



EUROPEAN COMMISSION
DIRECTORATE-GENERAL JUSTICE, FREEDOM AND SECURITY
Directorate B : Immigration and Asylum
Unit B1 : Immigration and Integration

MIGRAPOL
European Migration Network
Steering Board
Doc 7

EUROPEAN MIGRATION NETWORK

WORK PROGRAMME 2009

Version for Commission Adoption: 20th March 2009

Summary: In accordance with Article 4(5a) of the Council Decision 2008/381/EC establishing the EMN legal base, approval of the EMN Work Programme by the Steering Board is required before formal adoption by the Commission.

At the 2nd meeting of the Steering Board on 10th October 2008, Members unanimously approved the Work Programme 2009.

Following this, the Commission launched an internal procedure for the formal adoption of the Work Programme. The version here, therefore, is that which has been put forward for formal adoption, following an inter-service consultation.

European Migration Network- Work Programme 2009

Introduction

The EMN Work Programme for the year 2009 builds on the progress made in 2008 following the adoption of its legal base through Council Decision 2008/381/EC in May 2008. Up to the third quarter of 2008, the EMN focussed on completing activities from 2007 and re-establishing the EMN, including integrating new EMN NCPs and, in order to assist the Commission in their co-ordination of the work of the EMN, starting the process for appointing service providers. The fourth quarter of 2008 then focussed more on delivering outputs consistent with the EMN's mandate. The activities for 2009, which will be the first complete year under the EMN's legal base, are to continue the production of outputs consistent with the EMN's mandate, including the completion of some activities from 2008.

1. Objectives of the European Migration Network

As given in Council Decision 2008/381/EC, the objective of the European Migration Network (EMN) is to meet the information needs of Community institutions and of Member States' authorities and institutions on migration and asylum, by providing up-to-date, objective, reliable and comparable information on migration and asylum, with a view to supporting policy-making in the European Union in these areas. The EMN will also serve to provide the wider public with such information.

Referring to Article 2 of Council Decision 2008/381/EC, this will be achieved by:

- collecting and exchanging up-to-date and reliable data and information from a wide range of sources;
- analysing such data and information and provide this in a readily accessible format;
- in collaboration with other relevant EU bodies, contributing to the development of indicators and criteria that will improve the consistency of information and help in the development of Community activities related to migratory statistics;
- producing and publishing periodic reports on the migration and asylum situation in the Community and the Member States;
- creating and maintaining an internet-based information exchange system which provides access to relevant documents and publications in the area of migration and asylum;
- raising awareness of the EMN, by providing access to the information it gathers and disseminating the output of the EMN, unless the information is of a confidential nature;
- co-ordinating information and co-operating with other relevant European and international bodies.

Consistency and co-ordination with the relevant Community instruments and structures in the area of migration and asylum will be ensured.

2. EMN Work Programme 2009: Priorities of Action

The main objective of this year will be for the EMN to become fully operational in the provision of up-to-date, objective, reliable and comparable information on migration and

asylum to support policy-makers. Continued support to EMN NCPs, in particular in establishing their national networks, will also continue to be a priority. The integration of the service providers into the EMN will be another priority.

The EMN will continue to monitor and analyse relevant migration and asylum processes, including integration, at the European and national levels, with the central focus being on analysis, networking activities and documentation, in order to support policy-making, including the provision of information to prepare policy initiatives of the Commission. Such contributions will, typically but not exclusively, be in the form of a Study and/or Ad-Hoc Query on a topic proposed by the Commission, which could then form part of the Impact Assessment accompanying proposals from the Commission.

To achieve the main objectives, a structured and harmonised combination of the EMN's documentation and analysis activities is required that will be centred on topics following the orientations and priorities of EU migration and asylum policy. The continued provision and development of an internet-based EMN Information Exchange System will further support the integration of heterogeneous information, as well as the dissemination of EMN outputs. The EMN Information Exchange System will *inter alia* contain the studies and reports prepared by the EMN; the means to access documents used to produce such reports; a migration and asylum Glossary and Thesaurus and a database (or link to other existing ones) of national and Community resources in the area of migration and asylum.

