

# TERMS OF REFERENCE

**Programme: Unallocated Institution Building Facility 2002**

**Programme number: 5821901.02.01**

**Project: The assessment and management of environmental noise**

## **1. BACKGROUND**

The Slovak Republic carried out the National Programme for the Adoption of the *Acquis Communautaire* (NPAA) as one of the key documents in the process of approaching the acquisition of full membership in the European Union.

In the pre-accession process and the process of gradual harmonisation of Slovak legislation with European, the environmental directives take very important place.

A special and very significant theme of environmental area is the protection of environment and health against noise. Noise belongs to the one of the most important psychosocial factors of environment quality and quality of life in general. It may cause hearing loss that impairs life quality by causing sleep disturbance, high annoyance, and other negative health effects.

It is part of Community policy to achieve a high level of health and environmental protection and one of the objectives to be pursued is protection against noise. In the Green Paper on Future Noise Policy, the Commission addressed noise in the environment as one of the main environmental problems in Europe. Preventive measures in this field of public health will have to be taken according to EU requirements and WHO research reports in the nearly future.

Certain categories of noise emissions from products are already covered by Community legislation, such as Council Directive 70/157/EEC relating to the permissible sound level and the exhaust system of motor vehicles, Council Directive 77/311/ EEC of 29 March 1977 relating to the driver perceived noise level of wheeled agricultural or forestry tractors, Council Directive 80/51/EEC on the limitation of noise emissions from subsonic aircraft and its complementary directives, Council Directive 92/61/EEC relating to the type-approval of two or three-wheel motor vehicles and Directive 2000/14/EC of the European Parliament and of the Council relating to the noise emission in the environment by equipment for use outdoors

In the last year the Commission has adopted ***Directive 2002/49/EC of the European Parliament and the Council of 25 June 2002 relating to the assessment and management of environmental noise.***

The aim of this Directive is to define a common approach intended to avoid, prevent or reduce the harmful effects, including annoyance, caused by exposure of environmental noise. The following actions shall be implemented progressively:

- (a) determination of exposure of environmental noise, through noise mapping, by methods of assessment common in the Member States,
- (b) ensuring that information on environmental noise and its effects is made available to the public,
- (c) adoption of action plans by the Member States, based upon noise-mapping results, with a view to prevent and reduce environmental noise where necessary and particularly where exposure levels can induce harmful effects on human health and to preserve environmental noise quality where it is good.

The noise theme is of a wide scope and there are many different institutions, central offices of state administration responsible for a noise control in the Slovak Republic, specially Ministry of Health, Ministry of Environment, Ministry of Transport, Post and Telecommunications, State Office for Standardization, Measurement and Testing and their subordinate organisations. The Ministry of Health of SR (MoH) was appointed during the pre-accession process by the SR Government Decision No.1232 from 13. November 2002 as a responsible institution for harmonisation of the Slovak law with the Directive 2002/49/EC. MoH provides this through its subordinate organisation Public Health Institute Bratislava – Department of National Reference Centre for Noise and Vibration (NRC for noise and vibration), as a top specialised centre in the area of environment and health noise protection.

NRC for noise and vibration is presently preparing the proposal of the Legal Act about assessment and management of environmental noise, harmonised with EU requirements, which should be submitted to the Slovak Parliament before June 2004. Successful implementation of entire Directive 2002/49/EC including its all amendments requires lot of high sophisticated work of a large scope. Considering that, there are not enough expert capacities available in responsible institutions in Slovak Republic and there is an inevitable need for foreign expert participation in order to make use of their capacity and experiences from the harmonisation process and praxis.

## **2. DESCRIPTION OF THE ASSIGNMENT**

### ***Beneficiary***

The Ministry of Health (MoH) is the beneficiary institution and will assume overall responsibility for the management and control of the project. The MoH is the direct superior of the Public Health Institute (PHI), which is the prime recipient of the assistance.

