; ensure distribution of national, international and regional standards from INFORMATION FUND of the Agency in accordance with the legislation.

Main objectives of GEOSTM are as follows:

- Maintenance and upgrading of the National measurements standards base and ensuring traceability thereof on international level (environmental conditions in premises, participation in international comparisons of measurements standards, implementation of quality management system according to ISO/IEC 17025, in order to ensure international recognition thereof).
- Ensure distribution of units of measurements throughout the laboratory network of the country for ensuring traceability of measurements on national level (calibrations, verifications).
- Organize and manage activities for maintaining registry of standards. Maintain the registry of standards as well as of types of legal measurement instruments, ensuring update and publicity thereof.
- Ensure availability of international and European standards for all interested parties (entrepreneurs, regulatory bodies, NGO's Consumer organizations etc.)
- Improve informational ensuring of all interested parties regarding the standards, technical regulations, conformity assessment procedures etc. existing as inside the country as well as abroad.
- Providing consultations for all interested parties (entrepreneurs, regulatory bodies, NGO's Consumer organizations etc.).

Membership of GEOSTM in the International /Regional Organizations

GEOSTM is a corresponding member of the International Organization for Standardization (ISO), associated member of the International Bureau of Weights and Measures (BIPM), affiliated member of the European Committee for Standardization (CEN), full member of Euro-Asian Cooperation of National Metrological Institutions (COOMET), associated member of the International Electrotechnical Commission (IEC), and affiliated member of the European Committee for Electrotechnical Standardization (CENELEC). GEOSTM also signed the Agreement on mutual recognition of state standards, calibration and measurement certificates (CIPM MRA). GEOSTM signed the Code of Good Practice Annex 3 of the TBT agreement of WTO, which provides for application of the best practice in the area of standards adoption and development.

Services of GEOSTM

The Agency renders services in the areas of standardization and metrology. The Agency services are used by local businesses, exporters and potential exporters, as well as by local testing labs.

Georgia is the first country in the region, which achieved international recognition. Three labs (temperature, mass and electrical measurements lab) of the Agency's Metrology Institute successfully passed the international peer assessment by experts of Euro-Asian Cooperation of National Metrological Institutions (COOMET). COOMET recognized the implementation of quality management system according to international standard ISO /IEC 17025 in Metrology Institute of GEOSTM; respectively GEOSTM was awarded with a Certificate of Recognition. This implies recognition of Georgia's metrology infrastructure, technical competence, which will contribute to increasing the country's export potential. The Agency currently has 30 CMC(calibration and measurement capabilities) in the KCDB database of the BIPM in the areas of temperature measurement, mass and electrical measures.

Following international recognition of the Metrology Institute, its services are used by labs of the other countries of the region e.g. accredited laboratory from Armenia.).

Furthermore, the other stakeholders as the Ministries, public agencies and private or semi-private organisations such as testing and calibration laboratories will be indirectly involved in the execution of the project activities.

Standards Department's provide following services: development and adoption of Georgian standards; adoption of European and International standards as a Georgian standards, dissemination of standards.

4.2. Coordination mechanisms

A Project Steering Committee (PSC) will be established for the coordinate and supervision of the project activities and the mandatory results. The Project Leaders, the RTA, the RTA counterpart, the EU Delegation and Programme Administration Office representatives will meet regularly at quarterly intervals and will submit by the end of the meeting (as recorded in the minutes of meeting) an 'approval/not approval' of the quarter project reports as described in the Common Twinning Manual. It will be co-chaired by the Project Leaders (EU Member State and Beneficiary Country). Official minutes of the PSC meetings will be kept in English.

The PSC will monitor, supervise and co-ordinate the overall progress and implementation of the project. Furthermore, the SC will enhance the involvement of the relevant BC institutions in the project, provide guidance for the different components of the project, define priorities.

In addition to PSC, monthly progress monitoring meetings can be held if necessary. As a gathering of RTA, RTA counterpart, PAO and EU Delegation representative, the meetings are to solve any emerging operational problems on a monthly basis.

Beneficiary Country Project Leader (BC PL)

The BC Project Leader will act as the counterpart of the MS PL and will ensure close cooperation in the overall steering, co-ordination and management of the project from the beneficiary side. He/she will support the Twinning project team in organisational and

technical matters and will also coordinate the Project Steering Committee (PSC) on behalf of the BC. The role of the BC PL and the MS PL are complementary.

