

**ANNEX C1**  
**STANDARD TWINNING PROJECT FICHE**

**1. Basic Information**

<b>1.1. Programme:</b>	<b>Technical Cooperation Facility, ENI/2015/037-862</b>
<b>1.2. Twinning Number:</b>	<b>GE/22</b>
<b>1.3. Title:</b>	Institutional Strengthening of Environmental Health System of Georgia
<b>1.4. Sector:</b>	Health and Consumer Protection
<b>1.5. Beneficiary country and institution:</b>	National Centre of Disease Control and Public Health (NCDC& PH), Ministry of Labour, Health and Social Affaires (MoLHSA)

**2. Objectives**

**2.1 Overall Objective:**

*Promoting effective environmental health system and improving health-related conditions for the benefit of the population of Georgia.*

**2.2 Project Purpose:**

*To strengthen the legal framework on environmental health in Georgia through harmonization with European requirements, improving environmental health management, ensuring long-lasting environmental policy development and strengthening intersectoral collaboration.*

**2.3 Contribution to National Development Plan and Association Agreement**

The Twinning project is fully in-line with the priorities and the provisions of the Association Agreement between Georgia and the EU.

The strategies applied are in compliance with the chapters “Environment”, “Climate Change”, and “Public Health”. According to the relevant Articles (356, 357) of the AA, specific emphasis has to be put on improving population health and occupational safety at work, through prevention and control of non-communicable diseases, as well as prevention and control of non-communicable diseases, mainly through exchanging information and best practices.

Georgia has the obligation to harmonize its legislation with the EU acts referred to in Annex XXXI of this Agreement, according to the provisions of the relevant Annex. It is also stipulated that the Government of Georgia shall elaborate the National Environmental Health Action Plan (NEHAP), SEIS - Shared Environmental Information System and develop environmental-related disease indicators. National legal ground for these actions is framed in the Order #734 from 26 December 2014 on Approval of Georgian Healthcare System State Concept 2014-2020 “ Universal Healthcare and

Quality management for Protection of Patient Rights”. Some of the priorities under the chapter on Directions of the Healthcare Sector Development are: healthy environments; water and food safety, and preparedness for emergency situations and catastrophes. All the three areas are directly linked to the environment and health fields. Also, under the same chapter, National Environment and Health Action Plan (NEHAP) development and implementation is set as one of the priorities.

### **3. Description**

#### **3.1 Background and justification:**

Nowadays, Georgia is a party of the number of multilateral and bilateral international agreements and treaties and each agreement imposes certain obligations to the country. As far as the documents above are legally binding, country is facing some obstacles in their implementation. Georgia, as the partner country of the EaP, undertook the obligation to perform the harmonization of its legislation with the legislation of the European Union and introduce internationally-recognized environmental approaches, regulations and recommendations.

The declaration, adopted at the fifth Ministerial Conference on Environment and Health 2010 in Parma, Italy, so called Parma Declaration is not legally binding instrument, thus it presents an excellent framework for harmonised and organised approach in the environment and health area, under the European Environment and Health Process (EPH). The measures taken at the national level under the ministerial commitments from Parma, aim to protect health from environmental impacts and focus on children’s health, as the most susceptible part of the population. All the activities shall be directed towards the improvement of living conditions and reduction of harmful environmental impacts on health. Parma Declaration specifies five clear time bound targets that ministers of health and ministers of environment committed themselves to achieve. However, no activities have been implemented in Georgia in this regards so far.

In Georgia, according to the Law on Environmental Protection, 1996 national obligations under international environmental agreements are an integral part of national legislation and in fact prevail over national legislation. In regards of implementation, Georgia does not have a separate document outlining the general framework for international cooperation on environmental (and health) protection issues, but the country considers the UNECE and UNEP Guidelines on Compliance with and Enforcement of Multilateral Environmental Agreements (MEAs) before initiating the process of accession to new MEAs, indicating that the country is in line with prevailing contemporary thinking on the matter. The first NEHAP in Georgia was published in 2001. The Action Plan very soon became irrelevant, since it did not confirm the fundamental changes, reforms, key directions of the economic policy of the country, the institutional structure of government bodies and realities of development of the civil society, which took place in Georgia after “Rose Revolution” in November 2003. Since then, in Georgia NEHAP has not been updated and utilized as a guiding document. Currently, the NCD&PH with the support of WHO is working on the elaboration of II NEHAP /Georgia and there is an urgent need to have assistance in Action Plan implementation process.

Knowledge on the environment and health and the availability of human resources in the field is not sufficient. Unfortunately Georgia was not able to achieve significant progress in developing an intersectoral approach to environmental and health policy-making. Intersectorality is an institutionalized process in developing national legislation and regulations in many other fields. Health and environment data are not sufficiently combined and analysed.

The National Center for Disease Control & Public Health of Georgia (NCDC&PH) has been designated as a central agency for the public health administered by the Ministry of Labour, Health and Social Affairs of Georgia. As part of the decentralization process, the Centers of Public Health (CPH) were established by local/ municipal governments.

The Institute is a key implementer in the field of public health with a broad spectrum of roles and activities aimed at developing and implementing national health programmes and strategies, performing public health research and monitoring but also providing continuing education for health professionals.