#### *Contact person at the MoH SR:*

Mrs. Zuzana Škublová  
Ministry of Health SR, Limbova 2,  
837 52 Bratislava, Slovak Republic  
Tel.: +4215937 3268, fax:+421547 77 465  
e-mail : [zuzana.skublova@health.gov.sk](mailto:zuzana.skublova@health.gov.sk)

#### *Project leader (employee of the PHI):*

Mr. Peter Rybár  
PHI Bratislava  
NRC for noise and vibration  
Ružinovská 8  
820 09 Bratislava, Slovak Republic  
Tel: +421 2 48 28 12 78  
e-mail: [szuba@isternet.sk](mailto:szuba@isternet.sk)

#### *Contact person at the PHI:*

Mr. Peter Žatkovič  
PHI Bratislava  
NRC for noise and vibration  
Ružinovská 8  
820 09 Bratislava, Slovak Republic  
Tel: +421 2 48 28 11 15  
e-mail: [peter.zatkovic@szuba.sk](mailto:peter.zatkovic@szuba.sk)

### **Global objectives**

The harmonization and implementation of the Directive 2002/49/EC with the Slovak legislation in the area of Environment and Health Noise protection.

### **Specific objectives**

Preparedness of all necessary technical and human resources for direct implementation of all regulations related to the Directive 2002/49/EC in the Slovak Republic.

### **Requested services**

One framework arrangement is envisaged, which will cover following activities:

#### **Activity 1**

*Technical and legislative support of the Directive 2002/49/EC implementation into Slovak legislation.*

This activity includes, but is not limited by:

- in close cooperation with Slovak experts (relevant employees of PHI) preparation of proposal on appropriate institutional framework to ensure entire implementation of Directive 2002/49/EC (e.g. determination of relationships among all concerned institutions, duty to provide relevant information, duty to carry out necessary activities etc.)
- in close cooperation with Slovak experts to propose the model of action plan (according to the conditions of the Directive 2002/49/EC) for application of noise control and noise assessment.
- 4 -days training of 10 responsible NPI employees. The training will contain detailed explanation of particular paragraphs and provisions of Directive 2002/49/EC and its Annexes, related documents and technical standards.
- expert 's opinion on current proposal of Act of the National Council of the SR on environmental noise and related legislation, which should be fully harmonized with the Directive 2002/49/EC

#### Expected input from contractor:

One expert (Expert 1) for this activity is envisaged. The expert should be working in Slovakia, as an adviser to beneficiary institutions, for a minimum of 4 weeks (18 man days), over the period March 2004 - September 2004 (for details see below, Point 4: schedule and number of days for the assignment). In addition to this, Expert 1 should carry out a further 4 days mission (in April 2004) to deliver the training course on the Directive 2002/49/EC.

#### **Activity 2**

*Development of detailed methodologies for measurement and calculation of environmental noise (emitted by the major sources, in particular road and rail vehicles and infrastructure, aircraft, outdoor and industrial equipment and mobile machinery) and methodology for development of noise mapping and action plans, especially:*

- re-definition of the noise indicators and their measurement and assessment methodology according to the EU requirements
- state of the art analysis of calculation methodology and procedures, selection and modification of appropriate methodology for Slovak conditions
- development of the methodology for noise mapping
- realization of terrain environmental noise measurement to verify proposed methodology

Training of relevant NPI employees (ca 15 people) to work and use above- mentioned methodology.

Training duration - 2 days

### Expected input from contractor:

Two experts (Experts 2, 3), working in the SR for a minimum of 18 weeks (90 man days each, for all these experts - for details see below, Point 4: schedule and number of days for the assignment), between March 2004 and August 2004. These experts will be dealing with methodology preparation and development, analysis, terrain expertise, etc.

In the second half of August 2004, these experts will be delivering a 2-day technical seminar on the use of the developed methodology.

**Maximum budget** 150.000 Euro

International travels, travels within Slovakia, printing, interpretation and translation costs and training costs are foreseen to form a part of the reimbursable costs.

### **Commitment of the Recipient**

The recipient (PHI) and beneficiary (MoH) will actively cooperate with the experts by providing all relevant information. Recipient in the course of the Framework will provide amenities as follows:

- office space and equipment for experts
- premises for the training

### **Expected results**

#### **concerning activity 1**

1. Relevant employees of PHI fully informed and trained to be able to implement all regulations of concerned directive in their praxis.
2. Proposal of institutional framework submitted to MoH. This document will serve as an input in the process of proposal preparation of Legal Act about assessment and management of environmental noise.
3. Model of an action plan prepared.

#### **concerning activity 2**

1. Complete methodology for noise mapping and background materials for action plan developed and submitted to the Ministry of Health SR.
2. PHI personnel trained in the use of the methodology and able to work according it.

## **3. EXPERTS PROFILE**

### **Expert 1- International Expert**

Category II. 22 m/d

He/She should be dealing with transposition of EU *acquis* in the field of environmental noise.

