



**EUROPEAN COMMISSION**  
DIRECTORATE-GENERAL HOME AFFAIRS

Directorate B : Immigration and Asylum  
**Unit B1 : Immigration and Integration**

**MIGRAPOL**  
European Migration Network  
Steering Board  
Doc 39

## **EUROPEAN MIGRATION NETWORK**

### **WORK PROGRAMME 2012**

**As Adopted by Commission: 22<sup>nd</sup> March 2012**

**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 8<sup>th</sup> meeting of the Steering Board on 14<sup>th</sup> October 2011, Members unanimously approved the Work Programme 2012.

Following this, the Commission launched an internal procedure for the formal adoption of the Work Programme. The version here, therefore, is that which was formally adopted by the Commission, as Decision C(2012) 1771 on 22<sup>nd</sup> March 2012.

## European Migration Network

### Work Programme 2012

#### **1. Introduction: Priorities of Action**

The European Migration Network (EMN) is an EU funded network whose purpose is to provide up-to-date, objective, reliable and comparable information on migration and asylum for the institutions of the European Union (EU) as well as the Member States of the EU, in order to inform policymaking. It is made up of national contact points (NCPs) and the European Commission. The EMN was established by Council Decision 2008/381/EC.

In its proposal for a Regulation establishing the Asylum and Migration Fund, presented on 15<sup>th</sup> November 2011,<sup>1</sup> the Commission proposed to repeal the Council Decision in 2014. On the basis of this regulation once adopted, the EMN will become an "Advisory Council" on immigration and asylum issues. The findings from an External Evaluation of the EMN, completed in 2011, also served to steer the future development of the EMN.

Consequently, the EMN Work Programme for 2012, whilst respecting all the requirements of the existing 2008 Council Decision, is a major step forward for the future of the EMN and its more high profile role. In particular, the Work Programme includes new, more flexible and timelier ways of producing information relevant to policymakers.

The main objective for 2012 is for the EMN to better inform EU and national policymakers, notably by:

- improving further its capacity to provide up-to-date, objective, reliable and comparable information of relevance to policymakers;
- increasing the EMN's responsiveness to policymakers needs through addressing both immediate and longer-term requirements.

To achieve that objective, the following specific priorities are set for 2012:

- **Respond to information needs of policymakers**, through the **timely provision of relevant information** in an **appropriate format**;
- Encourage **greater use of the EMN as a platform for raising awareness and sharing knowledge of policy developments** across the EU;
- **Trial new outputs/formats/structures** and **review the success** of these;
- Further develop **networking at the national and European level**, recognising the cross-cutting nature of migration and asylum with other policy areas;
- **Improve comparability** of data and information at EU-level, including continued development of the **EMN Glossary and Thesaurus**;
- Implement a re-designed **public EMN website** and **Information Exchange System** to better facilitate information provision, for policymakers and other practitioners in particular, as well as the wider public, and internally for EMN members;
- **Increase further the visibility** of the EMN through targeted communication and dissemination of its outputs in an appropriate format.

The EMN, in the implementation of these priorities, shall take steps to avoid duplicating the work of existing Union instruments or structures whose purpose is to collect and exchange information in

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<sup>1</sup> COM(2011) 751 final

the areas of migration and asylum and to provide added value in comparison with them, in particular through the quality of its outputs, 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**

#### **3.1 Ad-Hoc Queries, Reports, Studies and other Outputs**

In relation to improving the relevance of the EMN to policymaking, greater emphasis shall be placed on improving the manner and flexibility in which the EMN provides its information, including developing its capacity to respond to short-term needs, necessitating an improvement of timeliness of the activities undertaken and the production of outputs drafted in a format which is readily accessible to policymakers in particular. The EMN shall also continue to provide a longer-term perspective, notably through undertaking one main study. In order to facilitate comparability for *inter alia* studies, the multilingual EMN Glossary and Thesaurus shall be maintained.

