



**Interreg  
Europe**



Co-funded by  
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**CLIMATE**

**Vas County Government Office  
9700 Szombathely, Berzsenyi tér 1.**

## **CALL FOR TENDERS**

**INTERREG EUROPE PROGRAMME**

**CLIMATE - 02C0588 project**

**"Improving EU regions' environmental and socioeconomic resilience  
to climate change" project**

**Development of a good practices and policy recommendations  
guide on disaster risk management and reactive emergency  
measures to extreme weather events and climate hazards in urban  
and natural environments\_A1.3 activity of the CLIMATE project**



## CALL FOR TENDERS

### 1. Contracting Authority:

**Vas County Government Office/Vas Vármegyei Önkormányzati Hivatal**

Address: H - 9700 Szombathely, Berzsenyi D. square 1.

E-mail: info@vasmegye.hu

Legal representative: **Dr. Péter Balázs** Head of office

### 2. A short presentation of the project:

Extreme weather events attributed to climate change are expected to increase in intensity and frequency even under the best-case climate scenario (1.5°C average temperature rise), exacerbating existing territorial stresses and further challenging regional authorities' preparedness & adaptive capacities to operationally deal with emergencies (heatwaves, floods, coastal erosion) and build climate resilience.

CLIMATE brings together 9 partners from 8 EU countries, with different levels of climate regulatory maturity & operational competency, to put in place an integrated climate governance approach that will address the root causes of territorial vulnerability and promote proactive disaster management planning. Through joint policy learning and exchanges of experiences, partners will improve their territorial policies by strengthening their capacities to:

- Advance regulatory convergence and multi-dimensional climate resilience planning
- Highlight the role of civil protection as an integral part of climate governance
- Deal with climate uncertainty and the lack of evidence-based risk/impact assessment
- Employ a bottom-up, socially inclusive approach to hazards management
- Mobilise investments for climate-resilient infrastructures.

### 3. Subject of the Call for Tenders:

in the framework of the project **02C0588, CLIMATE**, co-founded by the **Interreg Europe Programme**, provision of „**Development of a good practices and policy recommendations guide on disaster risk management and reactive emergency measures to extreme weather events and climate hazards in urban and natural environments\_A1.3 activity of the CLIMATE project**” in accordance with the document entitled "Professional content, details of tasks to be performed" in Annex 1 to this Call for Tenders.

### 4. Type of purchase:

Procurement below the threshold for public procurement with at least three bidders.

Contract type: Contract for services.



The Contracting Authority informs the Bidders that it considers the tenders submitted in this procedure as indicative tenders in support of a possible public procurement procedure and will terminate this procurement procedure without a call for results.

**5. Duration of the contract, deadline for performance:**

Continuously, from the date of signature of the contract until 31 October 2025 at the latest.

**6. The offer price and payment terms:**

The Bidder must specify the bid price **in EUR**, indicating the net bid price, by filling in the "Tender Form" (Annex 3).

The winning Bidder may issue the invoice with the following content:

- the document must bear the title "Invoice" according to the regulations of the country concerned (e.g: Invoice, Factura...)
- number of invoice
- the issuer (Bidder company) of the invoice
- name of buyer (Vas County Government Office)
- name of the service provided
- invoice amount
- the currency of the invoice
- date of issue and date of execution of the invoice.

The winning Bidder may issue the invoice and the itemization following the performance of the tasks contractually agreed upon, after issue of the performance certificate by the Vas County Government Office. The invoice shall be paid by bank transfer within 30 days of the date of issue.

Invoices are issued and paid in **EUR**. Pre-performance is acceptable.

Invoices not issued electronically must indicate the programme and project identification details: **Interreg EUROPE Programme CLIMATE - Project 02C0588**.

An invoice issued electronically can only be accepted if the following text is entered in the comment field of the electronic invoice when the invoice is issued: **Interreg EUROPE Programme CLIMATE - Project 02C0588**.

**7. Criteria for evaluating tenders:**

The Contracting Authority informs the Bidders that the winner of this Call for Tenders is the Bidder offering the lowest bid, based on the "**Total Net Bid Price**" as indicated in the Tender Form.

The Contracting Authority draws the attention of Bidders to the fact that they will be required to declare their capacity as independent bidders after the opening of their tenders.



**8. How to submit a tender:**

The Bidder must submit their tender in 1 original printed copy in a sealed envelope, by post as registered mail, or by e-mail, the document scanned after legally signed,

***If sent by post as registered mail:***

the address at which the offer is to be submitted:

for Dr. Péter Balázs, Head of office  
Vas Vármegyei Önkormányzati Hivatal  
H - 9700 Szombathely, Berzsényi D. tér 1.

**The envelope** containing the offer must indicate:

**CLIMATE - Development of a good practices and policy recommendations guide  
It cannot be opened before the deadline for submission of tenders!**

**a) If submitted by e-mail**

address for submission of tenders: [beszerzes@vasmegye.hu](mailto:beszerzes@vasmegye.hu)

Please indicate in **the subject line of the message:**

**CLIMATE - Development of a good practices and policy recommendations guide**

**9. a) Deadline for submission of tenders:**

15 July 2025, 10.00 a.m.

**b) Place and time of opening of tenders received:**

Vas Vármegyei Önkormányzati Hivatal, Official premises of the International Department

9700 Szombathely, Berzsényi D. tér 1.; 15 July 2025, 10.30 a.m.

**b)** The Contracting Authority draws the attention of Bidders to the fact that tenders prepared within the framework of this Call for Tenders must be submitted in such a way that the tender is certifiably received to the Contracting Authority at the deadline specified in paragraph 9/a of this Call for Tenders.