He/She should fulfil the following requirements:

- university diploma in relevant field
- at least 8 years of professional experience or equivalent combination of education and/or work experience in the field of competences of surveillance and power enforcement in the protection of human health against noise or in the field of noise control
- experience with the implementation of the Directive 2002/49/EC in Member State and legal document drafting

- excellent communication in English (knowledge of German would be an advantage)
- very good interpersonal skills
- training or lecturing experience

### **Experts 2, 3 – International or Local Experts**

Category II. 92 m/d each

It would be an advantage to have experience with technical and administrative implementation of national regulations in the field of environmental noise.

Each of them should fulfil the following criteria:

- university diploma in relevant field
- at least 8 years of professional experience in the measurement, evaluation and calculation of environmental noise (emitted by the major sources, in particular road and rail vehicles and infrastructure, aircraft, outdoor and industrial equipment and mobile machinery)
- knowledge of all relevant documents prepared by EC related to Directive 2002/49/EC
- excellent communication in English (knowledge of German would be an advantage)
- experience with methodology documents preparation.

### **Working languages (for activities)**

Activities involving ECD staff or other persons different from beneficiary personnel and experts will be carried out in English.

Activities involving only experts and beneficiary staff may be carried out in the English and in Slovak.

The Project leaders will ensure that the necessary translation and interpretation services during the whole life of the project are provided, and that their cost is covered by the project's budget. Considering the need to ensure immediate use of the implementing methodologies to be developed under the project, a sufficient provision of funds for translation of documents (specially technical documents) will be made in the proposals.

## **4. LOCATION AND DURATION**

### **Starting date (indicative)<sup>1</sup>**

March 1, 2004 (or date of signature of the Letter of contract if this occur later)

### **Finishing date of the assignment**

October 1, 2004 (6 months after the signature of the LoC)

### **Schedule and number of days for the assignment**

Expert 1

<i>March</i>	<i>9 man/days</i>
<i>April</i>	<i>4 man/days</i>
<i>July – August</i>	<i>9 man/days</i>

Experts 2, 3

<i>March –August 2004</i>	<i>180 man/days</i>
<i>September 2004</i>	<i>4 man/days</i>

---

<sup>1</sup> The implementation of project's activities cannot start before the Letter of Contract has been signed by all parties.

**Location of assignment**  
Slovak Republic – Bratislava

## **5. REPORTING**

### **Content, language, format and number of reports**

The Project leader of Contractor will have to submit the reports in English and Slovak, according to the standard Phare format, on the following information:

- general progress, activities, actions, agreements, meetings, etc.
- current state of implementation
- problems and their resolution
- recommendations
- requests.

All reports are subject to approval of Project Leader of Beneficiary.

Following reports are to be submitted:

#### **1. Interim Report (IR)**

- an introductory report, submitted 2 months after signature of the contract
- reporting the foreseen activities related to the stated objectives, defining a timetable for each component and if appropriate and necessary, formulating recommendations for some changes

#### **2. Final Report (FR)**

- including analysis of the achievements resulting from the implementation of the project divided according to the activities as well as annexes of Monthly Report, submitted not later than 3 months after completion of the project (activities)

#### **The reports have to be submitted to:**

- one hard copy and a version in electronic format (in English and Slovak) of **IR** and **FR** to:

*811 01 Bratislava  
Slovak Republic*

*Ministry of Health*

*Ms. Zuzana Škublova, Sector Coordinator*

*Limbova 2*

*813 70 Bratislava*

*Slovak Republic*

- one hard copy in English and Slovak of **IR** and **FR** to:

*The Office of the Government*

*Mr. Ivan Fecenko, Director*

*Department of Foreign Assistance*

*Štefánikova 2*

*810 00 Bratislava*

*Slovak Republic*

- one hard copy in English of **IR** and **FR** to:

*Delegation of the EC in the SR*

*Mr. Dieter Thiel, Head of Phare/Ispa*

*Section*

*Panská 3*

- one hard copy in English and Slovak of **IR**, and **FR** to:

*Ms. Silvia Czuczorová, Director  
Central Finance and Contracting Unit  
Ministry of Finance of SR  
Štefanovičova 5  
817 82 Bratislava 15  
Slovak Republic*

- one hard copy in English and Slovak of **IR**, and **FR** to:

*Mrs. E. Haladova, Director  
PHI Bratislava  
NRC for noise and vibration  
Ružinovská 8  
820 09 Bratislava, Slovak Republic*