



**REPUBLIC OF MACEDONIA**  
***IPARD Monitoring Committee***

**Minutes No.4**

**Minutes of the forth meeting of the IPARD Monitoring Committee**

**19 May 2009 / Parliamentarian Club, Skopje**

## **I. LIST OF ATTENDEES**

### **Chairperson:**

1. Mr. Perica Ivanoski (MSc), Chairperson of the IPARD Monitoring Committee

### **The Meeting was attended by MC members:**

2. Mrs. Valentina Stojanovic, Chief of Cabinet, Ministry of Agriculture, Forestry and Water Economy
3. Mr. Zivko Brajkovski, Head of EU Department, Ministry of Agriculture, Forestry and Water Economy
4. Mr. Abdilgafar Sinani, Head of Agriculture Department, Ministry of Agriculture, Forestry and Water Economy
5. Mrs. Slavica Jakimovska, State Advisor, Ministry of the Local Self-government
6. Mr. Aleksandar Nikolovski, NIPAC representative, Secretariat for European Affairs
7. Mrs. Snezana Gerasimova-Matevska, State Advisor, Ministry of culture
8. Mr. Jordan Kuzmanovski, Director, National Extension Agency of Republic of Macedonia
9. Mr. Ljubisa Nikolovski, Agency for Support of Entrepreneurship of Republic of Macedonia
10. Mr. Veljo Tantarov, President, Association of Farmers of Macedonia
11. Mr. Dragi Dimitrievski (PhD), Dean, Faculty of Agricultural Sciences and Food
12. Mr. Blagoj Ignovski, President, Movement of Ecologists of Macedonia

### **The meeting was attended by the following deputy members dully representing the members:**

13. Mrs. Dragana Cherepnalkovska, Ministry of environment and physical planning, representing the member Mrs. Jadranka Ivanoska;
14. Mr. Aleksandar Zarkov, Association of Chambers of commerce, representing the invited member Mr. Zoran Danevski;
15. Mrs. Marija Gosevska Kovacevic, Federation of Farmers of the Republic of Macedonia, representing the invited member Mr. Goko Danailov;
16. Ms. Tina Petrova, Association of women agricultural producers "Agro-Vinka", Vinica, representing the invited member Mrs. Olga Stojmenova;
17. Mr. Zoran Todorovski, Craft Chamber of Republic of Macedonia, representing the invited member Mr. Gorgi Kocovski;
18. Mr. Vasko Ristovski, Chamber of Commerce in Republic of Macedonia, representing the invited member Mrs. Stojmirka Tasevska.

### **The Meeting was not attended by MC members (or their representatives):**

1. Mrs. Rodopi Korneti-Jakovljevic, State Advisor, Ministry of Economy;
2. Mr. Saso Ristevski, Secretary, Macedonian Association of Processors;
3. Mrs. Natasa Vrteska, Association of the Local Self-government Units.

***Results: The Chairperson and 17 members or their representatives with voting rights were present at the meeting, out of total of 21 members with voting rights. Therefore the quorum was reached, and decisions could be taken.***

**European Commission (EC) was represented in advisory role by:**

1. Mr. Werner Schiessl, General Directorate for Agriculture and Rural Development (DG-AGRI)
2. Ms. Andrea Grajner, General Directorate for Agriculture and Rural Development (DG-AGRI)
3. Mr. John Barker, Programme Manager, Delegation of the European Commission in Republic of Macedonia

**IPARD structure was represented by:**

1. Mrs. Aleksandra Nikolovska, Ministry of Finance, National Fund, representing the National Authorizing Officer (NAO)
2. Mr. Toni Dimovski, Director of the IPARD Agency

**Representatives in role of observers:**

1. Ms. Biljana Kostovska, representative of the Ministry of Agriculture, Forestry and Water Economy in the Mission of the Republic of Macedonia under the Europeans Communities;
2. Mr. Viktor Kajajdjiski, Agricultural Discount Credit Fond, Ministry of Finance,;
3. Mrs. Birgit Schaefer, Team Leader, CARDS 2006 Support to IPARD preparation Project (SIPP), funded by EU;
4. Mr. Hristo Lovacev, Secretariat for European Affairs;
5. Mr. Jeton Starova, Project Director, AgBiz, USAID;
6. Mrs. Biljana Lepavcova, Agency for foreign direct investments of the Republic of Macedonia;
7. Mr. Kostadin Kus-Ivanov, Agency for Financial Support of Agriculture and Rural Development;
8. Mrs. Vesna Ilievska, National Extension Agency for Support of Agriculture;
9. Mrs. Maja Brajovic, Agency for financial support of agriculture and rural development;
10. Mr. Gazmend Saiti, ZF Agrokultura – Lipkovo.