In 2007 the Georgian Parliament adopted the "Law of Public Health" which articulates the responsibilities of each ministry related to the provision of public health and safe environment in particular;

**Georgian Ministry of Labour, Health and Social Affairs (MoLHSA)** determines norms and technical regulations on safe environment for the public. (needs to elaborate more sub-laws to regulate this wide area). It has a leading and overall coordinator role in the environmental health issues in country. **NCDC& PH integrates the special unit of Environment and Health, which is executive entity, though policy-making processes remain with the Healthcare Department, MoLHSA.**

**Georgian Ministry of Environment and Natural Resources Protection MoENRP** ensures:

- a) elaboration of integrated state policy and its implementation in the area of state regulation of safe environment in-line with the principles of sustainable development and management of natural resources;
- b) Protection of environment from negative physical factors, that may affect public health.
- c) Setting-up state system for planning and monitoring physical factors as well as for implementing the respective measures.

**The Ministry of the Environment does not have a structural unit in charge of environment and health.**

**The Ministry of Agriculture MoAG** is the major actor in the field of food safety in Georgia. Responsibility for food safety and quality monitoring has been transferred from the Ministry of Labor, Health and Social Affairs to the Ministry of Agriculture. The Food and Veterinary Department is in charge of animal health, food hygiene, food surveillance, food safety (drinking water quality control and monitoring) and animal protection.

### **Local level**

Municipalities fund their public health and disease prevention activities mainly through the municipal budgets from the Ministry of Labour, Health and Social Affairs. Municipalities are involved in the local implementation of disease prevention programmes, such as the health days organized on a yearly basis, targeting to enhance population awareness on health-related topics. Municipalities are not in charge of environmental impact assessment, the methodologies used in the specific types of impact assessment are insufficiently known at the local level. There are no information officers at the Municipalities in charge of environmental education at schools and kindergartens.

Based on the assessment of status quo, it is obvious that strengthening the integrated approaches related to the environment and health is crucial.

The Health Protection Inspectorate in charge of monitoring the environment and health risk factors and provisions and its enforcement (drinking water, indoor air, noise, Chemicals, vibration and light, etc.) has not been established in Georgia yet..

Considering the above-mentioned issues, this Twinning project will be of utmost importance in terms of developing legislative framework in-line with EU requirements establishing well-functioning intersectoral collaboration mechanisms and supporting institutional strengthening of the NCDC&PH.

The MoENRP and MoAG will be main stakeholders of the project and will closely cooperate within the intersectoral working group to support strengthen environment Health system in the country.

### **3.2 Linked activities:**

NCDC&PH has good collaboration with the International Organizations EU, WHO, USAID, UNICEF, ENECE, CDC, GAVI, DTRA, etc.

The organization has implemented several number of projects/programmes with the support of international and national partners.

The list of the projects related to environmental health implemented during the past three years is as follows:

- Non-communicable disease trends analysis–WHO, 2011
- Assessment and review of the environment and health situation in Georgia EU, 2011
- Assessment of the Small scale water supply systems’ condition in Dusheti and Marneuli, Georgia. (German Federal Ministry for the Environment, Nature Conservation and Nuclear Safety, WHO/EU, 2011-2013).
- International week of lead poisoning prevention 20-26 October, 2013. (WHO/EU, German Federal Ministry for the Environment, Nature Conservation and Nuclear Safety, 2013 )
- Global Analysis and Assessment of Sanitation and Drinking-Water (GLAAS 2013/2014, WHO/EU).
- Technical Assistance and Information Exchange TAIEX - Expert Mission EU, 2013 “to assess the current state of the environment and health for Georgia”. The missions aimed to support and provide recommendations in regards to the establishment of safer environment for population health in Georgia, developing recommendations to strengthen the existing structures of preventive medicine.
- Regional Project Towards a Shared Environmental Information System (SEIS) in the European Neighbourhood aimed to promote the protection of the environment in the countries of the ENP area by focusing on environmental data management and reporting.
- Under the EU Water Initiative for Eastern Europe, the Caucasus and Central Asia, National Policy Dialogues on Integrated Water Resources Management and Water Supply and Sanitation were organized.
- Regional Project on Air Quality Governance in ENPI countries supported Georgia to tackle the challenges it faces with the increase of air pollutants emissions.
- The project Waste Governance-ENPI East aimed to reduce the risks arising from inappropriate management of waste.
- Regional Project; Improving capacities to eliminate and prevent recurrence of obsolete pesticides, contributed to protection of environment and public health in the ENPI East region

through reducing the risk posed by hazardous waste and chemical life cycle management in the region.

Currently, NCDC&PH with the support of WHO involving experts from a broad range of institutions and sectors is working on development of NEHAP for Georgia. The Twinning Project will be an important tool to upgrade institutional and human resources necessary for implementation of the NEHAP as well as will contribute to its implementation, in particular in relation to the harmonization of Georgian legislation in accordance with the Association requirements.

