



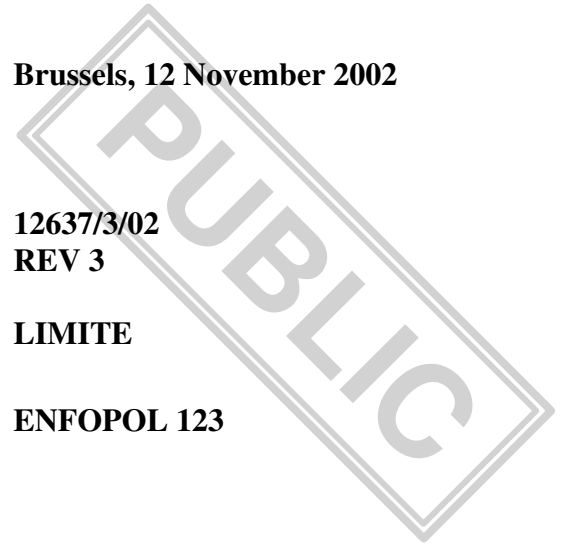
**COUNCIL OF
THE EUROPEAN UNION**

Brussels, 12 November 2002

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REV 3**

LIMITE

ENFOPOL 123



"I/A" ITEM NOTE

from : Presidency
to : COREPER / Council

No. prev. doc. : 12637/2/02 ENFOPOL 123 REV 2 + COR 1

Subject : Security handbook for the use of police authorities and services at international
 events such as meetings of the European Council

1. The reference framework for the Security handbook is set out in the Council (Justice and Home Affairs) conclusions of 13.7.2001 on security at meetings of the European Council and other comparable events (10916/01 JAI 82) and the Joint Action 97/339/JHA of 26.5.1997 regarding cooperation on public law and order and security (OJ L 147, 5.6.1997, p. 1).
2. With reference to the above and on the basis of input from the Member States as well as the work of an expert group, the Police Co-operation Working Party has drafted a security handbook, the role of which is to serve as guidelines and catalogue of ideas for the Member States when undertaking the task of providing security at international events such as meetings of the European Council.

3. The Article 36 Committee, at its meeting on 7 November 2002,
- a) reached agreement on the text of the annexed Security handbook;
 - b) decided to submit the handbook to Coreper/Council for information, it being understood that it can be reviewed on a regular basis in the light of experiences obtained in the course of meetings;
 - c) suggested to have the future revisions discussed in the Police Chiefs Task Force and in the experts meetings foreseen in Article 3 of Joint Action 97/339/JHA and approved by the Article 36 Committee.
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SECURITY HANDBOOK
FOR THE USE OF POLICE AUTHORITIES AND SERVICES AT INTER-
NATIONAL EVENTS SUCH AS MEETINGS OF THE EUROPEAN COUNCIL

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I. INTRODUCTION

I.1 PURPOSE

The purpose of this handbook is to serve as a practical instrument or check-list providing guidelines and inspiration for law enforcement authorities in Europe undertaking the responsibility for security at international events such as meetings of the European Council or providing assistance for the host authorities. Accordingly, the principles set out in this handbook should only be applied where appropriate and useful as well as in full compliance with national legislation.

The handbook is an evolving instrument (living document) to be amended and adjusted over time in accordance with future experiences and development of best practices with reference to relevant Council working parties. To this end, the handbook should be evaluated and updated on a regular basis.

I.2 REFERENCES

- Protocol integrating the Schengen acquis into the framework of the European Union (OJ C 340, 10.11.1997, p.93)
- Joint Action 97/339/JHA of 26 May 1997 regarding cooperation on public law and order and security (OJ L 147, 5.6.1997, p. 1)
- Conclusions of the Council (JHA) of 13 July 2001 on security at meetings of the European Council and similar events (10916/01 JAI 82)
- Council Decision 2001/264/EC of 19 March 2001 adopting the Council's security regulations (OJ L 101, 11.4.2001, p.1)
- Treaty of Nice, Protocol on the enlargement of the European Union (doc. SN 533/1/00 Rev 1, p.82)

