

TWINNING FICHE Number UA/51

1. BASIC INFORMATION

- 1.1 Programme: European Neighbourhood and Partnership Instrument
- 1.2 Twinning Number:
- 1.3 Title: Support to the State Border Guard Service of Ukraine in further development IBM approaches for travel document verification and stolen motor vehicles detection
- 1.4 Sector: Justice and Home Affairs
- 1.5 Beneficiary country: Ukraine
- 1.6 Beneficiary Administration: Administration of the State Border Guard Service of Ukraine
- 1.7 Target agencies: State Fiscal Service, State Migration Service, Ministry of Foreign Affairs

2. OBJECTIVES

2.1 Overall Objective:

The overall objective of the Twinning project is to improve the level of prevention of illegal migration and combating crime in Ukraine.

2.2 Project Purpose:

The purpose of the project is to improve the operational capacity of the State Border Guard Service', assist in establishing integrated border security management system and to align it with the EU MS' standards, models and best practices.

2.3 Contribution to National Policy, the Partnership and Cooperation Agreement and the EU – Ukraine Association Agreement Action Plan

The Ukrainian Government is striving to enhance its policy making and policy coordination capacity, including the European Integration (EI) dimension, which includes the still valid Partnership and Cooperation Agreement (PCA), the EU-Ukraine Association Agreement, including a Deep and Comprehensive Free Trade Area (DCFTA) and bilateral sector agreements.

The EU-Ukraine Association Agreement (AA) facilitates "the deepening of relations in all areas, as well as the strengthening of political association and economic integration involving reciprocal rights and obligations".The AA was developed and signed on 21 March and 27 June 2014 and its implementation plan is in place.

The European Union continue to be the largest donor to Ukraine: since 1991, assistance provided by the EU alone has amounted to over € 3 billion. The European neighbourhood policy instrument allocates € 470 million to Ukraine for the years 2011 - 2013. Starting from 2014 the assistance increased significantly. This goes to support action in three priority areas: good governance and the rule of law; facilitating the entry into force of the Association Agreement, and sustainable development, including energy and environment. This amount includes funding under the Eastern Partnership for the comprehensive institution building programme (€ 43.37 million). The latter is designed to improve the administrative capacity of partner countries and their compatibility with EU

institutions, for instance through Twinning programmes, professional training and secondment of personnel.¹

The European Neighbourhood Policy (ENP)² was developed in 2004, with the objective of building a deeper relationship with its neighbours to the east and south, supporting their reform processes. The overall goal of ENP is to foster the political and economic reform process, promote closer economic integration, legal and technical approximation and sustainable development. The privileged relationship with neighbours will build on mutual commitment to common values principally within the fields of the rule of law, good governance, the respect for human rights, including minority rights, the promotion of good neighbourly relations, and the principles of market economy and sustainable development.

In the communication of 4 December 2006 “On strengthening the European Neighbourhood Policy”³, the EC underlined that the first eighteen months of implementation of the ENP have laid a substantial foundation for strengthened relations between the Union and its neighbours and that the ENP now has a dedicated financial instrument that will significantly improve the quality of its assistance and provide more funds to support its partners’ reforms (European Neighbourhood and Partnership Instrument, ENPI).⁴ Ukraine is one of the priority countries of the ENP.

This twinning project will also help to fulfil the priorities of the ENP and then particularly in strengthening democracy and governance. Next to this, the Twinning project will also contribute towards the following actions listed in the Association Agreement:

Section 3: **Co-operation on Justice, Freedom and Security issues**

- support in developing a Ukrainian system of Protection of Personal Data upon ratification of the Council of Europe 1981 Convention on Protection of Personal Data and the Additional Protocol thereto and its implementation. This should serve as one of the prerequisites for **concluding agreements** with Europol and Eurojust, including exchange of operational information;
- development of an appropriate **legislative** and institutional **framework** related to migration management with the aim of fighting illegal migration, smuggling and trafficking in human beings, with the support of the EU;
- actively pursue the visa dialogue, developing the relevant conditions, with the long-term perspective of establishing a visa-free regime between the EU and Ukraine, as agreed at the EU-Ukraine Paris Summit of September 2008 with special attention to issues such as **document security**, illegal migration including readmission, public order and security, and external relations;
- develop, implement and upgrade the strategy, legal basis and procedures of **integrated border management**, including with the comprehensive support of the EU, to be jointly defined;
- intensify and enhance **cooperation** under the existing working arrangements between the Ukrainian Border Guard Service and Frontex, including in particular **analysis** and **risk management**;
- in the context of Ukraine’s continuing cooperation with the Republic of Moldova on border issues, including the **effective exchange of information** regarding flows of goods and people across the common border, Ukraine and the European Commission will maintain their collaboration together with the Republic of Moldova in particular through technical trilateral talks and with the support of the EU Border Assistance

¹ http://www.consilium.europa.eu/uedocs/cms_data/docs/pressdata/EN/foraff/135637.pdf

² http://ec.europa.eu/world/enp/policy_en.htm

³ Available at: http://ec.europa.eu/world/enp/pdf/com06_726_en.pdf

⁴ http://ec.europa.eu/europeaid/where/neighbourhood/overview/how-does-enpi-work_en.htm

3. DESCRIPTION

Ukraine's leadership proclaims the European Integration to remain Ukraine's foreign policy priority. Ratification of EU-Ukraine AA clearly provides for "ensuring integration of Ukraine into the European political, economic, legal space with the purpose of acquiring membership in the European Union' as one of the principal foundations of Ukraine's foreign policy."

With the adoption of the IBM strategy by Ukraine the EU intends to support a new sector-based approach encompassing strategic, structural and operational issues, allowing the government to assume full responsibility for development in the sector in a coordinated way. Based on this, an on-going Sector Support to IBM in Ukraine aims at facilitating trade and legitimate movement of people while ensuring secure Borders.

The Government of Ukraine is currently in the process of enforcing reforms to develop overall border management capacities with aim to establish a professional law enforcement service in line with the European best practices and standards. Ukraine's commitments to approximate their standards of border and law enforcement authorities to those of the EU are detailed in a number of national and international agreements, including the EU-Ukraine ENP Action Plan, EU Ukraine Action Plan on Justice, Freedom and Security and Programme for development of the SBGSU.

In order to implement the declared objectives, the Government adopted Integrated Border Management Concept (IBMC) on 27th of October 2010 and Action Plan for the Implementation of the IBM Concept (AP) on 5th of January 2011. Border control and security related issues in Ukraine are regulated in accordance with the Law of Ukraine on Border Control that provides the legal basis for implementing border control and the procedures through which it is to be implemented, as well as the conditions for crossing the state border of Ukraine.