5 Budget

Support to Georgian National Agency for Standards and Metrology for further implementation of the EU-Georgia DCFTA requirements	ENI Community Contribution 100 %	National Co-financing	TOTAL
Twinning Contract	1,200,000.00 €	-	1,200,000.00 €

6 Implementation Arrangements

6.1 Implementing Agency responsible for tendering, contracting and accounting

The European Union Delegation in Tbilisi will be responsible for tendering, contracting, payments and financial reporting, and will work in close cooperation with the beneficiary.

The person in charge of this project is:

MAZZUCCO Francesca, Project Manager

Delegation of the European Union to Georgia

38 Nino Chkheidze str., 0102 Tbilisi, Georgia.

Phone: + +995-32-294 37 63

Email: Francesca.MAZZUCCO@eeas.europa.eu

PAO will support the TWG Project implementation process together with the EU Delegation

6.2 Main counterpart in the BC

The Programme Administration Office (PAO) of the Office of the State Minister of Georgia for European and Euro-Atlantic Integration will support the Twinning Project implementation process together with the EU Delegation. The person in charge of this project is:

Mr. Roman Kakulia

Head of EU Assistance Coordination Department / Programme Administration Office (PAO) in Georgia

Office of the State Minister of Georgia for European and Euro-Atlantic Integration

7 Ingorokva Street, Tbilisi 0134

Georgia

Tel: 995 32 228 24 60

E-mail: pao@eu-nato.gov.ge

Project leader:

Giorgi Chitadze

Ministry of Economy and Sustainable Development of Georgia,

10a Chovelidze Str., 0108 Tbilisi, Georgia

Phone: +995591197792

Email: giorgichitadze@economy.ge

RTA counterpart:

Ms. Nino Mikanadze

Director of metrology institute of the
National Agency for standards and metrology
67Chargali St, 0141 Tbilisi, Georgia

Phone: +995 32 61 35 00

Email: nino_mikanadadze@yahoo.com

6.3 Contracts

The project will be implemented through one twinning contract.

7 Implementation Schedule (indicative)

7.1 Launching of the call for proposals: Q3 2016

7.2 Start of project activities: Q2 2017

7.3 Project completion: Q2 2019

7.4 Duration of the execution period (number of months): 24 months: The execution period will end 3 months after the implementation period of the Action (work plan) which will take 21 months.

8 Sustainability

The sustainability of the project will be achieved through a suitable implementation of the project activities and availability of trained personnel in the metrology and standardisation infrastructure as well as provision/development of relevant documents and training material for further use in Georgia.

9 Crosscutting issues

GEOSTM will ensure equal opportunities between male and female in the management and implementation of the Project, including equal opportunities in training, site visits and participation in all of the Projects' missions and events; contributing thus to the promotion of gender equality.

GEOSTM will also ensure adequate support and basic equipment for the work of the Twinning partners. This includes office space, local phone and fax, access to Internet. The principle of equal opportunity will be integrated into all stages of the project implementation.

10 Conditionality and sequencing

There is no precondition set for this twinning project but it is foreseen that a series of activities / measures would have been undertaken by the GEOSTM in order for the project to start in satisfactory conditions.

Activities follow the same pattern applying to the elaboration of documents:

(1) joint reflection of EU and GEOSTM experts; (2) drafting of a document by EU experts; (3) opinion given by GEOSTM and EU experts; (4) finalisation of a first draft and training delivered jointly; (5) application by GEOSTM staff; (6) (peer) review and possible revision of the document.

11 Abbreviation

Acronym	Meaning
AA	Association Agreement
BIPM	Bureau International des Poids et Mesures
CA	Contracting Authority
CAB	Conformity Assessment Body
CEN	European Committee for Standardization
CENELEC	European Committee for Electrotechnical standardization
CIB	Comprehensive Institution Building
CIPM	International Committee for Weights and Measures
CMC	Calibration and Measurement Capability
COOMET	Euro-Asian cooperation of national metrological institutions
CP	Calibration procedures
DCFTA	Deep and Comprehensive Free Trade Area
DMS	Documentation Management System
EC	European Commission
EN	European Standard
ETSI	European Telecommunication Standards Institute
EU	European Union
EURAMET	European Association of National Metrology Institutes
GAC	Georgian Accreditation Centre
GEOSTM	Georgian National Agency of Standardization and Metrology
GoG	Government of Georgia
IEC	International Electrotechnical Commission
IMS	Information Management System

