



**USAID**  
FROM THE AMERICAN PEOPLE

Projekat za bolje uslove poslovanja  
Business Enabling Project

## **USAID Business Enabling Project in Serbia JOB DESCRIPTION AND STATEMENT OF WORK**

**Position:** The Regulatory Reform Specialist

**Employer:** Cardno Emerging Markets USA Ltd., Washington DC, Belgrade Representative Office

**Component 1:** Business Regulation and Economic Governance

**Location:** Belgrade

### **I. SCOPE OF WORK**

#### **About the Project**

USAID Business Enabling Project (“USAID BEP”), implemented by Cardno Emerging Markets USA Ltd. and partners, is a five-year initiative launched in January 2011. The purpose of the Project is to help the Government of Serbia improve the competitiveness of the Serbian economy, its macroeconomic position and its private sector businesses. The Project provides technical assistance, training, and other support to improve the business enabling environment, macroeconomic stability, and further develop financial markets. The Project is demand driven: all activities are based on the priorities of the private sector and Government.

USAID BEP Component 1, Business Regulation and Economic Governance, streamlines laws, regulations, and institutions to improve regulators’ capacity to implement laws and improve analysis and public-private dialogue. The project’s approach to achieving reforms is to help the Government work closely with the private sector and outside experts to make reforms that improve business competitiveness. The project provides technical assistance to improve construction permitting, inspection oversight, and other legal, regulatory and institutional reforms.

#### **Background to SOW**

In order to meet numerous and complex requirements of creation of business-friendly regulatory and institutional frameworks in the areas of construction permitting and inspection oversight, USAID BEP seeks the assistance of a Regulatory Reform Specialist.

#### **1. Inspection Reform**

USAID BEP has worked with the Ministry of State Administration and Local Self-Government and the Government of the Republic of Serbia (GoS) in developing a new inspection oversight framework that is harmonized with good international practices and modern inspection standards. The Draft Law is finished and will be sent to the National Assembly for enactment. USAID BEP also helps development of the related key by-laws. The Ministry of State Administration and Local Government, with USAID BEP support, has prepared an



Implementation Plan for this Law to address the likely challenges in implementing this piece of legislation. Implementation involves a large number of inspection bodies and inspections that have to implement new concepts and procedures. It includes a number of implementing activities structured within five measures: 1. Development and adoption of by-laws and documents for implementation, and informing public on Law novelties; 2. Establishing coordination mechanism and building capacities of the Coordination Commission; 3. Establishment and maintenance of e-Inspections system; 4. Establishing a system of training, continuous improvement of knowledge and skills and professional promotion of inspectors; 5. Providing technical and communication infrastructure, equipment and working conditions for inspections.

## **2. Construction Permitting Reform**

USAID BEP has worked with the Ministry of Construction, Transportation and Infrastructure (MCTI) and the Government of the Republic of Serbia (GoS) in developing a new construction permitting framework that is harmonized with good international practices and modern construction standards. The National Assembly adopted the Amendments to the Law on Planning and Construction, and the Law on Energy, and the Fire Protection Law. USAID BEP also helps development of the related by-laws. The MCTI, with USAID BEP support, has prepared an Implementation Plan for the construction permitting reform to address the likely challenges in implementing this reform. Implementation of the adopted amendments to the Law on Planning and Construction involves more than a dozen GoS and provincial institutions and public enterprises, along with 162 municipalities and their public enterprises. BEP is currently focused on bringing other relevant laws in line with the reformed permitting procedure, developing the requisite bylaws, carrying out preparatory activities ahead of the introduction of e-Permitting, and coordinating activities with other donor organizations.

### **Objective**

The objective of this STTA is to assist in implementation and promotion of inspection oversight and construction permitting reforms in Serbia.

### **Tasks**

#### **1. Inspections Reform**

The Regulatory Reform Specialist will provide technical and other assistance in development of plans, bylaws, enactments, and guidance that are crucial to implement the Law on Inspection Oversight and harmonization of sector laws within the new regulatory framework for inspection oversight reform.

Furthermore, the Regulatory Reform Specialist will participate in informing and educating businesses on the new regulatory and institutional inspection framework, and in training the inspectors on new regulatory and institutional inspection framework through *Train the Trainers* program.



The Regulatory Reform Specialist will also provide technical and other assistance in establishing a system of inspection coordination and building capacities of the inspection coordination body and its supporting office.

The Regulatory Reform Specialist will furnish drafts of deliverables to USAID BEP duly and timely. USAID BEP will provide its comments in written timely after receiving the draft deliverable through Milan Stefanovic, Expert in USAID BEP Business Regulation and Economic Governance Team.

## **2. Construction Permitting Reform**

BEP is already working with partners in the government, donor community, and NGOs to facilitate implementation of adopted changes to the Law on Planning and Construction. In order to finalize developing a new construction permitting framework that is harmonized with good international practices and modern construction standards, in the area of construction permitting reform, the Regulatory Reform Specialist will provide support in:

- Legal drafting of sector laws and bylaws;
- Legal assistance for implementation of the changes to the LPC

The Regulatory Reform Specialist will furnish drafts of deliverables to USAID BEP duly and timely. USAID BEP will provide its comments in written timely after receiving the draft deliverable through Dusan Vasiljevic, Lead in USAID BEP Business Regulation and Economic Governance Team.

### **Period of Performance**

Period of performance of this SoW is March 9 to December 31, 2015.

### **Deliverables**

In addition to the advisory inputs, specific work products to be developed by the Regulatory Reform Specialist include:

- Inputs for the plans, by-laws stemming from the Law on Inspection Oversight, sector inspection legislation, regulatory and implementing enactments, guidance and other documents, including inspection coordination through inspection coordination body and its supporting office;
- Presentations and other necessary forms of assistance to inform and educate businesses, and train the inspectors on the new regulatory and institutional inspection framework through *Train the Trainers* program;
- Providing technical assistance to interpret correctly the LPC provisions;
- Other deliverables as agreed with USAID BEP Assignment Managers and counterparts;
- STTA final report.

Regulatory Reform Specialist will closely cooperate with USAID BEP staff and consultants, as well as with the government, public institutions, business and professional associations, non-



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governmental organizations, private sector, experts and practitioners. The Regulatory Reform Specialist will be part of a USAID BEP Task Management teams.

All documents will be prepared in Serbian and the final report on the work performed and results achieved (STTA Completion Report) will be prepared in English.

### **To Apply**

1. Requirements for eligible candidates:
  - a. Experience in comparative analyses of institutional and regulatory frameworks
  - b. Good understanding of inspections and business environment related issues
  - c. Proven expertise and significant experience in regulatory reform, administrative law, construction and real-estate legislation;
  - d. Proven expertise and significant experience in drafting legislation;
  - e. Good analytical skills;
  - f. Good English speaking and writing skills
  - g. Excellent writing and good presentational skills
2. Applications including CV clearly showing adequate technical background and relevant work experience should be sent by e-mail to: [info@bep.rs](mailto:info@bep.rs), **by March 1, 2015**. Only short-listed candidates will be contacted.