**Representatives of the Secretariat of the IPARD Monitoring Committee (MC):**

1. Mrs. Margarita Deleva (MSc) – State Advisor for Rural Development/Head of IPARD Managing Authority (MA),

**- Unit for IPARD Monitoring and Reporting**

2. Ms. Savica Stojanovska, Junior Associate as MC secretary
3. Ms. Vasilka Tamburkova, Junior Associate, as Assistant MC secretary
4. Mr. Viktor Mladenovski, Senior Associate as presenter
5. Mrs. Gordana Smileska, Administrative Assistance

**- Unit for IPARD Programming and Evaluation**

6. Mrs. Tina Angeleska, Junior Associate as presenter
7. Mr. Aleksandar Mitrevski, Junior Associate as presenter
8. Mr. Stojan Gacov, Advisor

**- Unit for IPARD TA**

9. Mrs. Andrijana Slavkovska, Advisor, as presenter
10. Ms. Maja Lazareska, Advisor, as presenter

***The Attendance checklist of the members on the IPARD MC meetings is given as Appendix 1 to this Minutes.***

## II. AGENDA

The meeting was held with the following Agenda:

1. Start of the meeting and welcome;
2. Approval of the Agenda;
3. Adoption of the Minutes of second meeting of the IPARD MC (held on 27 May 2008) and the Minutes from the third IPARD MC (held on 28 November 2008);
4. Information on the implementation of decisions taken at the third IPARD MC meeting;
5. Adoptions of the amended Rules of Procedure of the IPARD MC;
6. Information on adoption of the strategic planning document of the EC for the IPARD: The Multi-annual Indicative Planning Document 2009-2011;
7. Information on the progress of accreditation of the IPARD Operating structure; including the results achieved from the last technical discussions held on 20-21 April, 2009 in Brussels;
8. Presentation of the proposal for the second modifications of the IPARD Programme;
9. Coordination with the IPA Monitoring Committee (held on November 2008); Follow up and feed back from the last IPA MC; Information on reporting to the next IPA MC;
10. Information on the progress made in establishment of the monitoring and evaluation system for the IPARD Programme (activities undertaken and summary of the Minutes from the meeting of the Monitoring and Evaluation of the Steering Committee);
11. Publicity campaign on the IPARD Programme; Information on the publicity campaign on the IPARD Programme; State of Implementation of the activities under the Action Plan on Publicity for 2009; approval of the final version on the Communication Plan and Action Plan on Publicity for 2009;
12. Measure Technical Assistance; Information on the preparation of the procedures to use support under the TA measure before the conferral of management; Presentation and adoption of the Action Plan on Technical Assistance;
13. Progress in the implementation of the "CARDS 2006 Supporting the IPARD preparation" Project; Preparatory activities on the accreditation of the measure Technical Assistance;
14. AOB;
  - a) Presentation on the NPAA activities for 2009;
  - b) Presentation of the TAIEX activities related to the IPARD Programme for 2009);
15. Proposals for the agenda for the next meeting/agreement on the indicative date
16. Closing of the meeting.

## III. OUTCOME OF THE IPARD MC MEETING

### *In relation to item 1 of the Agenda:*

The Chairperson opened the meeting welcoming the attendees and the presence of the representatives of the European Commission.

### *In relation to item 2 of the Agenda:*

The Chairperson referred to the Agenda of the meeting, which was delivered to all attendants and asked for comments on the proposed items.

Mrs. Schaefer (SIPP) proposed to delete the sub-topic "Preparatory activities on the accreditation of the measure Technical Assistance" in item 13 of the Agenda since it overlaps with the topic in item 12. The Chairperson has agreed with the proposal.

In relation to the deadlines for submission of the documents and materials for the MC meeting, Ms. Grajner pointed out that the MC Secretariat shall respect the deadlines as set in Article 17(4) of the Rules of Procedures. .