The SBGSU is responsible for the border control of the Ukraine's borders (i.e. land, air, sea) in total length of 6992,982 km, which is divided into as following:

- Land border 5637,982 km
- Marine border 1355 km
- Along the Black Sea coast 1056,5 km
- Along the Azov Sea coast 249,5 km
- Along Kerch strait 49 km

Ukraine has quite large number of BCPs and currently there are more than 250 BCPs functioning along the state border of Ukraine. The given figures clearly shows the largeness of territory and length of the borders that needs to be supervised efficiently. The SBGS structure consists of the Central body and 5 subdivided regional directorates and detachments. In 2014, border control was carried out over 71.25 million persons and 17.4 million vehicles (99.3 million persons and 21.95 million vehicles in 2013). Furthermore, during border surveillance it was confiscated 831 units of arms, 67.854 pieces of ammunition, 42.334 kg explosives, 339.361 kg narcotic substances, 5.407 kg psychotropic substances and 138.961 precursors.⁵

In 2014 Ukraine faced the new challenges and threats, which influenced on border security as well. Annexation of Crimea and military aggression of the Russian Federation, which is conducted in the form of so-called "hybrid war", forced Ukrainian authorities to revise the main approaches to the security sector. Concerning border security – new administrative line between mainland Ukraine and temporary occupied territory of the Autonomous Republic of Crimea is established, a specific control regime at specially designated exit/entrance check points is implemented. On the East Ukraine lost control over 409 km of the state border, border guards perform patrolling and control functions at the

⁵ Annual official statistics, 2014

seize of fire line with some pro-Russian regions of Donetsk and Lugansk oblasts (415 km long). The Cabinet of Ministers of Ukraine officially closed 64 border crossing points (27 in Crimea and 37 in Donetsk and Lugansk oblasts).

On the other hand, Ukraine intensively improve cooperation with EU MS and the Republic of Moldova. A new approach is described in so called Road map, which envisage fostering of establishing joint border patrols and border checks, risk analysis and information exchange.

The Law of Border Control became the main regulatory and legal instrument to specify innovative approaches in the field of state border crossing management. The adoption of this Law enabled to make a significant step in bringing the national legislation on border issues in line with the best European practices and ensuring progress in border controls organization and implementation. To specify the order of implementing the assigned tasks, the SBGSU Administration published a series of internal regulations.

Since January, 1st, 2015 SBGS provides verification of biometric data of the Ukrainian citizens travelling with brand new passport documents designed and issued according to the requirements of EU Visa Liberalization Action Plan for Ukraine. There is a plan to have 157 border crossing points equipped with necessary biometric control instrumentation by the end of 2016.

The Development Strategy stipulates a complex of short-term and middle-term measures, one of which is to implement the European three-level system for controlling travel documents of persons crossing the state border. Within the SBGSU, this type of control is clearly structured, specifically:

- the first line consists in "Border Controls at State Border Crossing Points";
- the second line consists in "In depth Checks of Documents at State Border Crossing Points";
- the third line consists in "Centre for Expert Checks of Documents".

The peculiarity of the system is that at the first line the travel documents are checked by specially trained Border Guard officers at border crossing points, in vehicles or other places assigned for border controls.

The main element of the second line control consists in checking by specially trained and equipped professionals based on an analysis of possible risks in case of continuous crossing of the state border, ensuring high procedural efficiency in detecting forged documents and personal identification, assisting to management in decision making and in organisation of internal measures. At this level of control, officers use operational information, samples of documents, refer to databases, perform queries in consular institutions that issued the document, as well as other sources of information.

The third line control shall be executed in a special structural unit of the State Border Guard Service of Ukraine - The Main Expert Criminalistic Centre. One of the main priorities of the SBGS is to improve the system of checking travel documents on all levels on the basis of the EU and national best practices.

3.1 Background and justification:

Some of the main SBGSU' priorities are enhancement of the capacity in detecting forged documents and stolen vehicles, further development of the IT system in line with the EU standards and best practises as well as improvement of the training capacities. The purpose of the twining fiche is to improve prevention of illegal migration and combating crime.

Detecting of forged documents and stolen vehicles

According to the information, provided by the SBGSU, in 2014 the SBGSU detected 313 forged documents, 1.129 forged stamps while 130 persons were detected by using documents of other persons. Based on the fact that 71.25 million persons crossed the Ukrainian border in 2014, the number of detected forged document seems pretty low. The same applies for detecting of stolen vehicles. In 2014, 17.4 million vehicles crossed the Ukrainian borders. During this period, it were

confiscated 600 cars, among which were 24 stolen vehicles, 306 vehicles were found with forged registration, discrepancy of the technical data and the remaining 270 vehicles were confiscated from other reasons. The aforementioned figures and risk analyses confirm the need for improvement of the SGBSU capacity in detecting forged documents and stolen vehicles. In 2014, 11.819 potential migrants were reasonably refused to entry into Ukraine. On average, more than 200 thousand persons and 50 thousand vehicles are controlled and allowed to cross the state border of Ukraine every day (tourist season, holiday, etc), the figures are 1.5 times higher.

At present, the SGBSU has the Main Expert Criminalistic Centre allocated in the premises of the SGBSU HQ in Kyiv. This institution acts in a multi-folded manner in the areas of examining of suspicious documents, foremost travel documents, analyzing and evaluating forged documents for knowledge transfer within the SGBSU intranet and potentially other Ukraine law enforcement agencies, providing of forensic assessments for legal proceedings and court hearings, collecting of all sorts of forged documents for documentation, recognizing of new cross-border trends, risk analysis and risk management issues, facilitating of new training courses.

According to the SGBSU, at least 300 border guards need to be trained while up to now only 70 border guards were trained by the SGBSU Academy. Next to these, some were trained by different international organizations and donors in the past. At present, no forged document specialised have been deployed at the regional level. According to the SGBSU, 5 experts in each of five sub-divided regional directorates should be trained and deployed. Apart from this, it is necessary to enhance the professional capacity and professional knowledge of the 3rd level of document examination -The Main Expert Criminalistic Centre.

The prevention of illegal migration and detection of cross-border crime is nowadays tightly connected with the modern information technologies, information systems and related software. The European Union has developed several EU IT systems in order to fight illegal migration and cross-border crime more effectively and efficiently (e.g. *Schengen Information System I and II, Visa Information System, EURODAC, FADO - False and Authentic Documents Online and corresponding national EU MS' IT Systems, etc*). In order to improve the SGBSU information technology and information exchange capacity and orient it toward the EU developments, it is of utmost importance that the respective services of the SGBSU become familiar with the main EU IT systems and EU MS' national solutions. This in particular refers to the implementation of the automated/assisted border checks, use of advanced passenger information⁶ for passengers arriving on planes and ships in border management systems, further development of information technologies for establishing identity of foreigners, conducting risk analysis, etc.

