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I. GENERAL BORDER MANAGEMENT OF EXTERNAL BORDERS

A. Border security model

1. Please describe the border security model in your country? Is this model based on a Governmental decision and what is the nature of this decision? Please provide a copy of all relevant documents.

(For Member States already applying the Schengen acquis) Have you introduced any specific additional police measures (other than those provided by the Schengen acquis) after abolishing border control at internal borders with Member States which have joined the Schengen area since your country was evaluated the last time?

(For States not yet fully applying the Schengen acquis) Do you have or are you planning to have a special concept of additional police measures after abolishing border control on internal borders ?

2. What legislation in your country governs the issue of border management and directly related issues?
3. What do you consider to be the main threats that may affect the security of the borders of your country?
4. Is there an overall (written) national security concept or a (written) national border security plan in which the general border control management strategy is developed? Please describe the contents?
5. *(For Member States already applying the Schengen acquis)* What changes in the border management system has your country undergone with regards to the abolition of border control at the internal borders with States which have joined Schengen after your country was evaluated for the last time? What changes in the border management system do you plan with regards to states preparing to join Schengen in the near future? *(if applicable)*

(For States not yet fully applying the Schengen acquis) What changes in the border management system do you plan with regards to the abolition of border control at internal borders? What changes in the border management system do you plan with regards to states preparing to join Schengen in the near future? *(if applicable)*

B. Organisational structure

6. Which authorities are responsible for border control in your country? Which Ministry or Ministries are they subordinated to? Please describe the structure of these authorities and the division of responsibilities between them and provide an organigramme. What coordination mechanisms are in place between the different bodies both at central and at operational level? Are the different responsibilities and interdependencies laid down in national law or in any kind of documentation?

C. Risk analysis, intelligence & data-flow

7. How are risk analysis, intelligence and data-flow management carried out? Has a risk assessment strategy been developed as a basis for risk analysis at national, regional and local level?
8. What strategy is followed with regard to the handling of information concerning illegal immigration, cross-border crime and organised crime? How are results of risk analysis forwarded to the operational authorities responsible for border management (how often and by whom, in writing, in a common database)? How is information concerning illegal immigration, cross-border crime and organised crime handled by the authorities responsible for border management?
9. Do the authorities in charge of border control have the necessary information about vehicles, persons and travel documents for whom an alert has been issued? If so, what procedure or mechanism allows them to obtain and use this information in a timely way?

D. Human resources management

10. What human resources are used to carry out control at the borders of your country? Please describe the availability and permanency of these resources. Please provide a breakdown of the number of the personnel between land, sea and air borders.
11. Are there any plans for staff reinforcement? If so when and with what timetable?

(For Member States already applying the Schengen acquis) Did you redeploy staff which used to be deployed for border control at former external and current internal borders? Do border guards formerly deployed for border control at current internal borders continue to be deployed in areas close to these borders? If so, what proportion of current border guards continue to be deployed and what tasks do they have?

(For States not yet fully applying the Schengen acquis) Do you intend to redeploy staff which is currently deployed for border control at future internal borders, after the lifting of internal border controls? Will border guards currently deployed for border control at future internal borders continue to be deployed in areas close to these borders? If so, what proportion of current border guards will continue to be deployed and what tasks will they have?

12. What are the selection criteria for the recruitment of border guards?
13. What are the career prospects of the border guards? Is there a fixed career planning?
14. Please describe the basic training programme of border guards, broken down according to different hierarchic levels. To what extent is the EU Common Core Curriculum of the Border Guard training implemented in your national training programmes?

15. Please describe the system and programmes of further continuing education.
How is specialised training organised, related to:

- a) document checking;
- b) language skills;
- c) forged/falsified documents
- d) stolen cars
- e) other specialised skills?

How many special trainings have been organised in the last two years?

E. International cooperation

16. Please present a general overview of bilateral and multilateral international cooperation regarding border security, including structures in place to exchange information and joint operational activities undertaken at national, regional and local level. Provide also any existing cooperation agreements in this context.

(For Member States already applying the Schengen acquis) Did you modify agreements concluded with neighbouring states with regard to the abolition of border control at internal borders? If yes, please provide details about time schedule and extent of the modifications.

(For States not yet fully applying the Schengen acquis) Do you intend to modify agreements concluded with neighbouring states with regard to the future regime at internal borders? If yes, please provide details about time schedule and extent of the planned modifications.

17. How is cooperation with the European Agency for the Management of Operational Cooperation at the External Borders of the Member States of the European Union (FRONTEX) carried out?

F. Border checks

18. What are the main principles for border checks, applied in your country? How many border crossing-points are there in your country at the different borders (land, air, sea)? What is the actual number of staff at the different border crossing-points? Please provide a breakdown of these numbers according to sea, land borders and airports, as well as by border crossing point. Do you have common border crossing-points (BCP) with neighbouring countries? If yes, is the Schengen acquis fully respected?

19. *(For Member States already applying the Schengen acquis)* What technical equipment is available at border crossing-points for first and second line border checks?

(For States not yet fully applying the Schengen acquis) What equipment has or will be introduced before full application of the Schengen acquis, for instance:

- terminals for consulting national databases and SIS (fixed or mobile),
- Schengen entry and exit stamps and
- equipment for checking of documents?

Please provide a breakdown of these numbers to land, sea and air borders.

20. Please describe the procedure for border checks on entry and exit (e.g. availability and use of risk indicators, interviewing, checking conditions of entry, stamping). Please specify according to land, sea and air borders. How are checks on vehicles carried out at land and sea borders?
21. Please indicate what databases are used / are available for thorough checks of third country nationals when carrying out border checks in the first line and in the second line?
22. Please describe the procedure followed in case of apprehension of illegal immigrants in the process of border control (identification procedure, prosecution, cooperation with other authorities in the field of prosecution, expulsion, assisted voluntary and forced return).
23. How is cooperation with Customs organised at the border crossing points? Are joint border checks being carried out? Is the cooperation laid down in an agreement? Is cooperation similar in all border crossing points across the country? Is cooperation with Customs regulated at a central national level?
(For Member States already applying the Schengen acquis) Has the scope of activities (in legal and practical terms) of Customs at internal borders change after the lifting of internal border control on persons?

