



Twinning Fiche

Project title: Support to the Namibian Standards Institution, Namibia

Beneficiary administration: Namibian Standards Institution, Ministry of Industrialization and Trade

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EU funded project
TWINNING TOOL

List of acronyms

RIP	Regional Indicative Programme
EA-SA-IO	Eastern Africa, Southern Africa and the Indian Ocean
AAP	Annual Action Plan
NSI	Namibian Standards Institute
TBT	Technical Barriers to Trade
MIT	Ministry of Industrialization and Trade
SPS	Sanitary and Phytosanitary
SADC-EU EPA	Southern African Development Community-European Union Economic Partnership Agreement
EN	European Standards
CENELEC	The European committee for Electro-technical Standardisation
NDP	National Development Plan
EPA	Economic Partnership Agreement
NTF	Namibia Trade Forum
MIT	Ministry of Industrialisation and Trade
NSI	Namibian Standards Institution

1. Basic Information

1.1. *Programme: The project will be financed through the RIP 2014-2020 for EA-SA-IO, Decision n° RSO/FED/041-693 (direct management)*

For UK applicants: Please be aware that following the entry into force of the EU-UK Withdrawal Agreement¹ on 1 February 2020 and in particular Articles 127(6), 137 and 138, the references to natural or legal persons residing or established in a Member State of the European Union and to goods originating from an eligible country, as defined under Regulation (EU) No 236/2014² and Annex IV of the ACP-EU Partnership Agreement³, are to be understood as including natural or legal persons residing or established in, and to goods originating from, the United Kingdom⁴. Those persons and goods are therefore eligible under this call.

1.2. *Twinning Sector: Standardization and certification, Trade & Industry (EC).*

1.3. *EU funded budget: 1.6 M EUR*

1.4. *Sustainable Development Goals (SDGs):*

This project will address SDG no. 9 - Industry, innovation and infrastructure (build resilient infrastructure, promote inclusive and sustainable industrialisation and foster innovation); SDG no.16 Peace, Justice and Strong Institutions: Inclusive societies, strong institutions and equal access to justice

2. Objectives

2.1. *Overall Objective(s):*

The Overall Objective is to enhance Namibia's participation to international trade agreements and to boost its trade and economic growth.

2.2. *Specific objective:*

The Specific Objective is to strengthen the capacity of the Namibian Standards Institute (NSI) in fulfilling its mandate, namely to align national standards to European and international ones.

2.3. *The elements targeted in strategic documents i.e. National Development Plan/Cooperation agreement/Association Agreement/Sector reform strategy and related Action Plans*

The project will contribute to the implementation of the 5th National Development Plan (2018-2022), which aims to achieve an inclusive, sustainable and equitable economic growth by increasing economic activities, creating employment, reducing poverty and inequality, and building a skilled and healthy work force. It will also support the implementation of the Government's Growth at Home Strategy, which is expected to contribute to the National Development Plan (NDP) by adding value to local production, attracting foreign investments and promoting growth and diversification of the Namibia's export markets.

The EU signed an Economic Partnership Agreement (EPA) on 10 June 2016 with the Southern Africa Development Community Economic Partnership Agreement (SADC EPA) Group comprising Botswana, Lesotho, Mozambique, Namibia, South Africa and Eswatini (formerly Swaziland). Angola has an option to join the agreement in future. The agreement became the first regional EPA in Africa to be fully operational after Mozambique started applying the EPA in February 2018. The Twinning intervention is aligned with the EPA's main objectives of increasing investment and private sector initiatives and enhancing supply capacity, competitiveness and economic growth in the SADC EPA State. It will also contribute to the EPA objective of promoting regional integration, economic

¹ Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community.

² Regulation (EU) No 236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action.

³ Annex IV to the ACP-EU Partnership Agreement, as revised by Decision 1/2014 of the ACP-EU Council of Ministers (OJ L196/40, 3.7.2014)

⁴ Including the Overseas Countries and Territories having special relations with the United Kingdom, as laid down in Part Four and Annex II of the TFEU.

cooperation and good governance by improving Namibia's capacity in trade policy and trade-related issues.

In 2018, a draft Implementation Plan for the EPA in Namibia was produced under the coordination of the Namibia Trade Forum (NTF) and the Ministry of Industrialisation and Trade (MIT). The Plan, which was adopted as a working document by the Namibian Government in 2020, identified several technical, institutional and policy issues that need to be addressed for the full implementation of the EPA.

3. Description

3.1. Background and justification:

Namibia has a limited domestic market and a trade pattern that focuses on a few unprocessed products, mainly from the mining, fishing and agriculture sectors. Some of these commodities, such as diamond and copper, are becoming scarcer and more expensive to extract. As a result, Namibia is increasingly exposed to rising production costs and price fluctuation in the international commodity markets. The country has started to transform itself from a purely natural-resource-based to a more diversified economy, with some processing of raw materials (such as diamonds) and a stronger contribution from the service sector. However, in order to adequately address the structural challenges in the economy and stimulate growth, product diversification and promotion of regional and international trade should be further enhanced.