Apart from the IT technologies, also the human factor should be mentioned. In order to further implement the SGBSU slogan "safety, speed, culture and comfort", the EU MS' best practices concerning the ethics of border guards should be exchanged in order to increase professional performance of work and decrease corruption. In order to establish a well organised and self-depended system for detecting forged documents and stolen vehicles, it is necessary to revise the out-dated training curriculums and approximate them with the EU standards and best practices.

3.2 Linked Activities (other international and national initiatives):

Several donors have been supporting the SGBSU over last few years (e.g. the European Commission, OSCE, ICMPD, different embassies and other). In order to prevent overlapping of funding and activities, it is necessary to provide appropriate donor coordination.

⁶ In the rest of the document APIS for Advanced Passenger Information System will refer to either a system dedicated for using API data or to a border management system actually using the API data.

List of completed EU funded projects/programmes;

- **Support to Border Management in Ukraine (Sector Budget Support)**

Project Purpose is to facilitate trade and legitimate movement of people while ensuring secure state borders. Objectives include enhanced procedures of the State Customs and State Border Guards Services, better equipped state borders as well as progress in the demarcation of Ukraine's external borders. The direct untargeted Budget Support will be accompanied by Technical Assistance projects.

Project duration: 4 years (started on 01.11.2011)

- **Improving Integrated Border Management: Follow-up to the Reinforcing the State Border Guard Service of Ukraine Human Resources Management – HUREMAS 2**

Project Purpose was to facilitate the transformation of the State Border Guard Service of Ukraine to an EU/Schengen-compliant law enforcement service by helping to develop an EU-compliant modern human resources management system for its personnel.

Project duration: March 2008 – June 2010 (30 months)

- **European Union Border Assistance Missions to Moldova and Ukraine - EUBAM**

Project Purpose EUBAM is an advisory mission, fulfilling the following tasks:

- To contribute to enhancing the overall border and customs management capacities and the abilities of Moldova and Ukraine to fight against cross border and organised crime and to approximate the standards of the border and law enforcement authorities to those of the EU
- To assist Moldova and Ukraine and in fulfilling their commitments under the European Neighbourhood Policy Action plans and partnership cooperation agreements
- To contribute to a peaceful resolution of the Transnistrian conflict

Project duration: December 2010 — November 2017

- **EUBAM Flanking Measures**

Project Purpose is to provide vital equipment to the State Border Guard Service of Ukraine (SBGSU) and the State Customs Service with a view to improving border surveillance. The equipment being tendered includes cross-country vehicles to strengthen the green border surveillance, thermo-visual equipment, and computer servers.

Project duration: September 2010 – September 2012 (24 months)

- **Border Management Improvement: Supply of Equipment to the State Border Guard Service of Ukraine (SBGS) - BOMUK 3 and BOMUK 4**

Project Purpose To supply 50 video spectral comparators for document examination to the State Border Guard Service of Ukraine and Supply of hand-held thermo imaging cameras for surveillance of the green border to the State Border Guard Service of Ukraine. Procurement of 50 passport readers with biometric function and of 17 units of car-mounted thermo-vision equipment.

Project duration: July 2007-September 2009 (24 months)

3.3 Expected results per components:

Component 1 - Assistance in monitoring and evaluation of the new IBM Strategy and Action Plan (2016-2020) implementation

- The new IBM Strategy and Action Plan (draft of the documents) are reviewed and the relevant inter-agency group is addressed with recommendations;

- Key milestones for Monitoring & Evaluation of IBM, its action plan and the SBGS Institutional Development Strategies' implementation identified in the Interagency/Intra-agency Working Groups;
- Common Methodology and Guidelines for IBM AP implementation progress Monitoring & Evaluation drafted, endorsed and circulated among relevant agencies/units;
- Monitoring & Evaluation Operational Tools/System in place (Annual Implementation Monitoring Group, annual Implementation reports, etc)
- 1st evaluation report drafted and approved, including recommendations following the first year of implementation period of the strategy, action plan and SBGS development strategy. Deliver recommendations on way forward.
- Establishing an efficient and effective controlling system based on self-evaluation on compliance of the SBGS with national regulations, reflecting on IBM implementation and to approximate the EU best practice.

Component 2 – Improvement of the border checks system (countering irregular migration and detection of forged documents), including IT solution in line with the EU models and best practices

- National legislation in the sphere of document verification and combating related crime approximated to the relevant part of the EU Acquis;
- Introduction and improvement of new modern border check approaches, including automated border control at main point of entry exit, use of e-Machine Readable Travel Documents, full application of systems using advanced passenger information for passengers travelling by air and cruise ships, registered travellers' programme, etc.;
- Enhancement of the SGBS capacity on more effective and efficient detecting and examining forged documents by elaboration and implementation of a Program and Action plan including developed capacity building structures;
- Improvement of the SBGSU Information technology and information exchange capacity by elaboration of an assessment report and recommendations for further development of border checks on e-Machine Readable Travel Documents, integration/interoperability of databases in line with the EU best practices with Interpol MIND database, other data-bases. Connection with other law-enforcement agencies
- Improvement of the existing inter-agency and international cooperation and information exchange models and mechanisms by development of cooperation agreements in particularly in the field of detection of forged documents
- Assessed and identified gaps, developed and introduced the training curricula on document verification. A vocational training system on advanced document inspection is in place.
- National capacity building structures for first and second line checks on forged documents established, including training of trainers (multipliers) and developed/upgraded a national training curriculum on the subject.
- Border guard training curricula in profiling and risk analysis, irregular migrations are aligned with Schengen Code requirements and EU best practice

Component 3 - Approximation of the national legislation and practise in the field of stolen motor vehicles detecting to the standards of the EU Acquis

- National legislation in the sphere of document verification and combating related crime approximated to the relevant part of the EU Acquis;
- Enhancement of the SGBS capacity on more effective and efficient detection of stolen motor vehicles by elaboration and implementation of an Action plan including developed capacity building structures;
- Improvement of the existing inter-agency and international cooperation and information exchange in the field of stolen vehicle detection. Connection with other law enforcement agencies;
- National capacity building structures on SMV established, including training of multipliers and developed of a national the training curricula aligned with Schengen Code requirements and EU best practice

3.4 Activities:

The activities envisaged are grouped by components; each of them corresponds to one of the three components listed above. The activities proposed and listed hereinafter are indicative and can be revised by the Twinning partners during the preparation of the work plan.