INT	Internship
IRP	Institutional Reform Plan
ISO	International Organization for Standardization
JSTE	Junior Short Time Expert
MI	Metrology Institute
MID	Directive on measuring instruments
MoESD	Ministry of Economy and Sustainable Development of Georgia
NAWI	Directive on non automatic weighing instruments
NGO	Non- Governmental Organization
NMI	National Metrology Institute
OIML	International Organization of Legal Metrology
PAO	The programme Administration Office under the State`s
PCA	Partnership and Cooperation Agreement
PSC	Project Steering Committee
QI	Quality Infrastructure
QM	Quality Management
SD	Standardization Department
SV	Study Visit
STE	Short Term Expert
SSTE	Senior Short term Expert
TA	Technical Assistance
TBT	Technical Barriers to Trade
TC	Technical Committee
WELMEC	European Cooperation in legal Metrology
WP	Working Plan
WTO	World Trade Organization
WD	Working Day

ANNEXESTOPROJECTFICHE

1. Logical framework matrix in standard format
2. Detailed implementation chart
3. List of relevant laws and regulations
4. Organizational chart

Annex 1. Logical framework matrix in standard format

Support to Georgian National Agency for Standards and Metrology for further implementation of the EU-Georgia DCFTA requirements		Programme name and number: Annual Action Programme in Support of EU-Georgia Agreements	
Georgian National Agency for Standards and Metrology (GEOSTM)		Total budget: 1.2 million EUR	Financing: ...100% 1,200,00.00.EUR (%)
Overall objective	Objectively Verifiable Indicators	Sources of Verification	Assumptions
The overall objective of the project is to support fulfilment of the commitments of the Government of Georgia in the context of the EU-Georgia AA/DCFTA which will lead to the further support and enhancement of free movement of goods..	<ul style="list-style-type: none"> • Relevant harmonised standards adopted as national ones • CMCs developed • Number of interlaboratory comparisons performed • Number of reference standards calibrated in the selected EU MS national metrology institute • Quality management system fully operational according to EU standards • Number of calibration certificates issued by the EU NMI • Number of respective RMO (COOMET) experts participated in peer review performed in GEOSTM according to the rules of RMO • Audit for ISO 9001 performed 	<ul style="list-style-type: none"> • GEOSTM Reports; • MoESD Reports; • Relevant national and EC Reports; • Statistics Reports; • 	<ul style="list-style-type: none"> • Government commitment on fulfilment of DCFTA requirements continued • Availability of local staff • Risk of failure in international comparisons • Availability of COOMET peer evaluators • ISO/IEC 17025 late with publication
Project purpose	Objectively Verifiable Indicators	Sources of Verification	Assumptions

<p>The purpose of the project is to support the strengthening of administrative, human and technical capacities of Georgian National Agency for Standards and Metrology to further implement the requirements of the DCFTA through the gradual approximation of the Georgian legislation in line with NEW APPROACH DIRECTIVES and best practices in the field of metrology and standardization.</p>	<ul style="list-style-type: none"> • Quality management system effectively updated • Capacities of GEOSTM to approximate efficiently to respective EU directives MID and NAWI strengthened • Laboratories strengthened and capable of provision services equivalent to the EU MS labs 	<ul style="list-style-type: none"> • Twinning project documentation (analysis reports, training programmes, training materials, recommendations, etc.) • QMS documentation 	<ul style="list-style-type: none"> • Government commitment on fulfilment of DCFTA requirements continued. • Availability of local staff
Results	Objectively Verifiable Indicators	Sources of Verification	Assumptions
<p><u>Component 1 – Support to legal approximation according to DCFTA TBT chapter in the field of standardisation and metrology</u></p>			
<p>Result 1.1 clarification of GEOSTM's obligations in relation to legal approximation according to an inclusive and evidence-based approach and in accordance with the relevant EU directives MID and NAWI, in line with the timeframe given in the annex of the TBT chapter of DCFTA provided</p>	<ul style="list-style-type: none"> • Training and workshop, (with participation at least 20 persons) carried out to provide legal and technical support to GEOSTM and relevant Georgian organizations with all necessary background information focusing on administrative, institutional, human and technical capacities, which are necessary for a smooth approximation with the EU directives (MID and NAWI); • Analysis performed and recommendations drafted for legal approximation process in line with the better regulation approach • A study visit for 3 GEOSTM MI staff for 5 WD organised to gain practical experience on the legal 	<ul style="list-style-type: none"> • Twinning project documentation (list of participants, training materials, recommendations etc.) • Training reports • Analysis report • Mission reports • Study Visit reports • Procedural Documents 	<ul style="list-style-type: none"> • Government commitment on adoption of Association Agreement continued • Availability of local staff • Active participation of all relevant stakeholders in project activities <p>Working Days 80 (estimated)</p>