Current investments are mainly directed to the mining sector and are not producing the desired and needed effects in terms of job creation. Therefore, the government is planning to promote private sector activities and domestic investments with focus on sectors prioritised under the Growth at Home strategy. More investments in manufacturing would be required, but this is hampered by competition from South Africa, the small size of the local market, lack of skilled workers and management cadre and difficult access to finance, at least for small and medium enterprises (SMEs).

The EU represents one of the major trade partners to Namibia. The EPA provides an opportunity for the country to increase volume and value of trade with the EU, hence promoting the envisaged diversification and growth of the economy.

The EPA Implementation Plan has identified a number of priority areas that needs to be addressed in the short medium and long term, in order for the country to fully benefit from trade agreements with the EU and with other economic blocks.

Namibia presents a relatively uncoordinated approach towards policy development and execution, including the implementation of trade agreements. Ministries and government agencies mainly focus on their respective area of responsibility when implementing trade agreements, without adequate coordination. This is particularly evident for the role of the National Notification Authority (NNA) and National Enquiry Points (NEP) when dealing with Sanitary and Phytosanitary (SPS) measures or Technical Standards.

Trade related functions and responsibilities are spread across a number of Ministries, such as MIT, the Ministry of Agriculture, Water and Land Reform (MAWLR), Ministry of Fisheries and Marine Resources (MFMR), Ministry of Health and Social Services (MHSS) and the Namibia Standards Institution (NSI). The result is an uncoordinated approach in implementing measures, less optimal use of limited available resources (e.g. human, finance, equipment, time, etc.), less functional statutory committees - where they exist, delayed response to enquiries, absence of notifications to relevant international organisations (e.g. World Trade Organisation – WTO), as well as slow dissemination of information to stakeholders, e.g. business operators who are directly affected by the introduction of trade measures.

This pattern is repeated in other areas as well and could have an impact on the country's ability to implement the EPA. To overcome this challenge, a significant effort has to be made to strengthen the role of the MIT (lead institution in the context of coordinating the EPA Implementation), specifically the Directorate of International Trade, in implementing trade agreements. The necessary capacity has to be built and mandate strengthened to enable the Directorate to become the national coordinating unit for the implementation of all trade agreements. Namibia is also challenged by inadequate communication between the Government and Non-State Actors, in particular business operators. As a result, design and implementation of trade related policies/strategies and regulations often take place without proper engagement of business operators. In some cases, additional layers of bureaucracy and regulations (e.g. additional permit and/or certification requirements) are introduced that go far beyond of what is required

by international standards or by the trading partners. This generally undermines the promotion of a more business-friendly environment.

The delivery of trade-related public services therefore needs to be improved in areas as SPS, TBT, Rules of Origin, and Quality & Standards. This project will focus on the following areas:

a) Technical Barriers to Trade (TBT)

Namibia lacks a functioning TBT institutional framework. A National TBT Committee exists, but it is poorly functioning. Enhanced collaboration with the African Organisation for Standardisation (ARSO) should be encouraged, notably in the framework of the AfCFTA. The National Notification Authority (NNA) and National Enquiry Points (NEP) work under Namibia Standards Institute, but are not fully functional. This support will contribute to the successful execution of the SADC/EU Economic Partnership Agreement Implementation Plan for Namibia. In addition, the technical and coordination capacity of TBT Competent Authority for the management of notifications needs to be enhanced. Early detection of new or changes in TBT-relating measures would enable Namibia to devise actions necessary to minimise disruptions of exports to the EU market. Enhanced coordination of TBT matters would also help reducing trade impacts of unnecessary regulations and conformity assessment.

b) Quality & Standards

Namibia Standards Institute (NSI) capacities need to be enhanced, as business operators are not always timely and adequately informed about standards and quality issues. Inadequate certification and standardisation for many commodities that have a potential for export is hampering adding-value investments and trade opportunities, while also affecting the competitiveness on Namibian private sector operators in regional and international markets. To that effect, the functions and technical performance of the Namibian Standards Institution should be strengthened, while its legal role must be clarified and made more coherent. The high costs of reaching and maintaining EU and international standards, both by EU public and private sector operators is considered as a significant challenge by all sector stakeholders, including private operators and National Competent Authorities.

Institutional framework

Government institutions and public agencies that will be involved in the Twinning include:

a) Ministry of Industrialisation and Trade (MIT)

MIT is responsible for the formulation and implementation of trade policies, in line with the country's obligations to regional and multilateral trading systems. The Ministry is also responsible for promoting economic growth and development by attracting investments, increasing trade and expanding the country's industrial base. The following MIT directorates and agencies will be directly involved:

- Directorate of International Trade (DIT). DIT is the focal point and national coordinator of Namibia's membership to regional and multilateral trade arrangements and economic groupings.
- Directorate of Industrial Development (DID), responsible for appraising industrial projects, providing support and advice to potential investors and for the production of statistics and surveys of the manufacturing sector.
- Namibia Trade Forum (NTF). NTF acts as the main consultative body, representing the private sector's views to the government and actively promotes effective dialogue in the areas of trade, investment policies and economic development. In collaboration with DIT, NTF has been the main facilitator for the formulation of the EPA Implementation Plan in 2018.
- Namibian Standards Institution (NSI). NSI was established in 2005 as the Namibia's National Standards Body responsible for standardisation and quality assurance in industry, commerce and public sector, with the main aim of improving quality, efficiency and productivity in Industrialisation and promoting trade, in compliance to the WTO requirements. As previously mentioned, the NSI is the responsible entity in the areas of TBT and Quality & Standards. The institution has the mandate to provide training to external stakeholders, accurately measure traceability, undertake laboratory testing services (mainly for the fishing and aquaculture industries), and inspect land-based factories and vessels. NSI is also the delegated National Notification Authority for fish, fish and beef canned products. <https://www.nsi.com.na/>