Activities per component:

Component 1 – Assistance in monitoring and evaluation of the new IBM Strategy and Action Plan (2016-2020) implementation

Activity A1	Research and analysis on the achievements under previous IBM strategy (2010-2015)
Activity A2	Consultation with professional organisations, NGOs, international specialised organisation, etc. on the achieved results, methodology to evaluate that achievements, and future directions of IBM in the country
Activity A3	Participation in the Interagency group in order to identify the key milestones for the new generation of IBM strategy and Action Plan Monitoring and Evaluation
Activity A4	Methodology for Monitoring and Evaluation of IBM implementation prepared and discussed in Inter-agency group
Activity A5	Elaboration of ToT system on monitoring methods for monitoring officer/units
Activity A6	Study-visit in EU MS in order to familiarize with strategic planning principles and IBM Monitoring and Evaluation approaches
Activity A7	First monitoring report produced within 1 year of IBM strategy implementation
Activity A8	Preparation of recommendations for improvement and adjustment of IBM Action Plan based on first monitoring review;
Activity A9	Preparation of recommendations for improvement of internal and external cooperation at the state border in line with the new IBM strategy and EU aquis/standards.

Component 2 – Improvement of the border checks system (countering irregular migration and detection of forged documents), including IT solution in line with the EU models and best practices

- Activity B1 Legal analysis of the legislation in particularly related to the passport border checks;
- Activity B2 Legal workshop with presentation of findings of the legal analysis and presentation of the EU and EU MS' national legislation;
- Activity B3 Analysis and assessment of the SBGSU border checks system in terms of future legal and technical development, database integration and future compatibility /interoperability with the EU IT systems (e.g. *Schengen Information System I and II, Visa Information System, Eurodac, etc.*);
- Activity B4 Seminar about the legal basis, functionalities and technical modalities of the EU IT systems as SIS,VIS, EURODAC and EU MS' national border IT border control systems models and envisaged developments in the EU;
- Activity B5 Study-visit in EU MS in order to present practical use of the EU IT(border control) systems (e.g. SIS, VIS, EURODAC, etc.) and its functionalities, applications and connectedness with the other national EU MS' IT system(s) with practical presentation of the EU MS' national IT border control system(s);
- Activity B6 Analysis and assessment of the Ukrainian system using advanced passengers information (APIS), biometric border checks and comparison with the EU legal framework and EU MS' API Systems;
- Activity B7 Study-visit in EU MS in order to present APIS system as well as legal and technical aspects of introduction of biometric border checks, including implemented or ongoing pilot (biometric) border check projects in the EU MS' and the state-of-art technical equipment used;
- Activity B8 Analysis and assessment of the SBGSU capacity on detection and examination of forged documents, development of exchange of information and international cooperation agreements on exchange of information the sphere of expert' examination of documents;
- Activity B9 Elaboration of SGBSU' Concept paper on further development of its capacity for more effective detection of forged documents, improved exchange of information and international cooperation (Programme and Action plan for further development of the 3-level system);
- Activity B10 Study-visit in EU MS in order to introduce EU MS' national forged documents register systems, its connectivity to other national law enforcement databases as regards documents security, visit of a national forensic centre responsible for examining forged documents and contact centres for exchange of information concerning detection of new methods and forms of documents forgery;
- Activity B11 Workshop on security features of travel documents and detection of forged documents (for 2.line officers);
- Activity B12 Workshop on working methods, equipment and software for detecting forged documents (3.line border officials forensic examiners dealing with examination of forged documents);
- Activity B13 Workshop on profiling and risk analysis concerning use of forged documents and stolen vehicles;
- Activity B14 Training on advanced passenger information system;
- Activity B15 Seminar on preventing illegal migration;

Component 3 – Approximation of the national legislation and practise in the field of stolen motor vehicles detection to the standards of the EU Acquis

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| Activity C1 | Legal analysis of the legislation in particularly related to the passport border checks; |
| Activity C2 | Legal workshop with presentation of findings of the legal analysis and presentation of the EU and EU MS' national legislation; |
| Activity C3 | Analysis and assessment of the SBGSU capacity on detection of stolen motor vehicles, development of exchange of information and international cooperation agreements on exchange of relevant information; |
| Activity C4 | Elaboration of SGBSU' Concept paper and Action Plan on capacity further development for more effective detection of stolen motor vehicles, improved exchange of information and international cooperation; |
| Activity C5 | Workshop on stolen motor vehicles detection best practise and on European Vehicle Identification Database (EuVID); |
| Activity C6 | Study-visit in EU MS in order to present stolen motor vehicles detection system, best practise in information exchange and international cooperation; |
| Activity C7 | Training on stolen motor vehicles detection best practise; |

General Activities

This section includes activities of management and monitoring of the project. It concerns both Project Leader and the RTA and his/her counterpart as well as the Assistant and Interpreter / Translator.

The activities proposed and listed hereinafter are indicative and can be revised by the Twinning partners during the period of contract preparation.

Activity preparing the Twinning Project:

- Contract preparation: The Common Twinning Manual foresees that the EU Member state that has been awarded the Twinning Project can be reimbursed⁷ for the cost related to contract preparation in the Beneficiary Country when incurred within a period of maximum five months starting as from the date of the official notification of selection up to the signature of the Twinning Contract.
- Study visit to the future EU MS partner Institution: In order to allow the BA Project Leader, RTA counterpart and Component Leaders to become acquainted with the peer administration, it is planned to organise a study visit to the EU MS Administration during the phase of contract preparation.

Management and Monitoring Activities

Steering Committee Meetings will be held after each quarter. In case of urgent need or request, ad hoc Steering Committee Meetings can be convened to solve possible problems and to answer important questions.

Kick-Off Meeting

During the first month of the Project a kick-off meeting will be organised to introduce the aims and activities agreed upon in the Work Plan to all relevant stakeholders. The public shall be informed as well by organising a media conference announcing the project launch and objectives.

⁷ Common Twinning Manual, pages 69 and 70;
http://ec.europa.eu/enlargement/pdf/financial_assistance/institution_building/final_version_of_the_manual_2009_clean_en.pdf

Closing Conference

Such a conference shall be organised during the final period of the project implementation phase. The main goal is to present the results of the project as well as lessons learnt and recommendations to the same audience that the one who attended the kick-off meeting.

The Twinning partners should open this meeting to the general public and to the media.

3.5 Means/ Input from the MS Partner Administration

3.5.1 Profile and tasks of the Project Leader

The Project Leader performs general management of the Project's implementation. He/she provides for achievement of the Project's objective and purposes, bears responsibility for the effectiveness of activities carried out within the framework of the Project and its results.

The PL is expected to dedicate a minimum of 3 days per month to the Project from his/her desk to coordinate project activities from a strategic point of view. He/she shall co-chair the Project Steering Committee (PSC) meetings in Ukraine on a quarterly basis.

Qualification and skills:

- University degree or equivalent

General professional experience

- At least 10 years of experience in a state law enforcement institution and minimum 3 years in the field of border management

Specific professional experience:

- In-depth knowledge and intensive experience in the field of project and change management, institutional capacity building

Language skills:

- The lead expert should possess an excellent command of both written and spoken English. Knowledge of Ukrainian and/or Russian language is an advantage.

Tasks:

- Overall coordination, guidance and monitoring of the project;
- Preparation of project progress reports with support of the RTA;
- Timely achievement of the project results;
- Co-chairing of Project Steering Committee meetings;
- Provision of legal and technical advice and analysis.