G. Border surveillance

24. What are the underlying principles of surveillance of the green and of the maritime border?
25. Describe the tactics applied regarding the system of technical surveillance, border patrolling, command and control?
26. What is the reaction capability in routine and in emergency situations?
27. What is the availability and permanency of human and technical resources for border surveillance?
28. What is the number, broken down by type (observation towers, radars, long-range cameras, IR cameras etc.), of monitoring facilities at borders? Please provide a breakdown according to land, sea, air borders.
29. Are further reinforcements planned in terms of technical equipment? If yes, when/ how many /with what timetable?
30. What are the means of communication between the operational units assigned to monitor land and maritime borders and their operational centre?

H. Statistics on illegal border crossings

31. What were the main routes of the illegal immigrants to your country and within your country?
32. Please provide statistics on illegal border crossings for the last three years by border types. What is the estimated rate of detection and apprehension of persons crossing the border illegally? How is this estimate calculated/justified?
33. How many persons were admitted from/readmitted to neighbouring countries (please name for each of the neighbouring countries)?
34. How many illegal immigrants have been detected inside the territory and what are their countries of origin? Provide data over the last three years. What is the background of these illegal immigrants (overstayers, former asylum seekers, people who crossed the border illegally, people travelling from other member states)?

I. Fighting illegal migration

35. Explain the activities against illegal immigration undertaken by your authorities in third countries, especially in countries of origin and transit countries. Have immigration liaison officers or police liaison officers (also covering migration-related issues) been seconded to main source countries of illegal immigration? Which service or Ministry are the immigration liaison officers subordinated to? Provide a list of third countries where immigration liaison officers (Council Regulation EC 377/2004) are posted.
36. Approximately how many hours per day are external borders surveyed by the available resources (broken down according to the different areas)?
37. What are the legal background, organisational structure and method applied for fighting illegal immigration in terms of investigation and checks on persons within the territory? Which organisations in your country are responsible for fighting illegal immigration? If there are more organisations, how do they cooperate with each other?
38. Does this legislation (or administrative practice or instruction) provide for differentiation between internal borders/connections or internal border zones and the rest of the territory? If so, describe the differences.
39. Is there a memorandum of understanding or other kind of formal arrangements governing cooperation between the competent authorities involved in combating illegal immigration within the country?
40. Do you make use of special investigation groups with officers of the various responsible bodies, with a view to combating international organised crime used in integrated border management?

II. SPECIFIC MANAGEMENT OF EXTERNAL BORDERS

A. Sea borders

41. How are checks on the different types of vessels (ferries, cruise ships, cargo vessels, coastal fishing vessels and pleasure boats) carried out?
42. What measures have already been taken or are you planning to take in terms of infrastructure to guarantee the separation between passengers of Schengen and non-Schengen ferry connections (physically, administratively, equipment)? How many ports have or plan to have a physical separation between Schengen and non-Schengen passengers? Please provide statistics from all international ports on the number of departures and arrivals and passengers of regular internal ferry connections and from third countries, if available.
43. Are passengers on extra-Schengen crossings channelled in such a way so as to ensure the separation between persons enjoying the Community right of free movement and those from third countries? Is signposting ensured in line with the requirements of the Schengen Borders Code?
44. Please provide statistics for the past three years as regards the number and types of vessels calling at ports from the EU and third countries (e.g. ferries, cruise ships, cargo vessels, fishing vessels and pleasure boats). What is the percentage of physical control made onboard these vessels? How are decisions on such checks controls made? How are vessels surveyed during their stay in ports?
45. Do you make use of advanced passenger data in the process of checking vessels? If yes, how is this organised in practice?
46. What tactics are applied for sea border surveillance, including the use of coastal surveillance systems, border patrolling, command and control systems?
If an integrated coastal surveillance system is used, please describe its components and capabilities. Please provide a list of vessels traffic monitoring systems (AIS, VMTS, VTMIS LRIT) accessible for the border guard authorities.
47. What technical equipment is available to the forces responsible for surveying borders, for instance:
 - radars/surveillance cameras/night vision equipment;
 - helicopters/aeroplanes and
 - ships/boats, available for monitoring of sea borders (by category according to length and maximum speed in knots)?

What is the detection range of the cameras as regards human beings (daylight, IR)?
48. Please explain methods and practice of tactical and operational risk analysis at blue borders.
49. Do the responsible authorities participate in the European Information System of Immigration Control in Seaports (EISICS) and to what extent?

50. Do the responsible authorities use electronic data interchange (EDI) at their maritime borders? Do you exchange data on sea related threats (e.g. on vessels connected to illegal immigration, etc.). How is the exchange carried out, what data is exchanged and with whom? Are third countries included in data exchange, and what data is exchanged with them?
51. Do you cooperate with the Customs authorities in checking and surveillance of your maritime borders? How is this cooperation organised?
52. What modus operandi is followed when sea craft carrying suspected illegal immigrants is intercepted at sea (territorial waters; high seas)? What arrangements are in place for the rescue of illegal immigrants in distress at sea?