**10. The planned date of conclusion of the contract:**



The Contracting Authority informs the Bidders that the signing of the contract for services with the successful Bidder is expected to be within 15 working days after the opening of the Tenders, in accordance with the Call for Tenders.

**11. Mandatory content of the Tender:**

- a completed Tender Form (Annex 3)
  - o Company details of the Bidder
  - o Price table
  - o Bidder's declarations

**12. Method of evaluation of the tenders:**

- 12.1. The evaluation of the tenders will be based on the completed and submitted Tender Form (Annex 3).
- 12.2. Proposals will be evaluated without negotiation.
- 12.3. The Contracting Authority informs the Bidders that they will not be given the opportunity to rectify any deficiencies in their submitted tenders.
- 12.4. The Contracting Authority informs the Bidders that it will notify all Bidders in writing of the evaluation of the tenders submitted in response to this Call for Tenders.
- 12.5. The Contracting Authority informs the Bidders that if the Bidder's tender does not comply with any of the requirements of the Call for Tenders, the Contracting Authority shall consider the Bidder's tender to be invalid.

**13. The offer submitted is invalid if**

- 13.1. the tender is received after the deadline for submission specified in point 9.a) of the Call for Tenders, or
- 13.2. the tender was not sent by post or e-mail, or
- 13.3. the tender is not submitted on the form complying with points 11 and 12.1 of the Call for Tenders, or
- 13.4. the tender was not submitted in the appropriate currency as specified in point 6 of the Call for Tenders, or
- 13.5. the tender in EUR was not expressed to two decimal places in the case of non-integer numbers, where this is numerically justified (see Tender Form), and does not take into account the rules of mathematical rounding, or
- 13.6. the Bidder is not qualified to perform all (parts of) the activities and does not designate a subcontractor in its tender, or
- 13.7. the tender does not include in its proposal at least one project work within the 5 years preceding the submission of the offer, for the implementation of reference any deliverables related to exchange of experience activities financed by the Interreg Europe Programme, or
- 13.8. fails to declare its capacity as an independent Bidder by the deadline after the dismantling.



#### 14. Others:

##### 14.1. *Conditions for the use of a subcontractor:*

14.1.1. *If the Bidder wishes to involve a subcontractor in the fulfilment of the contract, this fact must also be indicated in the tender. Should the use of subcontractors become necessary during the fulfilment of the contract, this shall only be possible after notification to and approval by the Contracting Authority.*

14.1.2. *In this procurement process, a Bidder may not be a bidder or a subcontractor in any other tender, other than its own.*

14.1.3. *The successful Bidder must ensure transparency regarding the content, amount and payment of subcontracts.*

14.1.4. *Copies of the subcontractor's invoices and supporting documents verifying payment must be submitted to the Contracting Authority within 30 days of payment.*

14.2. The Contracting Authority draws the attention of the Bidders to the fact that, for the accounting of the project, for contracts of over €10,000 net, they must declare the following personal data of the owners of more than 25% of the contracted company: date of birth and tax identification number.

14.3. No alternative tenders can be submitted!

14.4. Time frame during which the Bidder must maintain its tender: 60 days

14.5. The Contracting Authority draws the attention of Bidders to the fact that the Contracting Authority reserves the right to declare the procedure announced in this Call for Tenders unsuccessful without giving any reason. The Contracting Authority draws the attention of Bidders to the fact that this Call for Tenders does not create any contractual obligation on its part.

14.6. For any further questions, please contact Anita Bálint at the following contact details:  
e-mail: [balint.anita@vasmegye.hu](mailto:balint.anita@vasmegye.hu)

#### **Annexes to the Call for Tenders:**


Annex 1: Professional content, details of tasks to be performed

Annex 2: Research guidelines and data collection form

Annex 3: Tender Form

Szombathely, 01 July 2025.



  
**Dr. Péter Balázs**  
Head of office



## Annex 1 to the Call for Tenders

### Professional content, details of tasks to be performed

**Subject of the Call:** "Development of a good practices and policy recommendations guide on disaster risk management and reactive emergency measures to extreme weather events and climate hazards in urban and natural environments\_A1.3 activity of the CLIMATE project"

**Deadline:** 15 September 2025 for DRAFT version of the document and 30 September 2025 for FINAL version of the document (8 working days for checking the Contracting Authority)

It is assumed that the Contracting Authority will provide the data on best practices to the Bidder by 25 August 2025.

#### The activity which must be carried out:

The data collection (for a total of 20–30 best practices) is carried out based on the „research guidelines“ included in Annex 2 of the Call for Tenders, using the „data collection form“ which is part of it.

**The Annex 2 of the Call for Tenders:** “research guidelines and data collection form” includes evaluation/quality criteria for the practices, a brief definition of each criterion, and a grading scale for fulfilling the criteria. It also provides a classification scheme (with definitions) for identifying practices as poor, promising, or best based on their score. The preliminary evaluation of the best practices in **Part 3** of the „data collection form“ will be conducted and the compiled document will be sent to the Bidder by the Contracting Authority by the 25<sup>th</sup> of August, 2025.

