Administration Agreement between the European Commission and the International Bank for Reconstruction and Development concerning the Part II Europe 2020 Programmatic Single-Donor Trust Fund

Trust Fund (No. TF073428)
(EC Contract No SRSS/S2019/082)

This Administration Agreement is concluded under Direct Management in the context of the Framework Agreement between the World Bank Group and the European Commission dated April 15, 2016 (the Framework Agreement), which sets the general conditions for this Agreement. The Framework Agreement shall be applicable and form an integral part of the Administration Agreement for the Trust Fund.

1. The International Bank for Reconstruction and Development (the “Bank”) acknowledges that the European Commission (the “Donor”), and together with the Bank, the “Parties” and each a “Party”) agrees to provide the sum of three hundred thousand Euros (€300,000) (the “Contribution”) for the Part II Europe 2020 Programmatic Single-Donor Trust Fund, (No. TF073428) (the “Trust Fund”) in accordance with the terms of this Administration Agreement.

The estimated total budget of the Trust Fund is three hundred thousand Euros (€300,000). The indicative budget set out in Annex 5 shall be used for monitoring purposes only and shall not be binding.

2. The Contribution shall be used to finance the activities set forth in the “Part II Europe 2020 Programmatic Single-Donor Trust Fund Description” attached hereto as Annex 1, and shall be administered by the Bank on behalf of the Donor in accordance with the terms of this Administration Agreement, including the “Standard Provisions” attached hereto as Annex 2 and “Governance” attached hereto as Annex 3.

Expected results of the Trust Fund and corresponding indicators (including baselines, result goals and sources of data) are set out in Annex 4.

The implementation period shall start on November 22, 2019, pursuant to an exchange of communication between the Bank and the European Commission.

3. The Donor shall deposit the Contribution in accordance with the following schedule and in the currency specified in Section 1 above (“Contribution Currency”) into such bank account designated by the Bank (each amount deposited hereinafter referred to as an “Instalment”) upon submission of a payment request by the Bank:

- Promptly following countersignature - €150,000
- € 150,000 subject to the disbursement of 70% of the preceding instalment.

The period for payment of further instalments shall be 60 days.
The period for payment of the balance shall be 60 days.

4. When making any deposit, the Donor shall instruct its bank to include in its deposit details information (remittance advice) field of its SWIFT deposit message, information indicating: the amount deposited, that the deposit is made by the Donor for TF073428 (The Part II Europe 2020
Programmatic Single-Donor Trust Fund), the Commission internal reference number and the date of
the Administration Agreement, the name of the project for which the funds are intended, the name of
the Commission department responsible for the Trust Fund and the date of the deposit (the “Deposit
Instructions”). In addition, the Donor shall provide a copy of the Deposit Instructions to the Bank’s
Accounting Trust Funds Division by e-mail sent to tfremitadvice@worldbank.org or by fax sent to +1
(202) 614-1315.

5. Except with respect to the Deposit Instructions, any notice, request or other communication to
be given or made under this Administration Agreement shall be in writing and delivered by mail, fax
or e-mail to the respective Party’s address specified below or at such other address as such Party
notifies in writing to the other Party from time to time:

For the Bank (the “Bank Contact”):

Arup Banerji
Regional Director, European Union
Avenue Marnix 17, 2nd Floor, 1000 Brussels
World Bank Group
Tel: + 32-2-504-0994
abanerji@worldbank.org

For the Donor (the “Donor Contact”):

Géraldine Mahieu
Head of Unit Labour market, education health and social services
Structural Reform Support Service
CHAR 09/068, 1049 Brussels
Tel: +32-229-63796
Geraldine.MAHIEU@ec.europa.eu

6. In the event that any amounts are to be returned to the Donor under this Administration
Agreement, the Bank shall transfer such amounts to the Donor, unless otherwise agreed with the Bank.

7. All annexes hereto and the Framework Agreement between the World Bank Group and the
European Commission constitute an integral part of this Administration Agreement, whose terms
taken together shall constitute the entire agreement and understanding between the Donor and the
Bank. In the event of any inconsistency, the Framework Agreement prevails over the Administration
Agreement and the Administration Agreement prevails over its Annexes. Unless otherwise specified
in an annex hereto, this Administration Agreement may be amended only by written amendment
between the Bank and the Donor.

8. The measures taken to identify the EU as a source of financing shall be in accordance with
Attachment 4 of the Framework Agreement.