3.5.2 Profile and tasks of the RTA

The Resident Twinning Advisor (RTA) will provide 24 months input on site, leading all aspects of the work of the MS team and will work directly with the BC project leader and RTA counterpart on a daily basis to support and coordinate the activities being implemented in the BC. His/her role is not purely administrative as the RTA is expected to provide high level advice and direction on all project activities. Thus, the successful RTA candidate should combine both technical competence and practical experience.

Qualification and skills:

- University degree or equivalent

General professional experience

- At least 10 years of experience in a state law enforcement institution and minimum 3 years in the field of border management
- Profound knowledge of the EU *acquis communautaire* in the field of border management,

Specific professional experience:

- Very good knowledge about the EU and EU MS' IT systems in particularly in the field of forged documents (e.g. FADO) and trainings;
- Strong experience in handling biometric passports, detecting stolen vehicles and forged documents, with particular emphasis on implementation, institutional set-up and comparative knowledge of other EU MS' systems

Language skills:

- RTA expert should possess an excellent command of both written and spoken English. Knowledge of Ukrainian and/or Russian language is an advantage

Tasks:

- Supervision of the project implementation and coordination of activities, including administrative issues;
- Provision of technical input to the project activities;
- Liaison with MS and BC Project Leaders and maintaining of regular contacts with BC RTA counterpart;
- Preparation of Interim Quarterly Reports and providing assistance to the PL in preparing project progress reports.

3.5.3 Profile and tasks of Short-Term Experts

The RTA will be assisted by a number of Short-Term Experts (STE) identified according to the activities mentioned above. The role, profile and duration of the STE participation will be defined in the work plan pursuant to the activities to undertake by both the RTA and MS Project Leader.

The broad scope of work requires a variety of field expertise which can be listed in a (tentative and non-exhaustive) way as follows:

- Knowledge of legal issues and in the EU *Acquis* (1. component)
- Knowledge of development IBM software EU IT systems and EU MS border control systems (2. component)
- Knowledge of development of national databases for forged documents (2. component)
- Knowledge and experience in detecting forged documents (all levels, including forensic examination), detecting stolen vehicles, prevention of illegal migration, risk analysis, trainings, development of training curriculum) (3. component)
- Organisational development
- Program management
- Knowledge and experience in integrated border management
- Design of training programmes
- Development of training materials
- Delivery of training

- Evaluation of training

The STEs should preferably have the following minimum skills:

- ✓ At least 8 years of working experience in a relevant MS Institution
- ✓ Knowledge of relevant EU rules and regulations
- ✓ Working knowledge of English, both oral and written.
- ✓ Knowledge of Russian or Ukrainian could be also an advantage

STE experts will be identified during the negotiation of the contract..

3.5.4. Profile and tasks for RTA assistant

Qualification and skills:

- University degree or equivalent

General professional experience

- At least 3 years of experience in a state law enforcement institution

Specific professional experience:

- previous experience in international cooperation projects is an advantage
- general knowledge of forged documents, stolen vehicles and law enforcement IT' systems is an advantage

Language skills:

- Excellent command of both written and spoken English , Ukrainian and/or Russian.

The RTA assistant will support the RTA as his/her administrative assistant. He/She will be able to appropriately carry out the following functions:

- Provide administrative assistance for the Twinning project
- Accompany EU experts on field missions within Ukraine and abroad
- General support to the RTA in terms of office management, record keeping, correspondence, drafting of minutes of meetings
- Drafting and editing of written project materials in Ukrainian and English.
- Assisting the RTA in identifying, contracting and monitoring commercial translation and interpretation services;
- Supporting the RTA and short-term experts from the MS and other foreign specialists involved in the project in matters related to language problems or other problems due to being and working in a foreign country;
- Provide services of interpretation to meetings between MS and BC short-term experts and translation of documents.

3.6. Reporting and monitoring

A Project Steering Committee⁸ (PSC) will be established for the control and supervision of the project activities and of its components. The Steering Committee meets at regular intervals on a quarterly basis; it submits by the end of the meeting (as recorded in the minutes of meeting) an approval/not

⁸ Twinning Manual, Section 6.2, Management by Project Leaders, page 87; “The signatories of a Twinning Contract will manage both the finances and the logistics required for its organisation and implementation. MS activities are therefore organised and implemented by the Project Leaders. Similarly, BC activities will be organised and implemented by the Project Leader from the BC. The Project Leaders will have to work together closely to co-ordinate their activities.”

approval of the project reports. Official minutes of the PSC meetings will be kept in English and distributed to all parties within 15 days after the PSC meeting.

The first Project Steering Committee is expected to be held 3 months after the date of notification of endorsement /signature of the contract. The first quarterly Report will be due in the fourth month counting from the same date.

At quarterly intervals, the Project Leaders, the RTA and where applicable, representatives of the administrative office and/or the EC Delegation will meet to discuss the progress of the project, verify the achievement of the outputs and mandatory results and discuss actions to be undertaken in the following quarter. The Project Steering Committee will also discuss the draft of the quarterly report submitted to it beforehand, recommend corrections. The responsibility for the organisation of the Project Steering Committee meeting lies with both Project Leaders.

The Project Steering Committee is chaired by the MS and BA Project Leaders. It includes at least the two Project Leaders, the RTA and RTA counterpart, the PAO and, the EUD representatives. Representatives of other key stakeholders dealing with the Project subjects shall also be included.

IQR could be signed only after its agreed with partners (BC and MS) as well as EUD and PAO.

4. INSTITUTIONAL FRAMEWORK

The State Border Guard Service of Ukraine (SBGSU) is placed under the Ministry of Interior and especially established for performing border control at the Ukrainian Borders. More precise organisation is attached in the Annex II.

The Ministry of Internal Affairs of Ukraine (MIA) is the central executive body whose activities are guided and coordinated by the Cabinet of Ministers of Ukraine. The MIA is part of the system of executive agencies and is the principal body in the system of central executive bodies in terms of formulating and implementing public policies in the area of protection of humans' and citizens' rights and freedoms, property, interests of the society and the State from criminal encroachments; combating crime, detection and investigation of crimes, maintaining public order, as well as policy formulation in the area of migration, including control of illegal migration, refugees and other categories of migrants specified by legislation.