The Bidder should prepare the **Good practices and policy recommendation guide** according to the following detailed terms of reference:

- **The language of the Good practices and policy recommendation guide document is English and consists of at least 30 pages,**
- **the prepared document should be based on the criterias and grading scales listed and detailed in Annex 2 „research guidelines and data collection form“ document and the data of the collected best practices**

#### **The document must contains:**

- **Examination and presentation of the preliminary evaluation** of the partners' practices on the quality criteria,
- **Comparison and final assessment of the identified practices** against the evaluation criteria,



- **Categorisation of good practices** as poor, promising or best according to the scoring system,
- **Describe at least 10** disaster risk management and reactive emergency **practices, acknowledged as best or promising.**
- **Deliver a guide with policy recommendations** for partners to integrate, adapt and build upon these practices to improve climate hazards preparedness and management.

**The Contracting Authority will provide:**

- branding elements provided by the IE Programme (e.g. logo, A3 poster, etc.)
- any other (background) information needed about the project.
- data and preliminary evaluation of 20-30 best practices in a compiled document



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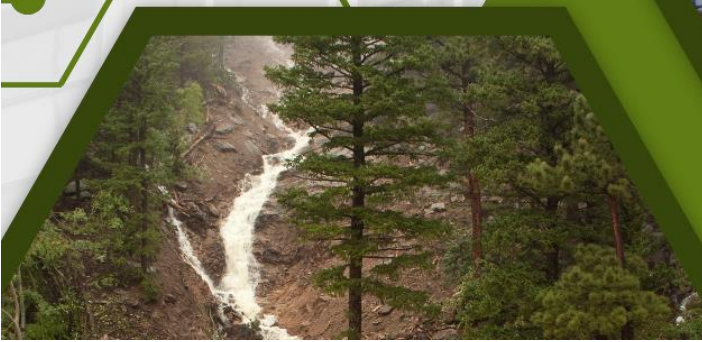
**CLIMATE**

Annex 2 to the Call for Tenders

## Research guidelines and data collection form

# A1.3: EXCHANGE OF PRACTICES IN DISASTER RISK MANAGEMENT AND REACTIVE EMERGENCY MEASURES TO EXTREME WEATHER EVENTS AND CLIMATE HAZARDS

## Research Guidelines



***Disclaimer:***

*The opinions expressed are solely those of the author(s). In no case should they be considered or construed as representing an official position of the European Commission or of the Interreg Europe monitoring committee.*

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## Introduction

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Within the scope of the CLIMATE project's activity A1.3 – “Exchange of practices in disaster risk management and reactive emergency measures to extreme weather events and climate hazards”, the City of Brussels has prepared the present document to assist the project partnership in identifying and documenting relevant practices.

The document provides valuable, relevant, and comprehensive insights regarding disaster risk management extreme weather events, supported by indicative case studies. It explores the three key categories of disaster risk management, namely risk reduction, preparedness, and emergency response measures.

In addition, it introduces a standardised methodological framework for the data collection process, outlining the aim, collection targets, and evaluation criteria for assessing documented practices.

Overall, this document serves a comprehensive tool for facilitating the exchange of best practices, thereby fostering cross-sectoral collaboration at both local and regional authority levels. Partners are strongly encouraged to read the document thoroughly before proceeding with the collection, documentation, and assessment of practices, which will be conducted via an online survey developed specifically for this activity.

## Thematic Background

Climate change is already affecting daily life across the globe and is expected to continue doing so in the foreseeable future. The European continent is projected to experience rising temperatures, with some regions becoming drier while others growing wetter. Floods, droughts, heatwaves, and other climate-related hazards are intensifying, lasting longer, occurring more frequently, and becoming more severe.

These hazards place immense pressure on ecosystems, threaten human lives, and strain national economies, often leading to hardship, distress, and the displacement of affected communities. In recent years, the EU has witnessed a variety of devastating events that have adversely impacted human life, infrastructure, the environment, and cultural heritage.

Given this complex and evolving challenge, it is vital to put in place robust measures for disaster prevention, mitigation, preparedness, response, and recovery. A coordinated and proactive approach is essential to protect European communities and improve climate resilience.

*In the EU, from 1980 to 2022, natural hazards affected millions of people and have cost Member States €650 in total, of which €59 billion in 2021 and €52 billion in 2022.*

### Disaster Risk Management

Disaster risk management (DRM) refers to the application of disaster risk reduction policies and strategies to prevent new disaster risk, reduce existing risk, and also manage residual risk, contributing to the strengthening and reduction of disaster losses.<sup>1</sup> Key components of DRM include:

- **Risk Assessment:** Identifying potential hazards, vulnerabilities, and exposure.
- **Mitigation:** Implementing measures to reduce risks, such as building resilient infrastructure and localised safety reinforcements.
- **Preparedness:** Developing emergency plans, establishing early warning systems, and educating communities.
- **Response:** Coordinating immediate actions during a disaster, including evacuation and relief efforts.
- **Recovery:** Restoring normalcy and rebuilding affected areas.

The elements of risk assessment and recovery fall outside the scope of Activity A1.3 and are thus not further discussed in this deliverable. Partners are encouraged to refer to Activity A3.1 for a detailed analysis of risk assessment, including hazard scenarios, and recovery measures. The following sections delve into the details, mainly from the

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<sup>1</sup> United Nations Office for Disaster Risk Reduction (UNDRR). 2017. The Sendai Framework Terminology on Disaster Risk Reduction. "Disaster risk reduction". Accessed 31 March 2025. <https://www.undrr.org/terminology/disaster-risk-reduction>.

perspective of responsible authorities, of risk reduction, i.e., mitigation, preparedness, and response measures in the context of DRM pertaining to extreme weather events and climate hazards.

