



TYPES OF TAIEX ASSISTANCE:



- **Expert missions** – one or two EU Member State experts arrive to Ukraine for a short term assistance (up to 5 working days) in order to provide profound consultations on harmonization of the national legislation with the *acquis communautaire* (legislation of the EU).



- **Study visits to the EU Member States** (up to 3 working days, at most 3 representatives from Ukraine) – study visits to the EU Member States are aimed at practical experience exchange regarding implementation and strengthening the EU legislation.



- **Workshops in Ukraine** (1–2 working days), where the EU Member States experts present issues on specific areas of the EU legislation, regulations, procedures and advanced European experience.

TAIEX INSTRUMENT IS AIMED AT:

- ↪ approximation, implementation of the national legislation to *acquis communautaire*;
- ↪ institutional development of government authorities;
- ↪ professional development of civil servants.

MAIN FEATURES OF TAIEX INSTRUMENT:

- ↪ **concentration** on solving specific problems of development and integration;
- ↪ **self-determination** of own needs, according to which preparation and submission of applications takes place;
- ↪ **mobility** that allows to use an instrument to solve urgent issues.

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**IMPLEMENTATION
OF INSTITUTION BUILDING
INSTRUMENT TAIEX**

TAIEX (Technical Assistance Information Exchange) is an instrument of technical assistance

and information exchange, provided by the European Commission with the aim of strengthening institutional capacity, with further adaptation of the national legislation to the legislation of the European Union (acquis communautaire), its implementation and further effective use.

LEGAL BACKGROUND

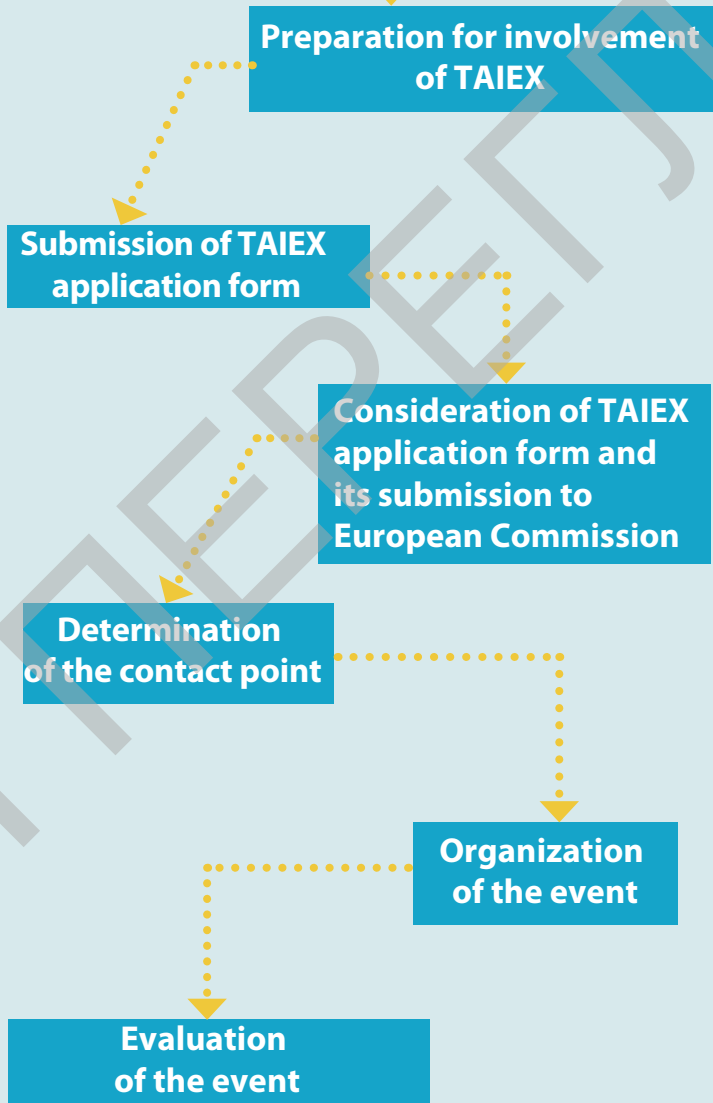
Implementation of external assistance of the European Commission within the framework of TAIEX instrument in Ukraine is carried out in accordance with the **Resolution of the Cabinet of Ministers of Ukraine "On Approval of the Procedure of Preparation, Approval and Realization of the Action Plan on Involvement of External Assistance of the European Commission within the framework of TAIEX" as of 13 January, 2016 No 32.**

National Agency of Ukraine on Civil Service is the coordinator of institutional building instrument TAIEX implementation.

PAO TASKS IN TAIEX IMPLEMENTATION



PROCEDURE OF TAIEX INSTRUMENT REALIZATION



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⇒ Preparation for involvement of TAIEX instrument

In order to prepare the Plan of Involvement of the European Commission's External Assistance within the framework of TAIEX beneficiary (government authority) forms the Working Group and informs the PAO on its structure.

The Working Group is headed by Deputy Head of the government authority, who is responsible for the issue of European integration.

The Working Group prepares proposals for the definite form and submits them until **October 31** to PAO. In a case of necessity, proposals could be sent unscheduled.

PAO summarizes all the proposals and develops the draft Plan of Involvement for the relevant year.

Developed draft Plan of Involvement is submitted for consideration of the Coordination Group on TAIEX instrument implementation (Coordination Group). PAO is in charge of submitting the final version of Plan of Involvement, elaborated by the Coordination Group, to the Cabinet of Ministers of Ukraine for its consideration.

⇒ Submission of TAIEX application forms

In order to get TAIEX assistance, the beneficiary develops and sends completed TAIEX application form in English (the sample can be found at www.center.gov.ua).

⇒ Consideration of TAIEX application form and its submission to the European Commission (in case of absence of any objections)

PAO considers and checks the TAIEX application form and submits it to the European Commission, otherwise if there is the need PAO sends it back to the beneficiary for the follow-up revision.

⇒ Determination of the contact point

In case of approval of the application form by the European Commission Directorate General for Neighbourhood and Enlargement Negotiations there should be appointed the person responsible for implementing the event, who is in charge of providing logistical support to the organization of the event.

⇒ Organization of the event

Contact point from the European Commission and the beneficiary are responsible for organization and realization of the event. The beneficiary prepares the agenda, the list of participants, handout materials, and also involves representatives of interested government authorities.

⇒ Evaluation of the event

According to the results of the event the beneficiary should send the relevant report to the PAO **in a month term**.