The following priorities are set for 2009:

- **Support policy-making**, particularly through undertaking **relevant studies** within the EMN and, when appropriate, together with third parties.
- Continue to **integrate EMN NCPs** from all Member States, providing the necessary information, support, training and tools for implementing their activities;
- Further development of communication, interaction and **networking at the national and European level**, particularly with relevant Community instruments and structures;
- **Improve comparability** of the data and information at the EU-level by contributing *inter alia*, in collaboration with other relevant entities, to the development of common definitions, indicators and criteria;
- Update and maintain the **EMN Information Exchange System**, including continued development of the **EMN Glossary and Thesaurus** and harmonising or integrating with relevant thesauri and glossaries used by other entities dealing with migration and asylum matters;
- **Increase the visibility** of the EMN through *inter alia* widespread dissemination of its outputs, making it better known among national, European and international organisations, and among initiatives and institutions working in related areas, as well as by a regularly updated website.

With reference to Recital (6) and in accordance with Article 2(2) of Council Decision 2008/381/EC, the EMN, in the implementation of these priorities, shall take steps to avoid duplicating the work of existing Community instruments or structures whose purpose is to collect and exchange information in the areas of migration and asylum and to provide an added value in comparison with them, in particular through the broad scope of its tasks, a

strong focus on analysis, links with the academic community and the public availability of its outputs.

3. Activities to be implemented by the EMN NCPs and the Commission, assisted by Service Providers

3.1 Networking

In order for the EMN to best meet its main objective, it is essential that EMN NCPs collaborate effectively in the exchange of information. Activities will focus on reinforcing links between EMN NCPs, including the continued integration of new EMN NCPs. All EMN NCPs will undertake efforts to consolidate and/or establish a national migration network composed of a wide-range of organisations and individuals active in the area of migration and asylum and representing all relevant stakeholders. Members of the national migration network may then be called upon to contribute to the activities of the EMN. Another continued focus of action will be to solidify the position of EMN within the landscape of existing European organisations and institutions with a similar scope.

3.1.1 Actions to be implemented

3.1.1.1 Networking amongst EMN NCPs

It will be the responsibility of the **Commission**, assisted by a **Service Provider** and along with more-experienced **EMN NCPs**, to continue to support, as appropriate, the integration of newer EMN NCPs. Actions to be undertaken include *inter alia*:

- The provision of access to all information related to the EMN and to continue twinning collaborations between more-experienced and newer EMN NCPs, in accordance with the *Action Plan for increased participation of EMN Members and of EMN visibility* (MIGRAPOL EMN Doc 90), in order to facilitate information exchange;
- Undertaking, on an as needed by an EMN NCP(s) basis, Training Sessions at the European or national level, which will focus on technical and administrative issues within the EMN and include training on general EMN activities (besides analysis), such as documentation or information collection, use of the EMN Information Exchange System, networking, development of a national network.
- Holding at least six formal EMN Meetings organised by the **Commission**, in collaboration with EMN NCPs, in order to discuss progress made towards achieving the goals set out in this Work Programme.

3.1.1.2 Networking at the national level

EMN NCPs should work towards the following goals:

- Maintain or where necessary develop and/or extend the national network to ensure, in accordance with Article 5(5d) of Council Decision 2008/381/EC, an appropriate balance between the members of the national networks, facilitating coverage of the full range of EMN activities and representing all relevant stakeholders;
- Integrate the members of the national networks further into EMN activities (data generation, collection, analysis, harmonisation, research and policy development);

- Secure a close exchange of information with policy-makers at the national level to enhance the EMN's role in responding quickly to upcoming information needs that are relevant to policy-making;
- Maintain or implement the exchange of information with the national partners, including through electronic means;
- Provide information to national network members about current EMN activities.

At least one national network meeting by each **EMN NCP**, to discuss EMN activities and research findings with national experts, key actors and stakeholders, should be organised in order to facilitate achieving these goals. The **Commission**, its **Service Provider**, as well as other **EMN NCPs**, could be invited to such events if considered appropriate.

3.1.1.3 Networking with other European entities

In accordance with Article 2(2) of Council Decision 2008/381/EC, a priority for 2009 will be to develop consistency and co-ordination with relevant Community instruments and structures in the area of migration and asylum. One particular focus in this respect will be to work more closely with the Commission's Eurostat and Research Directorates, as well as to continue co-operation with the Fundamental Rights Agency (FRA).

