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INTERNATIONAL TRUST FUND
for Demining and Mine Victims Assistance
in Bosnia and Herzegovina

REPORT for 1998

Ljubljana, January 1999

INTRUCTION

On the 13th of March 1998 the Government of the Republic of Slovenia established the International Trust Fund for Demining and Mine Victims Assistance in Bosnia and Herzegovina (ITF) and donated 1.3 million USD to finance the Fund's initial activities. In the same Act the Government appointed a temporary Managing Board to initiate the legal and formal procedures for the establishment and operation of the ITF. With this initiative the Government of the Republic of Slovenia demonstrated its wish to assist Bosnia and Herzegovina, its interest to actively participate in the development processes in the South-East Europe and to contribute to the application of the provisions of the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on their Destruction – as the continuation of the Ottawa Process.

In 1998 the ITF, following the proper procedures for its formal establishment and registration, has launched its operational program and fund raising. In this process the ITF has so far achieved remarkable results and met the expectations and the goals set by its founder – the Government of the Republic of Slovenia.

Managing Board

In the first months of 1998 the Managing Board, its chairman Mr. Roman Kirn and its members Mr. Bojan Ušeničnik and Ms. Zvezdana Veber – Hartman, carried out the legal and formal procedures for the establishment of the International Trust Fund (preparation and adoption of the founding document). In the months that followed it closely examined the modalities of the ITFs cooperation with the authorities in Bosnia and Herzegovina which successfully resulted in the Memorandum of Understanding between the Republic of Slovenia and Bosnia and Herzegovina signed on the 11th of December 1998 by the both Ministers of Foreign Affairs, Dr. Boris Frlec and Dr. Jadranko Prlić. In the first months of its existence the Managing Board invested considerable effort to attract the donation of the U.S. Congress. On the 30th of April 1998 the U.S. Congress decided to donate USD 28 million to the ITF. In the continuation of these activities the Managing Board coordinated an agreement on the realization of the American donation with the U.S. State Department representatives. This resulted in a special agreement regulating this issue which was signed on the 4th of November 1998 in Washington D.C. The Managing Board spend a lot of time preparing the presentation

brochure of the ITF. The brochure was met with a warm response from the donors and the representatives of the countries cooperating with the ITF.

In the second half of the year 1998 the Managing Board concentrated most of its activities to the fund raising and preparation of the mine victims assistance and demining programs.

Advisory Board

In 1998 the Republic of Slovenia, United States, Canada and the Czech Republic appointed their representatives to the Advisory Board. In the beginning of 1999 were appointed also representatives from Bosnia and Herzegovina, Japan, Qatar and Germany.

Executive Director and Technical Services

On the 1st of September 1998 the Executive Director and Administrative Assistant officially opened the office and the Executive Director and Technical Services as a body of the ITF started to operate on regular basis. In September the Services were still hosted by the Administration for Civil Protection and Disaster Relief in its offices. In first days of October the Services moved to the hired and renovated offices in the Civil Protection and Disaster Relief Training Centre in Ig near Ljubljana. One of the key tasks of the Services in 1998 was the consolidation and registration of the institution, aquirement of all necessary approvals, licences and regulations and oppening of the bank accounts required for the regular buisness of the ITF. For these tasks the Executive Director and Technical Services contracted also the financial, legal and PR services.

International cooperation and contacts

The ITF, assisted by the Ministry of Foreign Affairs, led an intensive diplomatic action for bringing the demining and mine victims assistance activities in Bosnia and Herzegovina and the needs for new donations to the attention of the international community. 60 foreign countries, 12 international governmental organizations and 2 international non-governmental organizations were contacted. The diplomatic activities were processed through the diplomatic representations of the Republic of Slovenia. The project was integrated as one of the items in the official talks and contacts of the Prime Minister, Minister of Foreign Affairs and its State Secretaries in Slovenia and abroad. The members of the Managing Board and

the Executive Director visited Bosnia and Herzegovina on several occasions and also other countries aimed at raising new donations to the ITF.

The ITF also received visits from a considerable number of foreign countries and Slovenian official delegations.

The First Donors Conference

The first Donors Conference of the ITF was held on the 8th and 9th of November 1998 in Ig near Ljubljana. At the first Donors Conference participated the representatives from the following countries and international governmental and non-governmental organizations: Austria, Bulgaria, Bosnia and Herzegovina, Canada, Croatia, the Czech Republic, France, Greece, Hungary, Italy, Israel, Japan, Kuwait, Macedonia, the Netherlands, Norway, Poland, Romania, Russian Federation, Slovakia, Slovenia, SFOR HQ, Slovenian Red Cross, UNDP representative in Sarajevo, UNHCR, WEU, international corporations Counter Mine Operations from Sweden and Dyn Corp from the U.S.

The Conference was a success and an important contribution to the beginning of the fund raising. A considerable number of participants at the Donors Conference showed their interest for the activities of the ITF and their support emphasized the reality of the expectations of the successful start of the ITF's operation and achievement of its main objectives.

ITF Documents

- The Government of the Republic of Slovenia, at its 53rd Session on the 12th of March 1998 resolved to establish the International Trust Fund for Demining and Mine Victims Assistance in Bosnia and Herzegovina, to appoint the temporary Managing Board and its members and to donate to the Fund 2.1 million DEM;
- The document on the establishment of the ITF was signed for the Government of the Republic of Slovenia by its Secretary General on the 21st of July 1998;
- The Statute of the ITF was adopted by the Managing Board of the ITF at its session on the 28th of September 1998 and revised at the Managing Board's session on the 5th of December 1998;

- The Systematization Document of the ITF was adopted by the Executive Director of the ITF with a preliminar consent of the Chairman of the Managing Board on the 28th of September 1998.