B. Airports

53. What measures are in place in terms of infrastructure to physically separate the flows of passengers of internal Schengen flights from the flows of passengers of other flights? Please describe the requisite measures, implemented at the airports to channel passenger traffic to facilities, reserved for checks (e.g. transportation using airport buses, structural guidance of passengers within the airport building). At how many airports is the separation carried out by physical means? Please provide statistics from all international airports and aerodromes on the number of flights and passengers from within Schengen and from third countries, if available as well as list scheduled origins and destinations by airport.
54. Please provide information also on national plans on establishment of new international airports in the foreseeable future (short and medium term) in the period following the Schengen evaluation.
55. What measures are in place to provide separate lanes for border checks on persons enjoying the Community right of free movement and on all other persons? Is signposting ensured in line with the requirements of the Schengen Borders Code?
56. Do airports have appropriate separate areas for temporary accommodation for asylum applicants and non-admissible passengers?
57. Do airports have a separate international transit zone for passengers of non-Schengen flights?
58. Are there any special rules governing checks on flight crews? If so, please provide details of the rules in question and on the procedure for checking flight crews.
59. Are border checks carried out at the aircraft-door or at the gate in the case of flights from problem countries? Do you carry out pre-boarding-checks at risk-destinations? If so, please describe the procedure being applied.
60. Please describe the measures implemented at airports to enable appropriate controls of persons travelling on private flights. How is the general declaration and information concerning passengers' identity (according to Annex VI of the Schengen Border Code) used in the process of border checks?

61. What forms of cooperation have been established with air carriers? How has the Council Directive 2004/82/EC of 29 April 2004 on the obligation of carriers to communicate passenger data been implemented in your national legislation? Are you making use of the capability to request API in practice? If so, how is this organised?
62. What measures have been taken to prevent unauthorised persons entering and leaving the reserved areas at airports? Are the perimeters of international airports and aerodromes fenced in and monitored by cameras and sensors? Which authority (authorities) are responsible for access control and monitoring of the perimeters of airports?

C. Land borders

63. How are the provisions of the Schengen Borders Code and the Schengen Handbook concerning land borders and the recommendations of the Schengen Catalogue (External borders control, removal and readmission, recommendations and best practices) being applied at your land borders, both at the main international border crossing points and at smaller BCPs'?
64. Are separate lanes for border checks on persons enjoying the Community right of free movement and on all other persons provided for at border crossing points? Is the vehicle traffic separated into different lanes by vehicle type? Is signposting ensured in line with the requirements of the Schengen Borders Code?
65. How are the perimeters of border crossing points guarded? Do you use technical surveillance equipment, including video for monitoring? Is the surveillance of border crossing points carried out outside their fixed opening hours?
66. How are border checks carried out in international trains and, in particular, what kind of equipment is available for border guards carrying out such checks?
67. Are there any agreements between your country and neighbouring third countries for the purpose of implementing the local border traffic regime according to Regulation (EC) No. 1931/2006 of the European Parliament and of the Council of 20 December 2006 laying down rules on local border traffic at the external land borders of the member States and amending the provisions of the Schengen Convention? What are the main rules for local border traffic in your country? How are border checks carried out in that respect?
68. What technical equipment has been made available to the forces responsible for border surveillance (see also question 29), for instance:
- a) helicopters/aeroplanes,
 - b) vehicles, boats,
 - c) radars/night vision/infrared detection equipment,
 - d) integrated technical surveillance systems and
 - e) surveillance cars?

What is the detection range of human beings of cameras (daylight, IR)?

69. Are special mobile units available for guaranteeing the appropriate reaction capability at the external land borders?

70. What kind of cooperation arrangements with border guard forces of the neighbouring countries have been implemented at the regional and local level? Are there cooperation agreements between border guard units of the neighbouring countries at the regional level?
71. Do you cooperate with the Customs authorities in border checking and surveillance at your land borders? How is this cooperation organised?

III. ENTRY

1. What administrative and criminal-law penalties have been introduced under your national legislation for
 - a) persons entering the national territory illegally?
 - b) persons involved in assisting/facilitating illegal immigration?
 - c) persons using labour made up of illegally resident aliens?
2. Has your country already signed or ratified the additional protocols to the UN Convention against Trans-national Organized Crime on trafficking in human beings and the smuggling of migrants?
3. Are Directive 2002/90/EC defining the facilitation of unauthorised entry, transit and residence and Framework Decision 2002/946/JHA on the strengthening of the penal framework to prevent the facilitation of unauthorised entry, transit fully implemented?
4. What is the maximum and minimum sentence/amount of the applicable penalties/sanctions in accordance with the above instruments? Please provide the numbers of criminal prosecutions and convictions related to smuggling of people.
5. Are criminal-law penalties envisaged against those who assist a person to leave a country allowing them to enter another one illegally?
6. In accordance with the provisions of Article 26 of the Schengen Convention, does national law oblige sea or air carriers or operators of international coach services to take all the necessary measures to ensure that an alien is at the point of departure in possession of the travel documents required for entry into the territories of the Contracting Parties?
7. Have criminal-law or coercive measures been introduced in case of non-compliance with this duty?
8. Are carriers legally obliged to return aliens who are not in possession of the required documents?
9. Is Council Directive 2001/51/EC of 28 June 2001 supplementing the provisions of Article 26 of the Schengen Convention fully implemented in your country? What is the maximum and minimum amount of the applicable financial penalties? Please provide information on how many penalties were imposed on carriers, what the total amount of financial penalties was and how many of them were effectively applied during the last 3 years. Break down to air, land, sea borders. Which is the competent authority in this area?

10. How is visa-issuance carried out at the border and what was the number of visas issued at the border during the last three years by border type? Please break down the number of issued visas on the basis of the reason for issuance and the persons benefiting there-from (nationality, passenger or crew member). Please provide information regarding the number of applications refused. Do you issue visas at the border to family members of EU citizens? What is the readiness of your country for implementation of the Visa Information System when issuing visas at the border?
11. What methods are used for storage and issuance of blank visa?
12. What are the methods and frequency for changing the numerical security codes for uniform entry/exit stamps? What methods are used for keeping uniform entry/exit stamps?
13. How is the processing of refusals and asylum applications carried out at BCPs? Please describe the procedure regarding persons whose entry is refused. How many refusal-of-entry decisions have been taken (total number, breakdown by main nationalities concerned and breakdown by border posts)? How many persons have been refused entry since 2006? On what grounds were they refused?