3.2. *Ongoing reforms:*

The following changes in the relevant legal and regulatory framework are currently taking place under the coordination of the Ministry of Industrialisation and Trade:

3.2.1 National Bar Code Center

Namibia is in the process to establish a Barcode Center and has launched its formal application for GS1 Membership license in March 2020.

Namibia Bar Code Centre received a formal response from GS1 Brussels on the 5th March 2021 with a few recommendations before they can proceed with the next stage of the application. This process is ongoing.

3.2.2 African Growth and Opportunity Act (AGOA)

Namibia has finalised its AGOA national Utilization Strategy that would allow Namibia to increase market access into the United States' market.

3.2.3 National Policy on Trade in Goods

Namibia with the assistance of United Nations Conference on Trade and Development has developed the Draft Namibia Trade Policy. This Policy aimed to specify policy measures and strategies that will enable trade to be the engine for sustainable economic growth and development for Namibia. It will also be a guiding document towards any future agreements between Namibia and her trading partners to ensure effective participation in the changing regional and global trading environment. The Draft policy is in its final stage and expected to be finalised during 2021/22 financial year.

3.2.4 National Trade Policy in Services

Namibia with the assistance of the European Union through SADC Trade-Related Facility (TRF) Project, is in the process of developing the Namibia Trade in Services Policy. The Policy will be used as a guiding document when participating at regional integration initiatives and services trade liberalisation with the aim of creating market opportunities for Namibian services companies and professionals. The policy is in its final stage and is expected to be finalised by 2021/22 financial year.

3.2.5 AfCFTA National Implementation Strategy

Namibia is in the process of developing a National Implementation Strategy for AfCFTA. Two consultants were appointed to develop the Strategy and Action plan for Trade in Goods and Services. The process is ongoing and envisaged to be finalised in August 2021.

3.2.6 National Quality Policy

The National Quality Policy will be launched during the first quarter of 2021/22 financial year. The Policy is the overarching Government Policy statement that defines the legal and administrative regime of the elements of the National Quality Infrastructure and the Technical Regulatory Framework in the country. The Policy aims to create a conducive institutional environment legally mandated with the protection of health and safety of people, animals, plants, the environment and the facilitation of trade including manufacturing or processing and placing on the market of goods and services. The policy was drafted with the support of the Norwegian Agency for Development Co-operation (NORAD) and implemented by the United Nations International Development Agency.

3.2.7 National metrology bill

The Metrology Bill has been successfully drafted and is due for tabling in the National Assembly.

It provides for the administration and supervision of metrology; to specify the Namibian Standards Council as the governance board for metrology; to provide for the functions of the Namibian Standards Institution and the appointment of the head of metrology and other professionals in metrology; to provide for legal units of measurements and legal metrology technical regulations, national measurement standards and to ensure their comparability to international measurement standards; to provide for inspections and confiscation of measuring instruments and measurement standards; to provide for type approval and verification of measuring instruments, restriction for use and possession of measuring instruments; to provide for repair of measuring instruments and registration of metrology technicians; to repeal the Trade Metrology Act, 1973; and to provide for incidental matters.

The Metrology Bill is due for tabling in the National Assembly. The implementation of the Metrology Bill is subject to its passing in the National Assembly and the National Council and to commence thereafter on a date determined by the Minister by notice in the Gazette in the near future.

3.2.8 National Single Window (NSW)

Namibia is in the process of developing its National Single window, a computerized system that enables traders to submit documentation and/or data requirements for importation, exportation, or transit of goods through a single entry point to the participating authorities or agencies. The objective of NSW for trade is to reduce time and cost associated with international trade procedures, thus improving Namibia's competitiveness. The project is being funded by the Government of the Republic of Namibia with a small part (upgrading of the import and export system (IMEX)) being funded by EU through the SADC TRF. The process is ongoing.

3.2.9 Export Promotion Strategy

Namibia is also in the process of developing its National Export Promotion Strategy. This process will be finalised during the 2021/22 financial year.

3.2.10 International Trade Management Bill

Namibia is currently in the process of finalising the International Trade Management Bill. The Bill will establish the Namibia International Trade Commission; to manage international trade on behalf of Namibia and to provide for its powers and functions; to provide for the application, enactment into domestic law and implementation of international trade agreements; to provide for the management of international trade; to provide for investigative searches and inspections; and to provide for incidental matters.