It will be the role of the Steering Board to identify the most appropriate strategic co-operative relationships with other (non-Community) European organisations, institutions and networks pursuing similar objectives and approve, when necessary, the administrative arrangements for the co-operation. The **Commission**, assisted by a **Service Provider**, will then be responsible for overseeing and reporting on this co-operation, in collaboration with the EMN NCPs. In accordance with priorities set by the Steering Board, it will be the responsibility of all **EMN NCPs** to establish and further develop working relationships with such entities, in particular to:

- Identify further co-operation possibilities, maintain existing contacts and establish new working contacts and co-operation mechanisms;
- Discuss work programmes, priorities of action and activities in order to avoid overlaps and to create synergies;
- Develop proposals for any possible common study.

3.1.2 Outputs

The **EMN NCPs** are each expected to produce:

- For each EMN meeting, a **Work Progress Report** summarising the activities undertaken since the previous meeting in order to achieve the goals set out previously; (each 1 - 2 pages)

The **Commission**, assisted by a **Service Provider**, will produce and organise:

- One **EMN Networking Report** compiling the Work Progress Reports to summarise the overall actions implemented in order to achieve the goals set out previously; (4 - 5 pages)

- One **European Networking Report** describing in detail the activities undertaken and progress made in developing stable working relations with European organisations and networks with similar activities in the field; (3 – 5 pages)
- Following guidance from the Steering Board, arrange **discussions, as part of an EMN meeting, with (potential) European partners** to discuss possibilities of co-operation, information sharing and joint activities;
- Prepare for the Steering Board, **a paper on further co-operation possibilities, common activities and information sharing.** (3 – 5 pages)

3.2 Ad-Hoc Queries, Reports and Studies

The combination of EMN information collection with analysis contributes to providing more and better information and understanding on migration and asylum in EU Member States. Given the increased focus on the support of policy-making, primarily at EU-level, these analyses should be on topics of relevance to current policy initiatives or in areas where an identified lack of information exists and for which future policy initiatives might be developed. The Steering Board shall provide advice and guidance in this respect.

It will be the responsibility of the **Commission**, assisted by a **Service Provider** and in co-operation with **EMN NCPs**, to develop the specifications for the different studies and reports; to ensure the timely provision of National Reports; and to produce Synthesis Reports. The Synthesis Reports will contribute to increasing the harmonisation and comparability of information, particularly with respect to developing and implementing common definitions, and information. Furthermore, workshops will be held, as appropriate, in order to contribute to the quality and comparability of such studies.

As much as possible, and whenever appropriate, external experts, whether members of a national network or not, should be consulted in the development of study specifications and further, up to the completion of the Synthesis Report. This would involve, for example, their participation in workshops, to which selected national network members could also participate.

All information used and/or referenced in the following activities, except for statistics, shall be entered into the EMN Information Exchange System.

3.2.1 Ad-Hoc Queries

The mechanisms and capacities of **EMN NCPs** to respond to ad-hoc queries and make use of them for general information provision shall continue to be further explored and improved. **EMN NCPs** and the **Commission** shall use the EMN as a means to gather quickly comparative data in order to meet upcoming information needs. The Ad-Hoc Query mechanism shall continue to be developed in order to process quickly requests for such information, whilst still maintaining its important flexibility and effectiveness. Systematised outputs of these Ad-Hoc Queries should be documented within the EMN Information Exchange System. Subject to the agreement of the contributing EMN NCPs, these outputs may be circulated to national network members or relevant entities collaborating with the EMN. Similarly, and again subject to the agreement of the contributing EMN NCPs, they may be made accessible to the wider public.

3.2.2 Annual Policy Report 2008

In accordance with Article 9 of Council Decision 2008/381/EC, the EMN Annual Policy Report serves to provide an overall insight into the most significant political and legislative (including EU) developments, as well as public debates in the area of migration and asylum. The EMN Annual Policy Report 2008 will monitor the policy developments during the reference period January 2008 to December 2008 inclusive and shall include also, to the extent possible, any relevant statistical data (even if tentative) to quantify the explanation of developments.