How many aliens have sought political asylum? How many aliens were granted political asylum? How many aliens were refused political asylum?
14. Do you have the possibility of an accelerated asylum procedure for asylum seekers at the border?
15. Do you have the possibility to detain persons who are refused entry and ask for asylum during their asylum procedure?
16. How many counterfeit travel documents have been discovered at BCPs? Please provide statistics over the last 3 years, broken down per border crossing points and types of documents.
17. Is information on original and counterfeit travel documents available at BCPs? What methods are used for this purpose? Are FADO and appropriate national databases accessible at BCPs via computer network? Which authority is responsible for administrating these databases?
18. Are EURODAC and national AFIS accessible at BCPs? How do you check and store data? Which data do you store?

IV. READMISSION

1. Which bilateral (non-EC) readmission agreements exist with
 - (a) other Schengen States?
 - (b) with other MS of the European Union
 - (c) third countries?

To which countries do you have implementation-protocols to EU-readmission-agreements?

2. How many persons have been sent back each year since 2006 under these agreements? Please break this down by the country to which the person was sent back.

3. What is the number of foreigners readmitted (figures per State)
- (a) to other Schengen States?
 - (b) to transit States?
 - (c) to the countries of origin of the persons concerned?

How many cases were studied in total? What were the countries of origin involved? Please indicate the main reasons for readmission of foreigners.

4. Which administrative structures are responsible for readmission and expulsion? What legal and practical measures have been taken to ensure the readmission and expulsion of illegally resident aliens? Are these measures effective? How many readmission applications were addressed and how many of them executed? What is an average length of readmission procedure (from the point of addressing the request until the effective return of the person)?
5. Over the past five years, how many illegal aliens have been deported by the authorities of your country? How many have been deported outside the readmission procedures? Please provide details for all type of border and all types of procedure (regular/accelerated).
6. Is the EU laissez-passer used for readmissions? If yes in relation to which country?
7. How are aliens required to leave the country identified in cases of doubt or if identity papers are unavailable?
8. Are there any residence arrangements in place for foreigners who, for various reasons, cannot be expelled? If so, please specify. What are the conditions for these arrangements? Does this apply also to persons who have entered the country illegally without having applied for asylum? What measures do your authorities take to help an alien required to leave the country to acquire travel documents, or are such steps left entirely to the alien? How is voluntary return promoted? Do you have a program of assisted voluntary return? Is there cooperation with NGO's, like IOM?
9. Is instant return a legal possibility in the case of foreigners detected upon entering the country illegally or immediately after crossing the borders?
10. What legal remedies can be applied by the foreigner to prevent his return?
11. What percentage of expulsions ordered are actually carried out? Please provide statistics over the last 3 years.
12. Do you have the possibility to detain illegal migrants awaiting an opportunity to readmit them? For how long, is there any time limit?
13. Is there any central body responsible for issuing travel documents for readmission or expulsion? What experience does it have in this field? Are any other (i.e. decentralised) authorities involved in acquiring documents for readmission or expulsion?

V. SCHENGEN INFORMATION SYSTEM

Note : The questions included in the following chapter are based on the current SIS, but are equally valid in relation to SIS II.

Description of measures to check whether data are in conformity with the requirements of the SIS II legal framework.

A. Preparatory measures

1. Please describe the legislative and regulatory provisions setting up the national system.
2. Please describe the legislative and regulatory provisions setting up the SIRENE Bureau, including subsequent legislative measures, including measures still to be taken.
3. Please describe the functioning of the national information systems for the purpose of issuing and accessing the following categories of alerts:
 - a) alerts on third country nationals who should be refused entry to the Schengen area;
 - b) alerts on persons wanted for arrest (in view of surrender or extradition);
 - c) alerts on persons to ensure protection or prevent threats;
 - d) alerts on persons wanted for judicial procedure;
 - e) alerts on persons and objects for discreet surveillance or specific checks;
 - f) alerts on objects for seizure or use as evidence in criminal proceedings?

Have these systems been set up with the data structure of the SIS in mind?

If yes, what is the level of progress achieved? If not, please describe the relevant projects/plans including dates and/or timescales.

How are data from these national systems entered into, updated in and deleted from the SIS?
Please describe communication, data entry procedures and quality control.

B. Organizational aspects

General

4. Please give a general presentation on the organisations that are responsible for policing functions in relation to the SIS.

NSIS

5. Please describe the geographical location of the access points or national interfaces currently used and to be used for SIS II.
6. Please describe the structure, hierarchy and organisation of the (future) N.SIS II Office.

SIRENE Bureau

7. Please describe the geographical location of the SIRENE Bureau.
8. Please describe the structure, hierarchy, administrative organisation of the SIRENE Bureau and its practical organisation (e.g. staff, authorities represented, day and night teams, specialisation of operators).
9. Please describe the language skills available at the SIRENE Bureau. Is English covered during night time and on weekends? If not, what procedures are followed to process urgent information in foreign languages at those times?
10. Are you planning to hire/have you hired civilian contractual staff (i.e. persons not belonging to any national authority)? If so,
 - a) Do/will such persons work on your premises?
 - b) What security measures apply/will apply, do/will these persons have the necessary clearance or certification?
 - c) Are non-disclosure/confidentiality agreements in place?
11. Please describe the limits of the respective spheres of competence of operators and end users.
12. Concerning the SIRENE Bureau's position and competences at national level:
 - a) Does the SIRENE Bureau have the possibility to directly consult and enter data in the national police system(s) or other law enforcement IT systems when running SIS searches, or initiate procedures for this to be done (such as on indications concerning an abductor in an alert on a missing minor)? If not, are steps being taken to this end?
 - b) Is the SIRENE Bureau able to access and enter data into other databases (vehicle registration databases, aliens' registers, population register); is there any coordinated and effective cooperation with the corresponding departments?
 - c) Does the SIRENE Bureau have the possibility to give instructions or does it have any other ways of influencing cooperation? Do national authorities' training cover the SIRENE Bureau?
 - d) Is the SIRENE Bureau empowered to conduct investigations or act as coordinators? (such as in Articles 39 and 41).
 - e) Does a website with the information relevant to the SIS exist? If so, who operates this website and who has access to it?
13. Concerning the relationship between the SIRENE Bureau and prosecuting authorities:
 - a) Which tasks under national law necessitate access to SIS by the judicial authorities?
 - b) What practical steps have been taken, to issue alerts on persons wanted for arrest (in view of surrender or extradition)? Do agreements exist with the judicial authorities, particularly with a view to ensuring that SIS alerts take priority over Interpol alerts?
 - c) What powers does the SIRENE Bureau have? Can, for example, flagging be carried out by SIRENE, or is an order from the judicial authorities required for this purpose? Are those working with SIRENE involved in the extradition process?