I.3 WORKING DOCUMENTS

- Checklist regarding possible measures on the occasion of European Councils and other comparable events (11572/01 LIMITE ENFOPOL 90)
- Strategic information concerning European Councils and other comparable events – Risk analysis (11694/01 LIMITE ENFOPOL 92)
- Security at meetings of the European Council and other comparable events – International cooperation at the Laeken European Council (9029/02 LIMITE ENFOPOL 65)
- Security handbook for European Councils and other similar events (9069/02 ENFOPOL 66)
- Security at meetings of the European Council (11836/02 ENFOPOL 116)
- Conflict management manual of guidance (7047/01 ENFOPOL 21 + COR 1(en, el))
- Conclusions of the sub-workgroup EUCPN JAI 82 (14917/01 JAI 161)

I.4 BASIC PRINCIPLES

Maintaining law and order and providing security within the territory of a Member State is a national responsibility and prerogative, which must always be a key consideration for any international co-operation on security at international events such as meetings of the European Council.

The authorities of the organising country should seek to ensure the safe and uninterrupted course of international events such as meetings of the European Council.

The enforcement of law and order should be guided by the principles of proportionality and moderation preferring the less intrusive approach. When possible, a de-escalating police approach should be chosen.

Law enforcement authorities of the Member States responsible for security at international events such as meetings of the European Council must seek to ensure that the right freely to express opinions and to assemble in a peaceful manner¹ in accordance with the European Convention on Human Rights is respected. Interference from elements whose objectives or actions are of a violent or other forms of criminal nature should to the furthest possible extent be prevented.

Dialogue and cooperation with demonstrators and activists should be actively pursued by the police authorities.

I.5 RESPONSIBILITIES OF THE GSC (GENERAL SECRETARIAT OF THE COUNCIL) SECURITY OFFICE AND THE SECURITY OFFICE OF THE EUROPEAN COMMISSION

The Council's Security Regulations (OJ L 101, 11.4.2001, p. 1) provide in Section IX that the GSC Security Office has the following responsibilities:

"5. The GSC Security Office should act as an adviser on security for the preparation of the meeting; it should be represented there to help and advise the meeting security officer and delegations as necessary.

6. Each delegation to a meeting should designate a security officer, who will be responsible for dealing with security matters within his/her delegation and for maintaining liaison with the meeting security officer, as well as with the GSC Security Office representative as required."

In order to allow the GSC Security Office to fulfil the aforementioned tasks it should be allowed to avail itself, wherever possible, of the possibilities foreseen in this Security handbook, it being understood that the GSC Security Office is not a police force and that the GSC Security Office operates in relation to the Council.

The Security Office of the European Commission can also be involved, where necessary.

¹ Conclusions of the JHA Council of 13 July 2001 on security at meetings of the European Council and similar events (10916/01 JAI 82, para I).

II. PERMANENT CONTACT POINTS¹

II.1 DESIGNATION

A permanent contact point should be designated by each Member State.

Contact details and other relevant information on the permanent contact point should be provided to the General Secretariat of the Council for distribution to the Member States. Any relevant changes regarding the permanent contact point of a Member State, which affects its efficiency should be reported in the same way.

II.2 TASKS

The tasks of the permanent national contact point could include facilitating the:

- collection and analysis of information nationally as well as from other Member States, third countries, relevant EU bodies and other sources of information,
- establishment of reliable and efficient lines of communication to relevant key players nationally and internationally – if necessary also secure lines,
- exchange of information in cooperation with other Member States, third countries, relevant EU bodies and other international institutions,
- dissemination of processed information to their respective police authorities and services as well as police authorities in other Member States and relevant EU bodies,
- provision of risk analysis on potential demonstrators and other groupings for the organising Member State,
- observation, evaluation and follow-up on the event.

¹ 10916/01 JAI 82, para II, point 1(a).