3.3. *Linked activities:*

Current trade-related initiatives supported by the EU and EU Member States include:

- a) EU support programme to SADC Regional Economic Integration:
 - b) Support to Industrialisation and Productive Sectors (SIPS), with focus on coordination and linkages between the national and regional level and between the public and private sector.
 - c) Support to Investment and Business Environment (SIBE), with focus on access to finance for small and medium-sized enterprises in selected value chains, in order to expand their businesses and link up at regional level.
 - d) Trade Facilitation Programme, to ensure effective coordination and implementation of regional aspects of the EU-SADC EPA.
 - e) Trade Related Facility for Namibia (TRF) (10th EDF RIP ending in 2021):
 - i. To promote higher level of compliance and implementation of the SADC Trade Protocol's commitments by the SADC Member States;
 - ii. SADC-EPA Member States are better prepared to effectively implement and monitor the EPA and benefit from it particularly in terms of improved market access.
- GIZ/DE trade related support projects:
- a) Promotion of Business Advisory and Economic Transformation Services (ProBATS) (phase II till 2025):
 - i. implementation of the Industrial Policy and Value Chain promotion;
 - ii. Financial Systems Development.
 - b) Evidence Based and Agri-Trade Policy Development (till 2024): to support the planning and implementation of agriculture and trade policy reforms;
 - c) Global Business Network (till 2023): to improve the cooperation between Namibian and European companies and institutions.
 - d) NEW" Phase I: Supporting Sustainability Aspects in the Implementation of the EU-Economic Partnership Agreements (till 2023):
 - i. Fostering EPA implementation by regional organisations and their member states, civil society, private sector in a way that supports sustainable development;
 - ii. Facilitating the establishment of EPA Monitoring & Evaluation systems;
 - iii. Promoting knowledge exchange platforms across EPA regions for relevant stakeholders.

The EUD organises frequent meetings with GIZ to coordinate projects and programmes.

3.4. List of applicable Union acquis/standards/norms:

This intervention lies on the standardisation policy in the EU, as such the Union acquis that applies to this intervention, *inter alia*, is:

- Regulation (EC) 765/2008 setting out the requirements for accreditation and the market surveillance of products
- Decision 768/2008 on a common framework for the marketing of products, which includes reference provisions to be incorporated whenever product legislation is revised. In effect, it is a template for future product harmonisation legislation
- Regulation (EU) 2019/1020 on market surveillance and compliance of products
- Decision 768/2008/EC
- Other regulations, directives and decisions can apply depending on the sector and product. Some can be found in https://ec.europa.eu/growth/single-market/goods/new-legislative-framework_en

The Namibian legislation that applies to this intervention is:

- The NSI's mandate to operate emanates from the Standards Act (Act No. 18 of 2005) as well as being mandated to implement and enforce the Trade Metrology Act (No.77 of 1973) as amended.

In addition to these primary Acts of Parliament, the NSI is impacted by the following legislations:

- Public Enterprises Governance Act (Act 02 of 2006) and its regulations
- Public Procurement Act (Act no. 15 of 2015) and its regulations
- Labour Act (Act 11 of 2007) and its regulations
- Import and Export Control Act (Act 30 of 1994) and its regulations
- Value Added Tax Act. (Act. 10 of 2015) and its regulations
- Water Management Act. (Act. 11 of 2013 and its regulations)
- Tourism / Gaming: Casinos and Gambling Houses Act. (Act. 32 of 1994) as amended and its regulations
- Tobacco Products Control Act (Act 1 of 2010)
- Aquaculture Act (Act 18 of 2002) and regulations
 - Testing and Inspection of aquaculture products and monitoring of farming areas.
- Marine Resource Act (Act 27 of 2000) and regulations
 - Testing and Inspection of marine products
- Public and Environmental Health Act (Act 1 of 2015) and regulations
 - Testing of food products, e.g. water
- Road Transport and Traffic Act (Act. 22 of 1999) and regulations
 - Calibration, verification, and type approval of measuring equipment, e.g. speed camera
- Petroleum and Energy Act (Act. 13 of 1990) and its regulations
- Food Safety Policy
- Consumer Protection Bill (soon to be enacted)
- New Income Tax Policy

Other secondary legislations, that will directly impact the operations of the NSI include:

- Shellfish Sanitation Monitoring Regulation under the Aquaculture Act. (Act. 18 of 2002)
- Foodstuffs, Cosmetics and Disinfectants Ordinance 18 of 1979
- Legislative instruments to support the canned meat and fish inspection function
- National Energy Policy
- National Quality Policy
- National Policy on Climate change for Namibia – 2011

Several bilateral, regional and international treaties, agreements, protocols, declarations and schemes, to which Namibia is a signatory or a beneficiary, further extend Namibia's legal framework. They all confer rights and impose obligations that have direct impact on production, marketing and trading of agricultural products within Namibia and beyond. The prominent of these trade agreements and schemes are WTO Agreements, SACU Agreement, SADC Trade Protocol, SACU-EFTA, SACU-MERCOSUR, Namibia-Zimbabwe PTA Cotonou Agreement and GSPs.