	aspects of implementation of the MID and NAWI directives in respective EU member state institution, dealing with legal requirements for conformity assessment part.		
Result 1.2 Practical preparation of the technical, institutional, and human capacities of GEOSTM to efficiently implement the respective EU directives - MID, NAWI ensured	<ul style="list-style-type: none"> • Seminars on application of the new versions of MID 2014/32/EU and NAWI 2014/31/EU directives delivered • Draft procedures for testing (based on requirements of harmonized standards and modules F, F1, G) drawn and practically demonstrated to the Georgian staff • A study visits for 3 GEOSTM MI laboratory staff members for 5 WD organized to gain practical experience on technical, metrological and laboratory performance of implementation of the MID 2014/32/EU and NAWI 2014/31/EU directives in respective EU member state institution, notified bodies. The bodies shall be selected so that they cover 11 measuring instruments related annexes 		
Result 1.3 Further support of GEOSTM Standards department for approximation to the general principles of the EU Regulation 1025/2012 on standardization	<ul style="list-style-type: none"> • Comprehensive analysis of current situation in GEOSTM in approximation of general principles as laid down in the EU regulation 1025/2012 on standardization in line with the better 		

provided in an inclusive process	<ul style="list-style-type: none"> regulation approach conducted Number of consultations delivered and recommendations consequently drawn on changes in the existing documents and/or proposals for new documents and procedures A study visit for 2 staff members of GEOSTM SD for 5 WD organized in a national standardization body in an EU member state having implemented this regulation 		
<p>Result 1.4 Support Standards department of GEOSTM to effectively continue the adoption of harmonized standards in support of approximation with EU directives, according to the timeframe defined in the chapter of DCFTA in the annex of TBT</p>	<ul style="list-style-type: none"> Number of trainings for the staff of GEOSTM SD on the role of harmonized standards in the EU Directives conducted Based on the timeframe defined in the chapter of DCFTA, number of CEN/CENELEC or ETSI harmonized standards and OIML normative documents (ref. to MID directive) adopted as national standards in Georgia Respective standards and/or OIML documents translated into Georgian (at least 600 pages) 		
<p><u>Component 2 – Support to Metrology Institute in capacity building in the preparation for further extension of the scope of international recognition</u></p>		<ul style="list-style-type: none"> Twining project documentation (list of participants, training materials, recommendations etc.) Mission reports 	<ul style="list-style-type: none"> Government commitment on adoption of Association Agreement continued Availability of local staff Availability of peer evaluators from COOMET

<p>Result 2.1 Support for staff of Metrology Institute to acquire knowledge and capacities in the implementation of advanced methods regarding the operation of new reference equipments delivered in the framework of CIB supply project</p>	<ul style="list-style-type: none"> • Training Needs Analysis (TNA) for metrology staff performed • At least 11 trainings in relation to the usage of the equipment delivered and installed in GEOSTM laboratories • Number of CMCs developed in consultancy with the EU experts for new and/or extended scope for their international recognition • 6 Georgian metrology experts undergone 2 weeks internship in selected EU MS institutions to ensure that 60% of selected laboratories implemented new advanced methods in their daily work (comparison basis - 0) 	<ul style="list-style-type: none"> • CMC records • Internship reports • Reports and results from interlaboratory comparisons • Report from peer evaluation • Calibration certificates 	<ul style="list-style-type: none"> • ISO/IEC 17025 late with publication <p>Working Days 200 (estimated)</p>
<p>Result 2.2 Existing QMS of Metrology Institute of GEOSTM revised, updated, and prepared to comply with the new requirements</p>	<ul style="list-style-type: none"> • At least 3 trainings on the new version of the standard ISO/IEC 17025 on general requirements for calibration and testing laboratories for staff of GEOSTM performed • Recommendations for amendments on GEOSTM QMS documentation (including quality manual, procedures, etc.) developed • A study visit of 2 GEOSTM QM specialist for 5 WD each in a respective EU Member State Metrology Institute preferably having implemented QMS according to the new version of standard ISO/IEC 17025 		
<p>Result 2.3 Support in demonstration of GEOSTM calibration/testing laboratories' competence (e.g. participation in ILS of laboratories of dimensional measurements, humidity, small volumes and/or pressure</p>	<ul style="list-style-type: none"> • At least 4 ILCs performed for support of CMC entries of GEOSTM in selected areas • At least 8 reference standards calibrated in the selected EU MS national metrology institute • 5 trainings on site in the selected areas to develop new calibration procedures 		