9. Each of the Parties represents, by confirming its agreement below, that it is authorized to enter
into this Administration Agreement and act in accordance with these terms and conditions. The Parties
are requested to sign and date this Administration Agreement, and upon possession by the Bank of this
fully signed Administration Agreement, this Administration Agreement shall become effective as of
the date of the last signature.
INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPMENT

By: Arup Banerji
Name: Arup Banerji
Title: Regional Director, European Union
Date: December 17, 2019

EUROPEAN UNION represented by the EUROPEAN COMMISSION

By: Géraldine Mahieu
Name: Géraldine Mahieu
Title: Head of Unit Labour market, education health and social services, SRSS
Date: 18 December 2019
ANNEX 1

Part II Europe 2020 Programmatic Single-Donor Trust Fund Description

This Annex shall be applicable to and form an integral part of the Administration Agreement for the Trust Fund between the Bank and the Donor.

1. Objectives

The objectives of the Trust Fund are:

The European Commission and the Bank share a common objective of building competitive and sustainable economies and reducing poverty and social exclusion – goals of the Europe 2020 Agenda which is built on three pillars of smart, sustainable and inclusive growth. The European Commission and the Bank concur that direct interaction is beneficial to both institutions and through them to the beneficiary countries. This applies particularly to the provision of analytical, advisory and knowledge services and technical assistance.

The European Commission has expressed an interest in ensuring that the Bank continues to provide technical assistance in the framework of the Trust Fund in furtherance of the common objective set forth above.

2. Background

The European Commission has expressed an interest in ensuring that the Bank provides technical assistance in the framework of the Trust Fund with the specific objective of supporting the Government of Greece to improve the design and implementation of its annual minimum wage setting cycle. In particular, the Bank will support the Ministry of Labour and Social Affairs (MoLSA) in implementing measures to improve data management and analytical planning related to the minimum wage setting cycle as well as assist MoLSA in increasing its operational capacity to support the minimum wage setting process.

The annual adjustment of the minimum wage level is one of the top priorities of the Greek government, which is reflected in the country’s growth strategy. Law 4172/2013 (Article 103) envisages that the minimum wage level is evaluated annually through a cycle of consultations with relevant stakeholders, followed by pertinent analyses and a report provided by a dedicated committee of independent experts and a final decision by the Council of Ministers. The process starts each year in February, with the independent experts submitting their report containing the proposal for the re-evaluation of the minimum wage in May of the same year, to the Minister of Labour and Social Affairs and the Council of Ministers’ formal approval in June. The report produced by the committee of experts reflects on the underlying situation of the economy, the prospects for growth with specific regard to productivity, prices, competitiveness, employment and unemployment rates, incomes and wages, and takes into account inputs from associated stakeholders (social partners and relevant institutions).

In 2018, this minimum wage setting process was implemented for the first time. It appears that the implementation of the first minimum wage setting cycle showed a number of challenges in terms of the methodology used, inter-institutional coordination, as well as availability and accessibility of data. The Greek authorities requested technical support from SRSS to improve the implementation of both the first and subsequent minimum wage setting cycles. The implementation of the second minimum wage setting cycle will be supported by the activities under this Agreement through the provision of technical assistance by the Bank to MoLSA to help them improve data management and analytical planning, as well as to increase its operational capacity to support the minimum wage setting process.
3. **Activities**

The activities financed by the Trust Fund and which the Bank will carry out will be structured into two components:

**Component A: Support to data management and analytical planning**

Under this component the Bank will support MoLSA in improving the accessibility and adequacy of available data as well as in providing preliminary descriptive analyses of employment and other economic trends that will inform future minimum wage setting cycles. The Bank will also provide technical assistance to prepare a proposed analytical plan for the minimum wage setting process. To that end, the Bank will carry out the following activities:

**A.1. Preparation of Inception Report**

The Bank will prepare an inception report to provide background on key trends in the Greek labour market over the last years and to describe in detail the plan and the timeline for each of the subsequent activities to be carried out under this Agreement. More specifically, in the inception report the Bank will:

(a) Present an initial overview on the adequacy and availability of the data required to inform the minimum wage setting cycles, including data from the: (i) ERGANI database; (ii) Labor Force Survey (LFS) from the Hellenic Statistical Authority (ELSTAT); (iii) Greece’s Social Security Fund (EFKA); and (iv) firm Registry Data (GEMI).

(b) Formulate a preliminary assessment of the analytical priorities to be included in the proposed workplan of the activities.