### **3.3 Results:**

Following mandatory results are expected to be achieved under this Twinning project:

Result 1: Georgian legal and regulatory framework in environmental health field revised in-line with the provisions of the relevant Annexes of the Association Agreement related to the environmental health, as well as taking into account Georgia's commitments towards Multilateral Environmental Agreements and other relevant international pledges (e.g. Parma Declaration, UNECE Conventions);

Result 2: Institutional capacity of the Environment and Health Unit under the NCDC&PH strengthened;

Result 3: Implementation of the National Environmental Health Action Plan (NEHAP) in line with the roadmap for EU approximation in the environmental and climate action fields supported

Result 4: Capacities of Existing Environmental Health Human Resources, Including Management and Decision Makers Strengthened Along with Operationalization of Effective Environmental Health Management System in Compliance with EU Best Practices;

### **General activities**

#### ***Kick-Off Conference***

Method: During the first month of the project, the Resident Twinning Advisor (RTA) will settle down at the National Centre for Disease Control and Public Health (NCDC & PH). During the first month, she/he will establish contacts with the Beneficiary, the principal stakeholders, the EU Delegation and Programme Administration Office (PAO). The RTA will hire two assistants, RTA Assistant and a Language Assistant, through the process of open competition, consistent with the selection procedures defined in the Common Twinning Manual.

A one-day Conference will be held during the first month to present and launch the Twinning Project to the stakeholders, **the Development Partners** (EU MS Embassies, International donor community and civil society representatives) decision-makers, mass media and the general public. The Conference will comply with EU visibility requirements. In particular, the Conference will conclude with a Press Conference and the issue of a Press Release.

Benchmark: Stakeholders, mass media and the general public are well-informed of the objectives and activities of the Project. Formal project coordination arrangements are fully operational.

Resources: RTA + MS PL + Interpretation + Translation + Conference equipment + Refreshments

### ***Closing Conference***

Method: A one-day Closing Conference will be organised during the final month of the Project, to which stakeholders, mass media and the general public will be invited. The objective of the Closing Conference will be to present the results achieved during the project and provide recommendations for future development of the field.

Benchmark: Stakeholders, mass media and the general public are well-informed of the achievements of the Project. Best practice has been disseminated.

Resources: RTA + MSPL + STEs + Interpretation + Conference equipment + Refreshments

#### **3.4.1 ACTIVITIES LINKED TO RESULT 1:**

**Georgian legal and regulatory framework in environmental health field revised in-line with the provisions of the relevant Annexes of the Association Agreement related to the environmental health, as well as taking into account Georgia’s commitments towards Multilateral Environmental Agreements and other relevant international pledges (e.g. Parma Declaration, UNECE Conventions);**

*An intersectoral environmental health working group (comprised with representatives of MoLHSA, NCDC&PH, MoENRP, MoAG and other relevant institutions) will be established to prepare analysis of environmental health situation in the country. The analysis will include horizontal issues such as institutions, legislation, information systems and public participation.*

#### **1.1 Assessment of legislative framework of Georgia in relation to environmental health field according to EU Directives and regulations**

Method: A short-term environmental health, legal drafting experts will make a screening of current Georgian legislation related to environmental health (including and not limited to Laws “On soil protection”; “On plant protection from harmful organisms” ; “On transit and import of wastes on the territory of Georgia”; “On environment protection”; “On water”; “On health protection”; “On pesticides and agrochemicals”; “On atmospheric air protection”; “On licenses and permits”; “On

public health”) taking into account the work performed for the roadmap development and update<sup>1</sup> in compliance with the EU Directives taking into account Georgian commitments related to Multilateral Environmental Agreements and other relevant international documents (e.g. Parma Declaration, UNECE Conventions)

Benchmark: Review carried out, report on review delivered, STE mission report drafted

Resources: STEs in environmental health legal drafting expert , Translation

**1.2 Develop proposal including recommendations for harmonisation of the Georgian legislation related to environmental health in compliance with EU requirements and other Environmental Agreements Directives** taking into account Georgian commitments related to Multilateral Environmental Agreements and other relevant international documents (e.g. Parma Declaration)

Method: The short-term environmental health, legal drafting experts will draft a Report in line with the Roadmaps for EU approximation in the environmental and climate action fields. The Report will contain specific components of environmental health (drinking water quality, bathing water quality, food safety, air quality, etc.) legislation which are not currently aligned with the EU obligations. The STEs will provide detailed recommendations for harmonization of Georgian legislation with the relevant EU obligations.

Benchmark: Report and recommendations review of existing environmental health legal acts, the identification of priorities, and the development of the new legal acts or amendment of existing or “old” ones which need to be revised for compliance with EU legislation.

Resources: STEs environmental health legal drafting expert , Translation

**1.3 Develop a legal framework for the establishment of environmental health system as a part of the health system of Georgia**

Method: The short-term health and environmental legal drafting experts together with the working group members will work on the legal framework and make relevant amendments. Working process will include the organisation of round tables and discussions involving all stakeholders.

Benchmark: Legal framework listed in 1.1. amended taking into account the work performed for the roadmap development and update, round tables carried out, STE mission report drafted.