The EMN shall thus research, compile and analyse information in one of the following manners, the choice depending on the topic addressed and needs of the target audience:

- Making **more use** of the **information** contained in previous **existing ad-hoc queries, studies and reports** by extracting or mining information on a specific topical theme, as well as from other relevant entities (e.g. OECD, ICMPD, IOM, MPC);
- **Annual Policy Reports** informing policymakers on the most significant political and legislative (including EU) developments, as well as public debates in the area of migration and asylum and including relevant **statistics**;
- One **main study**, according to common specifications, consisting of National Reports plus a Synthesis Report in order to address a topic of longer-term relevance;
- **Focussed studies** with information in order to address more immediate, short-term policy needs.
- **EMN Inform's** specifically targeted for policymakers in order to inform them in a concise, brief manner of the main outcomes of a particular EMN activity.
- **EMN Bulletin (Quarterly Report)** highlighting recent developments and latest statistics.

##### **3.1.1 Ad-Hoc Queries**

Ad-Hoc Queries are a very effective means to quickly gather comparative data in order to meet upcoming information needs and is an important activity within the EMN. Each EMN NCP receiving a grant may claim a scale of unit cost, that shall not exceed €400, for each Ad-Hoc Query (launched by another EMN NCP or the Commission) they provide a written response to. EMN Ad-Hoc Queries shall be launched, responded to and subsequent compilations disseminated in accordance with the *Vade-mecum for EMN Ad-Hoc Queries* [MIGRAPOL EMN Doc 163]. The maximum amount per Member State for the ad hoc queries financed basing on a scale of unit costs is 25.000,00 EUR.

A greater emphasis shall be placed in 2012 on making more use of the extensive information obtained via Ad-Hoc Queries. In this respect, previous compilations will be reviewed by the Commission in order to extract information already obtained on a particular theme. In addition, factual summaries of Ad-Hoc Queries may be produced for Ad-Hoc Queries considered of particular topical policy relevance.

##### **3.1.2 Annual Policy Reports**

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. EMN Annual Policy Reports shall be used to produce the Commission's Annual Report on Immigration and Asylum. In this respect, the *EMN Annual Policy Report 2011* shall be completed in early 2012 in order to serve as a timely contribution to the Commission's Annual Report 2011, to be produced in May 2012 for consideration by the European Council in June 2012. The EMN shall start work on the *Annual Policy Report 2012* in mid-2012 in order to provide a timely contribution to the Commission's Annual Report 2012.

### 3.1.3 EMN Studies

The EMN shall produce one main study in 2012, giving a detailed compilation and analysis of longer-term relevance on *The Immigration of International Students to EU Member States* and up to three focussed studies, in order to address more immediate, short-term policy needs, on the following topics:

1. *Abuse of residence permits for the purpose of family reunification: Marriage of convenience and false declaration of paternity*
2. *Challenges and practices for establishing applicants' identity in the migration process*
3. *Intra-EU Mobility of Third-Country Nationals*

The focussed studies shall be undertaken in the order listed above, unless the Steering Board decides, during the course of 2012 and in light of topical policy developments, otherwise. Likewise, in order to better respond to identified information needs in light of any development during 2012, another topic(s) for a focussed study may be selected by the Steering Board by written procedure.<sup>2</sup> Any new focussed study shall replace one or more of the three listed above, to be decided by the Steering Board.

If needed, studies from 2011 shall be completed and an update of the "*Organisation of Asylum and Migration Policies in the EU Member States*" may be done in order to maintain an up-to-date reference in the Member States.

Proposals for topics to be addressed within the context of a 2013 Work Programme may be submitted during the course of 2012 for consideration by the EMN Steering Board.

### 3.1.4 EMN Bulletin (Quarterly Reports)

In order to provide more topical information required by and of relevance to policymakers, succinct quarterly reports highlighting recent developments and any relevant information extracted from the EMN's existing knowledge, including also (latest) published statistics, primarily from Eurostat, shall be produced. The statistics provided shall give a "snapshot" of the migratory situation in the EU and its Member States and be updated in light of any recent published statistics from Eurostat, Member State authorities or other relevant entities.

### 3.1.5 EMN Status Report 2011

The EMN 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<sup>3</sup> and the key findings of its studies in 2011. The 2011 Status Report shall have more emphasis on reporting the impacts of the EMN, in particular, in relation to policymaking at the national and EU levels.

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<sup>2</sup> Article 10 of its Rules of Procedure

<sup>3</sup> Article 4(5c) of Council Decision 2008/381/EC

## **3.2 Other Policy Support Actions**

### **3.2.1 EU Immigration Portal**

The EMN shall provide regular updates to some of the content of the EU Immigration Portal, specifically the 'country information sheet' and the document entitled 'What do I need before leaving?'