The main tasks for the SBGSU, among others, are:

- controlling the state border of the Ukrainian territory, both at official BCPs and green and blue border surveillance;
- checking identity and citizenship of local and foreign citizens when crossing in/out of the territory of the Ukraine;
- checking travel documents and other ID-documents (e.g. breeder documents, residence permit, drivers licenses, car registration etc.) at ports of entry;
- undertaking investigations related to cross-border criminal activities, both according to the UA criminal code and public administration laws;
- cooperating with Ukraine law enforcement agencies in investigating serious cross-border criminal activities;
- denying entry to persons who do not fulfil conditions to enter through the state border of the Ukraine (i.e. defined reasons for refusal based on the law for foreigners);
- controlling movement of persons in the state border area of international ports of entry (land BCPs, airport/s and harbour/s);
- preventing illegal crossing of state borders out of official BCPs;

- preventing the exit of persons without legal grounds for entering a foreign country or those prohibited from leaving the Ukraine;
- fulfilling obligations deriving from bi-lateral or multi-lateral readmission agreements and relevant protocols;
- handling provision, limitation and annulment of residence permits of foreigners in the state border area on behalf and in of the respective Ukraine authorities;
- handling entries and exits of foreigners and readmitted persons, approves or refuses entry/exit of the above and evaluates preliminary requests of persons (of their data) asking to enter, or guaranty for entry of foreigners into the territory of the Ukraine;
- in special cases and in cases of bi-lateral or multi-lateral agreements issues visa at the port of entry;
- fighting irregular migration and other cross border criminal activities at the BCPs and border zones;

4.1 Institutional Framework Context

Ukraine's leadership proclaims the European Integration to remain Ukraine's foreign policy priority. In September 2014, the Parliament of Ukraine ratified the EU-Ukraine Association Agreement⁹ that provides for ensuring integration of Ukraine into the European political, economic, legal space with the purpose of acquiring membership in the European Union as the principal foundations of Ukraine's foreign policy.

4.2 Legal and Regulatory Framework

In performing its activities the State Border Guard Service of Ukraine is guided by:

- Law on Border Control (November 2009)
- Law on Foreigners (2011)
- Criminal Procedure Code (November 2012)

Next to this, the following strategic documents regulate the SGBG' activities;

- Programme "Equipment and Reconstruction of the state Border for the period till 2015" (2006)
- Programme "Organisation and Reconstruction of the State Border for the period till 2015" (2007)
- Integrated Border Management Strategy - IBMS (October 2010)
- National Action Plan for the implementation of the concept of IBM (January 2011)
- several international agreements and other national memoranda of cooperation

5. BUDGET

The total maximum budget is EUR 1.3 million.

6. IMPLEMENTATION ARRANGEMENTS

6.1 Implementing Agency

Delegation of the European Union to Ukraine will be responsible for tendering, contracting, payments and financial reporting, and will work in close cooperation with the Beneficiary.

⁹ Law of Ukraine No 1678-VII as of 16 September 2014

The person in charge of this project is:

Mr. Karoly Soos
Rule of Law & Law Enforcement, Sector Manager
Delegation of the European Union to Ukraine
101 Volodymyrska str.
Kyiv, Ukraine 01033
Tel. +38 044 390 80 10 ext. 1716
Fax. +38 044 390 8015
Email:

The Programme Administration Office (PAO) will support the Twinning project implementation process together with the Delegation of the European Union to Ukraine.

The Programme Administration Office under the National Agency of Ukraine on Civil Service is responsible for coordination of the preparation of Twinning projects and support for their implementation, provision of advisory and methodological support to public authorities in preparation and implementation of twinning projects.

Role of PAO:

- The PAO is the central point of communication between the EU Delegation and the Beneficiary Administrations and between the MS Administrations and the Beneficiary Administrations.
- The PAO drafts a reference programming document for the Twinning projects in the Beneficiary country.
- The PAO assists the EU Delegation in the organisation and management of selection meetings.
- The PAO, together with the Commission, checks that the good financial management of the Twinning project is in compliance with EC rules.
- The PAO receives and examines all Twinning project reports (including mission reports, financial reports etc.).
- The PAO supports all Twinning stakeholders, including beneficiary administration, Member States and the EU Delegation.

The person in charge at PAO in Ukraine is:

Ms Maryna Kanavets,
Director of the Centre for adaptation of the civil service to the standards of the EU, Director of the Twinning Programme Administration Office in Ukraine
15, Prorizna str., Kyiv, 01601, Ukraine
Tel/Fax: +380 (44) 279 29 26
E-mail: pao@center.gov.ua
Website address: www.center.gov.ua

Responsible person:

Mrs. Viktoria Nazarenko
Project manager on Twinning,
Twinning Programme Administration Office
15, Prorizna str., Kyiv, 01601, Ukraine
Tel: +380 (44) 278 36 44
E-mail: viktoria.nazarenko@center.gov.ua

Website address: www.center.gov.ua

6.2 Main counterpart in the Beneficiary Country

<mailto:>

Project leader:

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First Deputy Head of the State Border Guard Service of Ukraine

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Fax: + 38 044 527 62 80

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Deputy Project leader:

Mr. Oleksandr PANCHENKO

Head of International Cooperation Department

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RTA counterpart:

Mr. Yurii LYSIUK

Head of Border control and registration department

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Email: dkk@pvu.gov.ua

Contact person:

Mr. Vasyl BARABASH

Senior officer,

Border control and registration department

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Phone: + 38 044 527 64 63

Fax: + 38 044 527 62 58

Email: vbarabash@pvu.gov.ua

6.3 Contracts

Only one Twining contract is foreseen for this project.

7. IMPLEMENTATION SCHEDULE (indicative)

7.1 Launching of the call for proposals (Date)

October 2015

7.2 Start of project activities (Date)

May 2016

7.3 Project completion (Date)

May 2018

7.4 Duration of the execution period

The implementation period will be 24 months + 4 months for preparation and closure.

8. SUSTAINABILITY

The sustainability of the project will be achieved through a suitable implementation of the project activities, advice provided, documents prepared and submitted, and availability of trained personnel in the concerned bodies and services.

Towards the end of the project, a series of recommendations for improvement of the Ukrainian State Border Guard Service' capacity in detecting forged documents and stolen vehicles will have been developed within Component 1, 2 and 3. After implementation of the twinning project, number of detected forged documents and stolen vehicles shall increase. The development of a specific approach of the Twinning project will be a joint responsibility of the MS partner and the BC, which will be laid down in the Twinning contract. The dissemination of project results and obtained knowledge, will be integrated into all levels of the project. Effective mechanisms will be put in place by the BC to disseminate and consolidate the results of the project in order to ensure the benefits sustainability of the project after the completion date.

9. CROSSCUTTING ISSUES

Based on the fundamental principles of promoting equality and combating discrimination, participation in the project will be guaranteed on the basis of equal access regardless of sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation.

9.1 Equal Opportunity

The dimension of equal opportunity and gender equality will be integrated into all levels of the project. This will establish a suitable foundation for mainstream gender equality in the future. It will be included in the Twinning contract as a joint responsibility of the MS partner and the BC.

Equal opportunity principles and practices in ensuring equitable gender participation in the project will be guaranteed. Male and female participation in the project will be based on relevant standards of the EU. The main criteria for staff recruitment will be appropriate qualifications and experience is similar projects, not sex or age. Both men and women will have equal opportunities and salaries.