(c) Present exploratory analyses of the available data to show trends in employment and other economic indicators, such as productivity and the number of entries and exits of firms, in light of the 2019 minimum wage adjustment. The analysis of the employment trends will be primarily based on the ERGANI database. Subject to data availability at the individual and employer level, the methodology for the employment analysis will take into account the data at both of these levels, using a “difference in difference” approach. At the individual level, workers will be tracked over a period before and after the introduction of the minimum wage adjustment. Individuals whose wages are affected by the minimum wage level will be compared with others at higher wage levels. At the employer level, employment trends will be analysed by comparing firms with high exposure to the minimum wage against firms with low exposure to the minimum wage. Conditional on an appropriate database being available, the Bank will use a similar method to study trends with other relevant economic variables, such as productivity. All analyses will be based on identifiable and available data sources and will be limited to documenting short-term trends.

(d) Carry out interviews with relevant stakeholders on their impressions on the perceived impact of the most recent minimum wage adjustment and provide a summary of such interviews. The Bank will intend to interview relevant stakeholders including partners such as the General

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1 ERGANI includes detailed information on all formal hiring, job separations and contractual changes in real time.
Confederation of Greek Workers (GSEE), the Hellenic Federation of Enterprises (SEV), the Greek Tourism Confederation (SETE), the Hellenic Confederation of Commerce and Entrepreneurship (ESEE), the Hellenic Confederation of Professionals, Craftsmen, and Merchants (GSEVEE), and the Federation of Industries of Greece (SVE).

(e) Outline the detailed workplan and timeline for the subsequent technical assistance activities to be carried out under this Agreement.

Outputs:

A.1 An inception report that: i) serves as a detailed workplan for the remainder of the technical assistance activities under this Agreement; and ii) presents a first set of exploratory analyses using the available data, with a focus on describing trends of key economic indicators before and after the latest minimum wage adjustment.

A.2: Review and provision of recommendations to improve the adequacy and accessibility of existing microdata

Building on the initial assessment of data availability undertaken under Activity A.1(a), described above, the Bank will provide technical assistance to MoLSA to help them evaluate the quality, comprehensiveness and relevance of the microdata sources and the exported datasets used by the committee of independent experts during the first minimum wage setting cycle. The Bank will furthermore provide support to MoLSA in identifying potential additional datasets that could be used by the committee of independent experts and other stakeholders during future minimum wage setting cycles. The sources of datasets to be assessed will include LFS, ERGANI, EFKA, GEMI as well as potential additional sources of data, such as firm census data in specific industries. The Bank will formulate recommendations to MoLSA to help them improve the databases that can be used for analysis, based on both existing and potential data sources. This will include proposals on possible improvements of data extraction, potential additional data collection as well as improvements to existing inter-institutional exchange protocols in order to ensure timely access.

Outputs:

A.2 A technical note reviewing the existing and potential (micro)data sources that can be used for analytical purposes during the minimum wage setting cycle and providing recommendations on improving their adequacy and accessibility.

A.3: Technical assistance to prepare an analytical approach for minimum wage setting and related capacity building

The Bank will provide guidance to MoLSA on the analytical approach to be followed in each minimum wage setting cycle. As part of this activity, the Bank will provide technical assistance to MoLSA (in consultation with other relevant public institutions) to help them design a proposed analytical plan, which will set out the priorities for analytical work that could be carried out during each minimum wage adjustment cycle. The proposed plan will build on the lessons learned and the analysis carried out in the first minimum wage setting cycle and will identify ways in which the analysis could be broadened, taking into account international best practice, existing research and data availability reviewed under Activities A.1(a) and A.2, described above.

More specifically, the Bank will:
(a) Provide technical assistance to MoLSA to help them design the proposed first annual analytical plan to be used during the minimum wage adjustment cycle, which will be based on international and EU best practice. Subject to data availability, the standard analytical products to be included in the proposed plan are: (i) the description of minimum wage coverage (both overall and by groups of interest) as well as estimates of the effects of recent minimum wage adjustments on key outcome variables (e.g., formal and informal employment and wage levels - both overall and segmented by key population and firms' subgroups); (ii) an analysis of different minimum wage increase scenarios, including predicted impacts on key outcome variables, as listed in (i) above; and (iii) selected specific studies examining certain aspects of minimum wage setting such as its effects on productivity, firm entry and exit, and specific sectors of the economy.

To this effect, the Bank will review the relevant analytical outputs produced within MoLSA and other appropriate public and private institutions in Greece (e.g., ELSTAT, the National Labour and Human Resources Institute, (EIEAD), the Centre of Planning and Economic Research (KEPE), etc.), as well as the analytical outputs produced for the report of the committee of independent experts in the first minimum wage setting cycle.