II.3 MINIMUM REQUIREMENTS

The permanent national contact point should be able to meet the following standards:

- 24-hour availability (to the necessary extent before, during and after an event),
- staff with sufficient language skills, with knowledge of at least one other EU language,
- permanently operational lines of communication and information structure including phone, fax and E-mail,
- sufficient translation capacities for the exchange of information.

III. INFORMATION MANAGEMENT

III.1 BASIC OBLIGATIONS

A Member State should without delay forward information, which its national authority considers to be relevant for the security of an event¹ in another Member State, to its counterpart in this State.

The exchange of information should be carried out through existing communication channels and structures. The exchange of information, including personal data, should be conducted in strict compliance with the national and international law applicable in each case.

The exchange of information should be facilitated by the permanent national contact points of the involved Member States. After being processed, the collected information as appropriate should be distributed to relevant authorities and services. Contacts between police authorities and services in different Member States may be coordinated and, if needed, organised by their respective permanent national contact points.

¹ Article 46, Convention implementing the Schengen Agreement (OJ L 239, 22.9.00, p. 19).

III.2 INFORMATION MANAGEMENT BEFORE, DURING AND AFTER THE EVENT

III.2.A RESPONSIBILITIES OF THE ORGANISING MEMBER STATE

The permanent national contact point in the organising Member State should facilitate the collection, analysis and exchange of relevant information on the event with other Member States, third countries and relevant EU-bodies or other international institutions. (II.1) The information could, inter alia, include:

- information and intelligence obtained prior to the event that can potentially affect the course of the event or the maintenance of law and order and security in general,
- information obtained or requested during the event relating to persons suspected of having committed a criminal offence, including their name, date of birth, place of residence, background, circumstances of arrest and/or an exact description of the committed offence,
- information on applicable legislation and police policy on law-enforcement (to other Member States or third countries),
- incident and evaluation reports and contributions for these.

III.2.B RESPONSIBILITIES OF OTHER MEMBER STATES

At the earliest possible stage prior to international events such as meetings of the European Council, each permanent national contact point should provide a permanent risk analysis on known potential demonstrators and other groupings expected to travel to the event and deemed to pose a potential threat to the maintenance of public law and order to its counterpart in the organising State. The analysis should be forwarded to the organising Member State as well as other affected countries – i.e. transit or neighbouring countries. This analysis can be structured in accordance with the framework analysis in Annex A. If no such information is available, the organising State should receive a notification to this end.

As the event approaches, the information should be updated on a regular basis. A monthly analysis should be forwarded in each of the last 3 months before the event. To the necessary extent, the analysis may be forwarded, during the last month, on a weekly basis, followed by daily reports the last week before, during and after the event. The information should be as comprehensive as the available information allows.

III.2.C EUROPOL CONTRIBUTION

Europol can, in accordance with the mandate of Europol and the Europol Convention, provide relevant information and analysis. This information should be available at the earliest possible stage. If no such information is available, the organising State may receive a notification to this end.

As the event approaches, the information should be updated on a regular basis. At least a monthly analysis should be forwarded in each of the last 3 months before the event. To the necessary extent, the analysis may be forwarded, during the last month, on a weekly basis, followed by daily reports the last week before, during and after the event.

IV. POLICY AND STRATEGIC MEASURES

IV.1 RESPONSIBILITIES OF INVOLVED AUTHORITIES AND SERVICES IN THE ORGANISING STATE

Prior to an event, the organising Member State should ensure that the roles of all involved authorities and services are clearly defined and that their respective responsibilities are communicated to all relevant parties.

It is recommended that the organising State produces an overall matrix to reflect all involved processes and key players, (i.e. organisation of the meeting, security provision, maintenance of law and order, judicial services, social and preventive services, health services, public transportation and other infra-structural matters). This "blueprint" is a useful tool to visualise the planning framework as well as ensure that all necessary processes are covered.

It is recommended that a coordinating project group for the event is set up comprising representatives of all authorities and services involved. The group should meet regularly prior to, during and after the actual event, in order to ensure that decisions are made in a coherent and coordinated way. A prime responsibility of the group will be to ensure efficient lines of communication between all authorities and services.