No additional comments were received on the proposed Agenda, therefore the Chairperson concluded that the Agenda of the fourth IPARD MC is adopted.

*The adopted Agenda is presented in **Annex 1** to this document.*

***In relation to item 3 of the Agenda:***

According to the conclusions from the 3<sup>rd</sup> meeting of the IPARD MC (held on 28<sup>th</sup> of November, 2008), the Chairperson pointed out that the draft Minutes of the 2<sup>nd</sup> meeting of the IPARD MC were not approved on the 3<sup>rd</sup> meeting of the IPARD MC due to the comments made by the representatives of the EC on their structure. Therefore the Secretariat has revised the Minutes in accordance with the comments made by EC representatives as proposed in the accompanying documents for the 4<sup>th</sup> meeting of the IPARD MC.

Ms. Grajner has confirmed the positive opinion on the draft Minutes of the 2<sup>nd</sup> meeting of the IPARD MC as well as on the draft Minutes of the 3<sup>rd</sup> meeting of the IPARD MC.

No additional comments were made on the draft Minutes therefore the Chairperson has confirmed their adoption on the 4<sup>th</sup> meeting of the IPARD MC.

**Decision No.1**

***The Minutes of the second meeting of the IPARD Monitoring Committee held on the 27 May, 2008 and the Minutes of the third meeting of the IPARD Monitoring Committee held on 28 November 2008 are adopted as final.***

*Adopted Minutes of the 2nd meeting of the IPARD MC of 27 May 2008 and the adopted Minutes of the 3rd meeting of the IPARD MC of 28 November 2008 are presented as **Annex 2** to this document.*

***In relation to item 4 of the Agenda:***

Mrs. Deleva, informed on the progress of implementation of the decisions made by the IPARD MC on their 3<sup>rd</sup> meeting. In relation to the decisions, the following activities have been undertaken to their implementation.

1. With relation to the Decision No. 2 on the confirmed need for further revision of the Minutes of the second meeting of the IPARD MC held on the 27 May, 2008 as suggested by the EC representatives, the Secretariat has incorporated the comments and the draft agreed content was proposed for adoption on this meeting.
2. Concerning the Decision No. 3 on establishing a Steering Committee on going evaluation of the IPARD Programme with representatives from the Farm Federation, Chamber of Commerce, Association of farmers, National



Extension Agency, Macedonian Association of Processors, Crafts chamber, members from the Scientific research institutions and external experts provided by the Support to IPARD preparation Project, a proposal was prepared but not yet officially adopted by the Minister since the necessary documents for it's first meeting were still under preparation and shall be further revised by the Evaluation expert engaged as support by the SIP Project. Concerning the establishment of the evaluation system of the IPARD Programme, MA has continued the activities, i.e. with preparation of evaluation plan and shall further inform on this topic on this meeting under item 10 of the Agenda.

3. In respect to the Monitoring tables, MA in cooperation with EC and IPARD Agency, have been further engaged in fine-tuning of their content as an activity for setting up of the monitoring system. The adjusted Monitoring Tables as well as the amendments made shall be presented on this meeting under item 10 of the Agenda.
4. Regarding the preparation of the Action plan on communication and publicity as part of the Communication and Publicity Plan, MA has prepared an Action Plan including the time schedule of activities for 2009 including as well the comments of the EC made on the 3rd meeting of the IPARD MC. Furthermore a detailed Action Plan to implement the publicity actions among the Operating structure was prepared together with the IPARD Agency. With respect to the proposal on establishing a coordination Committee on publicity with participation of all intermediary organisations and donors, MA has established Publicity Committee with a Ministerial Decision, in January 2009. and shall further inform on this topic on this meeting under item 11 of the Agenda.

***In relation to item 5 of the Agenda:***

Mrs. Deleva elaborated the technical amendments on the approved Rules of Procedure for the IPARD MC (on the 1st meeting of the IPARD MC held on 31<sup>th</sup> October, 2007). The changes were made in the respect of the received Guidelines for coordination of the Monitoring Committee from EC and with the respect of the MA procedures for Coordination.

In addition Mrs. Deleva has pointed out the changes in the composition of the Committee with respect to the provisions of the Sectoral Agreement in achieving balanced representation among the government and non-government institutions and the newly appointed Chairperson. She has also stressed that the IPARD MC has been formalised by Ministerial decision as presented in the accompanying documents for this meeting.