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<sup>1</sup> The roadmap paves the way towards harmonization of environmental legislation with the EU directives. It is more like an action plan developed according to the EU-Georgia Association Agreement (AA) environmental chapters setting up concrete dates for the approximation of national environmental legal acts and norms. The aim of the review was not a study of the compliance status, but determination of implementation status of AA environment-related requirements in order to properly plan further approximation process. The roadmap could be used in this Twinning in order to see the ongoing and planned approximation activities in the field of environment and climate change. However, screening of environmental health related legislation that is not covered by this roadmap should be conducted and as it will complement the roadmap. The roadmap could be found at([http://moe.gov.ge/index.php?lang\\_id=ENG&sec\\_id=40&info\\_id=3921;](http://moe.gov.ge/index.php?lang_id=ENG&sec_id=40&info_id=3921;))

Resources: STEs environmental health legal drafting expert, Translation, Interpretation

## **ACTIVITIES LINKED TO RESULT 2:**

### **Institutional capacity of the Environment and Health Unit under the NCDC&PH strengthened;**

#### **2.1 Review of the structure and functions of the Environmental Health Division under the National Centre for Disease Control and Public Health, including its relations with relevant counterparts (MoENRP, MoAG, other relevant line ministries)**

Method: The STE in capacity building and institutional development of environmental health systems will make a review of the current structural status of the Environmental Health Division under the National Centre for Disease Control and Public Health and will recommend institutional and operational changes to ensure sustainability of the Project.

Benchmark: Report on structural status of the Environmental Health Division, recommendations for institutional and operational changes provided, STE mission report drafted

Resources: STE , Translation, Interpretation

#### **2.2 Drafting an Institutional Reform Plan for the Environmental Health Division under the National Centre for Disease Control and Public Health**

Method: According to the Report and recommendations for institutional and operational changes, the STE in capacity building and institutional development of environmental health systems will assist the management to prepare an Institutional Reform Plan for the Environmental Health Division under the National Centre for Disease Control and Public Health.

Benchmark: Institutional Reform Plan drafted

Resources: STE, Interpretation, Translation

#### **2.3 Gap Assessment of the Existing Environmental Health System**

Method: STE in capacity building and institutional development of environmental health will carry out a gap assessment of the existing system involving all stakeholders and parties (especially MoENRP, MoAG), introduce recommendations for possible changes.

Benchmark: Gap assessment carried out, recommendations provided, STE mission report

Resources: STE, Translation

#### **2.4 Mapping of functions of all stakeholders**



Method: STE in capacity building and institutional development of environmental health system will draft a Roadmap on distribution of duties and responsibilities of all stakeholders (especially MoENRP, MoAG). Project partners will organise a workshop to introduce Roadmap.

Benchmark: Functional roadmap of all stakeholders elaborated, workshop carried out. STE mission report

Resources: STE , Interpretation, Translation

## **2.5 Elaboration of the procedures for the regular information exchange among responsible bodies**

Method: The STE together with project partners will assess the existing information exchange arrangements among responsible bodies (MoENRP, MoAG, other relevant line ministries) based on the already available system developed within SEIS project and agree on adequate procedures for systematic information exchange and suitable communication mechanisms and tools. Recommendations and proposed procedures will be discussed and agreed with all parties involved.

Benchmarks: Elaborated procedures for regular information exchange on environmental health matters at horizontal level, STE mission report drafted

Resources: STE, Translation

## **2.6 Development of a communication strategy and awareness raising action plan**

Method: Based on the outcomes of the above activities the STEs will draft a communication strategy and awareness raising action plan. Within the activity number of communication materials will be developed.

Benchmark: Communication strategy and awareness raising action plan elaborated, communication materials developed, STEs Mission Reports

Resources: STEs, Translation, printing

## **2.7 Study Visit to MS to be acquainted with the European Models of Environmental Health Systems in Practice**

Method: The PL and the RTA will organise a Study Visit for a minimum of 5 working days for 10 persons (including RTA Assistant/translator as a member of the group) from all stakeholders to an EU Member State. The Study visit will focus upon the organization and duties of environmental health system in different areas (waste management, food safety, water quality etc.).

Benchmark: A Study Visit delivered. Study visit report drafted

Resources: Study visit costs (Flights + Per Diem)

## **ACTIVITIES LINKED TO RESULT 3:**

Implementation of the National Environmental Health Action Plan (NEHAP) in line with the roadmap for EU approximation in the environmental and climate action fields supported;

### **3.1 Conduct Needs Assessment for implementation of NEHAP**

Method: The STE together with the NCDC&PH responsible staff will develop the Terms of Reference and Operational Procedures for assessment. The Assessment team will be compiled using international and national technical expertise. The initial draft report will be discussed with stakeholders at the workshops reflecting NEHAP implementation arrangement and gap analysis. The final report will be issued and presented in-line with EU visibility requirements.

Benchmark: ToR for the Assessment Available. NEHAP Implementation Needs Assessment Report – drafted and shared with the respective stakeholders

Resources: STE , Translation, Interpretation, Venue

### **3.2. Training on tools and methodologies of costing**

Method: The STE will conduct three-days training for the respective staff of NCDC&PH introducing effective tools and methodologies of costing for Action Plans. The STE will produce manual for the elaboration of the Action Plan incorporating methods of costs identification.

Benchmark: training conducted, manual drafted, STE report delivered

Resources: STE, Interpretation, translation

### **3.3. Development of the Annual Action Plan (AAP) and its costing**

Method: STE together with the NCDC&PH relevant staff will work on the elaboration of the Annual Action Plan together with its costing part for the implementation of the NEHAP. The process will be using the workshop format for discussions of AAP and costing document with all involved parties.

Benchmark: Costed Annual Action Plan available, workshops organised, STE mission report drafted

Resources: STE, Translation, Interpretation

### **3.4. Revision of NEHAP**

Method: Based on the progress of HEHAP implementation, and strategies outlined in AAP the STE will prepare proposal for revision /adjustment of NEHAP. Changes introduced will be presented to all stakeholders.