The responsible authorities and services should ensure the presence of material, technical and personnel resources that are required to perform the assigned duties with the necessary efficiency, quality and swiftness. A database on all available resources and corresponding contact points is a very useful tool for the organising Member States.

The police authorities of the organising Member States should ensure that all necessary agreements and arrangements regarding policing efforts are made with the practical organiser of the event. The arrangements could, inter alia, include:

- locations of the event where no public disturbances should occur (meeting facilities, hotels),
- entrance control, perhaps perimeter security and the responsibility of each of these,
- security measures to be undertaken by the organiser, i.e. internal video surveillance,
- security measures to be undertaken by services of European Council or other relevant bodies,
- a complete and constantly updated exchange of information on delegates and other participants in the event (name, function, length of stay, accommodation, transport etc.),
- all arrangements with regards to VIP's and hotel security.

IV.2 MEASURES RELATING TO THE CROSSING OF BORDERS

The Member States should utilise the available and appropriate legislative measures to prevent individuals or groups considered to be a threat to the maintenance of public order from travelling to the location of the event. For parties to the Schengen Convention, article 2.2 of the Schengen Convention can be a useful instrument.

The organising Member State and its neighbouring countries may implement a flexible, joint border regime intensifying the police efforts in the border regions adapted to the concrete situation or threat. When this is deemed useful and appropriate, common or co-ordinated preventive patrols and controls may be carried out.

The necessary arrangements for a quick and efficient implementation of the potential expulsion measures should be made well in advance of the event including cooperation with other national authorities and other Member States.

IV.3 PREVENTIVE MEASURES

The police authorities in the organising Member State should at an early stage initiate a dialogue with activist groups and demonstrators, local authorities, relevant infrastructural services, the local population and other key players in order to ensure that legitimate demonstrations are carried out peacefully.

The establishment of a constructive and mutually respectful network will serve to prevent potential disturbances as well as serve as an instrument for mediation in a confrontational situation. The dialogue with activists groups and demonstrators should be based on shared responsibility. It should commence at an early preparatory stage and be utilised as a tool before, during and after an event.

Dialogue structures or teams should be established at the national level and take into account the different cultures in the different Member States and the various groups of activists in their preparation and implementation of their task¹.

Channels of communication between the law-enforcement authorities and the various organisations, civil associations and representatives of demonstrators should be set up. The organisers of demonstrations and all relevant parties may be advised on:

- practical matters – i.e. accommodation and logistics,
- relevant applicable legislation regarding demonstration, freedom of speech, civil disobedience etc.,
- police policy on law-enforcement in matters where discretion can be exercised and instructions on the use of force of the police,
- contact points within the police and other relevant authorities.

Folders on the above information in different languages is a measure to be considered. The information may be supplied to foreign demonstrators through the respective permanent national contact points.

IV.4 POLICY ON LAW-ENFORCEMENT

Adhering to the basic principles stated under section I.4, the competent authorities of the organising state should establish a clear overall policy for the police approach at international events such as meetings of the European Council. The overall policy can include policies such as:

- the right to demonstrate and to free speech is respected,
- the police actions must meet the principle of proportionality,
- the police actions are characterised by dialogue and assistance for the organisation of demonstrations,

¹ Ref. 14917/01 JAI 161, elements listed on page 3.

- the police should, through dialogue and a credible stage of preparedness, maintain the initiative thereby limiting or preventing riots or larger disturbances,
- the police should, at its discretion and when appropriate, demonstrate a low level of police visibility and a high level of tolerance regarding peaceful demonstrations,
- arrests should be made with the purpose of criminal prosecution or temporary detention etc. in accordance with national legislation,
- the police efforts should, in general, be concentrated on groupings that are planning or demonstrate the will to instigate disturbances,
- cooperation with other Member States, third countries, EU-bodies and international institutions should be promoted on relevant areas.

In general, a consequent approach to maintaining law and order during an event is desirable which is why the stated policy on law-enforcement (also communicated to the public) should be strictly complied with.