## Understanding risk: Flood risk in an urban area



**New Risk:** A city expands into low-lying areas previously untouched by urban development. Construction of new neighbourhoods increases flood exposure because natural drainage systems are disrupted.

**Existing Risk:** An older district in the city has buildings and roads that were built without proper flood-resistant designs. Every year, heavy rainfall leads to predictable flooding because outdated drainage systems fail to handle excessive water.

**Residual Risk:** The city installs modern drainage systems and enforces stricter flood-resistant building regulations, but extreme weather events—such as unprecedented storm surges—still pose a flooding threat. Residents must rely on emergency response plans to deal with any remaining risk.

## Risk Reduction Measures

Risk mitigation can take the form of large-scale interventions such as building resilient infrastructure as well as implementing localised measures to reduce the risk of hazards that emerged from the risk assessment process for high-risk areas. Such interventions are tailored to specific hazards and directly address vulnerabilities in at risk-communities. Examples include installing safety nets to prevent landslides, building or broadening small drainage systems to manage floodwaters in urban areas, as well as erecting flood markers and warning signs in areas susceptible to flooding or landslides respectively. Additionally, restricting construction in high-risk zones and enforcing building standards are also examples of effective reduction measures.

### Managing disasters in small steps: MoSSaiC programme in Santa Lucia<sup>2</sup>

**Disaster Risk Management Component:** Risk Reduction

#### Context

Saint Lucia is a country in the Caribbean which faces significant landslide risk due to heavy rainfall and steep terrain. The risk is increasing as unauthorised housing is built on already landslide prone hillslopes surrounding urban areas, resulting in increased slope instability for the most vulnerable populations. In addition, steep topography of

<sup>2</sup> <https://documents1.worldbank.org/curated/en/170861468303046095/pdf/787230BRI0PH0100Box377352B00PUBLIC0.pdf>

volcanic islands in the region combined with the climate patterns of heavy rains and frequent cyclonic activity, further contribute to the high level of landslide risks.

### **Stakeholders involved**

Government officials, World Bank, senior engineers, local communities, Global Facility for Disaster Reduction and Recovery (GFDRR)

### **Approach**

The Management of Slope Stability Communities (MoSSaiC) approach was established by researchers from the University of Bristol in UK and its implementation in Saint Lucia was sponsored by the World Bank's Disaster Risk Management (DRM) Team. Each of the identified vulnerable communities received financial, technical, and project management support to install drainage systems, rainwater harvesting techniques and catchments to divert rainfall from saturating the soil and foundations to homes that instigate landslides. MoSSaiC continues to work with the World Bank, GFDRR, and communities to develop a handbook and online resources to make the approach more widely available and useful to the general population and related ministries.

### **Key Success Factors**

The key to success of this approach is that it applies appropriate scientific methods at the correct physical scale for understanding the physical risk drivers and hence reducing the landslide hazard, while doing so within the context of the community, encouraging a government-community partnership for both the delivery of the measures and ongoing management of slope stability.

### **Replicability and Scaling**

The MoSSaic approach can be a blueprint for landslide reduction as it emphasises scientific and evidence-driven assessment of vulnerability of landslide hazards and design of risk reduction interventions. It also emphasises community involvement, making the approach adaptable to other regions facing similar challenges.

## **Preparedness Measures**

Preparedness entails both the authorities' operational preparedness as well as that of the local communities, and aims build the capacities needed to efficiently manage all types of emergencies on the way to sustainable recovery post-disaster.

### **Operational Preparedness**

Regional and national authorities are typically tasked with setting up emergency plans for addressing potential hazards in line with the risk assessment results and disaster scenarios. These emergency plans foresee actions to be carried out during a climate emergency. An essential aspect of the emergency plans is the identification and marking with appropriate signage of safe assembly points for emergency evacuation in case of for example wildfires or flooding.

Additionally, the establishment of early warning systems is critical for monitoring and alerting both authorities and communities about potential extreme weather events and

climate hazards. Examples include weather monitoring systems for storms and cyclones, sensor-based flood detection networks, and public alert systems to ensure people have enough time to respond effectively to the upcoming event (wildfire, storm, flooding etc.).

## General Public's Preparedness

Awareness raising and education initiatives play a vital role in fostering a culture of preparedness and resilience among local communities. Educating the local communities and the broader general public about extreme weather events and climate hazard risks, prevention, and response empowers individuals to take proactive steps and protect themselves. Awareness raising campaigns, school programs, and distributing informative and educational material such as brochures and videos are effective practices to ensure the public understand risks and are prepared to act in case of emergency.

### **Bridging the Information Gap: Japan's communication approach to improve disaster resilience<sup>3</sup>**

**Disaster Risk Management Component:** Preparedness

#### **Context**

Although Japan has had in place advanced early warning systems, the country experienced significant losses due to delayed evacuations during the 2018 heavy rains and the 2019 typhoon. A critical weak point was that local communities could not understand what actions were recommended by authorities in case of extreme weather events. Aiming to address this information gap, the Japanese government worked towards improving its disaster communication to the public.

#### **Stakeholders involved**

Japanese government, local governments, local communities

#### **Approach**

The Basic Act on Disaster Management was amended to review evacuation information and consolidate evacuation recommendation and instruction into a single "evacuation instruction" to promote easy understanding. The evacuation information was organised in five alert levels which local communities can intuitively understand. In addition, the Act was revised to oblige municipalities to create "individual evacuation plans" for vulnerable groups such as the elders and persons with disabilities.

