

Work Package 01 – Support for planning communication and coordination activities among institutions and stakeholders within SANE27

Name of Expert:	TBD	Contract No.:	SANE27/1
Title:	Stakeholder Communication Expert	Component:	Outcome 1:
Specific work:	Expertise is related to implementation of activities within SANE27 Component 1 – Preparing for Chapter 27 Screening, activity 1.6		
Activities:	<ol style="list-style-type: none"> 1. Review of environmental competences of institutions in Albania regarding Chapter 27 requirements, identification of institutions and persons responsible for each directive/regulation under Chapter 27 relevant for EU negotiations within Inter-governmental WG Chapter 27; 2. Identification of key persons at decision making level in each institution relevant for EU screening and negotiations preparatory activities in environment and climate change chapter; 3. Provide day to day advices and support in organizing meetings with higher level decision makers regarding EU negotiations preparatory activities, their involvement and responsibilities; 4. Support in establishment and the work of the Thematic Working Group for Investment and Financing Planning in Environment; 5. Analyse main stakeholders for the Chapter 27 and identify main challenges for communication for MTE related to EU Negotiations (including preparation for screening, screening, developing negotiation positions, and negotiations) in Chapter 27 with the institutions and stakeholders outside MTE; 6. Develop Guidelines for stakeholders' involvement and communication within Chapter 27, including identification of challenges and recommendations for communication improvement. 7. Facilitate the dialogue among institutions regarding Chapter 27 negotiations, and provide recommendations for improvement; 8. Deliver presentations during workshops and trainings, answer questions if any, contribute to the discussion. 		
Outputs:	<ol style="list-style-type: none"> 1. Draft list of Chapter 27 acquis with identified institutions/ persons responsible for each directive/regulation under Chapter 27. 2. List of main stakeholders to be involved into Chapter 27 preparation for negotiations. 3. Guidelines for stakeholders' involvement and communication within Chapter 27, including identification of challenges and recommendations for communication improvement. 4. Presentations. 		

	5. Participation in workshops and trainings and delivery of presentations, if any. 6. Short Memos of the meetings (if held separately from SANE27 team). 7. Report regarding undertaken activities.		
Delivery dates:	17 June 2019		
Document containing full description:			
No. days allocated:	30	Comments:	N/A

Notes:

- Work package to be used within the framework of a valid contract.
- Copy of work package to go to the Expert and cc Programme Coordinator & Swedish EPA Programme Coordinator.
- Work package to be 'closed' when outputs are accepted.