Regarding the composition of the Committee, Ms. Grajner pointed out the importance of the balance between the members (10:10) representing the government and non-governmental bodies.

In addition, Mr. Schiessl pointed out the over representation of the MAFWE and has raised a question on the reasons of having three members of the MC representing one body, i.e. the Ministry of Agriculture, Forestry and Water Economy.

Mrs. Deleva explained that an effort was made to include interested departments within the Ministry in the work of the IPARD MC but the issue of balancing the composition shall be addressed within the forthcoming Government Decision for IPARD MC prior the IPARD Programme implementation..

There were no additional comments on the proposed technical amendments of the Rules of Procedure of the IPARD MC, therefore the Chairperson concluded their adoption.

**Decision No.2**

***The IPARD MC has adopted the technical modification of it's Rules of Procedure.***

*The adopted Rules of Procedure are presented in **Annex 3** of this document.*

***In relation to item 6 of the Agenda:***

Ms. Grajner informed on the adoption of the Multi-Annual Indicative Planning Document (MIPD), 2009-2011 as strategic document issued by the EC on all IPA components. She informed that the MIPD was approved at the April, 2009 IPA Managing Committee in Brussels with a small reservation on further technical revision of the text under the Component I. According to this document, additional € 14 mio is reserved for 2011 for Component V (IPARD) and to this end the total amount of EU support increased to € 45 mio for the financial period 2007-2011.

Mr. Nikolovski, asked the EC representative to confirm whether the draft text of the MIPD document, which is at the moment in inter-ministerial consultations with EC, will be shared with the Republic of Macedonia in September, to which Ms. Grajner explained that the modified document will be presented to the IPA Managing Committee in July, 2009 which due to summer vacations, will be approved by decision of EC in September.

Ms. Grajner also noted that the forthcoming annual revision of this document (MIPD 2010-2012) will be focused on the major structural changes as the programme will already be in the stage of implementation and the second package of additional measures will be ready for the accreditation.

Mrs. Deleva asked whether the MIPD has passed the consultations with non-governmental organisations and other interested parties and donor community and whether a draft was received by NIPAC for opinion. Mr. Nikolovski has replied that so far SEA has not received the draft MIPD 2009-2011 and that the expected period of reception is September, 2009.

Mrs. Deleva has asked from the Mr. Nikolovski to deliver this document once it is received as it is a crucial document for the IPARD Programming and further programming of additional measures.

***In relation to item 7 of the Agenda:***

Mrs. Nikolovska, has informed on the progress of the accreditation of IPARD Operating Structure and in particular that the accreditation package was officially submitted to the EC on 18 March 2009 and followed by its first presentation by the IPARD Structures and technical discussions with the respective DG-Agri services held on 20-21 April in Brussels. The conclusion of this meeting was that the IPARD Operating Structure should adjust the manuals and procedures according to the "Table of recommendations and remarks" prepared by DG AGRI/J.5 and received on the 30 April 2009 and to re-send the accreditation package to the EC end of June, 2009. The Conferral Mission of the EC Auditors is envisaged in autumn and depending on the results of this mission the conferral could be expected at the latest by end of 2009.

Mr. Tantarov pointed out that the implementation of the IPARD Programme is already in delay and asked for further explanations regarding this issue. The Chairperson explained that before the start of Programme implementation the IPARD Operating Structure should receive the Commission's Decision on the conferral of management powers for decentralized management of the IPARD funds from the appointed institutions.

Mr. Schiessl further explained that in this respect a major progress is already made by the institutions and encouraged continuing in the same pace.

*The presentation on behalf of the National Authorising Officer is attached as **Annex 4** of this document.*

***In relation to item 8 of the Agenda:***

Mrs. Angeleska, as MA representative, presented the Proposal for second modification of the IPARD Programme and the major focus of the amendments being to include the legal update including the definition of the Rural Areas as a geographical scope for implementation of the Measure 302 and the adjustment of the Indicative financial tables to include the reserved funds for 2011. She informed that these modifications were initiated in January, 2009 and have been discussed at the technical level with the respective EC services.