9.2 Environment

Environmental aspects are not relevant for the project, other than in the sense that improved administrative outputs in environmental cases will ultimately benefit the environment.

10. CONDITIONALITY AND SEQUENCING

10.1 Conditionality:

The Beneficiary Administration is aware that several issues important for the smooth implementation of the Twinning Project and for the achievement of the components are partially or completely under its sole responsibility.

When the project starts, the BA has to:

- Ensure translation of all relevant documents into English
- Make offices available, equipped with means of communication for the RTA, the RTA Assistant, and the Interpreter/Translator within the SBGS premises;
- Assign experts as counterparts for the STEs to cooperate on the implementation of activities according to the working plan;

- Make available an office to be used during the Project implementation as a meeting/training room;

Furthermore, the Beneficiary ensures that staff trained under this project will be kept in post for a sufficient period of time and that an appropriate use of the training will be made;

The State Budget shall also foresee for the State Border Guard Service of Ukraine sufficient budgetary and staff resources to ensure a consistent implementation of the project.

10.2 Sequencing:

The sequencing of all activities will be prioritised in close cooperation and coordination with MS and BA management.

LIST OF ABBREVIATIONS

AA	EU-Ukraine Association Agreement
BA	Beneficiary Administration
BC	Beneficiary Country
CoE	Council of Europe
CPC	Criminal Procedure Code of Ukraine
DCFTA	Deep and Comprehensive Free Trade Area
EC	European Commission
ENP	European Neighbourhood and Partnership
ENPI	European Neighbourhood and Partnership Instrument
EU	European Union
EUD	Delegation of the European Union to Ukraine
EU MS	EU Member State
EUROPOL	European Police Office
IT	Information Technology
MR	Mandatory Results
PAO	Programme Administration Office
PCA	Partnership and Cooperation Agreement
PL	Project Leader
PSC	Project Steering Committee
RTA	Resident Twinning Adviser
SMV	Stolen Motor Vehicles
SSU	State Security Service of Ukraine
STE	Short Term Expert
ToR	Terms of Reference
ToT	Training of Trainers
UN	United Nations
SBGSU	State Border Guard Service of Ukraine
IQR	Interim Quarterly Report

ANNEX I - LOGFRAME PLANNING MATRIX FOR Twinning Fiche		Programme name and number	
		Total budget:	
Overall objective	Objectively verifiable indicators	Sources of Verification	Assumptions
The overall objective of the twinning project is enhancement of the Ukrainian State Border Guard Service' capacity in prevention of illegal migrations and combating crime.	-Increased number of detected forged documents and stolen vehicles -Increased level of national and international security	-ENP Country Progress and EU Monitoring reports -Reports of the international law enforcement organisations (e.g Frontex Reports, Interpol, etc.) - Annual reports and official statistic of the SBGSU	-Political stability and commitment for further reform process in line with the EU standards -Continuous support from SBGSU -Reluctance of SBGSU to made changes
Project purpose	Objectively verifiable indicators	Sources of Verification	Assumptions
The purpose of the project is to improve the operational capacity of the State Border Guard Service', assist in establishing integrated border security management system and to align it with the EU MS' standards, models and best practices	- IBM Action Plan progress evaluation and monitoring methodology is elaborated and in place - State Border Guard Capacity in detecting forged documents and stolen motor vehicles is improved and approximated to the EU models and best practices	-Public opinion pool -SBGSU statistics and annual reports -Official documents, reports and assessments -STE project reports -Final project report	-Political stability in country is ensured -On-going reform efforts in the law-enforcement sphere of the Government of Ukraine will continue -Necessary financial and human resources are provided to ensure reform process

RESULTS	Objectively verifiable indicators	Sources of Verification	Assumptions
Component 1: Assistance in monitoring and evaluation of the new IBM Strategy and Action Plan (2016-2020) implementation (IBM Action Plan progress)	-Relevant methodology elaborated and set in practise - 1 st year of AP implementation progress report prepared - Relevant SBGSU officials are trained in evaluation and monitoring methodology	- IBM AP implementation recommendations -Amended bylaws, SBGSU internal orders and instructions -Official Gazette -Activity reports	-Political and SBGSU' willingness and commitment for alteration of the legislation -Lack of cooperation among the other

evaluation and monitoring methodology is elaborated and in place)		-STE reports	national institutions involved in legislative processes -Delays in legislation procedures
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Results	Objectively verifiable indicators	Sources of Verification	Assumptions
<p>Component 2: Improvement of the border checks system (countering irregular migration and detection of forged documents), including IT solution in line with the EU models and best practices (assessment performed and recommendations delivered, SBGSU' document verification system enforced, information technology and information exchange capacity enhanced)</p>	<ul style="list-style-type: none"> - Laws and bylaws in the field of biometric border control are approximated and amended in line with the EU legal framework SBGSU information technology and information exchange capacity improved and aligned with the EU standards -Raised awareness about the EU new approaches and document verification best practices -Biometric verification of passports and automated border control is introduced -System using advanced passenger information (APIS) is implemented in line with the EU standards and the SBGSU receives passenger information in advance -Increased number of detected forged documents -SBGSU technical capacity on detection and examination of forged documents is introduced and enhanced in line with the EU standards and best practices - Identified training needs and gaps in the field of detecting forged documents -Developed and improved training curricula for detection of forged documents -Developed a human resources policy for documents' examiners - Sufficient number of personnel trained on security features and detecting of forged documents, profiling and risk analysis about 	<ul style="list-style-type: none"> -Analysis and assessment report -Amended training curricula -Developed training material -Training evaluation reports -Developed human resources policy document -New working procedures and practices implemented -SBGSU' internal orders -SBGSU' guidelines -STE' reports -Approved Twining Quarterly reports -Final report -Signed agreements and protocols on inter-agency and international information exchange on forged documents 	<ul style="list-style-type: none"> -Strong commitment and participation of SBGSU staff at all levels -All relevant documents are available and translated into Ukrainian and English language for review -Necessary financial means are provided for technical improvement of the SBGSU information technology and information exchange -SBGSU remains committed adopting EU best practices within and after project implementation -Appropriate selection of the motivated staff - Staff able to attend trainings and workshops - All relevant documents and the existing training material are available and translated into Ukrainian and English language -SBGSU willingness to introduce new working procedures, select and allocate appropriate staff and necessary technical means