(b) Provide technical assistance to MoLSA in preparing and delivering a two-day international workshop on good analytical practices from selected EU Member States (including Ireland) for informing the minimum wage setting process. The workshop will focus on data sources, key outcome variables, analytical methods, the communication of results, and the interaction with stakeholders. In connection to this, the workshop will present (i) good practices in in-house research and (ii) good practices in outsourcing research. Finally, the workshop will present the proposed methodology and data to be used under the analytical plan. The workshop will be addressed to MoLSA and other public authorities and institutions as well as the social partners involved in the minimum wage system in Greece.

(c) Based on the analytical areas covered under (a) above as well as government priorities for technical support, the Bank will produce, in consultation with MoLSA, an indicative analysis in one selected area. This will help MoLSA in testing the data and methodologies outlined in the proposed analytical plan, described under (a) above. The analytical area will be selected from the proposed analytical plan, based on the government’s needs and priorities as well as data availability at the time of the analysis.

(d) Provide advice and feedback to MoLSA during their execution of the proposed analytical plan, described under (a) above, throughout the implementation of this Agreement.

Outputs:
A.3.1 Report on the proposed analytical plan for informing the minimum wage setting cycle, including a description of the proposed methodology and the data to be used for each element of the analytical plan.
A.3.2 Workshop on good practices regarding analytical plans for minimum wage setting in the EU and corresponding report (including the agenda and presentations).
A.3.3 Report on the indicative analysis conducted by the Bank on selected topic.

**Component B. Training needs analysis and provision of training**
Under this component the Bank will assist MoLSA in strengthening its analytical and institutional capacity to support the work of the committee of independent experts during the minimum wage setting cycle.

B.1. Capacity building of MoLSA staff and representatives of the social partners

The Bank will provide technical assistance to MoLSA in identifying its capacity building needs as regards the organizational and analytical aspects of the minimum wage setting cycle, with special focus on assessing the needs of the MoLSA unit in charge of the minimum wage related analytical activities, as well as the representatives of the social partners that are expected to participate in the minimum wage setting process. Furthermore, the Bank will provide technical assistance to MoLSA to deliver four trainings aimed towards addressing capacity gaps identified by the needs assessment.

In particular, the Bank will provide technical assistance to MoLSA as follows:

(a) A training needs assessment through staff consultations, with a focus on assessing the needs of the MoLSA unit tasked with analytical activities connected to minimum wage setting and the representatives of the social partners.

(b) Relevant capacity building activities based on the training needs assessment performed under Activity B.1(a) described above, in connection with the analytical support carried out under Activities A.1, A.2 and A.3, described above. The support provided to MoLSA by the Bank will include four trainings in four main areas: (i) data management; (ii) description of minimum wage coverage; (iii) ex-ante analysis of different minimum wage increase scenarios; (iv) analysis of impacts of minimum wage increases. Each training will include a theoretical and practical component. The length of each training will vary depending on the initial capacity/knowledge of MoLSA and the representatives of the social partners.

Outputs:
B.1 A report on the training needs assessment of MoLSA staff and the representatives of the social partners.
B.2 Four trainings to strengthen the capacity of MoLSA and the representatives of the social partners as regards the organizational and analytical aspects of the minimum wage setting cycle.

**INDICATIVE OUTPUTS AND TIMELINE OF ACTIVITIES**

<table>
<thead>
<tr>
<th>Output</th>
<th>Tentative milestone</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.1 Inception report</td>
<td>Q1 2020 (February)²</td>
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</tbody>
</table>

² The specific date will be set 12 weeks from the time in which the necessary information in the ERGANI database is received.
<table>
<thead>
<tr>
<th>Task</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.2 Microdata source review and recommendation note</td>
<td>Q2 2020</td>
</tr>
<tr>
<td>A.3.1 Proposed analytical plan for informing the minimum wage setting cycle</td>
<td>Q3 2020</td>
</tr>
<tr>
<td>A.3.2 Two-day international workshop on best practices and corresponding report</td>
<td></td>
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<tr>
<td>A.3.3 Report on the indicative analysis conducted by the Bank on a selected topic</td>
<td></td>
</tr>
<tr>
<td>B.1.1 Report on MoLSA staff and representatives of the social partners training needs assessment</td>
<td>Completed by Q4 2020</td>
</tr>
<tr>
<td>B.1.2 Report on MoLSA staff and representatives of the social partners training, including four trainings</td>
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</tbody>
</table>

3. **Eligible Expenditures**

3.1 For Bank-executed activities, the Trust Fund funds may be used to finance:

(a) Staff and individual consultant services;
(b) Cost of travel;
(c) Cost of training and workshops; and
(d) Other services including translation.