Benchmark: Revised NEHAP, workshop conducted, STE mission report

Resources: STE, translation, interpretation

#### **ACTIVITIES LINKED TO RESULT 4:**

**Capacities of existing environmental health human resources, including management and decision makers strengthened along with operationalization of effective Environmental Health Management System in compliance with EU best practices;**

#### **4.1 Assessment of the existing capacities of human resources in environmental health with all stakeholders**

Method: The STE in cooperation with the WHO regional office for Europe, under the BCA activities involving, representatives of intersectoral environmental health working group and Tbilisi State Medical University will carry out a review of the current status of human resources in environmental health field within all stakeholders. Upon the results of the review/assessment, the STE will make recommendations and develop education concept paper.

Benchmark: Assessment of the existing capacities of environmental health human resources carried out, education concept developed, STE Mission report drafted

Resources: STE, Interpretation, Translation

#### **4.2 Develop scheme for Professional Development**

Method: STE explains nature and purpose of professional development and based on the main principles outlined in the education concept prepares scheme for Professional Development (eg. number of hours per year, recording arrangements); the project partners will have intensive consultations with all responsible parties.

Benchmark: Professional Development scheme developed; STE mission report

Resources: STE, Translation, interpretation

#### **4.3 Development of training programme and manual for environmental health human resources**

Method: Based on the needs of the current environmental health human resources, the STE in environmental health training will work on training programme in close cooperation with WHO and of the Tbilisi State Medical University representatives. The training programme will contain its methodology part and based on the training programme training manual will be also elaborated.

Benchmark: Training manual, programme and materials developed, STE mission report drafted

Resources: STE in environmental health training, Translation

#### **4.4 Human Resources Training of the Environmental Health Division of NCDC&PH, regional centres and stakeholder institutions**

Method: The STE in environmental health training will conduct different trainings and workshops at national and regional level in cooperation with WHO. A minimum 10 formal training sessions for 2 days per each on different topics for 150 persons in total will be provided. Series of trainings will target NCDC&PH central and regional staff, representatives of the MoENRP, MoAG, TSMU and other stakeholders.

Benchmark: Training/workshops delivered. STE Mission Report drafted

Resources: STE in environmental health training, Interpretation, Translation, Transportation to regions

#### **4.5 Conduct train-the-trainers course**

Method: Selected participants will take part in a 5-days train-the-trainers course on modern training methodology and training skills. The course will be prepared and conducted by the STE taking into account specific needs previously assessed and based on case studies.

Benchmark: ToT conducted, STE mission report drafted

Resources: STE in environmental health training, Interpretation, Translation

#### **4.6 Internship for NCDC&PH Staff**

Method: Two specialists from NCDC&PH will be selected by the project partners, who will gain valuable skills and background knowledge through their designated work assignments in the different environmental health working areas during one month in MS.

Benchmark: Internship programme developed and organized in MS for the environmental health staff, internship report drafted

Resources: internship costs (flight, Per Diem)

#### **4.7 Study Visit to MS to get familiar with training systems**

Method: Five specialists from NCDC&PH (other stakeholders' if needed) will undertake a study visit to the MS similar institution to get familiar with the experiences of the MS in terms of training and professional development.

Benchmark: A Study Visit delivered. Study visit report drafted

Resources: Study visit costs (Flights + Per Diem)

### **3.5 Means/ Input from the MS Partner Administration:**

#### **3.5.1 Profile and tasks of the Project Leader**

The successful implementation of a Twinning project requires the commitment of two Project Leaders, appointed in the MS and the BC administrations respectively.

The MS Project Leader should be a high-ranking civil servant or equivalent staff commensurate with the requirement for an operational dialogue and backing at political level, therefore he/she can not come from *an ad hoc* mandated body. The MS Project Leader is not an adviser, he/she directs the implementation of the project.

The Project Leader will direct, co-ordinate and monitor the overall thrust of the Project. She/he will lead the activities of the Project, ensure the achievement of the results, be responsible for the implementation of the activities, and with the support of the RTA produce progress reports.

The Project Leader is expected to devote a minimum of three days per month to the project in his/her home administration, not in Georgia. In addition, as co-Chairperson, s/he shall co-ordinate from the Member State side the work of the Project Steering Committee (PSC). The Project Steering Committee shall meet in Georgia, on a quarterly basis as a minimum.

Qualifications and skills:

- University level education in Medicine or Environmental Health or Sanitary Engineering;
- PhD level education would be asset;
- Excellent spoken and written English language skills;
- Good communications and inter-personal skills.

General professional experience:

- Minimum of 10 years professional experience gained as a Civil Servant in a Member State administration;
- Must be a high ranking current employee of a Member State administration dealing with environmental health issues

- Proven experience as a project manager, with a demonstrable record of organisational leadership and staff motivation;
- Proven experience in international collaboration in environmental health;

Specific professional experience:

- Comprehensive knowledge of EU environmental and health legislation and regulations;
- Proven experience in designing, managing or implementing active environmental health initiatives or projects.