The statistical data will be at least tentative because official statistics on asylum and migration are normally only available one year after a reporting year (so 2008 statistics become available end of 2009). However, the Annual Policy Report 2008 shall be produced in this manner in order to have a timely publication.

Towards the end of 2009, the specifications for an Annual Policy Report 2009 shall be developed by the **Commission**, assisted by a **Service Provider** and in co-operation with **EMN NCPs**. The aim being to then start the production of this Report in early 2010. However, the Steering Board may decide that the Annual Policy Report 2009 is produced sooner, in order to make a timely contribution to the Commission's report to the Council on the implementation of the Pact on Immigration and Asylum.

3.2.3 Annual Report on Asylum and Migration Statistics 2007 and 2008

The EMN shall also be responsible for producing the Annual Report on Asylum and Migration Statistics 2007, drawing as far as possible on Eurostat statistics. The EMN is not be responsible for the collection of statistical data, as this falls within the responsibility of Eurostat, unless it is of data additional and complementary to those produced by Eurostat. **EMN NCPs** shall analyse relevant data for their Member State and provide an analytical report on patterns and trends represented by the data. The **Commission**, assisted by a **Service Provider**, shall be responsible for producing the Synthesis Report.

As soon as possible in 2009, the specifications for the production of the Annual Report on Asylum and Migration Statistics 2008 shall be developed by the **Commission**, assisted by a **Service Provider** and in co-operation with **EMN NCPs**. This shall be based on specifications from previous years and the Regulation on Migratory Statistics (Regulation (EC) 862/2007), given that 2008 will be the first year in which data shall be provided in accordance with this Regulation.

3.2.4 EMN Studies

The EMN shall complete the studies started in 2008 on "*The Organisation of Asylum and Migration Policies in the EU Member States*" and "*Policies on reception, return and integration arrangements for, and numbers of, unaccompanied minors – an EU comparative study*".

The EMN shall also undertake up to three studies in 2009. The first two being, in the following order:

1. *Programmes and strategies fostering Assisted Voluntary Return (AVR) and Reintegration from EU Member States*
2. *The different national practices concerning granting of non-EU harmonised protection statuses*

A third study may also be undertaken in 2009, on a topic to be agreed by the Steering Board. Alternatively, the Steering Board may decide to use the resources foreseen for a third study, to instead produce the Annual Policy Report 2009 sooner, so that a timely contribution to the Commission's report to the Council on the implementation of the Pact on Immigration and Asylum may be achieved.

The **Commission**, assisted by a **Service Provider** and in co-operation with **EMN NCPs**, shall first develop the common specifications for these studies. Each **EMN NCP** shall then produce a National Report, according to these common specifications and, ideally in co-operation with their national network members.

The **Commission**, assisted by a **Service Provider** and in co-operation with **EMN NCPs**, shall then produce a Synthesis Report which shall *inter alia*, and in accordance with the Synthesis Report Guidelines (MIGRAPOL EMN Doc 75), adequately and correctly reflect (through, for example, comparison/contrast) the key findings from each National Report, highlighting the most important aspects and placing them as much as possible within an EU perspective (e.g. by relating to recent policy initiatives).

EMN NCPs may, in mid-2009, make proposals, in accordance with the procedure given in MIGRAPOL EMN Doc 74, for study topics to be undertaken within the context of the EMN Work Programme 2010. Any such proposals may be developed in consultation with the respective Steering Board Member. All proposals shall be discussed at an EMN NCP meeting and a provisional ranking of study topics then produced for presentation and consideration by the Steering Board. The Steering Board itself may decide to discuss additional study topics.

Possible topics for future studies may also arise from Ad-Hoc Queries or from issues raised within the Mutual Information Mechanism, where Member States might require further background information in connection to an announcement made by a Member State(s) via this mechanism.

3.2.5 EMN Status Report 2009

In accordance with Article 4(5c) of Council Decision 2008/381/EC, the Steering Board shall provide a succinct status report to the European Parliament, the Council, the Commission, the Economic and Social Committee and the Committee of the Regions concerning the ongoing activities of the EMN and the key findings of its studies in 2009.

The **Commission**, assisted by a **Service Provider**, shall produce the initial draft of this report, seeking contributions also from the **EMN NCPs**. This shall then be discussed and finalised by the Steering Board.

