

TOR Reference No.: 2017/04	Author(s): Huib van Westen
Version:	Date: 23 September 2016
TERMS OF REFERENCE FOR WORK UNDER THE AUSPICES OF IMPEL	

1. Work type and title

1.1 Identify which Expert Team this needs to go to for initial consideration	
Industry	<input type="checkbox"/>
Waste and TFS	<input checked="" type="checkbox"/>
Water and land	<input type="checkbox"/>
Nature protection	<input type="checkbox"/>
Cross-cutting – tools and approaches -	<input type="checkbox"/>
1.2 Type of work you need funding for	
Exchange visits	<input type="checkbox"/>
Peer reviews (e.g. IRI)	<input type="checkbox"/>
Conference	<input checked="" type="checkbox"/>
Development of tools/guidance	<input type="checkbox"/>
Comparison studies	<input type="checkbox"/>
Assessing legislation (checklist)	<input type="checkbox"/>
Other (please describe):	<input type="checkbox"/>
1.3 Full name of work (enough to fully describe what the work area is)	
IMPEL-TFS NCP Best Practice meeting 2017	
1.4 Abbreviated name of work or project	

2. Outline business case (why this piece of work?)

2.1 Name the legislative driver(s) where they exist (name the Directive, Regulation, etc.)
<ul style="list-style-type: none"> - European Waste Shipment Regulation (EC) No 1013/2006 - Commission Regulation (EC) 1418/2007 concerning the export of certain wastes for recovery to NON-OECD countries <p>The enforcement activities are based on the EC Regulation (EC) No 1013/2006 on the supervision and control of shipments of waste within, into and out of the European Community. This is directly applicable in all Member States of the EU. Article 50 requires Member States to enforce the</p>

regulation and to check shipments and to cooperate bilaterally or multilaterally with one another in order to facilitate the prevention and detection of illegal shipments.
According to the Regulation (EU)660/2014 from 16 May 2014 amending WSR 1013/2006 member states shall cooperate bilaterally and multilaterally in one another to facilitate the prevention and detection of illegal shipments.

2.2 Link to IMPEL MASP priority work areas

- | | |
|---|-------------------------------------|
| 1. Assist members to implement new legislation | <input checked="" type="checkbox"/> |
| 2. Build capacity in member organisations through the IMPEL Review Initiatives | <input type="checkbox"/> |
| 3. Work on 'problem areas' of implementation indentified by IMPEL and the European Commission | <input checked="" type="checkbox"/> |

2.3 Why is this work needed? (background, motivations, aims, etc.)

- International cooperation and alignment is very important when it comes to the enforcement of the European Waste Shipment Regulation (WSR) (EC) No 1013/2006;
- Previous and running IMPEL-TFS projects showed that it is very much needed to work together as competent authorities. The enforcement deficit of the EU waste shipment regulation remains serious.
- To improve the collaboration and alignment of enforcement, frequent contact between the European enforcement authorities is necessary. Therefore it would be very helpful if enforcers have structural, personal and frequent contact moments where they can strengthen their network, exchange experiences and best practices, discuss ongoing cases and align their WSR enforcement activities together.
- This project focuses solely on the exchange of information and experience by workshops, where the running IMPEL-TFS Enforcement Actions III Project intends to stimulate practical enforcement by joint actions, inspectors exchange-programmes and other activities. The target group overlaps partly.
- More involvement in new project proposals for IMPEL activities. The expertise from the NCP's and the experiences in their countries is crucial for this.

2.4 Desired outcome of the work (what do you want to achieve? What will be better / done differently as a result of this project?)

- Exchange information, working methods, case studies and experiences
- Inform participants on new developments
- Strengthen the network of NCP's involved in the enforcement of the WSR 1013/2006
- a more common understanding and involvement in new IMPEL project proposals.

To improve enforcement activities of the Waste Shipment Regulation and stimulate consistent application of its provisions.

2.5 Does this project link to any previous or current IMPEL projects? (state which projects and how they are related)

There is a difference with the IMPEL-TFS Enforcement Actions III project, which mainly focuses on the joint WSR enforcement activities and the enforcers itself. The IMPEL TFS NCP's are a mixture between enforcement officers and permitting officers dealing also with repatriation issues.

3. Structure of the proposed activity

3.1 Describe the activities of the proposal (what are you going to do and how?)

The activities will be organising a 2 day workshop.