### **3.2.2 Follow-up of Action Plan on Unaccompanied Minors**

In accordance with the Action Plan on Unaccompanied Minors<sup>4</sup> and the corresponding JHA Council Conclusions of 17<sup>th</sup> May 2010, the EMN may contribute to the implementation of the Action Plan, principally in contributing to improving the analysis and exchange of relevant information.

### **3.2.3 Co-operation with Commission appointed contractors/collaborators**

The EMN may co-operate with and support the work of external contractors or Service Providers acting on behalf of the Commission or EU Agencies for a specific project.

## **3.3 Networking**

Effective networking is an essential component required for the functioning of the EMN. A particular focus shall be to embed the role and remit of EMN within the architecture of existing European organisations and institutions with a complementary scope, and alongside newly established organisations such as the European Asylum Support Office. The aim is to make the EMN better known to stakeholders such as EASO and FRONTEX, and to develop closer links.

### **3.3.1 Networking amongst EMN NCPs**

To facilitate the implementation of this Work Programme and in accordance with Articles 7 and 8 of Decision 2008/381/EC, the exchange of information amongst EMN NCPs shall be undertaken through specific meetings and via a re-developed Information Exchange System.

### **3.3.2 Networking at the national level**

In accordance with Article 5(5d) of Decision 2008/381/EC, national networks with an appropriate balance of members representing all relevant stakeholders, including national policymakers, shall be developed. National network members may contribute to EMN outputs and may be developed to form one tier of the planned advisory council.

### **3.3.3 Networking with relevant EU and non-EU entities**

A continuing priority for 2012 shall be to develop consistency and co-ordination with relevant Union instruments and structures in the area of migration and asylum, as well as with other relevant international organisations. This shall include in particular working with the Commission's Eurostat and Research Directorate Generals, as well as, through a dedicated working arrangement, Norway. It shall be the role of the EMN Steering Board to identify the most appropriate strategic co-operative relationships with other (non-Union) European organisations, institutions and networks pursuing similar objectives and approve, when necessary, the administrative arrangements for the co-operation.

## **3.4 EMN Communication and Dissemination**

Effective targeting of the information produced by the EMN through its communication and dissemination activities is an essential element for the EMN to achieve its objectives, in particular informing better policymakers. It is therefore important to focus on the timely publication and strategically advantageous distribution of the EMN's outputs at the European, international, and national levels. This shall be on the basis of the EMN Communication and Dissemination Strategy.

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<sup>4</sup> COM(2010) 213 final

### **3.4.1 EMN and National Websites**

The public EMN Website (<http://www.emn.europa.eu>) shall also be extensively re-designed, along with the re-development of the Information Exchange System, in order to serve as an up-to-date point-of-reference for policymakers in particular, plus other practitioners, whereby they can easily access information to support their needs. Other target audiences include EMN NCPs, EU agencies and other institutional referrers, and the wider public interested in finding up-to-date, objective, reliable and comparable information about migration and asylum in the EU. It shall be ensured that the EMN website complements and is coherent with other relevant EU websites, such as the EU Immigration Portal and European Website on Integration.

Complementary national websites shall provide targeted information tailored to its national audience, which may include a repository of national case law, legislation and non-EMN publications. Whilst the specific design of a national website shall be the responsibility of an individual EMN NCP, it shall nevertheless make clear that they are part of the EMN.

As a complement to the EMN and National websites, and in order to reach out to a wider audience, an EMN Wikipedia page shall be maintained.

### **3.4.2 EMN Conference 2012**

The annual EMN Conference shall be organised in the latter half of 2012 and linked to the Cypriot Presidency. The form, responsible organiser and thematic approach, as well as participants, shall be determined by the EMN in the first half of 2012.

### **3.4.3 (Inter)National Events**

EMN NCPs may participate in (inter)national workshops/seminars/conferences not organised by the EMN only when the event occurs within an EU Member State or Norway and when an EMN NCPs participation involves the presentation of an EMN study(ies) or concerns a topic of relevance to the activities of the EMN. Participation at an event outside the EU or Norway may be possible, again subject to the presentation of an EMN study(ies) or the event concerns a topic of relevance to the activities of the EMN and if this is consistent with the approach for networking with other entities.

### **3.5 Co-ordination of EMN NCP activities**

Necessary efforts to co-ordinate the activities given above, as well as for the management of a grant, including preparing an application for 2013 to be submitted before the end of 2012, shall be undertaken.