4. **Taxes**

4.1 The foregoing activities and categories of expenditures may include the financing of taxes in accordance with the Bank’s applicable policies and procedures.

5. **Program Criteria**

5.1 Activities are to be financed in accordance with the following program criteria:

The Trust Fund is established to enable the European Commission and the Bank to continue to collaborate and exchange experience and expertise on a number of themes under all three pillars of the Europe 2020 Agenda – of smart, sustainable and inclusive growth. The express purpose of this Trust Fund is to allow the European Commission to avail itself of the Bank’s technical assistance and analytical and policy capacity for the purpose of pursuing the goals of Europe 2020. The three pillars of Europe 2020 are broadly in line with the objectives and strategies adopted in the Europe and Central Asia Region of the World Bank Group. All activities that are in pursuance of these three pillars are eligible to be financed and implemented under this Trust Fund.
STANDARD PROVISIONS

This Annex shall be applicable to and form an integral part of the Administration Agreement for the Trust Fund between the Bank and the Donor it being understood that any plural references in the annexes to Donors, Administration Agreements, Contributions and pro rata shares shall be read as singular references to the Donor, its Administration Agreement, its Contributions thereunder and the remaining uncommitted balance of the Trust Fund, respectively.

1. Administration of the Contributions

1.1 The Bank shall be responsible only for performing those functions specifically set forth in this Administration Agreement and shall not be subject to any other duties or responsibilities to the Donor, including, without limitation, any duties or obligations that might otherwise apply to a fiduciary or trustee under general principles of trust or fiduciary law. Nothing in this Administration Agreement shall be considered a waiver of any privileges or immunities of the Bank under its Articles of Agreement or any applicable law, all of which are expressly reserved.

1.2 Each Donor Contribution (collectively, the “Contributions”) shall be administered in accordance with the Bank’s applicable policies and procedures, as the same may be amended from time to time, including its procurement, financial management, disbursement and safeguard policies, its framework to prevent and combat fraud and corruption and its screening procedures to prevent the use of Bank resources to finance terrorist activity, in line with the Bank’s obligations to give effect to the relevant decisions of the Security Council taken under Chapter VII of the of Charter of the United Nations. The Donor acknowledges that this provision does not create any obligations of the Bank under the anti-terrorist financing and asset control laws, regulations, rules and executive orders of an individual member country that may apply to the Donor.

2. Management of the Contributions

2.1 The funds deposited in the Trust Fund shall be accounted for as a single trust fund and shall be kept separate and apart from the funds of the Bank. The funds deposited in the Trust Fund may be commingled with other trust fund assets maintained by the Bank. The Bank, in its capacity as trustee, has legal title to the funds deposited in the Trust Fund.

2.2 The currency in which the funds in the Trust Fund shall be held is Euro (the “Holding Currency”).

2.3 The Donor agrees to deposit its Contributions in the Contribution Currency stated in its respective Administration Agreements. In the case of deposits received in a Contribution Currency other than the Holding Currency, promptly upon the receipt of such amounts and the accompanying Deposit Instructions, the Bank shall convert such amounts into the Holding Currency at the exchange rate obtained by the Bank on the date of the conversion. Where deposits prove to be insufficient to complete activities as a result of exchange rate fluctuations, neither the Bank nor the Donor shall bear any responsibility for providing any additional financing.

2.4 The funds deposited in the Trust Fund may be freely exchanged by the Bank into other currencies as may facilitate their disbursement at the exchange rate obtained by the Bank on the date of the conversion.

2.5 The Bank shall invest and reinvest the funds deposited in the Trust Fund pending their disbursement in accordance with the Bank’s applicable policies and procedures for the investment of
trust funds administered by the Bank. The Bank shall transfer all income from such investment to the Donor’s applicable donor balance account with the Bank.

3. **Trust Fund Fees and Costs**

3.1 The Bank shall deduct and retain for its own account, as a deduction from each Instalment, an amount equal to five percent (5%) per Instalment as an administrative fee for the Trust Fund.

3.2 The Donor acknowledges and agrees that the percentage deductions for fees in this Trust Fund Fees and Costs section are estimated on the basis of anticipated Contributions. If actual Contributions significantly differ from what was originally anticipated at the time of signature of the first Administration Agreement, or if other circumstances affecting Trust Fund fees or costs change, the Bank reserves the right to request a change to the terms of this Trust Fund Fees and Costs section, which would be effectuated by amendments made to the Administration Agreements of the Donor and which would thereafter be applicable to all new Contributions that are provided either as amendments to supplement existing Administration Agreements or from new Administration Agreements.