Donations and Memorandums of Understanding

- Donation of the Government of the Republic of Slovenia, 1.3 million USD on the 12th of March 1998;
- Donation of the Government of the U.S., 28 million USD (Congressional Act from the 28th of April 1998).
- Ministry of Foreign Affairs of Japan, announcement of the donation of 1 million USD;
- On the 6th of November 1998 new donations to the ITF were announced by the governments of Canada, the Czech Republic, Germany, Qatar and Kuwait;
- At the Donors Conference Norway announced its donation to the ITF;
- On the 25th of November the Institute of the Republic of Slovenia for Rehabilitation donated 5,000,000.00 SIT ;
- The U.S. sent the first money order of 1,450,000 USD to the ITFs account as a matching donation to the donation raised up till 29th of December 1998.

- Administration Agreement signed by the Slovenian Minister of Foreign Affairs Mr. Boris Frlec and the Secretary of the U.S. State Department Mrs. Madeleine Albright on the 4th of November 1998 in Washington D.C.;
- On the 1st of December 1998 the Memorandum of Understanding was signed between the ITF and Germany regulating the German donation;
- On the 11th of December 1998 the Ministers of Foreign Affairs of the Republic of Slovenia and Bosnia and Herzegovina Mr. Frlec and Mr. Prlić signed the Memorandum of Understanding in Sarajevo.

Demining Program

The preparations for the start of the demining operations have already started in 1998. In the preparatory phase of the project (April – September) and in the preparation of the documents

the Executive Director and Technical Services received assistance from the member of the Managing Board representing the Ministry of Defense and from a team of experts from Civil Protection, Slovenian Army and Slovenian Police. Unfortunately, the preparatory phase in the field lost its pace because of the negotiations prior to the signing of the Memorandum of Understanding with the Bosnia and Herzegovina. After the signing of the Memorandum the ITF renewed its access to the relevant information. In 1999 the work of the Executive Director and Technical Services and the group of experts will continue at the preparatory phase i.e. the definition of the training requirements for the specialists in BH and the opening of the Implementation Office in Sarajevo as well as the employment of the additional Slovenian experts in the Technical Services corresponding to the scope of the operation in the field.

For the purposes of the effective and efficient preparatory phase of the demining project Basic Ordering Agreement has been signed with the International Corporation Dyn Corp and later also a Task Order No. 1 for the production of the documents required for the start of the operation in the field.

The documents produced according to the Contract can be divided into three groups:

1. **General Demining Plan:** demining concept, operational plan, operational support, structure and equipment of the units, communication equipment, training requirements and reporting system;
2. **QC Plan in the field and training program** for the Slovenian and other personnel conducting the QC in the field;
3. **Procurement Plan:** procurement procedure, control of finances, tendering procedures.

Mine Victims Assistance Program

Mine victims assistance program started on the 3rd of November 1998. The first patients came from the Republika Srpska. Up till 23rd of December 1998 33 patients have been treated. For the structure of the patients and other activities of the Institute of the Republic of Slovenia for Rehabilitation and the Mine victims rehabilitation center see the 1998 Report of the Institute in the Annex B.

ITF Finance

The ITF and its Technical Services started to administer the ITFs finances on the 27th of August with the opening of the bank account in Nova Ljubljanska banka and the first money order received from the Government of the Republic of Slovenia. Prior to this the ITFs finances were technically administered by the Ministry of Defense, however every transaction had to be approved by the Managing Board of the ITF. The foreign currency account of the ITF was opened on the 5th of November in the Nova Ljubljanska banka.

The finances of the ITF were administered in accordance with the regulations and principles of the public finance. All the works exceeding the 5 million tollars limit were allocated to the lowest tenderer in accordance with the Article 55 of the Law on the Open Bid Procedures, on the basis of three bids and approved by the Managing Board (renovation and furnishing of the offices). The rest of the works and services were also allocated to the lowest tenderer on the basis of at least three bids (purchase of the computer hard and soft- ware, car, contracted services). The ITFs administration of the finances was in accordance with the approved financial plan for the year 1998. The finances control was executed by the hired accounting office Efekta and by the Executive Director. In both larger contracts for the renovation and furnishing of the offices the contractual penalties were exacted.

Concluding Remarks

- The first year of the ITFs operation was a difficult period, especially because it was the year of establishment of the Fund. The main bodies of the ITF were established and basic legal acts adopted as a basis for the realization of two priorities:
 - a) preparation of the projects,
 - b) fund raising.
- The key to the successful continuation of the work of the ITF in Bosnia and Herzegovina was signing of the Memorandum of Understanding between the Republic of Slovenia and Bosnia and Herzegovina.
- The mine victims assistance program started in November 1998.

- The end of the year 1998 found the Demining Program still in the planning and preparatory phase for the following reasons:
 - a) delay in negotiating the agreement with the Council of Ministers of Bosnia and Herzegovina and
 - b) insufficient inflow of the donations.
- Up until the end of 1998 3.7 million USD of donations have been announced. These funds together with the U.S. matching funds bring to the ITF 7.4 million USD.
- The ITF already enjoys a good reputation in Bosnia and Herzegovina and in the international community. It has a promising perspective of becoming the main financial and coordination source for the demining projects and mine victims assistance in Bosnia and Herzegovina in the future. The initial success of the ITF supports the optimistic expectations to raise 14 million USD in donations by the end of the 1999 and match it with the full potential of the U.S. funds



Jernej Cimperšek
DIRECTOR

Approved by

Managing Board, March 4th 1999

Board of Advisors, March 25th 1999