### **3.5.2 Profile and tasks of the RTA**

The RTA will be responsible for the day-to-day management and implementation of the project. She/he will be responsible for co-ordinating all project activities and inputs and for liaising with the RTA Counterpart in the National Centre for Disease Control and Public Health (NCDC &PH) under the Ministry of Labour, Health and Social Affairs of Georgia, Ministry of Environment and Natural Resources Protection of Georgia (MoENPR) and the Ministry of Agriculture. Specifically the RTA will be responsible for:

- Overall management and administration of the project;
- Co-ordination of all project activities, including the co-ordination and supervision of the inputs of Team Members in accordance with the agreed Work Programme;
- Quality assurance of the outputs of Team Members;
- Providing advice and technical assistance to the beneficiary within his/her field of expertise;
- Liaising with the Member State and Beneficiary Project Leaders and the Project Manager within the EU Delegation;
- Maintaining regular contact with the RTA Counterpart;
- Liaising with key stakeholders (e.g. other relevant projects and Georgian institutions);
- Support the MS Project Leader to draft progress reports

Qualifications and skills:

- University level education in an Environmental Health field or Sanitary Engineering;
- PhD level education in Environmental Protection – Environmental Sciences would be asset;
- Excellent spoken and written English language skills;
- Good team-working, communications and inter-personal skills;
- Strong analytical and report writing skills;

- Computer literacy.

General professional experience:

- Minimum of 5 years professional experience gained as a Civil Servant in a Member State administration in field of public health/environmental health;
- Proven experience as a project manager. Collaborating with the WHO in environmental health projects would be asset.

Specific professional experience:

- At least 3 years' experience in environmental health international cooperation;
- Comprehensive knowledge of EU environmental and health legislation and regulations;
- Relevant working experience in the ENI countries in environmental health field would be an asset.

### **3.5.3 Profile and tasks of the short-term experts**

Tasks of the short-term expertise

The specific Terms of Reference for each Short-Term Expert (STE) will be elaborated at the Work Plan preparation stage by the MS Project Leaders and/or the RTA and its counterpart. The ToR will define the specific inputs of the STEs and will specify the duration of their missions. The Short-Term Experts will work in close collaboration with the RTA and the Beneficiary counterpart in order to support the project to achieve the mandatory results set out above.

Profile of the short-term expertise

The exact number of STEs will be identified by the Project Leader, the RTA and the beneficiary, together with detailed profiles. However, it is anticipated as a minimum that the following short-term expertise will be required.

- STE in environmental health, legal drafting with specific knowledge of the EU legislation;
- STE in capacity building and institutional development with the specific knowledge of the environmental health & public health systems;
- STE in environmental & health field;
- STE in public relation and communication;
- STE in environmental health training.

The Project Leader/RTA are free to propose additional STEs as they see fit, based upon the needs of the project and in agreement with the beneficiary. Each STE will be expected to meet the following minimum requirements:

Qualifications and skills:

- University level education in an Environmental Health field or Sanitary Engineering or a recognised professional qualification;
- Excellent spoken and written English language skills;
- Good team-working, communications and inter-personal skills;
- Strong analytical and report writing skills;
- Computer literacy.

Special requirements (indicative):

- *STE in environmental health, legal drafting with specific knowledge of the EU legislation* – knowledge of environmental and health law would be an asset. University level degree with law/economics/environmental health/sanitary engineering background.
- *STE in capacity building and institutional development of environmental health systems* – knowledge of public services organization. University level degree with law/economics/environmental health/sanitary engineering background.
- *STE in environmental & health field* – sound experience in environmental and public health area, managerial experience, good knowledge of different approaches and systems in environmental and public health field.
- *STE in public relation and communication* – experience in public awareness and knowledge of different communication tools, good communication skills.
- *STE in environmental health training* – teaching experience at university level, experience in developing of training modules and materials, training and facilitator skills, good record in training delivery.

General professional experience:

- Minimum of 7 years professional experience gained as a Civil Servant in a Member State administration in field of public health/environment

Specific professional experience:

- At least 5 years' working experience in their respective field of expertise;
- Comprehensive knowledge of EU environmental health legislation and regulations;



- Working experience in transition countries;
- Relevant working experience in the ENI countries would be an asset;
- Previous experience as an STE on an EU-funded Twinning Project would be an asset

#### **4. Institutional Framework**

NCDC&PH will be the direct beneficiary of the Twinning project; the project team will closely collaborate with the MoENRP, MoA and other stakeholder institutions.

NCDC&PH is a Legal Entity of Public Law accountable to the Ministry of Labour, Health and Social Affairs and its operations is mostly funded from the state budget allocations. The Center is a leader in the implementation of communicable and non-communicable disease prevention and control activities at the national and sub-national levels. NCDCPH develops national standards, guiding recommendations (guidelines), promotes the improvement of public health, sets up public health priorities and participates in the development of public health policy, carries out epidemiological surveillance, immunization program, performs laboratory diagnostic and surveillance activities, conducts epidemiological studies, provides consultations and responds to public health emergencies.