4. **Accounting and Financial Reporting**

4.1 The Bank shall maintain separate records and ledger accounts in respect of the funds deposited in the Trust Fund and disbursements made therefrom.

4.2 The Bank shall furnish to the Donor current financial information relating to receipts, disbursements and fund balance in the Holding Currency with respect to the Contributions via the World Bank’s Trust Funds Donor Center secure website. Within six (6) months after all commitments and liabilities under the Trust Fund have been satisfied and the Trust Fund has been closed, the final financial information relating to receipts, disbursements and fund balance in the Holding Currency with respect to the Contributions shall be made available to the Donor via the World Bank’s Trust Funds Donor Center secure website.

4.3 The Bank shall provide to the Donor via the World Bank’s Trust Fund Donor Center secure website, within six (6) months following the end of each Bank fiscal year, an annual single audit report, comprising (i) a management assertion together with an attestation from the Bank’s external auditors concerning the adequacy of internal control over cash-based financial reporting for all cash-based trust funds as a whole; and (ii) a combined financial statement for all cash-based trust funds together with the Bank’s external auditor’s opinion thereon. The cost of the single audit shall be borne by the Bank.

4.4 If the Donor wishes to request, on an exceptional basis, a financial statement audit by the Bank’s external auditors of the Trust Fund, the Donor and the Bank shall first consult as to whether such an external audit is necessary. The Bank and the Donor shall agree on the appropriate scope and terms of reference of such audit. Following agreement on the scope and terms of reference, the Bank shall arrange for such external audit. The costs of any such audit, including the internal costs of the Bank with respect to such audit, shall be borne by the requesting Donor.

5. **Progress Reporting**

5.1 The Bank shall provide the Donor with quarterly reports on the progress of activities financed by the Contributions. Within six (6) months of the End Disbursement Date (as defined below), the Bank shall furnish to the Donor a final report on the activities financed by the Trust Fund.

5.2 The Donor may review or evaluate activities financed by the Trust Fund at any time up to six (6) months following the End Disbursement Date. The Donor and the Bank shall agree on the scope and conduct of such review or evaluation, and the Bank shall provide all relevant information within
the limits of the Bank’s applicable policies and procedures. All associated costs, including any costs incurred by the Bank, shall be borne by the Donor. It is understood that any such review or evaluation will not constitute a financial, compliance or other audit of the Trust Fund.

6. **Disbursement: Cancellation: Refund**

6.1 It is expected that the funds deposited in the Trust Fund will be fully disbursed by the Bank by March 31, 2021 (the “End Disbursement Date”). The Bank shall only disburse funds deposited in the Trust Fund for the purposes of this Administration Agreement (other than returns to Donor) after such date to the extent such date is changed in accordance with amendments made to the Administration Agreement(s) of the Donor. Following the End Disbursement Date, the Bank shall return any remaining balance of the Trust Fund to the Donor in the Holding Currency in the manner specified in its respective Administration Agreement on a pro rata basis with regard to the total funds deposited in the Trust Fund by such Donor relative to the total funds deposited in the Trust Fund by the Donor, all calculated as Holding Currency amounts.

6.2 The Donor may cancel all or part of such Donor’s pro rata share/contribution, and the Bank may cancel all or any Donor’s pro rata share/contribution, upon three (3) months’ prior written notice, of any Contributions (paid and not yet paid) that are not committed pursuant to any agreements entered into between the Bank and any consultants and/or other third parties for the purposes of this Administration Agreement, including any Grant Agreements, prior to the receipt of such notice. In the event of a cancellation, the Bank shall return to the Donor its pro rata share in the Holding Currency as specified in the Administration Agreement unless otherwise agreed between the Bank and the Donor.

7. **Disclosure: Dispute Resolution**

7.1 The Bank shall disclose the Administration Agreements and related information on this Trust Fund in accordance with the Bank’s Policy on Access to Information. By entering into Administration Agreements, the Donor consents to such disclosure of their respective Administration Agreements and such related information.

7.2 The Donor and the Bank shall use their best efforts to amicably settle any dispute, controversy, or claim arising out of or relating to the Administration Agreements.
ANNEX 3

GOVERNANCE FOR THE ACTIVITIES SET FORTH IN SECTION 3 OF ANNEX 1 TO
THIS ADMINISTRATION AGREEMENT

This Annex shall be applicable to and form an integral part of the Administration Agreement for the Trust Fund between the Bank and the Donor.

Working Modalities

The Bank shall be in charge of the implementation of the activities and shall consult with the SRSS regularly.