3.5. *Components and results per component*

Component 1 – Institutional capacity to deal with TBT strengthened

Result 1.1: Institutional capacity of the Namibian Standards Institution (NSI) enhanced

- The Namibian Standards Institution (NSI) staff's skill enhanced
- The Namibian Standards Institution (NSI) coordination capacities with institutions, WTO/TBT committees, regulatory authorities and agencies is strengthened

Result 1.2: Overall compliance with WTO TBT requirements enhanced

- WTO/TBT notification and enquiry point is enhanced
- Existing laws, regulations and procedures reviewed; design measures for possible alignment with EPA provisions.
- A national TBT policy and Strategy is developed

Result 1.3: Functional TBT institutional framework

- WTO/TBT related Committees and platforms are established, implemented and functional
- Stakeholder's coordination for the notifications and comments on technical regulations implemented by other WTO members is strengthened
- Knowledge and awareness among stakeholders regarding standards, technical regulations and notification platforms is enhanced

Component 2 - Enhancing Quality & Standards (Q&S)

Result 2.1: The Namibian Standards Institution's (NSI) staff capacities and skill with regards to quality and standards is enhanced

- The Namibian Standards Institution's (NSI) laboratory staffs capacitated on molecular and chemical contaminant testing methodologies through twinning agreement with fishery laboratory.
- The Namibian Standards Institution's (NSI) Inspection officials with regards to control monitoring, surveillance and import inspection regime are capacitated, (Sensory calibration of inspectors).

Result 2.2: Alignment and harmonisation of national standards to regional and international standards

- The capability of accessing regional and international standards (e.g. European Standards (EN) and The European committee for Electrotechnical Standardisation (CENELEC) Standards) is enhanced

Result 2.3: Certification and standardisation for key export commodities is effectively implemented

- The delivery of relevant conformity assessment services by accredited laboratories enhanced (testing and inspections, metrology, certification).
- Quality and Standards fully incorporated in the WTO/TBT related Committees activities.

All training and capacity building activities will be preceded by needs assessment of the beneficiary institutions, taking into account the commitments made under the EPA and in other bilateral and multilateral fora, including SADC and the World Trade Organisation (WTO). Parallel to the assessment, and where applicable, support to the beneficiary institution will be provided to identify and develop the required reforms at institutional and policy/regulatory framework level.

3.6. *Means/input from the EU Member State Partner Administration(s)*:*

The project will be implemented in the form of a Twinning contract between the final beneficiary country and EU Member State(s). The implementation of the project requires one Project Leader (PL) with responsibility for the overall coordination of project activities and one Resident Twinning Adviser (RTA) to manage implementation of project activities, Component Leaders (CLs) and pool of short-

term experts (STEs) within the limits of the budget. The RTA will work directly with the OAG. It is essential that the team has sufficiently broad expertise to cover all areas included in the project description.

Proposals submitted by Member State shall be concise and focussed on the strategy and methodology and an indicative timetable underpinning this, the administrative model suggested, the quality of the expertise to be mobilised and clearly show the administrative structure and capacity of the Member State entity/ies. Proposals shall be detailed enough to respond adequately to the Twinning Fiche, but are not expected to contain a fully elaborated project. They shall contain enough detail about the strategy and methodology and indicate the sequencing and mention key activities during the implementation of the project to ensure the achievement of overall and specific objectives and mandatory results/outputs.

The interested Member State(s) shall include in their proposal CVs of the designated PL and the Resident Twinning Advisor, as well as CVs of the potentially designated component Leaders-CLs.

The Twinning project will be implemented by close co-operation between the partners aiming to achieve the mandatory results in sustainable manner.

The set of proposed activities will be further developed with the Twinning partners when drafting the initial work plan and successive rolling work plan every three months, keeping in mind that the final list of activities will be decided in cooperation with the Twinning partner. The components are closely inter-linked and need to be sequenced accordingly.

3.6.1 Profile and tasks of the PL:

The EU Member State Project Leader (MS PL) should be a high-level civil servant in a Mandated Body with overall knowledge of trade related SPS/TBT issues. He/she should have sufficient authority to ensure that the EU Member State public administration supports the project and the RTA, with particular regard to the provision and preparation of short-term experts and financial administration.

The PL will be expected to devote a minimum of 3 days per month to the project in his/her home administration. In addition, he/she will coordinate from the Member State side the work of the Project steering Committee (PSC),. Where needed, the PL will co-chair PSC meetings, together with the Beneficiary Country PL. If necessary, PL shall act as facilitator to overcome arising problems. The PL may participate in the project also as short-term expert (STE). In this case, he/she should satisfy requirements stipulated in the fiche for both the Project Leader and the relevant STE profile.

a) Qualifications, skills and experience:

- University level education or equivalent experience of 8 years in relevant fields.
- Minimum of 3 years of working experience in EU MS administration dealing with policies, legislation and procedures related to international trade and implementation of trade agreements, with focus on SPS and TBT issues.
- Knowledge of trade-related rules of origins and standards will be an advantage.
- Experience in performing institutional assessments, need analysis and coordination of capacity/institutional building interventions is an asset.

b) Tasks:

- Overall coordination, guidance and monitoring of the project.
- Preparation of project progress reports with support of RTA.
- Co-chairing of project steering committees.
- Provision of legal and technical advice and analysis whenever needed.

3.6.2 Profile and tasks of the RTA:

The Resident Twinning Adviser (RTA) will be seconded to the Beneficiary Administration in Windhoek for the entire duration of the project (24 months). He/she will work closely with the Namibian Counterparts to the PL and RTA, in order to deliver the expected project outputs/outcomes.

a) Qualifications, skills and experience:

- University level education or equivalent experience of 8 years, in relevant fields.