The following (and other) topics can be in the programme:

- Experiences with enforcement of the Waste Shipment Regulation 1013/2006
- Experiences with repatriations between member states or with third countries.
- A better view on the waste shipment industry
- Export of waste outside the EU (in relation to Basel Convention, (EC) No1418/2007) and (EU) 674/2012)
- Generating input for the IMPEL-TFS Steering Committee/ expert group by discussing new project proposals
- Enforcement case studies
- Field trip.

3.2 Describe the products of the proposal (what are you going to produce in terms of output / outcome?)

1. A two days workshop in October 2017
2. Report.

3.3 Describe the milestones of this proposal (how will you know if you are on track to complete the work on time?)

1. Project plan March 2017
2. Workshop October 2017
3. Final Report December 2017

Project planning

Phase 1 Adoption of this ToR IMPEL GA

Phase 2 Project plan March 2017

Phase 3 Workshop: October 2017

Phase 4 Final Report: December 7

Phase 5 Project report presentation: 2018 (IMPEL General Assembly)

3.4 Risks (what are the potential risks for this project and what actions will be put in place to mitigate these?)

4. Organisation of the work

4.1 Lead (who will lead the work: name, organisation and country) – this must be confirmed prior to submission of the TOR to the General Assembly)

Mr Huib van Westen, Human Environment and Transport Inspectorate (ILT), The Netherlands

4.2 Project team (who will take part: name, organisation and country)

IMPEL Secretariat
Hosting country (to be decided)

4.3 Other IMPEL participants (name, organisation and country)

National Contact Points (NCP's) of IMPEL TFS (or their representatives)

4.4. Other non-IMPEL participants (name, organisation and country)

5. High level budget projection of the proposal. In case this is a multi-year project, identify future requirements as much as possible

	Year 1 (exact)	Year 2	Year 3	Year 4
How much money do you require from IMPEL?	17280			
How much money is to be co-financed				
Total budget				

6. Detailed event costs of the work for year 1

	Travel € (max €360 per return journey)	Hotel € (max €90 per night)	Catering € (max €25 per day)	Total costs €
Event 1	10.080	5.040	1.400	16.520
<i>Workshop NCP's</i>				
<i>October 2017</i>				
<i>To be decided</i>				
<i>32</i>				
<i>2 nights</i>				
Event 2				
<i><Type of event></i>				
<i><Data of event></i>				
<i><Location></i>				
<i><No. of participants></i>				
<i><No. of days/nights></i>				

Event 3				
<Type of event>				
<Data of event>				
<Location>				
<No. of participants>				
<No. of days/nights>				
Event 4				
<Type of event>				
<Data of event>				
<Location>				
<No. of participants>				
<No. of days/nights>				
Total costs for all events				

7. Detailed other costs of the work for year 1

7.1 Are you using a consultant?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7.2 What are the total costs for the consultant?	
7.3 Who is paying for the consultant?	
7.4. What will the consultant do?	
7.5 Are there any additional costs?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Namely: Venue and transport Field trip €760,-
7.6 What are the additional costs for?	
7.7 Who is paying for the additional costs?	IMPEL TFS
7.8. Are you seeking other funding sources?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Namely:
7.9 Do you need budget for communications around the project? If so, describe what type of activities and the related costs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Namely:

8. Communication and follow-up (checklist)

	What		By when
8.1 Indicate which communication materials will be developed throughout the project and when <i>(all to be sent to the communications officer at the IMPEL secretariat)</i>	TOR [✓] * Interim report [✓] * Project report [✓] * Progress report(s) [✓] Press releases News items for the website [✓] * News items for the e-newsletter Project abstract [✓] * IMPEL at a Glance [✓] Other, (give details):	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	
8.2 Milestones / Scheduled meetings (for the website diary)	Workshop in October 2017		
8.3 Images for the IMPEL image bank	<input type="checkbox"/> Yes <input type="checkbox"/> No		
8.4 Indicate which materials will be translated and into which languages			
8.5 Indicate if web-based tools will be developed and if hosting by IMPEL is required			
8.6 Identify which groups/institutions will be targeted and how			
8.7 Identify parallel developments / events by other organisations, where the project can be promoted			

[✓]) Templates are available and should be used. *) Obligatory

9. Remarks

Is there anything else you would like to add to the Terms of Reference that has not been covered above?

*In case of doubts or questions please contact the
IMPEL Secretariat.*

*Draft and final versions need to be sent to the
IMPEL Secretariat in word format, not in PDF.*

Thank you.