The SRSS shall take all appropriate measures to facilitate the Bank work in the performance of the activities, including, as needed, facilitating contacts with the Greek authorities.

The activities shall be undertaken in close collaboration with the SRSS and the Greek authorities.

In order to facilitate the implementation of the project, the SRSS shall be responsible for involving other EU Commission services, where appropriate. The SRSS shall also provide support to ensuring the appropriate involvement of the Greek authorities for the smooth execution of the activities by the Bank. The SRSS, when legally possible, shall provide the Bank with relevant documents, reports and findings, resulting from other technical assistance work streams the SRSS is or has been involved in.

The Bank and SRSS shall have regular exchanges, at least on a quarterly basis, on the progress of the activities, on the work plan or schedule of project activities for the following month(s) including missions. Representative(s) of the SRSS shall be invited to attend all missions and all pertinent events or activities. To facilitate the organization and efficiency of such missions, events and activities, the Bank shall share with the SRSS in a timely manner the relevant documents.

Priorities and choices to be made in the planning of the activities will be discussed and consulted between the Bank, SRSS and the Greek authorities.

It is expected that MoLSA shall be the national contact point for the activities and shall establish the necessary coordination mechanisms within the relevant stakeholders. To this end, it is expected that the Greek authorities will establish a Project Management Team, composed of relevant MoLSA staff.

It is expected that the Bank shall consult and cooperate with the Project Management Team and the SRSS at all major stages of the activities to be implemented. It is expected that the Greek authorities shall provide input for the analysis of the Bank, comment on the work plan of the activities, review draft outputs and provide detailed comments.

It is expected that the outputs resulting from the activities shall be delivered by the Bank to the Greek authorities and the SRSS directly. The Bank shall share with the SRSS draft outputs. The SRSS may provide comments that the Bank may take into account. The Bank shall inform the SRSS of those cases where the SRSS feedback was not taken into consideration.

The Greek authorities shall be solely responsible for the implementation of the recommendations of the outputs delivered by the Bank.
It is expected that the Project Management Team, SRSS and the Bank shall consult each other prior to the publication of the final report.

The Bank shall notify the SRSS without delay on any circumstances likely to adversely affect the implementation and management of the activities or to significantly delay or jeopardize the performance of the activities or the expected outputs and outcomes.

The Bank shall carry out the visibility activities agreed between the Bank and the SRSS in the Visibility Note, which may be updated from time to time by the parties, in line with Article 9 and Attachment 4 of the Framework Agreement.

**Bank team composition**

The Bank shall, in its sole discretion, determine the composition of the staff (including staff holding consultant appointments) assigned to perform the activities under this Agreement. The Bank team will be managed by a Bank Task Team Leader with relevant experience, drawing on the expertise of the World Bank Group staff with extensive experience in, among others, technical assistance in the area of minimum wage analytics. The details of the Bank teams’ competencies will include in-depth knowledge of EU and country specific expertise; ability to produce high-quality deliverables; and ability to provide hands-on technical assistance in the area of minimum wage setting. The core World Bank team will consist of one international Senior economist, one international Economist, two senior labor economist consultants, as well as one senior local specialist.

**Payment Requests**

Requests for payments related to the activities set forth in Section 2.1 of Annex I to this Administration Agreement will be sent by the World Bank to the Commission with the reference EC Contract No SRSS/52019/082 and shall be addressed to:

Mr Giuseppe Menchi  
Structural Reform Support Service  
European Commission  
Office CHAR 10/056  
B-1049 Brussels  
Belgium
<table>
<thead>
<tr>
<th>Expected Results (logic of intervention)</th>
<th>Indicators</th>
<th>Baseline</th>
<th>Result goals</th>
<th>Sources of information</th>
<th>Assumptions</th>
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</tr>
<tr>
<td><strong>Outcome</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The capacity of the Greek authorities to implement the existing minimum wage adjustment process is improved.</td>
<td>Inception report and two technical notes on minimum wage setting analytics drafted Training on organizational and analytical activities delivered to MoLSA staff</td>
<td>Limited studies on the analytical approach to the minimum wage setting in Greece</td>
<td>Inception report and two technical notes on minimum wage setting analytics drafted Training on organizational and analytical activities delivered to MoLSA staff</td>
<td>Inception report, technical notes, WB Missions’ Aide Memoires, International Workshop on Best Practices on analytical aspects of minimum wage settings</td>
<td>Active engagement of MoLSA and other stakeholders in providing information and feedback required for preparing the study. The Greek authorities incorporate the recommendations provided by the Bank</td>
</tr>
<tr>
<td><strong>Output A.1.</strong></td>
<td>Analysis of data adequacy, exploratory analysis of economic trends using ERGANI, and interviews/focus group discussions to understand stakeholder perception of most recent minimum wage adjustment.</td>
<td>No review of interlinkages between latest minimum wage adjustment and economic conditions</td>
<td>Exploratory analysis of trends of key economic indicators before and after the latest minimum wage adjustment</td>
<td>Inception report, WB Missions’ Aide Memoires, ERGANI, focus group discussions, other sources of labor market data</td>
<td>Active engagement of MoLSA and other stakeholders in providing information and feedback required for preparing the inception report. Requested ERGANI data available and ready to be used</td>
</tr>
<tr>
<td><strong>Output A.2.</strong></td>
<td>Review of existing microdata</td>
<td>• Limited assessments of existing</td>
<td>Review note on existing microdata</td>
<td>Technical Notes, WB Missions’</td>
<td>• Active participation of MoLSA, the</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expected Results (logic of intervention)</th>
<th>Indicators</th>
<th>Baseline</th>
<th>Result goals</th>
<th>Sources of information</th>
<th>Assumptions</th>
</tr>
</thead>
</table>
| adequacy of existing microdata and their timely access | sources and of data extraction and sharing processes conducted and recommendations prepared | microdata sources for minimum wage analytics  
- Experience of first round of minimum wage setting in 2018  
- No formal inter-institutional exchange protocols in place. | sources and data recommendations drafted and delivered to MoLSA | Aide Memoires, MoLSA, Committee of independent experts | Expert Panel and KEPE in facilitating access to microdata (through data sharing or on-site access) and variable codebooks, and in engaging with other authorities (e.g. ELSTAT, Ministry of Finance) for additional microdata access  
- Work jointly with a dedicated program unit and IT team |

<table>
<thead>
<tr>
<th>Output A.3</th>
<th>Analytical plan for minimum wage setting</th>
<th>MoLSA does not currently have a systematized analytical plan</th>
<th>Analytical plan for minimum wage setting drafted</th>
<th>Technical Notes, WB Missions' Aide Memoires, International workshop on good analytical practices</th>
<th>Active engagement of MoLSA and other stakeholders in providing information and feedback required for preparing the study.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- Analytical plan for minimum wage setting drafted</td>
<td></td>
<td>- International workshop and corresponding report on good analytical practices for informing minimum wage</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>Expected Results (logic of intervention)</th>
<th>Indicators</th>
<th>Baseline</th>
<th>Result goals</th>
<th>Sources of information</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>setting</td>
<td></td>
<td>wage setting</td>
<td>Indicative analysis of selected analytical products</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Indicative analysis on selected topic agreed with MoLSA drafted</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Output B.1</td>
<td>Training needs assessment conducted</td>
<td>No needs assessment on the training needs of MoLSA staff and representatives of the social partners is available</td>
<td>Training needs assessment conducted</td>
<td>Training on organizational and analytical activities delivered to MoLSA staff and representatives of the social partners</td>
<td>Technical Notes, WB Missions’ Aide Memoires, Training Workshop</td>
</tr>
</tbody>
</table>

*This table may be updated from time to time by the Bank and the SRSS based on the SRSP and the Annual Work Plans through an exchange of letters without the need to amend the Agreement.*
ANNEX 5

INDICATIVE BUDGET
FOR THE ANNEX 1 ACTIVITIES

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>Average Number</th>
<th>Amount in Euro</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff and individual consultant services</td>
<td>72 weeks</td>
<td>187,500</td>
</tr>
<tr>
<td>Cost of travel</td>
<td>4 missions</td>
<td>57,500</td>
</tr>
<tr>
<td>Training and workshops</td>
<td></td>
<td>20,000</td>
</tr>
<tr>
<td>Other services including translation</td>
<td></td>
<td>20,000</td>
</tr>
<tr>
<td><strong>Sub-total</strong></td>
<td></td>
<td><strong>285,000</strong></td>
</tr>
<tr>
<td>Administration fee (5%)</td>
<td></td>
<td>15,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>300,000</strong></td>
</tr>
</tbody>
</table>

The amount estimated for personnel is calculated taking into account different levels of expertise estimated to be required for carrying out the activities described in Annex 1.

The World Bank Group entity may transfer amounts between categories of the indicative budget. This does not require an amendment of the Administration Agreement if the Action is carried out as described in Annex I – Trust Fund description.

The number of units and amounts indicated in the budget are not binding and reflect the means envisaged for the implementation of the Action. The number of units indicated in the estimated initial budget may not be used to question the actual number of units reported during and at the end of action.