#### 4. Overview of EMN Deliverables in 2012 with indicative Resource Overview

Activity	Overview	Indicative EMN NCP Effort (person-months)
<b>Ad-Hoc Queries, Reports, Studies and other Outputs</b> (Section 3.1)	<ul style="list-style-type: none"> <li>➤ Provision of responses to Ad-Hoc Queries</li> <li>➤ Annual Policy Reports</li> <li>➤ Completion 2011 studies (if needed)</li> <li>➤ Update of <i>Organisation of Policies</i> study (if needed)</li> <li>➤ EMN Studies (one main and up to 3 focussed)</li> <li>➤ Topic proposals 2013</li> <li>➤ EMN Glossary and Thesaurus</li> <li>➤ EMN Bulletin (Quarterly Reports)</li> <li>➤ EMN Status Report 2011</li> </ul>	24 - 33
<b>Other Policy Support Actions</b> (Section 3.2)	<ul style="list-style-type: none"> <li>➤ EU Immigration Portal</li> <li>➤ Follow-up of Action Plan on Unaccompanied Minors</li> <li>➤ Co-operation with Commission related contractors/collaborators</li> </ul>	3 - 4
<b>Networking</b> (Section 3.3)	<ul style="list-style-type: none"> <li>➤ Networking amongst EMN NCPs, including cluster meetings</li> <li>➤ Networking at the national level</li> <li>➤ Networking with other European entities</li> </ul>	5 - 8
<b>EMN Communication and Dissemination</b> (Section 3.4)	Contributions to development of EMN (and National) Website(s), active participation in EMN meetings, workshops and conferences, plus presentation of EMN at major conferences.	2 - 4
<b>Co-ordination of National Contact Point activities</b> (Section 3.5)	Co-ordination of activities, as well as management of the grant.	3 - 4
	<b>Indicative Total Effort required by each EMN NCP</b>	<b>38 - 55</b>

#### Notes:

1. The (total) person-months of effort given are indicative only, as they are not used directly in the preparation of, nor are they included in, a grant application, but are provided in order to assist an EMN NCP in preparing their application.
2. The person-months given are for the whole of 2012 and represent the total effort provided by a Member State (e.g. including the contributions provided by outsourcing any study(ies)). 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.
3. The person-months indicated under **Ad-Hoc Queries, Reports, Studies and other Outputs (Section 3.1)** include an EMN NCPs' contributions (i.e. through providing comments/corrections/suggestions) to finalising an EMN Inform and/or Synthesis, which shall be initially drafted by the Service Provider (GHK-COWI) in collaboration with the Commission.
4. It is for each EMN NCP to determine the actual effort required for each activity within their grant application. The person-months given here may be used as a basis on which the determination of Staff Costs required may be calculated.

5. 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.

## **5. Budgetary Provisions in 2012**

The total budget foreseen for the implementation of EMN activities in 2012 is **€ 8 000 000**

### **5.1 Grants for EMN NCPs**

The total Union budget foreseen for 2012 for the support of EMN NCPs is **€ 293 000**. The Commission shall implement the Union 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.

Grants shall be awarded to EMN NCPs (except for Denmark and Norway) on the basis of individual applications. In accordance with Article 4(5a) of the EMN Council Decision, the indicative amount of the minimum and maximum Union contribution for each EMN NCP is as given in the following Table. The actual Union funding to an EMN NCP, which shall be within the range given, will be determined on the basis of the grant application submitted by the EMN NCP. The maximum Union co-financing is set at 80% of the Total Eligible Cost. Grants shall be covered by a written agreement. The period of eligibility for Union contribution shall be from 1 January 2012 until 31 December 2012. The costs incurred before the date of submission of the application will not be eligible.