- To have minimum of 3 years of working experience in EU MS administration (or as equivalent staff in a Mandated Body), dealing with policies, legislation and procedures related to international trade and implementation of trade agreements, with focus on SPS and TBT and Standards issues.
- Knowledge of trade-related rules of origins, standards, metrology or conformity assessment will be an advantage.
- Experience in performing institutional assessments, need analysis and coordination of capacity / institutional building interventions will be an advantage.
- Excellent command of written and spoken English.
- Good interpersonal relations and communication skills.
- Computer literacy.
- Previous experience in project management would be an asset.
- Experience in working on similar projects would be an asset.

b) Tasks:

- Overall supervision, coordination, guidance, monitoring, administration and reporting of the project.
- Preparation of work plans, ensuring timely and effective implementation of planned activities under his/her direct responsibility and under the responsibility of the component leaders and short-term experts eventually assigned to the project.
- Co-chairing the project steering committees, providing technical inputs of in his/her field of expertise, whenever needed.
- Liaise with MS and BC Project Leaders and daily contacts with BC RTA counterpart;
- Liaison with EU Project Manager;
- Liaison with other relevant projects and Namibian institutions.

3.6.3 Profile and tasks of Component Leaders

The Twinning Team assigned by the EU Member State Partner Administration(s) will include a leader for each of the two components of the project. The Component Leaders will have the following:

a) Qualifications, skills and experience:

- University level education or equivalent experience of 8 years, in relevant fields.
- Minimum of 3 years of working experience in EU MS administration (or as equivalent staff in a Mandated Body), in fields relevant to the component.
- Experience in performing institutional assessments, need analysis and capacity/institutional building interventions.
- Excellent command of written and spoken English.
- Good interpersonal relations and communication skills.
- Computer literacy.
- Previous experience in project management would be an asset.
- Experience in working on similar projects would be an asset.

b) Tasks:

- Responsible for the implementation of the activities and achievement of the outputs in their respective components.
- Provide practical expertise/advice to relevant staff for execution of different tasks related to the project;
- Provide technical advice, support and assist the BC institution in the context of the project's components;
- Assist in key tasks, in the field of analysis, manuals, training, preparing guidelines for strategic use and management of training and providing training;
- Prepare analyses of the existing guidelines, instructions and manuals regarding procedures and working practices;
- Identify the profile and tasks of complementary short-term experts that may be required to strengthen the service delivery capacity of their respective counterparts.

- Contribute to the coordination and reporting tasks of the RTA, in close collaboration with their counterparts.
- Contribute to the project reporting, to drafting notes and other documents and reports on their missions;
- Participate in preparation of both interim and final reports.

3.6.4 Profile and tasks of other short-term experts

The EU Member State Partner Administration(s) would provide a pool of short-term experts, to be mobilised in a fast and flexible way

a) Qualifications, skills and experience:

These experts shall work as advisors and trainers or perform specific studies or assignments within the scope of the twinning project (see par. 3.5). The qualifications, skills and experience will be defined as soon as the required intervention is defined. The minimum qualifications should be similar to those of the Component leaders. The areas to be covered by short-term experts may include, but not limited to: a) Metrology; b) Laboratory testing (meat and fish products).

b) Tasks:

- Provide practical expertise/advice to relevant staff for execution of different tasks related to the project in the specific area of expertise;
- Assist in key tasks, in the field of analysis, manuals, training, preparing guidelines for strategic use and management of training and providing training in the specific area of expertise;
- Contribute to the project reporting, to drafting the notes and other documents and reports on their missions;

4. Budget

Maximum Budget available for the Grant: 1,600,000 EUR

5. Implementation Arrangements

5.1. *The Implementing Agency responsible for tendering, contracting and accounting is:*

Delegation of the European Union in the Republic of Namibia.

The Contact person is:

Mr. Achim Schaffert, Head of Cooperation (Achim.Schaffert@eeas.europa.eu)

5.2. *Institutional framework*

The key institution from the Beneficiary administration is the Ministry of Industrialization and Trade (MIT), the Ministry of Agriculture, Water and Land Reform (MAWLR) is also associated.

The specific beneficiary agency of the MIT is the NSI, other departments and agencies of the ministry are described in chapter 3.2. The statutory body involved in the two components of the Twining is:

5.2.1 The Namibia Standards Institution (NSI)

The NSI is the direct beneficiary institution of this action. The NSI is the NNA and Enquiry Point for TBT issues. MIT has established a dedicated desk under the Directorate of Commerce to coordinate TBT related issues with NSI.

5.3. *Counterparts in the Beneficiary administration:*

The PL and RTA counterparts will be staff of the Beneficiary administration and will be actively involved in the management and coordination of the project.

Contact persons:

Mr. Josef Shikongo

Deputy Director – Standards, Weights and Measures

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RTA counterpart

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6. Duration of the project

The execution period of the project is 24 months.

7. Management and reporting

7.1. Language

The official language of the project is the one used as contract language under the instrument (English). All formal communications regarding the project, including interim and final reports, shall be produced in the language of the contract.