#### **Key Success Factors**

The key success factors of this approach are clear and easily understood language, the consolidation of evacuation recommendations, and the creation of targeted or differentiated plans for vulnerable groups.

#### **Replicability and Scaling**

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<sup>3</sup> <https://www.undrr.org/quick/77238>

By prioritising clear and concise communication and promoting individualised evacuation plans for persons most at risk, Japan demonstrates a proactive disaster risk reduction communication strategy that is both effective and scalable to other contexts.

## Emergency Response Measures

Emergency response actions are taken immediately after the initiation of an extreme weather event or related climate hazard to minimise the impact on ecosystems and infrastructure and protect human lives. Examples include emergency evacuations and arranging transportation and emergency accommodation (shelters) for the affected population, as well as delivering essential food and medical supplies to those in need. Emergency response measures entail a high degree of complexity as the responsible authority(ies) needs to coordinate efforts among first responders, such as firefighters and medical teams, and establish communication channels to keep the public informed during an ongoing emergency/crisis.

### Digital Safety Check: the use of social media during the 2016 Fort McMurray Wildfire in Canada<sup>4</sup>

**Disaster Risk Management Component:** Emergency response

#### Context

In May 2016, a devastating wildfire swept through Fort McMurray and surrounding areas, prompting the evacuation of over 80,000 residents. As first responders fought the blaze and emergency management officials coordinated efforts, several organisations, including Defence Research and Development Canada's Centre for Security Science (DRDC CSS), provided crucial advice and support. A significant challenge was maintaining concise communication of situational awareness (SA), as conditions changed rapidly hour-by-hour.

#### Stakeholders involved

Canadian government, local authorities, local community, social media platforms

#### Approach

To address the need for real-time communication, hashtags such as #ymm, #fortmac, and #fortmacfire were employed to quickly disseminate information. The hashtag #yymhelp was created to assist those seeking shelter. DRDC CSS supported the Alberta Emergency Management Agency (AEMA) in activating Canada's Virtual Operations Support Team (CanVOST), a volunteer organisation of emergency professionals who provided social media monitoring services and reports during the crisis. Additionally, DRDC CSS connected the digital volunteer team YMMHelps with Dataminr, a top-tier social media analytics tool that filters, sorts, and analyses relevant content in real-time. This team emerged early in the disaster to monitor Twitter and Facebook resources, organising assistance and accommodations for evacuees.

<sup>4</sup> <https://www.canada.ca/en/defence-research-development/news/articles/supporting-emergency-management-officials-during-fort-mcmurray-wildfire-response.html>

### **Key Success Factors**

The key to success factors of this approach are clear and straightforward updates through hashtags ensuring that critical information was easily accessible, combined with the use of professionals that analysed social media data to facilitate the coordination of aid for vulnerable groups, connecting them with volunteers and resources.

### **Replicability and Scaling**

The effective use of social media during the Fort McMurray wildfire showcases an emergency disaster communication strategy that can be replicated and scaled to other contexts. By leveraging digital platforms, authorities and first responders can deliver trusted advice, enhance cooperation, and provide timely assistance where needed.

## Activity's Survey

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### Aims

The purpose of the activity survey is to gather and evaluate in a systematic way best practices in Disaster Risk Management and Emergency Response, aiming to facilitate and guide the exchange of experience and domain specific knowledge within the CLIMATE partnership.

The survey focuses on identifying and documenting measures that a) have successfully reduced disaster risks linked to extreme weather events and climate-related hazards, and/or b) have proven effective in safeguarding human lives, ecosystems, and critical infrastructure during emergencies caused by such events.

### Methodology

Partners are encouraged to utilise an online questionnaire combining both closed- and open-ended questions, designed to systematically document the required information in a consistent, comparable, and clearly structured format for all partners.

Project partners should concentrate on three areas of Disaster Risk Management: i) Risk reduction policy measures, ii) Preparedness measures and iii) Emergency response measures.



[Link to the online survey](#)

Moreover, special emphasis, aligned with the context of the Thematic Background, should be placed on:

- Localised small-scale interventions to reduce risks in specific contexts (e.g., safety nets, flood markers, drainage systems, etc.).
- Urban development policies to reduce risks across broader contexts (e.g., land-use planning, building standards, peri-urban roadside drainage networks, etc.)
- Emergency plans and early warning systems to enhance the operational preparedness of regional authorities.
- Awareness-raising and educational initiatives to improve public preparedness.
- Immediate emergency response measures following an event or hazard (e.g., arranging accommodation, medical supply, etc.)

The survey follows the same structure as the case studies presented in the Thematic Background chapter, to facilitate the completion process for partners, enabling them to use the case studies as a blueprint for organising their input effectively.

### What defines a good practice

While there is no universal definition of “good practice,” the term generally refers to solutions, policies, interventions, actions, or procedures that have been recognised as

effective and could aid other entities facing similar challenges<sup>5</sup>. A good practice is founded on a successful idea that addresses specific challenges in a particular context or region, and which also has the potential to yield positive outcomes in other settings<sup>6</sup>. Good practices often serve as blueprints for driving effective policymaking, facilitating policy transfer, and fostering meaningful change.