14. How are the activities related to alerts for the purpose of refusing entry, including Article 25 of the Schengen Convention and the relevant articles of the Schengen Borders Code, performed?
 - a) Which authorities in your country issue the alerts for the purpose of refusing entry?
 - b) Which authority performs the role of the national SIRENE Bureau with regard to these alerts? Are there clearly defined channels of communication in place between the national authorities involved?
 - c) What measures are in place to ensure the availability of background information for the SIRENE Bureau (e.g. a decision on expulsion/ban on entry) which is not SIS-recorded?
 - d) Which national authority liaise with the Schengen partners for the purposes of sending and receiving requests for consultation under Article 25 of the Schengen Convention?
 - e) Does the SIRENE Bureau have access to the national migration system?
 - f) Do the migration authorities have a 24-hour service? If not, how is access to the data justifying the issuing of an alert pursuant to Article 96 ensured outside working hours?
15. Please give a list of services or authorities which are authorised to process SIS data including access to them and the competences which justify the need for access to such data.
16. Does the SIRENE Bureau also process Interpol searches?
17. How is the relationship with Interpol and Europol? Are these bodies close together from a physical, organisational and administrative point of view? How is the exchange of information between SIRENE, Interpol and Europol ensured?

C. Technical aspects

General organisation

18. Please give an overview of the computer architecture of national systems which are connected to SIS1+ and/or which will be connected to the SIS II.
19. Please show the data flows between national systems and the SIS in relation to the input of data according to each category of alert.
20. In relation to the current (and future) computer processing of SIS (II) data from a remote workstation by an end user:
 - a) Can the national systems provide data in UNICODE format to the SIS (II)?
 - b) Can the national systems display data provided by SIS II in UNICODE format
 - c) Can the national system search on a part of a name (i.e. partial queries)?
 - d) Can the national system search for a name using phonetics? If so, has it been evaluated to test its effectiveness at finding names of foreign nationals, particularly those who have a different base alphabet (e.g. Latin, Cyrillic and Greek)?
21. Will you exchange biometric data via the SIS II and/or SIRPIT? If so please explain how (in practice). If not, how are the biometric data exchanged? Is 24-hour access by SIRENE to biometric data possible?

22. How do the competent authorities in the field have access to end-user terminals (e.g. by radio, only by telephone, via mobile terminals fitted in vehicles, only in person, only in writing etc.)? Are there differences between the various national authorities?
23. Please explain the procedure to be followed by a user in the field to consult the SIS database. Are the SIS and the national system consulted at the same time or do both systems have to be consulted separately?
24. How do the consular posts of your country access the SIS? Describe the procedure for updating data in consular posts including frequency.
25. How many terminals are available for input and consultation of data by the authorities authorised to process SIS data?
 - a) law enforcement services, including those with a control function
 - b) the border control authorities;
 - c) diplomatic missions and consular posts;
 - d) the authorities responsible for aliens and asylum;
 - e) customs authorities;
 - f) others?
26. Please provide an estimate of the volume of data introduced into the SIS database for each category of alert per annum.
27. Are some alerts introduced in batches? If so please detail the alert types, the frequency of the batch execution and the volumes expected in each batch.

Business Continuity (Schengen Catalogue of Best Practices (BP) - 5.6.1 and 1.1)

28. Please describe the contingency centre/backup centre, its location, capabilities and functions etc.
29. Has the switchover between the contingency and the operational system been tested (BP 5.6.1) and if so, when was the last time? What is the result of testing the contingency and operational system?
30. Please describe the measures in place ensuring 24/7 operation. How is engineer support organised?
31. How are the system backups organised?
 - a) Do you take daily backups?
 - b) On what media are backups kept?
 - c) Describe the location and protection of all backup media.
 - d) Is the backup media transported to other locations?
 - e) How is the backup media labelled and protected during storage and transport?
 - f) Are system backups regularly checked?
 - g) Are restoration procedures checked and tested? If so, how often?

32. What kind of emergency plan do you have in place relating to situations where it is impossible for users to search the SIS due to a problem with a national system or network inaccessibility?
33. What arrangements have been made to enable the continued operation of the SIRENE Bureau without interruption in exceptional situations such as a *force majeure* event, power cuts, disturbance or interruption of traditional telecommunications systems, etc?

Statistics

34. Are there methods in place for collecting statistics on system down time?

D. Management of SIS alerts & follow-up

35. What are the procedures following a hit?
36. Are hits recorded manually or automatically? If they are automatically recorded, how is it done?
37. Are the actions taken after a hit, e.g. the results of an investigation, recorded? If so, is it done centrally or locally? For how long are the results of an investigation retained?
38. At what stage is an alert deleted (e.g. immediately after notification of an arrest, after notification of a person's whereabouts, after the reported discovery of an object, or after all measures have been taken, e.g. actual extradition, dispatch of documents to the place of residence, retrieval of the object)? Please break this down per alert category.
39. How is the deletion of data guaranteed if action has been taken in response to an alert?
40. How does the authority responsible for central or local management carry out his duty of ensuring that alerts are deleted when they are no longer required? Which is this authority?
41. What kind of checks are carried out to ensure that alerts no longer required are deleted? What measures have been taken to manage instances where this has not been done?
42. Which steps are to be taken by the end-user to prove the identity of a subject where there is a case of misused identity?
43. Which services and/or authorities have the competence to follow-up on a hit?