3.2.6 Outputs

The following outputs are required from the EMN in 2009:

- Responses to Ad-Hoc Queries
- Annual Policy Report 2008
- Annual Report on Asylum and Migration Statistics 2007
- Up to three EMN Studies 2009

- Study topic proposals for EMN Work Programme 2010
- EMN Status Report 2009

3.3 Collection, Provision and Comparability of Information

Through the systematic collection of information and rendering this information available, the EMN will serve as a tool for facilitating the exchange of information and for improving comparability.

The EMN Information Exchange System shall facilitate this work, and shall be developed further, improving its accessibility and search functions and raising its value by integrating the collection of migration and asylum data on the national and European levels. This shall be done by a **Service Provider**, co-ordinated by the **Commission** and in collaboration with **EMN NCPs**. In accordance with Article 8(4 & 5) of Council Decision 2008/381/EC, the existence of other, similar systems should be taken into consideration in the further development of the EMN Information Exchange System, including, for example, exploring whether it is more efficient to link to other existing systems. The **Commission**, assisted by a **Service Provider**, shall also provide any training and technical assistance on the EMN Information Exchange System that may be required by an EMN NCP.

In the context of improving comparability, further work, including at dedicated meetings, on the development of the EMN Glossary and Thesaurus shall be undertaken with the context of a Working Group. The EMN Glossary and Thesaurus shall also be integrated into the EMN Information Exchange System, being further enhanced in accordance with EMN NCPs requirements, as well as undertaking actions towards harmonising or integrating with other relevant thesauri and glossaries used by other entities dealing with migration and asylum. In this respect, the Commission's Fundamental Rights Agency and Eurostat shall be invited to participate in the development of the glossary and thesaurus. Other relevant entities might also be invited to participate in this activity.

In accordance with collaborating with other relevant EU bodies in developing methods to improve the comparability, objectivity and reliability of data at Community level, the EMN shall also work closely with and help the Commission's Eurostat, within their respective mandates, in the development of Community activities related to migratory statistics. The Commission's Eurostat will remain responsible for the general coordination, development, compilation and publication at European level of official statistical data on asylum and migration. Certain EMN activities will draw upon Eurostat's official statistics, with the EMN's information gathering and harmonisation roles focussed on additional or complementary information that falls outside of the domain of official statistics. This will include, for example, contextual and policy information that aids the understanding of migration phenomena in Europe and that assists in the interpretation of the statistics. Similarly, links with relevant projects supported by the Commission's Research Directorate shall continue to be developed further, including, for example, possible participation in respective meetings.

3.3.1 Actions to be implemented

EMN NCPs shall:

- **Collect information** on publications, contact details, legislation and case-law and information sources along specific topics linked with migration and asylum, and enter this information in the templates and make it available;

- Ensure that any **information** already entered into the information exchange system remains **accessible**;
- Develop ways and methods to **evaluate the quality, comparability and relevance** of available information;
- Fully develop and enhance the **EMN Glossary and Thesaurus**, in accordance with the priorities outlined previously;
- **Integrate, as appropriate, other information sources** on the national and European levels into the EMN Information Exchange System;
- Assess the possibilities of **integrating databases** at national level into the EMN Information Exchange System (export-import or direct access).

3.3.2 Outputs

All publications, legislation and case law used for drafting the reports and studies specified above should be indexed and entered into the EMN Information Exchange System. Where possible, links to existing databases already containing such information should instead be used.

a) Publications

All data used for drafting the reports should be abstracted, indexed and entered into the EMN Information Exchange System. Contingent on the availability of the EMN Information Exchange System, **each EMN NCP** shall index **at least 20** publications in 2009.

b) Legislation/Case law

Contingent on the availability of the EMN Information Exchange System, **each EMN NCP** shall index **at least 20** legislation and case law documents in 2009.

c) Contact Details of EMN NCPs, their national members, plus relevant European and international collaborators

EMN NCPs shall be responsible for entering their details, as well as of their national network members, and in compliance with Council Regulation 45/2001, into the EMN Information Exchange System to make this information accessible to all members of the EMN. Likewise, the **Commission**, assisted by a **Service Provider**, shall enter details of relevant European and international collaborators.

d) Sources of Information

EMN NCPs are required to collect data on information sources (databases, libraries), which hold relevant information on migration and asylum. These sources shall be integrated into the EMN Information Exchange System.