	<b>Member State</b>	<b>MINIMUM Union contribution (in €)</b>	<b>MAXIMUM Union contribution (in €)</b>
1	<b>Austria</b>	330 000	350 000
2	<b>Belgium</b>	340 000	380 000
3	<b>Bulgaria</b>	40 000	50 000
4	<b>Cyprus</b>	130 000	180 000
5	<b>Czech Republic</b>	71 000	77 000
6	<b>Estonia</b>	130 000	150 000
7	<b>Finland</b>	270 000	300 000
8	<b>France</b>	260 000	290 000
9	<b>Germany</b>	375 000	425 000
10	<b>Greece</b>	120 000	140 000
11	<b>Hungary</b>	90 000	110 000
12	<b>Ireland</b>	320 000	360 000
13	<b>Italy</b>	220 000	250 000
14	<b>Latvia</b>	85 000	110 000
15	<b>Lithuania</b>	170 000	190 000
16	<b>Luxembourg</b>	410 000	460 000
17	<b>Malta</b>	74 000	90 000
18	<b>Netherlands</b>	440 000	465 000
19	<b>Poland</b>	80 000	96 000
20	<b>Portugal</b>	190 000	270 000
21	<b>Romania</b>	30 000	40 000
22	<b>Slovak Republic</b>	150 000	170 000
23	<b>Slovenia</b>	40 000	50 000
24	<b>Spain</b>	330 000	370 000
25	<b>Sweden</b>	440 000	460 000
26	<b>United Kingdom</b>	410 000	460 000
	<b>TOTAL</b>	<b>5 545.00</b>	<b>6 293 000</b>

Referring also to Section 3.1.2, an EMN NCP receiving a grant can claim a scale of unit cost for each EMN Ad-Hoc Query (launched by another EMN NCP or the Commission) they provide a written response to. The maximum Union funding for indirect costs (overheads) is set at a flat-rate of 7% of the Direct Eligible Cost.

**Each EMN NCP shall submit at the end of the year a detailed narrative report describing the activities undertaken along with a detailed budget report.**

## **5.2 Procurement**

An amount of **€1 707 000** is allocated for procurement contracts.

### **Type and object of the contracts**

- (a) Hosting, supporting, maintaining, re-developing and enhancing the EMN website and Information Exchange System.
- (b) Supporting communication and dissemination activities of EMN.
- (c) 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.
- (d) Appointing up to two scientific experts to assist the Commission in the work of the Steering Board.

Type of contract: (a), (b), (c) service framework contract or service contract, (d) service contract.

The envelope shall also be used to cover the budgetary needs for the continuation of the current Service Provider activities to assist the Commission in the organisation of the work of the EMN: this will be ensured either through a new service contract to be launched or through the one year renewal as foreseen under the current contract.

Indicative timetable: the relevant procedures to be indicatively launched as follows: (a),(b) in first quarter of 2012, (c), (d) second quarter of 2012.

**Annex: Details of and methodology used to determine scale of unit cost amount for an EMN Ad-Hoc Query to be applied by the relevant EMN NCPs**

Each EMN NCP receiving a grant may claim a scale of unit cost, that shall not exceed €400, for each Ad-Hoc Query (launched by another EMN NCP or the Commission) they provide a written response to. The scale of unit cost shall be part of the eligible costs and shall be financed by the Commission in the same proportion as other costs as indicated in an EMN NCPs grant. The actual scale of unit cost is defined on the basis of data submitted by that EMN NCP. A total of 15 EMN NCPs shall use a scale of unit cost and the details of how they have calculated this, based on their actual costs and applicable national rules, is given below, as well as in their individual Description of Activities forming part of their grant. The costs include all necessary costs (e.g. the cost of consulting other services and /or colleagues who are not part of an EMN NCP, of translating the query and the response, the cost of collecting data and compiling the reply) for each Ad-Hoc Query (launched by another EMN NCP or the Commission) they provide a written response to.

The following Table provides a summary of the scale of unit cost of those EMN NCPs receiving a grant when providing a written response to an Ad-Hoc Query (launched by another EMN NCP or the Commission):

EMN NCP Member State	Scale of unit costs (in €)
Austria	157
Cyprus	200
Estonia	86
Finland	141
France	251
Germany	275
Greece	121,44
Hungary	95
Latvia	92
Lithuania	102
Luxembourg	300
Netherlands	73
Poland	72
Slovak Republic	73
Sweden	172

An EMN NCP who does not claim a scale of unit cost but receives a grant, shall calculate the cost of providing a written response to an Ad-Hoc Query (launched by another EMN NCP or the Commission) on the basis on their actual costs. The following EMN NCPs who receive a grant shall not claim a scale of unit cost for responding to an Ad-Hoc Query in 2012: Belgium, Bulgaria, Czech Republic, Ireland, Italy, Malta, Portugal, Romania, Slovenia, Spain, United Kingdom.