measurements) delivered	<ul style="list-style-type: none"> • Study visits for 2 GEOSTM reference laboratories' staff for 5 WD each to competent EU NMIs/laboratories • Recommendations for improvement of calibration procedures delivered 		
Result 2.4 Support in organization of peer evaluation according to the rules of respective Regional Metrology Organization (COOMET)	<ul style="list-style-type: none"> • At least 4 trainings on RMOs procedures carried out • A pre-peer assessment of existing procedures and other relevant documents conducted • Peer assessment on management system performed according to the COOMET rules by COOMET experts • Round tables/workshops on findings and nonconformities organized and recommendations prepared • Corrective actions plan prepared and implemented by GEOSTM 		
Result 2.5 The capacity and services to deliver sales of metrology services has improved	<ul style="list-style-type: none"> • Working group for elaboration of detailed action plan for improvement in sales of metrology services established • At least 2 trainings in marketing and communication performed for GEOSTM MI staff • At least 2 meetings organized for stakeholders with participation of business and industry representatives 		
<u>Component 3 – Capacity building for Standardization department in line with EU/internationally recognised best practices</u>		<ul style="list-style-type: none"> • Twinning documentation (list of participants, training materials, training reports, recommendations etc) • Mission reports • Action plan • Strategy (marketing)documents • Internal procedure document • QMS documentation 	<ul style="list-style-type: none"> • Government commitment on adoption of Association Agreement continued • Availability of local staff
Results 3.1 Capacity of standardisation department staff of GEOSTM enhanced	<ul style="list-style-type: none"> • At least 3 trainings on standardization conducted, including communication technologies related to the European Telecommunications Standards Institute 		Working Days 140 (estimated)

	<ul style="list-style-type: none"> • Recommendations developed and discussed with the staff of GEOSTM SD • Recommendations implemented in daily operations of standards department • A study visit for 3 standardisation department staff members for 5 WD organized in the EU Member State relevant National Standards Body 		
<p><u>Result 3.2</u> The capacity to develop a work programme for national standardisation, dissemination of standards to deliver services, marketing and information etc. on standardisation improved</p>	<ul style="list-style-type: none"> • A strategy to deal with the dissemination of standards and possibly of involving NSB and interested parties has been implemented • At least 2 trainings in marketing and communication performed for GEOSTM staff • At least 2 meetings on introducing plans and other activities as a part of marketing strategy performed with participation of various stakeholders such as industry and business organizations 		
<p><u>Result 3.3</u> TC secretaries, chairpersons and technical experts of the national technical committees trained in particular standards drafting stages, train TC to identify national std conflicting with the adopted ENs and to withdraw all conflicting standards</p>	<ul style="list-style-type: none"> • At least 2 trainings and seminars focused on specific stages in process of drafting of standards conducted for internal staff of GEOSTM • Recommendations on improvement of internal procedures of the TCs elaborated, including detection of conflicting standards. 		
<p><u>Result 3.4</u> Specific trainings for stakeholders, particularly SMEs and members of technical committees, on different stages in process of drafting standards and more broadly</p>	<ul style="list-style-type: none"> • At least 3 trainings focused on all stages in process of preparation standards conducted for various interested parties involved in the process of preparation of standards • At least 2 round-tables with SMEs and 		