Mr. Schiessl underlined that the MA has to follow the procedure and sequence the timing for achieving an agreement on the Programme modifications from the IPARD MC prior it is submitted to the EC as official modification Proposal. Moreover, it was underlined that, the MA should take appropriate steps in order to obtain an agreement among the IPARD Operating Structure before the submission to the IPARD MC for the adoption.

In relation to the proposal for second modification, Ms. Grajner has suggested that Annex 14 concerning the structure of the members of the IPARD MC should be deleted from the IPARD Programme as it is already part of the Rules of Procedures. She has also pointed out that this document will be further commented by the EC services as part of the inter-services consultations which will take place after the official proposal is received.

No additional comments were received and the Chairperson has concluded the following:

**Decision no. 3**

***Bearing in mind the further possibilities for adjustment of the draft Proposal for second modification of the IPARD Programme 2007-2013 as a result of the inter-service consultations within the EC, MA shall communicate the final draft of the proposal to the IPARD Monitoring Committee members and shall seek their approval prior it's adoption by the EC. The Annex 14 shall be deleted in accordance with the proposal of the EC representatives.***

*The draft Proposal for second modification of the IPARD Programme 2007-2013 is presented in the **Annex 5** of this document.*

***In relation to item 9 of the Agenda:***

Mr. Nikolovski, presented briefly on the follow-up and feed back of the first IPA MC held on 19 November 2008, where the first report for the Component V was



presented. He informed that the date for the next IPA MC has not been set up yet, but it is expected to be set in the second half of this year.

Ms. Grajner again reminded that the reports of the IPA Components should be prepared using the template issued by EC.

The Chairperson proposed that the Minutes of the first IPA MC Meeting should be distributed to the MC members at the forthcoming meeting therefore passed an obligation to Mr. Nikolovski to submit the final draft of the IPA MC Minutes to the MC Secretariat.

***In relation to item 10 of the Agenda:***

Mr. Mladenovski as MA representative informed that the Monitoring Tables as approved on the third IPARD MC Meeting have been further adjusted and fine-tune in cooperation with the IPARD Agency as data provider. He informed for the activities that were taken after the previous MC meeting in relation to the TA experts support provided by the SIP Project as well as the establishment and the activities of the working group for monitoring established with members of the IPARD Operating Structure responsible for setting up the monitoring system for the IPARD Programme.

Ms. Grajner concluded that the presented Monitoring Tables have been prepared in accordance to the Guidelines of the EC. Also, she drew attention to the need for some minor changes of technical nature in the list of indicators to be still made in the Monitoring Tables prior to their final approval.

Mr. Mitrevski informed for the activities taken regarding the system for evaluation of the IPARD Programme. He informed that the Steering Committee for the monitoring and ongoing evaluation is still to be officialised and that the MA supported by Evaluation expert provided by the SIP Project is working on the preparation of the outline of the Evaluation strategy and improvement of the IPARD Programme indicators. In parallel, the MA is preparing Terms Of Reference (ToR) for acquiring external expertise on ongoing evaluation. The final draft of ToR shall be submitted to the EC for the scrutiny.

The Chairperson explained that this is an essential point and that each measure has its own corresponding indicator for realisation on the basis of which the level of successful implementation is measured. All documents and modifications should be agreed with the EC and adopted by the MC.

**Decision no. 4**

***IPARD MC considered and approved the adjustments of Monitoring Tables for the IPARD Programme 2007-2013 and gave mandate to the MA to finalise and deliver the final set of Monitoring Tables to the EC services.***

*Adopted Monitoring Tables are presented in **Annex 6** of this document.*

***In relation to item 11 of the Agenda:***

Mrs. Slavkovska, representative of the MA, MAFWE, presented the final draft of the Action Plan for publicity as part of the Communication and publicity plan of the IPARD Programme 2007-2013. She informed that the Communication and publicity plan was improved including the recommendations made by the EC.

The Action plan on IPARD TA Measure is presented in the **Annex 8** of this document.

**In relation to item 13 of the Agenda:**

Mrs. Schaefer (SIPP) briefly presented activities undertaken by the "CARDS project 2006" from the start of the Project on the 3 November, 2008.

In respect to presented activities for "training of trainers" Mr. Schiessl requested further explanation on specification of target group to avoid any possible conflict of interest of the staff from the IPARD Operating Structure.