E. Security & data protection

NSIS

44. Please describe the security measures implemented for the national systems (physical and logical security and security organisation).
45. What (if any) standards are used for information security?
46. Please describe the level of protection, the protection measures and security organisation applied to computerised national applications having access to, or processing SIS II data.
47. Please describe the methods controlling physical access to the premises of the national SIS systems where applicable, including paper archive storage rooms.
48. What security measures are in place to control access to SIS data? Please describe measures implemented to ensure that each user has access only to the categories of data for which s/he is authorised.

SIRENE

49. Please describe the security measures at the SIRENE Bureau (e.g. logistical and physical security, security organisation, authorisations for access to SIRENE Bureau premises).
50. Please describe the methods controlling physical access to the premises of the SIRENE Bureau, where applicable including paper archive storage rooms.
51. Please describe the level of protection and protection measures applied to computerised applications related to the SIRENE application.
52. Please describe the measures taken to ensure that SIRENE files are destroyed after the deletion of the alert to which they relate. Who is responsible for ensuring that this occurs?

F. Training and information

53. Please describe the specific training for technicians, operators and those responsible for the national systems in the NSIS and SIRENE Bureau.
54. Please describe the specific training for SIRENE Bureau staff (knowledge on national and international legislation, language skills, in-house training or other training courses etc.).
55. Please describe the training and information for end users, in particular:
 - a) How are police officials in the field (end users) informed about the SIS and the SIRENE Bureau (e.g. by specific training, in the course of ordinary police training, "cascade" training from trainers, articles published in police journals, through specific brochures, through general public relations work)?

- b) Are newly-recruited users (e.g. policemen and policewomen) given training in the use of SIS? If so, what is the content of this training and how many hours does it last?
- c) Does continued training take place in the form of courses, seminars, conferences etc? If so, how many hours?
- d) Which authority is responsible for providing training to end users?
- e) Does a specific website giving information on SIS and SIRENE exist?
- f) Is e-learning available to all end users?

56. What measures are in place to ensure the level of competence of new users?

57. In relation to judicial authorities:

- a) How are judges and public prosecutors informed about the SIS (e.g. by specific training, in the course of ordinary training, "cascade" training from trainers, publications, through specific brochures, through general public relations work)?
- b) How are they (made) aware of the SIRENE Bureau, its role and differences between SIS and Interpol searches (e.g. by specific training, in the course of ordinary training, "cascade" training from trainers, publications, through specific brochures, through general public relations work)?
- c) Are they informed regularly, just once or not at all? Are there regional differences?
- d) Does the SIRENE Bureau have any influence on the information and training of the judiciary?

The same question (concerning training and information) should also be answered in the case of migration authorities (how are they trained?).

VI. ISSUING OF VISAS

1. What security measures are in place with regard to the transmission of Schengen visa stickers from the central authorities to diplomatic missions and consular posts as well as within these missions?
2. How is staff (consular officers and local staff) at diplomatic missions and consular posts informed about and trained in (the practical implementation of) the common visa policy, the the Community Code on Visas (JO L 243 of 15 September 2009) and other relevant information?
3. Do you have a special training programme for consular officers and staff before their posting? Please describe. Do you provide follow-up training for consular officers and local staff? Is any specialised training given in the detection of false documents?
4. How do you ensure proper feed back from consulates and monitoring of consular work, notably as regards the correct application of the relevant Community legislation?
5. How do you ensure that consulates are informed about misuse of visas detected within the territory of Member States?

6. How are data transmitted from your country's diplomatic missions and consular posts to the respective central authorities (notably as regards consultation)? Are data transmitted in encrypted form?
7. *(For Member States already applying the Schengen acquis)* Please describe the IT infrastructure (hardware) in place in consulates.

(For States not yet applying the Schengen acquis) Does your present IT infrastructure (hardware) meet the requirements in terms of handling Schengen visa issuance? Please describe.
8. Extension of visas: Please describe the way your country will apply/applies Article 33 of the Community Code on Visas. How many cases of extension of the period of validity and/or the duration of stay for visa holders are carried out per year ? What are the reasons for such extensions?
9. *(For States not yet fully applying the Schengen acquis)* Please provide information on your consular presence (i.e. visa issuing consulate or - diplomatic mission) in the third countries listed in Annex I to Council Regulation 539/2001/EC.
10. Motivation of refusal of a visa and right of appeal: Do you already apply Article 32 of the Community Code on Visas? If not, please describe the procedures in place.
11. Please describe the practice followed when issuing visas to applicants who are non-residents in the country where they lodge their application.
12. What is the total number of visa applications, visas (not) issued, and visas refused over the past three years (by jurisdiction and type of visa)? What are the most significant developments?
13. Are your diplomatic missions and consular posts empowered to issue residence permits?
14. Under which circumstances do your consuls consult the central authorities?
15. How are the authorities responsible for the exceptional issuance of visas at the border pursuant to Articles 35 and 36 of the Community Code on Visas, made aware of the relevant provisions and their proper implementation?
16. Which manuals of specimen documents do you use to check the authenticity of documents presented (travel documents, supporting documents, etc.)?
17. Are visa issuance-tailored risk analyses elaborated at central level?
18. What activities are being engaged at your diplomatic missions and consular posts to combat illegal immigration ?