*In the context of policymaking, a “good practice” can be identified as a measure that is both effective and transferable, reliably delivering desired outcomes.*

For the purpose of Activity A1.3, “good practice” refers to specific measures adopted within the framework of disaster risk management policies. These practices, referred to as “policy practices,” have successfully contributed to risk reduction either locally or nationally, or have proven effective in responding to emergency situations arising from extreme weather events.

## Evaluation criteria

Submitted good practices will be subject to assessment by the submitting partner, applying five established criteria:

- **Relevance:** The degree to which the measure/practice is tailored to address specific climate risks, vulnerabilities, or challenges posed by extreme weather events.
- **Impact:** The extent to which the measure/practice has successfully mitigated risks, reduced harm, or enhanced climate resilience locally, regionally, or nationally – depending on the context.
- **Sustainability:** The ability of the measure/practice to remain relevant and effective over time, while also continuing to meet the needs of the affected population.
- **Cost-effectiveness:** The institutional and financial efficiency of the measure/practice to achieve intended outcomes (i.e., meaningful risk reduction or emergency response), considering the use of resources relative to the scale and scope of the benefits delivered.
- **Transferability potential:** The extent to which a successful policy practice can be reproduced by another region or country.

Each criterion is evaluated in a 5-point scale, from 0 to 4, where 0 represents a practice that does not meet the criterion in concern, while 4 represents a practice that fully meets the criterion in concern.

<sup>5</sup> Macmillen, J., & Stead, D. (2014). Learning heuristic or political rhetoric? Sustainable mobility and the functions of ‘best practice’. *Transport Policy*, 35, 79-87. <https://doi.org/10.1016/j.tranpol.2014.05.017>

<sup>6</sup> Blake, O., Glaser, M., Bertolini, L., & te Brömmelstroet, M. (2020). How policies become best practices: a case study of best practice making in an EU knowledge sharing project. *European Planning Studies*, 29(7), 1251–1271. <https://doi.org/10.1080/09654313.2020.1840523>

**Table 1: Activity A1-3 Good Practices' evaluation scale**

Grade	Extend to which the policy element meets the criterion
0	Not at all
1	Slightly
2	Moderately
3	Much
4	Fully

Upon completion of the good practices collection process, the City of Brussels will review the cases submitted to ensure compliance with the predefined criteria. In a subsequent phase of the Activity, the Vas County Government Office will conduct a final review of the compiled good practices and then classify them in three categories – best, promising, poor – as explained in Table 2. The classification of the submitted policy measures/practices will be based on the aggregated score for each of the criteria, aiming to identify a final list of 10–15 best or promising practices.

**Table 2: Activity A1-3 Good Practices' Classification**

Classification	Description	Score obtained
<b>Best</b>	A policy element that can facilitate policy transfer, driving effective policymaking. It has proven to be successful in reducing disaster risk or addressing emergencies due to extreme weather events, while also utilising an approach that is sustainable, cost-effective, and transferable to other regions and/or contexts.	<b>≥ 15</b>
<b>Promising</b>	A policy element that has produced some tangible results regarding the reduction of disaster risk or the response to emergencies due to extreme weather events in a given geographical scope. It utilises an approach that has the potential to be transferred to other regions and/or countries in a cost-effective and sustainable way.	<b>13 - 15</b>
<b>Poor</b>	A policy element that has not proved to either be sufficiently successful in reducing disaster risk or responding to emergencies due to extreme weather events, or has utilised an approach that is not sustainable or cost efficient. It is not transferable to other regions and/or countries.	<b>&lt; 13</b>

## Timeline

Partners will have three weeks to complete the process of researching, collecting, and documenting on the online form the respective good practices.

## Data collection targets

Partners, including the discovery partner from Albania, SARANDA, are expected to submit two to three good practices, classified under at least two different categories (risk reduction measures, preparedness measures, and emergency response measures). A total of 20 to 30 practices should be collected to ensure there are enough examples in each main category for a comparative analysis of their effectiveness and potential for transferability.

Ideally, the practices submitted by partners should originate from their own country, preferably from their own region. However, if partners are not able to identify practices at the national level, they may include practices from other EU countries. In this case, it is preferable to select practices from outside the partnership countries to avoid duplicate submissions from multiple partners.



### A1.3 Online Survey Checklist



**Practices should concern specific measures adopted within the framework of disaster risk management policies, that:**

- have successfully contributed to risk reduction either locally or nationally, or
- have proven effective in responding to emergency situations arising from extreme weather events



**Collection targets:**

- 2 - 3 practices per partner
- practices to cover at least 2 different categories (risk reduction measures, preparedness measures, and emergency response measures)
- practices preferably from each partner's region or country



**Submission deadline:**

Monday 30 June 2025  
23:59 CET

## Supplement

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### The Sendai Framework

The Sendai Framework for Disaster Risk Reduction 2015-2030 (Sendai Framework) was the first major agreement of the post-2015 development agenda and provides United Nations (UN) Member States with concrete actions to protect development gains from the risk of disaster<sup>7</sup>. Endorsed by the UN General Assembly following the 2015 Third UN World Conference on Disaster Risk Reduction, the Sendai Framework advocates for: “*The substantial reduction of disaster risk and losses in lives, livelihoods and health and in the economic, physical, social, cultural and environmental assets of persons, businesses, communities and countries.*”

It recognises that the State has the primary role to reduce disaster risk, but that responsibility should be shared with other stakeholders including local government, the private sector, and other stakeholders.