The organising Member State of more than one event in the same country (i.e. under an EU Presidency) should ensure that the police policy on law-enforcement, to the furthest possible extent, is harmonised for the different events. If this is deemed to be appropriate, the policy may also be coordinated with other Member States.

IV.5 CRIMINAL INVESTIGATION AND PROSECUTION

The Member States Law Enforcement Agencies should aim for a consequent criminal investigative process towards offences committed in connection with violent demonstrations or other disturbances during international events such as meetings of the European Council in accordance with the applicable legislation and the stated policies.

All defined and sustainable criminal offences should, in principle and in full accordance with national law, lead to criminal prosecution in the organising country or by competent legal authorities in another country. If an immediate law-enforcement action in the organising Member State is not possible, the other Member States should make every effort to identify and prosecute their own nationals in accordance with national legislation, the present evidence and the circumstances of each case.

The organising Member State should make arrangements to ensure that sufficient resources are available for the arrest and investigation of criminal offences and that sufficient facilities are available for custody and pre-trial detention. It is recommendable to plan for a worst-case scenario with larger quantities of perpetrators.

Accordingly, the legal authorities must be geared to tackle a larger quantity of work and have the appropriate capacity to, for example:

- make speedy decisions on the use of pre-trial detention,
- make speedy decisions on investigation measures requiring a decision from a court of law,
- try a larger number of criminal cases,
- respond to legal requests from other States.

V. OPERATIONAL MEASURES

V.1 OPERATIONAL PLANNING

The competent authorities of each Member State should establish a set of plans covering the policy level (*strategic*) as well as the overall operational level (*operational*) and the actual level of deployment on the ground (*tactical*). The planning procedure should commence at the earliest possible stage once the event is known.

In accordance with the policy of the competent authorities, the overall operational plan is drafted, on the basis of which detailed plans for the deployment of every unit are made.

When, for instance, a Member State holds the EU Presidency, it is recommended that an overall operational framework plan is produced for the full period. This plan can then form the basis of detailed operational plans for each summit or other events, ensuring that a relatively limited amount of overlapping work is done.

In the future, it should be considered, having regard to different policing practices and customs in the Member States, whether mutual experiences and evaluation of the planning of policing at international events such as meetings of the European Council can form the basis of a common approach to the operational planning processes, which would be conducive to cooperation between the Member States.

V.2 OPERATIONAL COOPERATION WITH OTHER MEMBER STATES

V.2.A LIAISON OFFICERS¹

At the request of the organising Member State, each Member State may appoint liaison officers for an event, when relevant (i.e. if larger groups from the State are expected to travel to the event). A request for liaison officers should be made at the earliest possible stage and, if possible, no later than 6 weeks prior to the event. To this end, a standard form is annexed to this document (Annex B).

Interested Member States may request an invitation to send a liaison officer to the organising Member State.

¹ 10916/01 JAI 82, para II, point 1(c).

The liaison officer should be appointed no later than 4 weeks before an event at which point the cooperation should commence. The organising State should, in close collaboration with the other Member States, decide upon the appointment and tasks of the liaison officers through their respective permanent national contact points.

The liaison officer can be assigned to the host permanent contact point to be in charge of communication with the home State in which case the appropriate means of communication should be provided by the organising Member State.

Liaison officers should play an advisory and assistance role. The foreign liaison officers should be unarmed and have no official police authority in the host country¹. Depending on their specific task, liaison officers should have appropriate experience in the maintenance of law and order and, in particular, with:

- a thorough knowledge of their national organisation and authorities,
- experience in maintaining public law and order at high profile events,
- access to all useful information sources in his home State, including on extremism and other relevant groupings from police as well as other relevant sources,
- the ability to organise intelligence efforts nationally prior to and during the event and analyse relevant information,
- good working knowledge of the working language(s) chosen by the organising Member State.