VISION NETWORK / PRIOR CONSULTATION

(Chapter deleted - this information is collected during the actual evaluations, when checking the procedures actually followed)

VII. JUDICIAL COOPERATION

1. Has your country received and/or made requests for mutual assistance on issues relating to the areas covered by Articles 49 and 50 of the Schengen Convention?
2. Have the judicial authorities received the Directory of the cities of the other Member States so they can use the possibility of forwarding directly requests for mutual assistance as provided for in the Schengen Convention? Do the judicial authorities have access to the European Judicial Network instruments (in particular the Atlas utility)? Are the contact points of the EJN known to all relevant judicial authorities?
3. Have any extradition requests been authorised under the Simplified Extradition Convention in accordance with Council Decision 2003/168/JHA? How many have been authorised to date?
4. How are the forms for requesting the transmission of extracts from judicial records (SCH/III (97) 41 4 rev) distributed and used?
5. Are the possibilities for mutual judicial assistance in criminal matters and extradition provided for by the Schengen Convention used satisfactorily?
6. Has the application of Article 51 a) caused problems of any kind? What are the conditions for the application of Article 51 a) and b)?
7. In the event of a conflict between a European Arrest Warrant and a request for extradition presented under the Simplified Extradition Convention, how is the decision taken on whether the EAW or the extradition request takes precedence? Did you note some difficulties on conciliation?

VIII. LEGISLATION ON FIREARMS

1. Have the contents of the EU Directive 91/477 on firearms been transposed without particular difficulty into national legislation? Do the forms that you exchange with other MS for the intra-Community transfer of firearms contain all the information on firearms as requested by Directive 1991/477/CEE?
2. What measures have been taken in terms of organisation and personnel in order to ensure the application by the competent authorities of the contents of the EU Directive on arms or the corresponding national legislation?
3. How is information on firearms purchases, if required by the Directive) exchanged with other EU Member States ??
4. What firearms, if any, may be brought into your country without prior permission, solely using the European firearm pass?

5. Which firearms, if any, do not require consent within the meaning of Article 11(4) of Directive 91/477/EEC by your competent national authorities in order to be transferred into your country?

IX. POLICE COOPERATION

A. General

1. Present a general oversight of the forces with police tasks in your country and their most important competences. Provide an organigramme.
2. Which police forces are represented in the central Schengen body?
Does the central Schengen body have access to all police databases?
3. Is the SIRENE bureau responsible for handling requests for police cooperation according to the Schengen Convention?
4. Regarding police data, is there one general police database or are there several databases belonging to different police forces?
 - a) If there is only one, do all police forces have access to this database?
 - b) If there is more than one who has access to which database?
 - c) Which police forces have the right to edit the data/information in this/these database(s)?
5. Describe the training curriculum for police officers, as regards their training on the application of the provisions of the Schengen acquis, in particular on police cooperation and the related Handbook(s). Is the Handbook available and in use in all police units?
 - a) Which national instructions, administrative provisions, etc. are in place with regard to the implementation of the Schengen acquis?
 - b) Describe the mechanism for updating this information!
 - c) Does police intranet play any role in your system of training and education on Schengen police cooperation issues?
 - d) Do you use any specific ways of training and education such as e-learning, CD-roms etc.?
6. Are officers participating in joint missions required to have a basic knowledge of the other relevant language? Are there language trainings available for the police personnel, if yes at what levels?

B. Information exchange

7. What additional measures, if any, are your police authorities authorised to take without the involvement of the judicial authorities, other than those listed in the Council Framework Decision 2006/960/JHA of 18 December 2006?

8. Do the applicable rules on judicial assistance and/or data protection allow information that is obtained from non-Schengen countries through police channels to be passed on to judicial authorities, and if so, under which conditions?
Can it be used as evidence in criminal proceedings or does its use as evidence require the explicit consent of the judicial authorities in your country, similar to Article 39(2) of the Schengen Convention?
9. How often are the registrations forms, mentioned in Article 45 used by the competent authorities to prevent threats, conduct criminal investigations or to clarify the circumstances of missing persons or victims of accidents?
10. Is article 46 of the Schengen Agreement used to exchange information regarding public order and is this information processed by the central Schengen body?
 - a) Do you avail of statistical material on the exchange of information over the 3 previous years? If so, can you provide it?
 - b) Could you sum up the 5 types of information which are exchanged most often with other Member States?
 - c) Could you sum up the 5 types of information which are considered the most important to obtain from other Member States for law enforcement purposes?

C. Cross-border operations

11. Which measures must be observed regarding the use of technical means in cross-border surveillance? What kind of direct links are used to facilitate cooperation and communication, as meant in article 44, in particular to ensure cross-border interoperability for radio telecommunications systems?
12. Does your national law qualify an attempt to commit a crime as sufficient ground to take measures pursuant to Article 40(1) and (2) of the Schengen Convention?
13. Please provide statistics over the last three years with regards to all neighbouring states on
 - a) requests pursuant to Art. 39,
 - b) operations pursuant to Art. 40,
 - c) operations pursuant to Art. 41 and
 - d) and exchanges pursuant to Art. 46

Please specify statistics with regards to individual neighbouring states. As regards b) and c), please distinguish between statistics relating to operations in direction into the country and out of the country.

D. Bilateral cooperation

14. With which Schengen and non-Schengen States have agreements been concluded or are agreements being prepared/modified on matters of police cooperation, including:

- a) arrangements or declarations referred to in Article 40(6), 41(9), 41(10) of the Convention,
- b) police cooperation in border zones as referred to in the provisions of Article 39(4) of the Convention (see also Executive Committee Decision SCH/Com-ex (98) 51 Rev.3 of 16.12.1998.
- c) mixed patrols in the border area in the framework of direct cooperation,
- d) Police Cooperation Centres (incl. Customs),
- e) exchange of liaison officers (see also question I. 34).

Please describe the contents of these agreements. To which extent do provisions of these bilateral agreements go beyond the Schengen requirements?

- a) What rights do foreign officers have on your territory?
- b) Can they act independently?
- c) Do they have the right to apprehend?
- d) Do you have police and customs cooperation centres or joint police stations?
- e) If not, are there plans to set them up?
- f) How are (will) relations between such joint centres and the central Schengen body be organised?
- g) In addition to cooperation on land, are there (will there be) other forms of cooperation (waterways, sea, air, etc)?