participating in the standardisation process to best international and European practices	other stakeholders organized to introduce findings, recommendations, new developments, in Tbilisi and in regions		
Result 3.5 Support Standardisation department of GEOSTM to implement general principles of international standard ISO 9001	<ul style="list-style-type: none"> The quality management system documents (a quality manual, relevant procedures, instruction, forms etc.) elaborated Number of Quality Management documents approved by GEOSTM management and implemented in practice Internal audit according to the standard ISO 9001 in the SD of GEOSTM performed by joint team 		
<u>Component 4 - Awareness raising activities and further integration of GEOSTM in relevant international and regional standardisation and metrology organizations</u>			
Result 4.1 GEOSTM Public Relations and marketing functions both in metrology and standardization field strengthened	<ul style="list-style-type: none"> At least 2 events performed with respect to dissemination of clear and concise information about GEOSTM activities and services facilitating free movement of goods A seminar followed by a visit to SD department and MI laboratories to deliver information about metrology, needs for development of measurement methods, research and development in the area for students and teachers/lecturers An open-doors type event in the premises of GEOSTM for businesses, society, and other stakeholders organised A set of training materials prepared, translated, and delivered to the stakeholders 	<ul style="list-style-type: none"> Twining documentation (list of participants, training materials, recommendations etc.) Mission reports Various brochures, leaflets, articles published A video published on web sites Newsletters 	<ul style="list-style-type: none"> Government commitment on adoption of Association Agreement continued Relevant human resources available <p>Working Days 70 (estimated)</p>

	<ul style="list-style-type: none"> At least 4 seminars in regions of Georgia for interested parties (business, industry, population and etc.) delivered 		
<p>Result 4.2 Study visits, and participation of GEOSTM Metrology Institute and Standards Department staff in work of technical and management committees, general assemblies of relevant international/regional standardization and metrology organizations</p>	<ul style="list-style-type: none"> At least 6 visits to technical committees, general assemblies, workshops, training activities of relevant international/regional Metrology organizations (e.g. BIPM, OIML, COOMET, EURAMET, IMEKO etc.) organized for 10 GEOSTM Metrology Institute representatives in total for up to 4 days each At least 4 visits for 6 representatives in total of GEOSTM SD to technical committees, general assemblies, workshops, training activities of relevant international/regional Standardization organizations, e.g. ISO, IEC, CEN, CENELEC, NORMAPME etc. for up to 4 days each. Priority is given to technical workshops and committees, relevant for the scope of the project, in countries eligible according to the Common Twinning Manual. 		
<p>Result 4.3 Public Visibility Campaign Implemented</p>	<ul style="list-style-type: none"> The website of the Agency upgraded and maintained including the link to the project, press releases, photo and video materials, etc. Promotional video up to 5 min produced and placed on well-known news websites (for 20 months) Various awareness and promotional materials (brochures, leaflets, articles etc.) tailored to the different target groups developed Promotional materials translated into 		

	<p>Georgian</p> <ul style="list-style-type: none"> • A video on metrology and standardization developed and made available on the appropriate web resources • Monthly/ Quarterly Newsletters on project deliverables designed and disseminated to stakeholders 		
Activities	Means	Specification of costs	Assumptions
Member State(s) is/are kindly requested to develop activities in the submitted proposal which are needed in order to achieve the results stipulated in the fiche	Consultations, analyses, preparation of documentation, trainings, workshops, study visits, internships.	Twinning project: 1.200.000,00 EUR	See assumptions to each results
			WD (total): 553 (including preparation and coordination/ management)

Annex 2: Detailed implementation chart

Support to Georgian National Agency for Standards and Metrology for further implementation of the EU-Georgia DCFTA requirements	2016		2017												2018												2019					
Month	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
Twinning	T	T	T	C	C	C	C	C	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	R	R	R

T – Call for proposals and evaluation

C – Contracting

A/I – Arrival of the RTA/ Start of the implementation of activities

I – Implementation of activities

R – Report

Annex 3: List of relevant laws and regulations

ISO 9001:2015 Quality Management Systems

ISO/IEC 17025:2010 General requirements for the competence of testing and calibration laboratories

Regulation (EU) No 1025/2012 of the European Parliament and of the Council

Directive 2014/31/EU of the European Parliament and of the Council of 26 February 2014 on the harmonisation of the laws of the Member States relating to the making available on the market of non-automatic weighing instruments (recast)

Directive 2014/32/EU of the European Parliament and of the Council of 26 February 2014 on the harmonisation of the laws of the Member States relating to the making available on the market of measuring instruments (recast)

Annex 4 Organizational chart