The **Commission**, assisted by a **Service Provider**, shall produce a report on options for integrating such sources. The report will evaluate and analyse the possibilities and capacities of the EMN NCPs to integrate databases and other data collections on migration and asylum existing in their Member State into the EMN Information Exchange System in order to ensure its wider coverage.

3.4 Enhance the EMN's Visibility

Continuing efforts to promote the EMN to policy-makers at national and European level, and informing the interested public about its objectives, current and future activities, will be undertaken.

3.4.1 **Actions to be implemented**

a) Information Provision, particularly with EMN Website

The EMN website will be regularly updated in order to meet information needs with all EMN outputs made available, both in the restricted Members Area and, with the prior approval of relevant EMN NCPs, also on the publicly accessible sections.

Newsletters shall also be produced and, if considered to be of added value, also other information material. An Information Leaflet giving an overview of the EMN shall also be produced and kept up-to-date.

b) Dissemination of outputs

It will be important to focus on the timely publication and strategically advantageous distribution of the EMN's outputs, as well as the EMN information material, at the European, international, and national levels. This could include presentation of the EMN, and its findings, at major conferences.

In this context, a workshop proposal for Metropolis 2009 (14th – 19th September 2009 in Copenhagen, DK) may be submitted. If selected, then participating **EMN NCPs**, possibly including also some national network members, shall undertake the necessary actions to hold such a workshop and attend the Metropolis 2009 conference (with at least some funding provided via their Operating Grant).

c) Workshops/Seminars/Conferences

Such events which may be at national and/or European level, may be organised on an as needed ad-hoc basis in cases when, for example, there is a need to discuss in detail the preparation of National Reports and Synthesis Reports undertaken by the EMN. They should focus on methodological issues, development of common definitions, lack of sources, etc., with a view to *inter alia* improving the quality of analysis within the network. As much as possible, and whenever appropriate, external experts and members of the national networks should be involved in these workshops.

d) EMN Conference 2009

To present the EMN's activities, studies and to discuss further development, an EU-level conference shall be organised by the EMN for the latter quarter of 2009. **EMN NCPs**, as well as relevant national network members and other invited participants, may participate and actively contribute to this event. The form and thematic approach, as well as the role of the EMN NCPs in these events, will be agreed amongst **EMN NCPs** and the **Commission**, in consultation also with the **Steering Board**.

3.4.2 **Outputs**

- 4 – 5 EMN Newsletters
- Regular updates of EMN website

- EMN Conference 2009
- Workshops (1 or 2)

3.5 Co-ordination of EMN NCP activities

Each **EMN NCP** shall undertake the necessary efforts to co-ordinate the activities given above, as well as for the management of their Operating Grant, including preparing an application for the following year. Not only will this involve co-ordination of efforts between the experts constituting the EMN National Contact Point, but also with both national network members and with other EMN NCPs.

4. Overview and Timetable of EMN Deliverables in 2009

Activity	Overview	EMN NCP Effort (person-months)
<u>Networking</u> (Section 3.1)	<ul style="list-style-type: none"> ➤ Networking amongst EMN NCPs ➤ Networking at the national level ➤ Networking with other European entities 	2 - 3 2 - 3 1 - 2 Sub-total: 5 - 8
<u>Ad-Hoc Queries, Reports and Studies</u> (Section 3.2)	<ul style="list-style-type: none"> ➤ Provision of responses to Ad-Hoc Queries ➤ Annual Policy Report 2008 ➤ Annual Report on Asylum and Migration Statistics 2007 ➤ Completion 2008 studies ➤ EMN Studies (up to 3 in Total) ➤ Study topic proposals 2010 and contribution to EMN Status Report 2009 	3 - 4 3 3 2 - 3 9 - 12 1 Sub-total: 21 - 26
<u>Collection, Provision and Comparability of Information</u> (Section 3.3)	<ul style="list-style-type: none"> ➤ At least 20 publications, 20 Legislation/Case Law, contact details (or source) of EMN NCPs and national network members entered into EMN Information Exchange System. ➤ Continued development of EMN Glossary and Thesaurus ➤ Collaboration with other relevant (European) entities 	3 - 4
<u>Visibility</u> (Section 3.4)	Contributions to EMN Newsletters, regular updates of EMN website, active participation in EMN meetings, workshops and conferences, plus presentation of EMN at major conferences, such as Metropolis 2009.	2 - 3
<u>Co-ordination of National Contact Point activities</u> (Section 3.5)	Co-ordination of activities, as well as management of the Operating Grant.	2 - 3
	Total Effort required by each EMN NCP	33 - 44

