

## TITLE OF THE PROCEDURE: Services to support the setup of a monitoring framework of the priorities the UfM Ministerial Declaration on Employment and Labour

Authorising unit: Project management, tools and dissemination Unit

Deadline for application: 3 May 2021

Planned launch date: April 2021

Budget: max 60,000

Scope of the procedure:

### Background information

The ETF provide technical advice to the Union for the Mediterranean Secretariat (UfMS) and the European Commission, Directorate General for Employment, Social Affairs and Inclusion (EC, DG EMPL) in the follow up the UfM Ministerial Declaration on Employment and Labour.

The UfM Ministerial Declaration clearly states the role of the UfM secretariat and of the ETF “ *The Ministers ask **the UfM Secretariat to coordinate**, with the contribution of volunteering countries, the setting up of a framework for national monitoring processes [...] The Ministers invite the **European Commission** and the relevant EU agencies, in particular the **European Training Foundation**, to provide relevant expertise to this work*”.

The UfM secretariat coordinates this process together with the European Commission DG EMPL. Their role will be to host and facilitate the political dialogue while ETF is called to provide technical expertise input in developing a monitoring framework, based on experience consolidated through similar monitoring process, particularly the Torino Process

Specific ETF input for 2021

Based on a matrix developed and approved in 2020 by both the UfM regional platform on Employment and Labour and the Senior Officials (in February 2021), the specific steps planned for 2021 include the following:

- Develop and fine tune guidelines for the implementation of the monitoring process, based on agreed pillars, dimensions and indicators.
- Provide coaching and guidance to volunteering UfM member countries for the implementation of the monitoring framework.
- Develop the design and draft a report (concise and visual) to present the state of play and main progress around the 4 UfM Ministerial Declaration's priorities to be presented and used as background report in the 2022 Ministerial Conference on Employment and Labour.
- Develop the concept and kick off the population of an internal IT interface to visually monitor progress on the 4 pillars and related dimensions of the matrix, starting from an existing prototype based on an open source free software.

Based on this, the services requested under this contract include:

#### **Phase I (2021 and first half of 2022)**

- Finetuning of the guidelines and of the related tools (forms, questionnaires, etc)
- Contribute to a coaching session of volunteering countries, led by UfMS and EC, DG EMPL
- Contribute to the population of the internal IT interface through collecting data (qualitative and quantitative)
- Contribute to the preparation of the synthesis report in view of the 2022 Ministerial conference.

#### **Phase II (2022 and beyond, if necessary)**

- Based on developments and agreements following the Ministerial conference on employment and Labour, more support may be necessary to consolidate the regular updating of the monitoring framework. This may be the subject of a Phase II that could possibly include the finetuning of the tracking tool interface (further development of the IT interface to incorporate all indicators, all countries, and both quantitative and qualitative information). Specifications for this part of the work can be developed separately.

Type of contract: Framework Service

Selection criteria - technical and professional capacity requested to the economic operator: e.g.

- A minimum of two years' experience in implementing similar services

Are you interested in this procedure?

Please send an email to [Procurement@etf.europa.eu](mailto:Procurement@etf.europa.eu) including:

- Title of the procedure
- Name, address and contact person of the legal entity<sup>i</sup> interested in participating in this procedure

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<sup>i</sup> Natural person, public body or private entity.