The main responsibilities of the NCDC & PH include:

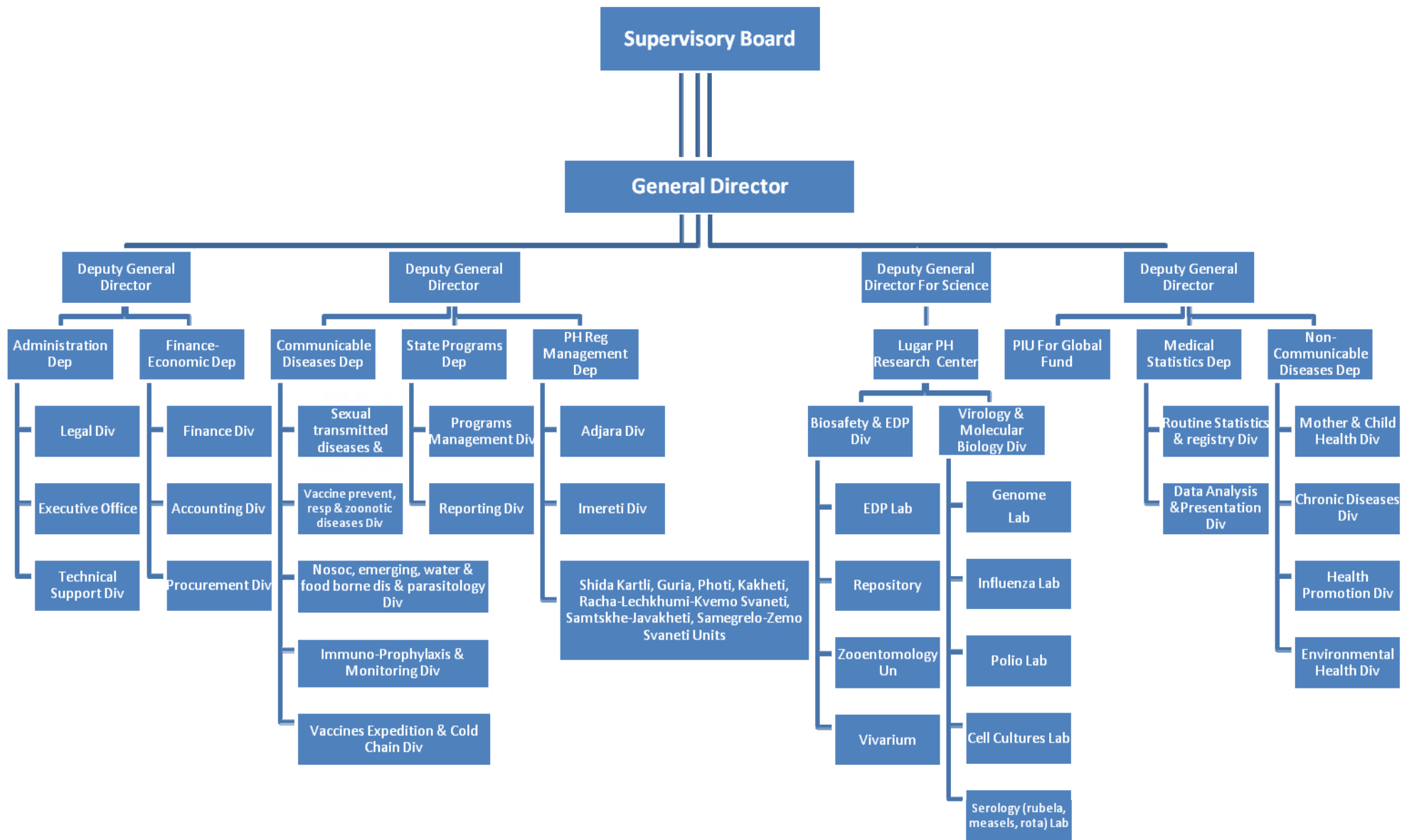
- Surveillance on communicable and non-communicable diseases.
- Control and prevention of public health diseases.
- Outbreak investigations.
- IHR National Focal Point.
- National Referral Laboratories.
- National Repository of EDP's.
- Medical statistics.
- Health promotion.
- Training and continuing education.
- Ensuring biosecurity and biosafety.
- Environmental Health.

The NCDC&PH carries out several tasks as service provider itself in public health (including oversight of the implementation, guidance on public health issues and mass media campaigns), coordinates the implementation of strategies (including guidance and support to the county and municipal levels), facilitates the work of several health-promoting networks. In addition, the Institute contracts service providers including the public sector, private sector and increasingly NGOs to provide public health services (Public Health State Programs: Immunization, Safe blood, TB, HIV/AIDS, Screening, Surveillance, Mother and Child Health, Occupational Health).

The NCDC&PH is responsible for establishing and managing health-related databases and registries, such as cancer registry and others (including data collection and analysis) and carrying out research on biosafety, epidemiology, biostatistics and behaviour.

NCDC&PH has regional representations and in 2013 the NCDC&PH integrated R. Lugar Center for Public Health Research (CPHR). The staff of NCDC&PH counts 440 employees, including regional centers (see the charter below).





## 5. Budget

The budget for this project is €1.300, 000 million.