Mrs. Schaefer assured that there will be no conflict of interest for the staff of the MA and the IPARD Agency as this training is focussing on the training and coaching of staff from the advisory services for preparation of application forms for potential beneficiaries.

The presentation of the SIP Project activities is attached as **Annex 9** of this document.

**In relation to item 14 of the Agenda:**

Mr. Zivko Brajkovski, Head of the EU Department within the MAFWE presented the progress in NPAA. He also informed on the farm register which at the present is operational and available in hard copy but not in electronic format. He presented the TAIEX activities that will be taken in 2009.

The presentation of NPAA and TAIEX activities is attached as **Annex 10** of this document.

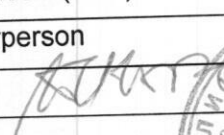
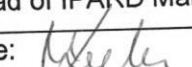
**In relation to item 15 of the Agenda:**

The Chairperson proposed that the following autumn meeting of the IPARD MC shall be held in October/beginning of November 2009. The proposed items for the next meeting Agenda is proposed to include the Minutes from the 4<sup>th</sup> meeting of the IPARD MC, the Communication and Publicity Plan updated with Action Plan for the period 2009 - 2010 and report on progress of its implementation, revised Action plan for accreditation of the Technical Assistance measure and progress on the activities related, as well as progress report on setting-up the monitoring and on-going evaluation system.

**In relation to item 16 of the Agenda:**

The Chairperson asked if there are any other comments to be raised on this meeting and since no comments were given, the Chairperson concluded that the forth meeting of the IPARD MC is closed.

SIGNATURES:

FOR THE IPARD MONITORING COMMITTEE	FOR THE SECRETARIAT
Perica Ivanoski (MSc)	Margarita Deleva (MSc)
Title: Chairperson	Title: Head of IPARD Managing Authority
Signature: 	Signature: 
Date:	Date: 06/11/2009

### Attendance checklist for the IPARD MC members

No.	Title and Name of the member	Institution	Present “√”	Absent “√”	Represented “√”	Represented by	Subsequent absences
1.	Mr. Perica Ivanoski (MSc), Chairperson	MAFWE	√				0
<b>STATE INSTITUTIONS</b>							
2.	Mrs. Valentina Stojanovic,	MAFWE	√				0
3.	Mr. Zivko Brajkovski	MAFWE	√				0
4.	Mr. Abdilgafar Sinani	MAFWE	√				0
5.	Mrs. Slavica Jakimovska	MoLS	√				0
6.	Mr. Aleksandar Nikolovski	SEA	√				0
7.	Mrs. Snezana Gerasimova-Matevska	MoC	√				0
8.	Mrs. Rodopi Korneti Jakovljevic	MoE		√			1
9.	Mrs. Jadranka Ivanoska	MoEPP			√	Mrs. Dragana Cherepnalkovska	0
<b>AGENCIES</b>							
10.	Mr. Jordan Kuzmanovski	NEA	√				0
11.	Mr. Ljubisa Nikolovski	Agency for Support of Entrepreneurship	√				0
<b>ECONOMIC AND SOCIAL PARTNERS</b>							

12.	Mrs Stojmirka Tasevska	Chamber of Commerce of Macedonia			√	Mr. Vasko Ristovski	0
13.	Mr. Zoran Danevski	Association of Chambers of Commerce			√	Mr. Aleksandar Zarkov	0
14.	Mr. Saso Ristevski	Macedonian Association of Processors		√			1
15.	Mr. Gjoko Danailov	Federation of Farmers of Macedonia			√	Mrs. Marija Gosevska Kovacevic	0
16.	Mr. Veljo Tantarov	Association of Farmers of Macedonia	√				0
17.	Mr. Dragi Dimitrievski (PhD)	Faculty of Agricultural Sciences and Food	√				0
18.	Mrs. Natasha Vrseska	Association of Units of Local Self-government		√			0
19.	Mr. Blagoj Ignovski	Movement of Ecologists of Macedonia	√				0
20.	Mrs. Olga Stojmenova	Association of women agricultural producers "Agro-Vinka"			√	Ms. Tina Petrova	0
21.	Mr. Gorgi Kocovski	Craft Chamber of Republic of Macedonia			√	Mr. Zoran Todorovski	0
TOTAL			12	3	6		