7.2. Project Steering Committee

A project steering committee (PSC) shall oversee the implementation of the project. The main duties of the PSC include verification of the progress and achievements via-à-vis the mandatory results/outputs chain (from mandatory results/outputs per component to impact), ensuring good coordination among the actors, finalising the interim reports and discuss the updated work plan. Other details concerning the establishment and functioning of the PSC are described in the Twinning Manual.

7.3. Reporting

All reports shall have a narrative section and a financial section. They shall include as a minimum the information detailed in section 5.5.2 (interim reports) and 5.5.3 (final report) of the Twinning Manual. Reports need to go beyond activities and inputs. Two types of reports are foreseen in the framework of Twinning: interim quarterly reports and final report. An interim quarterly report shall be presented for discussion at each meeting of the PSC. The narrative part shall primarily take stock of the progress and achievements via-à-vis the mandatory results and provide precise recommendations and corrective measures to be decided by in order to ensure the further progress.

8. Sustainability

The core objective of the Twinning project is to ensure that the delivery capacity of government institutions in trade related areas is improved in a sustainable manner. To that effect, all Twinning activities will focus on know-how transfer and technical, administrative and managerial support for strengthening the capacity of Namibian counterparts institutions. All training materials elaborated under the Twinning Project will continue to be used by the Namibian authorities and other stakeholders after the project's completion. The Namibian Government will ensure the sufficient human, technical and financial resources are made available during and after the completion of the project. This is to ensure that the outputs and outcomes attained under the Twinning will have a positive and long-term impact on trade. The Namibian Government will also ensure that the reform process at regulatory, legal and institutional levels, currently on-going or in the pipeline, is maintained as a high priority. The Twinning approach will be client-oriented, with specific focus on the Namibia Standards Institute, as the final beneficiary. The project will entail a better relation with the private sector and enhance trade activities at regional and international level. This, in turn, is expected to further promote the demand from other trade stakeholders for improved public service delivery, thus ensuring long term commitment and sustainability to the Twinning project.

9. Crosscutting issues

Gender: the principle of equal opportunity will be integrated into the Twinning approach, as to ensure equitable gender participation in the management and implementation of the project. This will be applied to all counterparts, direct and indirect beneficiaries and other stakeholders to the project.

Environment: improving the quality standards and controls, especially for agriculture and animal products, is expected to have a positive effect on the environment by reducing the inappropriate discharge of materials.

10. Conditionality and sequencing

There is no preconditions or prior activities for this Twinning project. Nevertheless, it is important that the Namibian authorities remain committed to achieve the envisaged results and objectives, throughout the duration of the project. The Ministry of Industrialization and Trade will ensure operational and logistical support to the RTA and the Twinning experts, as well as provide effective coordination with the other Namibia institutions involved in the project. Finally, it is also important that individual staff members at all levels understand that it is their responsibility to ensure the quality of their work.

11. Indicators for performance measurement

See annex 1 – Logical Framework

12. Facilities available

Equipment, office space, meeting and training rooms will be available to the Twinning staff. If need be additional hardware and software will be arranged, subject to IT specifications be timely provided by the RTA.

ANNEXES TO PROJECT FICHE

1. The Simplified Logical framework matrix as per Annex C1a (compulsory)
2. The NSI organisational chart

Annex C1a : Simplified Logical Framework

	Description	Indicators (with relevant)			Sources of verification	Risks	Assumptions (external to project)
			baseline	target			
Overall Objective	To enhance Namibia's effective participation to international trade agreements, to boost its trade and economic growth	Export products (agro, fisheries) are increased	N\$ 12731 Million (at constant 2015 prices) ¹	At least an increase of 2%	Namibian Statistics Agency Reports	International trade is hampered by COVID 19 → Moderate	SPS and TBT international standards remain the same for the next 5 years
Specific (Project) Objective	To strengthen the capacity of the Namibian Standards institution in fulfilling its mandate.	Full Functional National TBT	25%	More than 80 %	NSI mandate, NSI Annual and Business Report	Lack of Coordination between stakeholders in the NSI → Moderate	NSI has a stable mandate.
Mandatory results/outputs by components 1: TBT Component	Result 1: Institutional capacity of the Namibian Standards Institution (NSI) enhanced	NSI and Stakeholders capacity building enhanced	0	60 %	Trainings records	Stakeholders are committed to improve TBT function → Low	The National TBT Committee is established and functional
	Result 2: Overall compliance with WTO TBT requirements is enhanced	Number of WTO/TBT notifications and comments on technical Regulations	30 %	More than 80% WTO/ TBT compliance	WTO/TBT Documentations/ Records	Lack of Coordination between stakeholders in the NSI → Moderate	
	Result 3: Functional TBT institutional framework	National TBT Committee, platforms	TBT institutional	TBT institutional framework is functional,	WTO/TBT reports	National Quality Policy is not fully	Full functional TBT framework