V.2.B OPERATIONAL SUPPORT

The organising Member State may request the deployment of police or intelligence officers for operational support from another Member State for a specific event. A detailed request for operational support, including an account of the reasons for the request, should be made at the earliest possible stage and at least 6 weeks before the event. To this end a standard form is annexed to this document (Annex B).

¹ Joint Action 97/339/JHA, article 2 (OJ L 147, 5.6.1997, p. 1).

The supporting officer(s) should be appointed no later than 4 weeks prior to the event at which point cooperation should commence.

Depending on the type of requested support, the appointed officer(s) should have the necessary knowledge and experience, for example:

- experience with maintaining law and order on large-scale events,
- ability to identify known groups or individuals expected to instigate disturbances,
- mediation experience,
- good working knowledge of the working language(s) chosen by the organising Member State,
- other specific skills relevant to the designated tasks.

The organising Member State and the home State should in consultation decide if the nature of a travelling group is such that it should be accompanied by officers from the home State.

Any operational support provided by foreign officers should be included in the operational plans of the police authorities of the organising State. Accordingly, foreign officers should:

- be included to the furthest possible extent in the operational information structure,
- be briefed on the operational plans and relevant policies including instructions on the use of force etc. in one of their working languages,
- be offered the opportunity to acquaint themselves with the venue and deployed police forces etc. prior to the event,
- attend all relevant briefing sessions (i.e. relevant to their task and if it is in a language they understand),
- where appropriate, be actively included in the police deployment on the ground (i.e. spotting known individuals or groups, mediating with own nationals etc.).

The organising police organisation should ensure the physical security of the foreign officers. It is the responsibility of the foreign officers to ensure that their actions are not causing conflict, danger or risks.

When deployed on the ground, foreign officers must at all times refer to and be under the supervision of members of the host police organisation that are properly briefed on the operational plan and able to communicate in a language that the foreign officer understands. The communication lines between foreign officers, the host permanent national contact, the management of the deployed police forces and other key players should be efficient and fully functional during an event and, to the necessary extent, also before and after the event.

V.2.C OBSERVERS

Member States may, with the consent of the organising Member State, send observers to gather experience in security and the maintenance of law and order at international events such as meetings of the European Council for future events in their home countries. If so requested, the observer may provide an input for the evaluation undertaken by the organising Member State.

Observers should, to the furthest possible extent, be permitted to attend planning sessions, briefings, coordination meetings, operational deployments and other activities in order to maximise the benefit of the visit.

The permanent contact point of the organising State should, within their means, endeavour to provide the necessary means of communication and other facilities for the foreign observers.

V.3 TRAINING

A high professional level of training of the units involved in security at meetings of the European Council and other similar events should be achieved, inter alia, through:

- thorough and timely general as well as scenario-oriented training and preparation at all levels, possibly including experienced officers from other Member States,
- deployment of observers to events in other Member States that can provide valuable experience to the home State,
- participation of key officers in relevant courses under the authority of relevant institutions, i.e. CEPOL .

VI. MEDIA AND COMMUNICATION

VI.1 MEDIA STRATEGY

In order to ensure an accurate and timely media coverage of international events such as meetings of the European Council, a pre-defined strategy for relations with the media must be in place before, during and after an event.

The media should be given the fullest possible degree of freedom to cover the event, thus safeguarding the right to freely express opinions in accordance with the European Convention on Human Rights. The media strategy should be geared towards openness and transparency.

It is recommended that a single point of contact is appointed for the media to ensure a coordinated media coverage. Well in advance of the event, the organising Member State should establish an overall media strategy regulating:

- designation of a point of contact for the media which will direct the media to the relevant spokespersons,
- area of competence for each spokesperson,
- the information to be given to the public on police measures and the steps which will be taken in case of disturbances,
- other relevant issues.

VI.2 COMMUNICATION PLAN (OTHER PARTIES)

In order to ensure the dissemination of information to all key players including those described under section IV.3. (Preventive measures) and under IV.1. (Responsibilities of involved authorities and services) the organising Member State should well in advance of the event set up a comprehensive communication plan mapping the lines of communication to all key players.