### Sendai Framework Terminology on Disaster Risk Reduction

The **Sendai Framework Terminology on Disaster Risk Reduction** promotes a common understanding and usage of disaster risk reduction concepts and to assist the disaster risk reduction efforts of authorities, practitioners and the public<sup>8</sup>. Key concepts within the framework of Activity A1-3 include:

- **Critical infrastructure:** The physical structures, facilities, networks and other assets which provide services that are essential to the social and economic functioning of a community or society.
- **Disaster:** A serious disruption of the functioning of a community or a society at any scale due to hazardous events interacting with conditions of exposure, vulnerability and capacity, leading to one or more of the following: human, material, economic and environmental losses and impacts.
- **Emergency:** sometimes used interchangeably with the term disaster, as, for example, in the context of biological and technological hazards or health emergencies, which, however, can also relate to hazardous events that do not result in the serious disruption of the functioning of a community or society.
- **Disaster risk:** The potential loss of life, injury, or destroyed or damaged assets which could occur to a system, society or a community in a specific period of time, determined probabilistically as a function of hazard, exposure, vulnerability and capacity.
- **Disaster risk management:** Disaster risk management is the application of disaster risk reduction policies and strategies to prevent new disaster risk, reduce

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<sup>7</sup> <https://www.undrr.org/implementing-sendai-framework/>

<sup>8</sup> <https://www.undrr.org/drr-glossary/terminology>

existing disaster risk and manage residual risk, contributing to the strengthening of resilience and reduction of disaster losses.

- **Early warning system:** An integrated system of hazard monitoring, forecasting and prediction, disaster risk assessment, communication and preparedness activities systems and processes that enables individuals, communities, governments, businesses and others to take timely action to reduce disaster risks in advance of hazardous events.
- **Hazard:** A process, phenomenon or human activity that may cause loss of life, injury or other health impacts, property damage, social and economic disruption or environmental degradation. Hazards may be natural, anthropogenic or socionatural in origin. Natural hazards are predominantly associated with natural processes and phenomena.
- **Preparedness:** The knowledge and capacities developed by governments, response and recovery organizations, communities and individuals to effectively anticipate, respond to and recover from the impacts of likely, imminent or current disasters. Preparedness action is carried out within the context of disaster risk management and aims to build the capacities needed to efficiently manage all types of emergencies and achieve orderly transitions from response to sustained recovery.
- **Residual risk:** The disaster risk that remains even when effective disaster risk reduction measures are in place, and for which emergency response and recovery capacities must be maintained. The presence of residual risk implies a continuing need to develop and support effective capacities for emergency services, preparedness, response and recovery, together with socioeconomic policies such as safety nets and risk transfer mechanisms, as part of a holistic approach.
- **Response:** Actions taken directly before, during or immediately after a disaster in order to save lives, reduce health impacts, ensure public safety and meet the basic subsistence needs of the people affected.
- **Vulnerability:** The conditions determined by physical, social, economic and environmental factors or processes which increase the susceptibility of an individual, a community, assets or systems to the impacts of hazards.

0% Completed

Required Fields Complete 0 / 14



The purpose of the activity survey is to gather information on policy measures implemented within the CLIMATE partnership's territories that have either:

- A. **Successfully reduced disaster risks** associated with extreme weather events and climate-related hazards, or
- B. **Proven effective in safeguarding** human lives, ecosystems, and critical infrastructure during emergencies caused by such events.

Partners are advised to [consult the Research Guidelines](#) to understand the requirements for data collection and the proper way to input information.

Part I

Part II

Part III

Part IV

0% Completed

Required Fields Complete 0 / 14

Part I

Respondent Information

Name \*

First Name

Last Name

Partner Organisation \*

Please Select

Email \*

example@example.com

example@example.com

Part II

Part III

0% Completed

Required Fields Complete 0 / 14

**Part II**

**Description of the Good Practice**

Please consult the case studies in the Research Guidelines document prior to completing this section.

Title \*

Disaster Risk Management Component \*

Link(s) to source(s) \*

Please enter valid URLs separated by commas.

Context \*

Provide background on the geographic, environmental, and socio-economic factors influencing disaster vulnerability in the target area.  
0/700

There are 2 errors on this page. Please correct them before moving on.

See Errors

Part I

Part II

### Description of the Good Practice

Please consult the case studies in the Research Guidelines document prior to completing this section.

Title \*

Disaster Risk Management Component \*

Please Select

- Please Select
- Risk Reduction
- Preparedness
- Emergency Response

Please enter valid URLs separated by commas.

Context \*

Provide background on the geographic, environmental, and socio-economic factors influencing disaster vulnerability in the target area.

0% Completed Required Fields Complete 0 / 14

**Stakeholders involved \***

List key organisations, government agencies, local communities, and international partners engaged in the planning and implementation of the initiative.

**Approach \***

Describe the methods and strategies used to address disaster risks, including technical interventions, capacity-building efforts, and policy measures.  
0/1000

**Key Success Factors \***

Identify the elements contributing to the initiative's effectiveness, such as scientific accuracy, community engagement, and sustainable implementation practices.  
0/1000

**Scaling and Replicability \***

Outline how the initiative can be adapted for other regions facing similar challenges, highlighting transferable strategies and lessons learned.

**Save**

0% Completed Required Fields Complete 0 / 14

Part I

Part II

Part III

### Evaluation of the Good Practice

Partners are advised to consult the Research Guidelines document prior to the completion of this section in order to gain a better understanding of the approach and element of the evaluation and its criteria.