## 6. Implementation Arrangements

### 6.1 Implementing Agency responsible for tendering, contracting and accounting

The EU Delegation to Georgia will be responsible for the tendering, contracting, payments and financial reporting and will work in close co-operation with the Beneficiary. The person in charge of this project within the EU Delegation to Georgia is:

Ms. Nino Kochishvili  
Project Manager, Employment and Vocational Education and Training  
Delegation of the European Union to Georgia  
38 Nino Chkheidze Street, 0102 Tbilisi  
Georgia  
Tel: + 995 32 2943763  
E-mail: [Nino.Kochishvili@eeas.europa.eu](mailto:Nino.Kochishvili@eeas.europa.eu)

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  
Te: 995 32 2998914  
E-mail: [pao@eu-nato-gov.ge](mailto:pao@eu-nato-gov.ge)

## 6.2 Main counterpart in the BC

### BC Project Leader:

Mr. Amiran Gmakrelidze  
Head of National Centre of Disease Control and Public Health  
Ministry of Labour, Health and Social Affairs of Georgia  
9M Asatiani str, Tbilisi 0177, Georgia  
E-mail: [a.gamkrelidze@ncdc.ge](mailto:a.gamkrelidze@ncdc.ge)

### RTA Counterpart:

Ms. Nana Gabriadze  
Head of Environment Health Division  
National Centre for Disease Control and Public Health of Georgia  
Ministry of Labour, Health and Social Affairs of Georgia  
9M Asatiani str. Tbilisi 0177, Georgia  
Mob: +995 595 45 54 97  
E-mail: [gabridzenana79@gmail.com](mailto:gabridzenana79@gmail.com)

## 6.3 Project Steering Committee

A Project Steering Committee (PSC) will be established for the control 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.

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.

### 6.3 Contracts

The Project will be implemented in the form of a Twinning Contract between Georgia and an EU Member State.

## **7. Implementation Schedule (indicative)**

7.1 Launching of the call for proposals (February/March 2015)

7.2 Start of project activities (November/December 2016)

7.3 Project completion (September 2018)

7.4 Duration of the execution period (21 months)

The implementation period will be 21 months. The legal duration of the Twinning Contract, including periods for start-up and completion of activities is 24 months in accordance with the Twinning Manual 2012.

## **8. Sustainability**

The Beneficiary Institution is fully committed to ensure the long-term impact and sustainability of the Twinning Project. At the policy level, all activities are in line with the Government's priorities and planning in environment and public health dimension. At the project level, sustainability of project results will be guaranteed by ensuring that all procedures, management practises and tools, are embedded in the work routine of the NCDC&PH and all stakeholder institutions such as MoENRP, MoA and etc. The establishment of a coordinated environmental health system will support all involved institutions to fully implement their tasks assigned by the State as well as the legal drafting component will support harmonisation of legislation with the EU one and will ensure the fulfilment of Georgia's obligations in regards to EU-Georgia Association Agreement.

## **9. Crosscutting issues**

### **Equal opportunities and non-discrimination**

The principle of equal opportunity will be insured at all stages of the project implementation. The principle of equal opportunity shall apply to all involved parties of the project: BA, MS or other stakeholders; as well as reflected in all training materials or any documents developed through the project. The mission of the NCDC&PH is “protection and improvement of the health of Georgia’s population through scientific evidence-based prevention of the diseases, preparing for and timely responding to threats to public health”, which means that every person has the right to live in safety and healthy environment and NCDC&PH performs this fundamental approach of equal opportunities and equal treatment.

### **Environment and climate change**

This twinning project will contribute to better environmental governance in Georgia and particularly address environmental issues related to health.

## **10. Conditionality and sequencing**

This Twinning Project Fiche has been drafted with high involvement of the Georgian Beneficiary Administration. The NCDC&PH insures to provide input to all project activates stated in the Fiche in order to achieve all mandatory results of the project. They include such as:

- Strong commitment and support of NCDC&PH management to the Project implementation
- Assign relevant skilled staff at all levels, as component leaders and experts
- Ensuring participation of the relevant NCDC&PH staff members in project events
- Ensuring coordination within the institution and other stakeholders of the project
- Ensuring access to important information, regulation, legislation, all supporting documentation relevant to the Project
- Provide the office room for the RTA and the project team for the entire duration of the Project to perform their work

Significant changes in the NCDC&PH staff could be of a major risk for successful implementation of the Project and the sustainability of the results to be achieved. This primarily refers to professional staff having participated in the project design.

## ABBREVIATION

AA	EU-Georgia Association Agreement
BCA	Biennial Collaborative Agreement
BI	Beneficiary Institutions
CDC	Centres for Disease Control and Prevention
CPHR	R. Lugar Centre for Public Health
DTRA	Defence Threat Reduction Agency
EAP	Eastern Partnership
EaPIC	Eastern Partnership Integration and Cooperation
EC	European Community
ENI	European Neighbourhood Instrument
EU	European Union
GAVI	The Vaccine Alliance
GEL	Georgian currency – Lari
HRD	Human Resource Development
ICT	Information and Communications Technologies
LELP	Legal Entity of Public Law
MoAG	Ministry of Agriculture
MoENRP	Ministry of Environment and National Resources Protection
MoLHSA	Ministry of Labour, Health and Social Affairs
MS	Member State
NEHAP	National Environmental Health Action Plan
NCDC&PH	National Centre for Disease Control and Public Health
PAO	Programme Administration Office
PL	Project Leader
PSC	Project Steering Committee
RTA	Resident Twinning Advisor
STE	Short Term Expert
TA	Technical Assistance
TSMU	Tbilisi State Medical University
UNECE	United Nations Economic Commission for Europe
UNICEF	United Nations Children’s Fund
USAID	United States Agency for International Development
WHO	World Health Organisation

### ANNEXES TO THE PROJECT FICHE

1. Logical Framework Matrix
2. Draft Implementation Chart