When possible, all involved parties within the organising Member State should develop a common communication strategy to avoid overlaps or the dissemination of incomplete information. The strategy should include arrangements for general reports to be distributed nationally on the course of the event and incidents etc. as well as specific reports for the local population regarding events and measures affecting them.

It is also highly recommendable that an adequate flow of information internally to police authorities and services is secured through a detailed communication plan.

VII. EVALUATION AND MONITORING

The organising Member State should initiate an evaluation of the police efforts during an event and other relevant factors. All key players should be invited to contribute to the evaluation, which should be based on the prior planning of the event.

As soon as possible after disturbances of law and order have occurred, the organising Member State should organise the drafting of an incident report and subsequently an evaluation report to be transmitted to the heads of central bodies for law and order and security as referred to in the Joint Action of 26 May 1997 (97/339/JHA), article 3 (a)¹.

A written overall evaluation report on relevant aspects of security should be produced, preferably in at least two official EU-languages, and referring in particular to disturbances or absence of such, criminal offences, involved groupings and lessons learned.

The report should be distributed through the permanent contact point to the relevant EU bodies and other involved or otherwise interested countries or bodies in order to ensure that lessons learned or recommendations are made available for future organisers of an event.

¹ Ref. Conclusions of the JHA Council of 13 July 2001 on security at meetings of the European Council and similar events (10916/01 JAI 82) para II, point 2 (c).

VIII. LOGISTICS

VIII.1 ACCREDITATION

Upon arrival in the organising country, officers from other Member States must report their arrival, designated task and mandate to the permanent contact point in order to clarify the role of each foreign officer (i.e. liaison officer, operational support/spotters or observers etc.).

VIII.2 COSTS

The organising State should normally cover accommodation and subsistence costs of invited foreign officers travelling to its territory. Travelling costs are normally covered by the home country. All costs related to observers sent to the organising Member State should be borne by the sending State.

VIII.3 EQUIPMENT SUPPORT

The organising Member States may arrange for support from other Member States when possible through bilateral/multilateral agreements on temporary provision of equipment or other resources.

RISK ANALYSIS ON POTENTIAL DEMONSTRATORS AND OTHER GROUPINGS

1. Name of group known and likely to demonstrate or in other ways affect the event
2. Composition, number of members
3. Distinguishing marks (clothes, logos, flags, slogans or other external characteristics)
4. Nature of the group (violent – risk of disturbances?)
5. Demonstration methods and/or activist methods
6. Internal organisation and functioning of the group
 - leadership
 - communication means
 - other structural information
7. Links to other groups (national or international)
8. Members previously involved in relevant incidents
 - type of incident
 - place (country)
 - individually or in a group
 - convictions with reference to the above, in accordance with national law

9. Behaviour
 - towards police services and actions
 - towards the local population
 - use of weapons
 - alcohol or drug consumption
 - wearing masks
 - pattern of behaviour at different types of events
 10. Links and attitude towards the media (media strategy, spokesperson etc.)
 11. Internet websites and bulletin boards etc.
 12. Choice of travel route
 13. Means of transport
 14. Choice of accommodation
 15. Length of stay
 16. Information supplied by liaison officers in third countries on possible demonstrators or activists from these countries.
 17. Other relevant information
 18. Sources of the information and analysis of the accuracy and reliability of the provided information
-

**STANDARD FORM FOR THE REQUEST FOR LIAISON OFFICERS OR OFFICERS TO
PROVIDE OTHER TYPES OF OPERATIONAL SUPPORT**

1. Type of support requested (liaison officer, spotter, mediator or other)
 2. Event(s)
 3. Period
 4. Place of station
 5. Description of tasks (as detailed as possible)
 6. Language skills (working languages of the event)
 7. Other specific skills (knowledge of particular groups, mediation experience etc.)
 8. Tasks to prepare ahead of arrival
 - communication with the home State
 - gathering of specific types of information
 - other tasks
 9. Means of communication (mobile, internet)
 10. Other types of required equipment
 11. Please provide a reply by:
-