X. DRUGS

1. What specific organisational measures have been adopted at the external borders to combat drug trafficking?

- a) New structures
- b) Staffing measures
- c) Creation of new customs services specialised in surveillance at the external borders
- d) Use of aircraft by customs authorities (planes, helicopters) for detecting illegal shipments.

2. Technical aspects

- a) What specific measures and tactical methods have been adopted at the external borders to combat drug trafficking?
- b) What special measures have been taken to guarantee that controls are effectively targeted (targeted controls)?
- c) What new methods have been introduced to obtain relevant information?
- d) Have any steps been taken with a view to concluding protocols and agreements with international carriers and to obtaining information on suspect activities, in accordance with the recommendations issued by the World Customs Organisation (WCO)?

- e) Does your country carry out risk assessment or profiling in relation to drug trafficking? If so, please provide brief details of how this is carried out.
 - f) Could you give more information on the national and international controlled deliveries carried out?
3. What technical means have been deployed at the external borders to detect drugs smuggled illegally into the country? Please distinguish according to the type of border. Please indicate the type and number of detection means deployed and the frequency with which these are used, drawing a distinction between
- a) sniffer dogs
 - b) X-ray machines
 - c) permanent equipment for controlling air freight
 - d) mobile facilities
 - e) endoscopes
 - f) systems for analysing urine to detect the presence of drugs concealed inside the human body
 - g) any other technical means
4. What measures have been taken to obtain information within the framework of international external border cooperation:
- a) international agreements (specific bilateral agreements, etc.)
 - b) participation in international working groups
 - c) communication and information systems
 - d) criminal tactics measures
 - e) others?
5. What results have you attained in terms of seizures for the last three year at the external borders? Please distinguish according to the type of border.
- a) nature and volume
 - b) country of origin
 - c) destination
 - d) means of transport
 - e) means of concealment used by the trafficker

XI. DATA PROTECTION

1. Has the national legislative process for adopting legislation on personal data as referred to in Article 117 of the Convention been completed?
 - a) If not, which procedures are still outstanding?
2. What data protection rules do you apply as regards the protection of SIS data?
3. Who are the national supervisory authorities competent for SIS data?
4. Give a description of the supervisory authority's independence and position in the legal system.

5. Which concrete powers and actions are available to the supervisory authority in case there is misuse in the processing of SIS data?
6. How will the supervisory authority use its right of supervision of the national part of the SIS in future and does it have an (automatic) right of access?
 - a) Must this right of access be used in situ?
 - b) Is it being envisaged to organise supervision in parallel, e.g. one person in the SIRENE Bureau and the other with the final user?
 - c) Is there a Schengen supervision policy on national level?
 - d) Are there periodic checks of the content of the SIS (see recommendation JSA Schengen concerning Art. 99 alerts) and is there a systematic approach of supervision allowing a harmonised supervision approach between different national supervisors? (*see recommendation JSA Schengen concerning Art. 96 alerts*)
7. What exactly does the national supervisory authority supervision over an alert related to the legality of the procedure or also the validity of the grounds for the alert?
8. Are adequate human, financial and technical resources provided for implementation of data protection guarantees in accordance with the Schengen Convention?
 - a) Are these resources considered as sufficient for regular supervision of SIS?
 - b) Is there a training module available for new (staff) members of the national supervisory body who will be responsible for supervising SIS?
 - c) How are the competences of the staff checked and guaranteed?
9. What activities are foreseen for the introduction of SIS II? Is an audit of the new national SIS planned before its introduction?
10. When there is access from the data subject on the basis of Article 109 of the Schengen Convention [for SIS II the basis are Art 41 of the SIS II Regulation and Art 58 of the SIS II Decision regarding the access of individuals to their own personal data], can this right be exercised directly or will the national supervisory authority also play a role?
 - a) In the latter case, what is the scope of the task of the national supervisory authority?
 - b) When the right of access is exercised directly, are there legal time limits for the Schengen authorities to comply with?
 - c) Are these time limits complied with?
 - d) Has the data subject a legal right of recourse?
 - e) When the right of access is exercised indirectly, are there legal time limits for the national supervisory authority and the Schengen authorities to comply with?
 - f) Are these time limits complied with? Has the data subject a legal right of recourse?
 - g) How is the right to rectify/correct organised (this question is related to the implementation of articles 109, 110 and 111)
11. How do you resolve the possible conflict between the transparency of public action and the protection of data entered in the SIS?

12. What protection rules are in place to be applied for the processing of SIS data in the national system?
 - a) What will happen to the paper files relating to the SIS alert?
 - b) Will they be archived? Will they be destroyed? After how long?
13. Do you duplicate SIS data? In what context?
14. How do you ensure that only authorised users access SIS data and then only for the authorised purpose?
15. What technical and organisational security means are in place to protect SIS data?
16. How is access to SIS data supervised by local staff in the consulates?
17. How is the public be informed of the individual's rights and their execution related to data protection in accordance with the Schengen Convention?
18. How is cooperation between your national supervisory authority and other authorities, in particular national supervisory authorities, organised if it transpires that another Schengen country has recorded a person and your national SIRENE Bureau does not have the complete file?
 - a) When cooperation is needed with a national supervisory authority of another Schengen State (Art. 109 (1) and 114(2)) are there special contact persons?
 - b) Does cooperation take place within specific time limits?
 - c) Are these time limits complied with in practice?
 - d) Is there a specific language regime used in contacting each other?
19. On average, how long does it take the national supervisory authority to handle a case (complaint) related to the processing of data in the national systems?
20. What procedures are in place to ensure the implementation of the decision taken by the authorized body of another Schengen state taken in accordance with Article 111 of the Schengen Convention? Have court decisions of another state been executed and if not, why?