Notes:

1. The person-months of effort are for the whole of 2009. In order to account for the difference between Member States in the amount of information available, a range of person-months is given for some activities and consequently in the Total Effort required.
2. It is, therefore, for each EMN NCP to determine the actual effort required for each activity. The Total Effort must, however, be in the range of 33 - 44 person-months.
3. In the light of the activities to be undertaken by the EMN and the available budget, the effort required for a specific activity and the Total Effort may be adapted in future Work Programmes.

	Timetable of key EMN Deliverables 2009
January to March 2009	<ul style="list-style-type: none"> ➤ <u>32nd EMN Meeting</u> (plus Glossary/Thesaurus &/or Study workshop &/or Training Session). ➤ Launching <u>Annual Report on Asylum and Migration Statistics 2007</u> activity. ➤ Finalising of specifications for <u>Annual Policy Report 2008</u> and launching activity. ➤ <u>33rd EMN Meeting</u> (plus Glossary/Thesaurus &/or Study workshop &/or Training Session). ➤ Completion <u>2008 EMN Studies</u>. ➤ Finalisation of specifications and launching of <u>first EMN study 2009</u>. ➤ Launching Call(s) for Tender for <u>Service Provider(s)</u>.
April to June 2009	<ul style="list-style-type: none"> ➤ <u>34th EMN Meeting</u> (plus Glossary/Thesaurus &/or Study workshop &/or Training Session). ➤ Submission of National Reports for <u>Annual Policy Report 2008</u> and production of draft Synthesis Report. ➤ Submission of National Reports for <u>Annual Report on Asylum and Migration Statistics 2007</u> and production of draft Synthesis Report. ➤ <u>Study Topic proposals 2010</u>. ➤ Submission of National Reports for <u>first EMN study 2009</u> and production of draft Synthesis Report. ➤ Finalisation of specifications and launching of <u>second EMN study 2009</u>. ➤ 3rd Meeting of <u>EMN Steering Board</u> to discuss progress, consider possible third study and first exchange of views on Work Programme 2010.
July to September 2009	<ul style="list-style-type: none"> ➤ <u>35th EMN Meeting</u> (plus Glossary/Thesaurus &/or Study workshop &/or Training Session). ➤ Completion <u>Annual Policy Report 2008</u>, <u>Annual Report on Asylum and Migration Statistics 2007</u> and <u>first EMN study 2009</u>. ➤ Submission of National Reports for <u>second EMN study 2009</u> and production of draft Synthesis Report. ➤ Finalisation of specifications for <u>Annual Report on Asylum and Migration Statistics 2008</u> and launching of this activity. ➤ <u>36th EMN Meeting</u> (plus Glossary/Thesaurus &/or Study workshop &/or Training Session). ➤ Possible finalisation of specifications and launching of <u>third EMN study 2009</u> (National Reports early 2010).
October to December 2009	<ul style="list-style-type: none"> ➤ <u>37th EMN Meeting</u> (plus Glossary/Thesaurus &/or Study workshop &/or Training Session) ➤ Completion <u>second EMN study 2009</u>. ➤ 4th Meeting of <u>EMN Steering Board</u> to review progress, to finalise and approve <u>Work Programme 2010</u> and <u>EMN Status Report 2009</u>. ➤ Submission of <u>Operating Grant</u> applications for 2010. ➤ <u>38th EMN Meeting</u> and Glossary/Thesaurus plus <u>EMN Conference 2009</u>. ➤ Submission of National Reports for <u>third EMN study 2009</u> and production of draft Synthesis Report. ➤ Finalisation of specifications for <u>Annual Policy Report 2009</u> and launching of this activity.