Please assess the extend to which the good practice meets each of the criteria below by selecting the appropriate grade from 0 - 4 \*

	Extend to which the good practice meets the criterion
Relevance	
Impact	
Sustainability	
Cost-effectiveness	
Transferability potential	

0 - Not at all  
1 - Slightly  
2 - Moderately  
3 - Much  
4 - Fully

Part IV

There is 1 error on this page. Please correct it before moving on.

See Errors

Part I

Part II

Part III

Part IV

I consent to the City of Brussels collecting, using, disclosing, and/or processing my personal data for the purposes of the CLIMATE Interreg Europe project. \*

I agree

Please verify that you are human \*

again

Save

Submit

Powered by Jotform



Annex 3 to the Call for Tenders

TENDER FORM

Subject of the Call: In the framework of the CLIMATE - 02C0588 project, co-founded by the Interreg Europe Programme, provision of "Development of a good practices and policy recommendations guide on disaster risk management and reactive emergency measures to extreme weather events and climate hazards in urban and natural environments\_A1.3 activity of the CLIMATE project"

IMPORTANT: Please fill in the form completely!

If a box is not relevant, please cross it out!

Please quote the tender price in EUR!

Please give your tender in EUR to two decimal places, using the mathematical rounding rules for non-integer figures.

For information on the validity of the offer, please refer to point 13 of the Call for Tenders.

Details of the Bidder	
Name of the Bidder:	
Address:	
Mailing address:	
Company registration number:	
Phone number:	
E-mail address:	
Name of representative:	
Name of the contact person:	

In response to the Call of Tenders above, I, the undersigned, hereby declare that I have read and fully accept the contents of the Call dated 01 July 2025 and hereby submit the following offer without reservation or qualification and accepting in full the terms and conditions contained therein:

Price table	
<b>Name of Task:</b> Development of a good practices and policy recommendations guide on disaster risk management and reactive emergency measures to extreme weather events and climate hazards in urban and natural environments_A1.3 activity of the CLIMATE project	<b>NET price - EUR</b>
<b>TOTAL NET OFFER PRICE:</b>	

Date: ....., 2025 .....

Stamp

Signature/Company signature



Bidder's declarations

- I hereby declare that I intend to involve a subcontractor in the fulfilment of the contract:  
YES / NO\* (underline as appropriate)

(If the answer is yes, please indicate the subcontractor's company details in the table below (the table can be extended if there are several subcontractors)):

Business details of the subcontractor	
1	Name of subcontractor:
	Address:
	Company registration number:
	Phone number, e-mail address:
	Name of representative:

- I hereby declare that as a Bidder, I am authorised to provide the service(s) covered by this Call for Tenders. *With regard to the management of conflicts of interest, I declare that I am not directly or indirectly related in the ownership structure of our Company and in relation to its elected officers, as an employee, or in relation to potential subcontractor(s), to any officer of the Contracting Authority, employee involved in the procurement or employee of the Contracting Authority within the meaning of the Civil Code of Hungary. 8:1.§ (1) paragraph 2) of the Procurement Contract.*
- I hereby declare that the company I represent is not in liquidation, has not been declared bankrupt or is not the subject of bankruptcy or liquidation proceedings, has not been the subject of a court order for bankruptcy proceedings, and has not been the subject of a final order for winding up. Furthermore, it does not owe more than one year's worth of central taxes, duties, customs duties and social security contributions and does not have any arrears of local taxes at the place where the Contracting Authority is established. The business is not under suspension of operation.
- I hereby declare that I am bound by my tender for a period of 60 days from the prescribed deadline for submission of tenders.

Date: ....., 2025 .....

Stamp

Signature/Company signature



### Professional competence justification and reference introduction

I declare that our organization related to this contract has carried out the following reference activities over the past five years shown below:

Name of the activity and date of the implementation	Name and address of client	Project title financed by EU programme
1.		
2.		
3.		

Date: ....., 2025 .....

Stamp

Signature/Company signature



**On the grounds for exclusion, competences and contracting**

I, the undersigned ..... (Name of representative),

as ..... (Name of the Bidder)

..... (Address)

.....(Company registration number) authorized representative hereby declare, that at the date of tender submission any grounds for exclusion defined in the Call of Tenders do not exist at our organization.

I also declare that I understood the specifications covered by the Call of Tenders and I accept the conditions defined by the Contracting Authority.

We are able to implement the activities contained in the Terms of reference, and in case of winning we undertake the contracting.

Date: ....., 2025 .....

**Stamp**

**Signature/Company signature**



## Eligibility criteria and grounds for exclusion

### Requirements for Bidder:

The professional capacity of the Bidder should be demonstrated by the reference activities preceding the past five years the submission of the offer.

The contractor is appropriate for submission of the offer, if:

- certifies by a declaration at least one similar implemented activity in the preceding five years, co-funded by the European Union Programme before the submission of the offer, which is equivalent with the given project tasks. The equivalent activity would pertain to the implementation of any deliverables related to exchange of experience activities.

### Definition of the grounds for exclusions:

Personal or legal entities and organisations without legal entity as Bidders will be excluded from participation in procurement procedures or tender winning if:

- a. they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- b. procedures have been initiated against them in connection with bankruptcy, being wound up, receivership, entering into an arrangement with creditors or similar procedures have been initiated according to national legislation or regulations.
- c. they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata; (i.e. against which no appeal is possible);
- d. they have been guilty of grave professional misconduct proven by any means which the Contracting Authority can justify;
- e. they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established, or with those of the country of the Contracting Authority.