¹ https://d3rp5jat0m3eyn.cloudfront.net/cms/assets/documents/Annual_National_Accounts_2019.pdf

		established and functional	framework is not functional			implemented → Moderate	
Sub-results per component (optional and indicative)	The Namibian Standards Institution (NSI) staff's skill enhanced	Number of staff capacitated by the EU Twinning	0	75%	Trainings records	NSI staff is committed to improve TBT function → Low	NSI role in regards to TBT functions is clear and functional
	The Namibian Standards Institution (NSI) coordination capacities with institutions, WTO/TBT committees, regulatory authorities and agencies is strengthened	Number of institutions capacitated, Number of stakeholder engagements by the EU Twinning	0	75 %	Trainings records Stakeholder engagements plan	Stakeholder' staff is committed to improve TBT function → Low	The National TBT Committee is established and functional
	WTO/TBT notification and enquiry point is enhanced	Percentage of notifications submitted and disseminated to stakeholders	25 %	85 %	WTO/TBT reports	TBT Coordination office is not functional → Moderate	The institutional TBT framework is functional
	Existing laws, regulations and procedures reviewed; design measures for possible alignment with EPA provisions by regulatory authorities	Percentage of existing documents reviewed	0	60%	Document Checklist	Stakeholders are committed to improve TBT function → Low	
	A national TBT policy and Strategy is developed by NSI and MIT	A National TBT policy and Strategy developed	NO	YES	Policy and Strategy documentation	The TBT policy and Strategy proposal takes longer than expected → moderate	There a political will to adopt an TBT Strategy
	WTO/TBT related Committees and platforms are established, implemented and functional	National TBT Committee, platforms established and functional	TBT institutional framework is not functional	TBT institutional framework is functional,	WTO/TBT reports	National Quality Policy is not fully implemented → Moderate	Full functional TBT framework

	Stakeholder's coordination for the notifications and comments on technical regulations implemented by other WTO members is strengthened	Percentage of notifications submitted and disseminated to stakeholders	25 %	85 %	WTO/TBT reports	Stakeholder commitment to TBT National Office	
	Knowledge and awareness among stakeholders regarding standards, technical regulations and notification platforms is enhanced	NSI and Stakeholders capacity building enhanced	0	60 %	Training records	NSI and Stakeholder' staff is committed to improve TBT function → Low	The National TBT Committee is established and functional
Mandatory results/outputs by components 2: Quality & Standards	Result 1: The Namibian Standards Institution's (NSI) staff capacities and skill with regards to quality and standards is enhanced	Number of staff capacitated by the EU Twinning	0	75%	Trainings records	NSI staff is committed to improve Q&S function → Low	NSI role in regards to Q&S functions is clear and functional
	Result 2: Alignment and harmonisation of national standards to regional and international standards	Percentage Standards harmonised and aligned	50%	80%	NSI report, Work Standards programme	Lack of participation in regional standardisation bodies	There is harmonisation between regional and international standards
	Result 3: Certification and standardisation for key export commodities is effectively implemented	Number of certification schemes accredited with the support of Twinning, Number of commodities certified with the support of Twinning	0 0	5 5	NSI Reports	NSI loses the accreditation to the existing schemes → low	The NSI certification schemes are accepted internationally
	Result 4: The Namibian Standards Institution's (NSI) legal and technical role is clarified (Standards Act No 18 of 2005)	Percentage of stakeholders that know the role of NSI	50 %	90%	Survey to targeted stakeholders	Stakeholders do not answer the survey	NSI role in regards to Q&S functions is clear and functional

Sub-results per component (optional and indicative)	The Namibian Standards Institution's (NSI) laboratory staff capacitated on molecular and chemical contaminant testing methodologies through twinning agreement with fishery laboratory.	Percentage of Testing Centre' staff capacitated	0	80%	Trainings records	NSI staff is committed to improve Q&S function → Low	
	The Namibian Standards Institution's (NSI) Inspection officials with regards to control monitoring, surveillance and import inspection regime are capacitated through Twinning (Sensory calibration of inspectors).	Percentage of Inspections Centre' staff capacitated	0	80%	Trainings records	NSI staff is committed to improve Q&S function → Low	
	The capability of accessing regional and international standards (e.g. European Standards (EN) and The European committee for Electrotechnical Standardisation (CENELEC Standards) is enhanced	Membership/ MoU to EN and CENELEC	NO	YES	Membership/ MoU records	No membership → Moderate	CENELEC and EN are standards that Namibian companies are interested
	The delivery of relevant conformity assessment services by accredited laboratories is enhanced (testing and inspections, metrology, certification).	Increase of accredited services offered through Twinning	0	5	NSI reports, National Quality Infrastructure implementation plan	Lack of financial capacity to increase the accredited services	Conformity assessment services are accredited
	Quality and Standards fully incorporated in the WTO/TBT related Committees activities.	Incorporation of Q&S WTO/TBT	NO	YES	Standards Development plan	The commitment of TBT committees to SD processes is strong	TBT Committees are functional
	NSI's capacity to support and coordinate all other National Quality Infrastructure in the country enhanced.	Implementation of the National Quality Policy	5%	80%	National Quality Policy documentation	Implementation of NQP is not successful → moderate	The National Quality Policy has the political

	Accreditation of testing methods and inspection for selected exports to the EU market, also including environmental and social requirements and other quality certification (e.g. green and fair trade), is completed.	Accreditation of testing methods and inspection for selected exports to the EU enhanced through Twinning	0	80%	NSI reports	NSI does not have capacity to develop new testing methods → moderate	support to be implemented
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