5. Budgetary Provisions in 2009

The total budget foreseen for the implementation of EMN activities in 2009 is **€6 500 000**.

5.1 Operating Grants for EMN NCPs

The Commission shall implement the Community financial support in accordance with Council Regulation (EC, Euratom) No. 1605/2002 of 25 June 2002, as last amended by Council Regulation No. 1995/2006 of 13 December 2006. On the basis of this Work Programme, once approved by the Steering Board and adopted by the Commission, Operating Grants shall be awarded to EMN NCPs (except for Denmark) on the basis of individual applications. The maximum Community co-financing is set at 80% of the Total Eligible Cost. The maximum Community funding for indirect costs (overheads) is set at a flat-rate of 7% of the Total Eligible Cost.

In accordance with Article 4(5a) of the EMN Council Decision, the indicative amount of the minimum and maximum Community contribution for each EMN NCP is as given in the following Table. **Each EMN NCP will be required to submit at the end of the year a detailed narrative report describing the activities undertaken along with a detailed budget report.**

The actual Community funding to an EMN NCP, which should be within the range given, will be determined on the basis of the Operating Grant application submitted by the EMN NCP. The total budget foreseen for 2009 for the support of EMN NCPs is **€5 900 000**.

	Member State	Minimum Community contribution (in €)	Maximum Community contribution (in €)
1	Belgium	244 000	362 000
2	Bulgaria	17 000	30 000
3	Czech Republic	65 000	113 000
4	Germany	314 000	539 000
5	Estonia	93 000	161 000
6	Ireland	214 000	369 000
7	Greece	122 000	211 000
8	Spain	187 000	322 000
9	France	91 000	156 000
10	Italy	118 000	204 000
11	Cyprus	137 000	204 000
12	Latvia	66 000	115 000
13	Lithuania	83 000	143 000
14	Luxembourg	230 000	315 000
15	Hungary	49 000	84 000
16	Malta	61 000	120 000
17	Netherlands	277 000	476 000
18	Austria	218 000	375 000
19	Poland	33 000	59 000
20	Portugal	163 000	282 000
21	Romania	20 000	37 000
22	Slovenia	80 000	138 000
23	Slovak Republic	46 000	108 000
24	Finland	160 000	275 000
25	Sweden	215 000	370 000
26	United Kingdom	193 000	332 000
	TOTAL	3 496 000	5 900 000

The exclusion criteria (http://ec.europa.eu/internal_market/publicprocurement/2004_18/index_en.htm) shall be applied to any non-public participating organisations.

5.2 Appointment of Service Provider(s)

5.2.1 Amount allocated for calls for tenders

An amount of **€500 000** is allocated for calls for tenders.

5.2.2 Type and object of calls for tenders and timetable

Call for Tenders may be launched in order to appoint a Service Provider(s) for:

- (a) performing related activities and/or specific studies which are, for example, very technical and/or external-EU activities which the EMN is not in a position to do (indicative amount allocated : €300 000)
- (b) Common studies with other entities in accordance with Article 10 of Council Decision 2008/381/EC; (indicative amount allocated : €125 000)
- (c) Service contract of two scientific experts to assist the Commission in the work of the Steering Board in accordance with Article 4(1) of Council Decision 2008/381/EC (indicative amount allocated: €75 000)

The indicative timetable is to launch the Call for Tender(s) in the first quarter of 2009 with a view to the Service Provider(s) commencing their activities in the second quarter of 2009.

5.3 EMN Visibility

5.3.1 Amount allocated for EMN Visibility

An amount of **€100 000** is allocated for visibility actions of the EMN, as indicated in Section 3.4.1(b) above and in order to meet the objective given in Article 1(3) of Council Decision 2008/381/EC.

5.3.2 Types of Outputs

Using Framework Contract JLS/A5/2008/01/LOT1, the budget foreseen for visibility actions shall be used for:

- (a) Production of an EMN Logo in order to have a common symbol for visibility and dissemination actions of the EMN (indicative amount allocated: €5 000);
- (b) Publication of the EMN Glossary, comprising of a booklet plus cd-rom (indicative amount allocated: €20 000);
- (c) Publication of up to five EMN Reports and Studies, again comprising of a booklet plus cd-rom (indicative amount allocated: €75 000).
