

# *PROCUREMENT OF TRANSLATION SERVICES*

Programme and Agenda

12 May 2017, Belgrade, Serbia

Venu: Hotel ZIRA

## Background

In order to support institutional capacities for translation activities related to the European integration process, the Regional School of Public Administration (ReSPA) and German Cooperation - GIZ are jointly organising a meeting of representatives of translation coordination units of institutions in charge of coordination of the European integration process and members of the ReSPA Working group on Public Procurement. The meeting will be held on 12 May 2017 in Belgrade, Serbia.

The participants of activities organised by GIZ and ReSPA, during the previous years, pointed out the challenges that they face in relation to the procurement of translation services necessary for translation of documents in the context of conduction of the integration process. Namely, the interaction of ReSPA Members' administrations with the European Union, within the stabilisation and association process, as well as in the framework of the pre-accession talks, for those that are conducting the accession negotiations, requires relevant authorities to render into English relevant national documents, of both legal and policy nature, on the one hand, and imposes the request for the creation of national version of the EU Acquis, on the other hand. The Members of ReSPA have deployed different efforts to address this challenge, either by outsourcing translation services or by relying on internal resources. Nevertheless, the procurement of translation services has imposed certain challenges in terms of conducting an efficient procurement procedure and assuring quality of services provided. Therefore, GIZ within the framework of the Open Regional Fund, following the request by national representatives from the EU integration coordinating institutions, commended the preparation of the Regional benchmark study/analysis in the field of public procurement of translation services.

## Objectives

The purpose of the meeting is twofold:

- To present the Regional benchmark study/analysis in the field of public procurement of translation services that was prepared by an expert hired by GIZ and
- To facilitate discussion among representatives of institutions in charge of public procurement policy and representatives of European integration coordinating institutions which procure the translation services.

In addition, the meeting should enable exchange of experience among representatives of different ReSPA Members.

## Target Group

Target audience for this meeting are senior and mid level management civil servants working for Translation coordination units of ReSPA Members (Albania, Bosnia and Herzegovina, Macedonia, Montenegro and Serbia) and Kosovo\*<sup>1</sup> and the members of the ReSPA Working Group on Public Procurement.

## AGENDA – Friday, 12 May 2017

09.30 - 09.45	<b>Registrations</b>
09.45- 10.00	<b>Introduction and welcome address</b>
10.00-12.00	<b>Regional benchmark study/analysis in the field of public procurement of translation services</b> <ul style="list-style-type: none"><li>• <i>Interactive Presentation by Mrs. Maja Kušt, Expert/Author</i></li><li>• <i>Discussion on findings and recommendations</i></li></ul>
12.00-13.45	Lunch break
13.45-15.00	<b>National presentations related to the procurement of translation services</b> <ul style="list-style-type: none"><li>• <i>Representatives of translation co-ordination units will be invited to present their experience</i></li></ul>
15.00-15.15	Coffee break
15.15-16.15	<b>Discussion on best available models and recommendations for procurement of translation services</b> <ul style="list-style-type: none"><li>• <i>Discussion moderated by Mrs. Maja Kušt</i></li></ul>
16.15-17.00	<b>Concluding remarks and definition of future support by ReSPA and/or GIZ</b> <ul style="list-style-type: none"><li>• <i>Discussion moderated by ReSPA and GIZ representatives</i></li></ul>

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<sup>1</sup> \*This designation is without prejudice to positions on status, and is in line with UNSCR 1244 and ICJ Advisory opinion on the Kosovo Declaration of independence