	forged documents, prevention of illegal migration		
Results	Objectively verifiable indicators	Sources of Verification	Assumptions
<p>Component 3: Approximation of the national legislation and practise in the field of stolen motor vehicles detecting to the standards of the EU Acquis (assessment performed and recommendations delivered, SBGSU' SMV detection system enforced, information exchange capacity enhanced)</p>	<ul style="list-style-type: none"> - Laws, bylaws, internal orders and instructions in the field of SMV are approximated and amended in line with the EU legal framework -Raised awareness about the EU SMV approaches and best practices -Increased number of detected SMV -SBGSU technical capacity on SMV detection is introduced and enhanced in line with the EU standards and best practices - Identified training needs and gaps in the field of SMV detecting -Developed and improved training curricula for SMV detection -Developed a human resources policy for SMV examiners - Sufficient number of personnel trained on detecting SMV 	<ul style="list-style-type: none"> -Analysis and assessment report -Amended training curricula -Developed training material -Training evaluation reports -Developed human resources policy document -New working procedures and practices implemented -SBGSU' internal orders -SBGSU' guidelines -STE' reports -Approved Twining Quarterly reports -Final report -Signed agreements and protocols on inter-agency and international information exchange on forged documents 	<ul style="list-style-type: none"> -Strong commitment and participation of SBGSU staff at all levels -SBGSU remains committed adopting EU best practices within and after project implementation -Appropriate selection of the motivated staff - Staff able to attend trainings and workshops - All relevant documents and the existing training material are available and translated into Ukrainian and English language -SBGSU willingness to introduce new working procedures, select and allocate appropriate staff and necessary technical means
ACTIVITIES Component 1: Assistance in monitoring and evaluation of the new IBM Strategy and Action Plan (2016-2020) implementation		Sources of verification	Means/resources
Activity A1	Research and analysis on the achievements under previous IBM strategy (2010-2015)	<ul style="list-style-type: none"> -Achievements analysis report -Delivered recommendations -Official Gazette -STE and quarterly reports 	<ul style="list-style-type: none"> 1 STE expert x2 missions x 10 days
Activity A2	Consultation with professional organisations, NGOs, international specialised organisation, etc. on the achieved results, methodology to evaluate that achievements, and	<ul style="list-style-type: none"> -Delivered recommendations -STE and quarterly 	<ul style="list-style-type: none"> 2 STE expert x 1 missions x 14

	future directions of IBM in the country	reports	days	-Appropriate selection of the staff -Limited resources of the beneficiary staff
Activity A3	Participation in the Interagency group in order to identify the key milestones for the new generation of IBM strategy and Action Plan Monitoring and Evaluation	-Delivered recommendations -STE reports	1 STE expert x 2 missions x 5 days	-Conformity with other national legislation (e.g. legislation on data protection) -Appropriate selection of the staff -Limited resources of the beneficiary staff
Activity A4	Methodology for Monitoring and Evaluation of IBM implementation prepared and discussed in Inter-agency group	- Inter-agency group report -STE and quarterly reports	2 STE expert x 2 missions x 10 days	-Conformity with other national legislation (e.g. legislation on data protection) -Appropriate selection of the staff -Limited resources of the beneficiary staff
Activity A5	Elaboration of ToT system on monitoring methods for monitoring officer/units	- Draft ToT system and curriculum -STE and quarterly reports	2 STE expert x 2 missions x 10 days	- Staff willing to cooperate and absorb the recommendations -Relevant counterparts available
Activity A6	Study-visit in EU MS in order to familiarize with strategic planning principles and IBM Monitoring and Evaluation approaches	-Study visit report -Best practices implemented - Report on solutions applicable and implemented	1 study visit 8 participants x 4 days	-EU MS are ready to host the study visit delegation
Activity A7	First monitoring report produced within 1 year of IBM strategy implementation	-Delivered report -Official Gazette -STE and quarterly reports	1 STE expert x 3 missions x 5 days	-Political and SBGSU' willingness and commitment for alteration of the legislation -Conformity with other national legislation (e.g. legislation on data protection) -Appropriate selection of the staff
Activity A8	Preparation of recommendations for improvement and adjustment of IBM Action Plan based on first monitoring review;	-Delivered recommendations -STE and quarterly	1 STE expert x 1 missions x 5 days	-Political and SBGSU' willingness and commitment for alteration of the legislation

		reports		-Conformity with other national legislation (e.g. legislation on data protection) -Appropriate selection of the staff
Activity A9	Preparation of recommendations for improvement of internal and external cooperation at the state border in line with the new IBM strategy and EU aquis/standards.	-Delivered recommendations -STE and quarterly reports	1 STE expert x 1 missions x 5 days	-Political and SBGSU' willingness and commitment for alteration of the legislation -Conformity with other national legislation (e.g. legislation on data protection) -Appropriate selection of the staff
ACTIVITIES Component 2 - Improvement of the information technology and information exchange in line with the EU models and best practices		Sources of verification	Means/resources	Assumptions
Activity B1	Legal analysis of the legislation in particularly related to the passport border checks;	-Legal gap analysis report -Delivered recommendations -Official Gazette -STE and quarterly reports	2 STE expert x 2 missions x 14 days	-SBGSU disclose and provide the necessary information and documents -Conformity with other national legislation (e.g. legislation on data protection)
Activity B2	Legal workshop with presentation of findings of the legal analysis and presentation of the EU and EU MS' national legislation	-Workshop material -Delivered recommendations -Evaluation forms -STE and quarterly reports	2 STE expert x 1 missions x 3 days	-Appropriate selection of the staff dealing with legal issues -Limited resources of the beneficiary staff - Staff willing to cooperate and absorb the recommendations
Activity B3	Analysis and assessment of the SBGSU border checks system in terms of future legal and technical development, database integration and future compatibility /interoperability with the EU IT systems (e.g. <i>Schengen Information System I and II, Visa Information System, Eurodac, etc.</i>)	-Analysis and assessment report -Delivered recommendations for legal and technical development and database integration -STE and quarterly reports	1 STE expert x 2 missions x 14 days	-SBGSU disclose and provide the necessary information and documents -Conformity with other national legislation (e.g. legislation on data protection)

Activity B4	Seminar about the legal basis, functionalities and technical modalities of the EU IT systems as SIS,VIS, EURODAC and EU MS' national border IT border control systems models and envisaged developments in the EU	-Seminar on the EU IT systems and EU MS IT border control system and models conducted -Evaluation forms -STE and quarterly reports	2 STE expert x 1 missions x 3 days	- Staff willing to cooperate and absorb the recommendations
Activity B5	Study-visit in EU MS in order to present practical use of the EU IT(border control) systems (e.g. SIS, VIS, EURODAC, etc.) and its functionalities, applications and connectedness with the other national EU MS' IT system(s) with practical presentation of the EU MS' national IT border control system(s)	-Study visit report -Follow-up report on applicable and implemented solutions	1 study visit, 8 participants x 5 days	-EU MS are ready to host the study visit delegation
Activity B6	Analysis and assessment of the Ukrainian system using advanced passengers information (APIS), biometric border checks and comparison with the EU legal framework and EU MS' API Systems	-Analysis and assessment report -Delivered recommendations -STE and quarterly reports	1 STE expert x 2 missions x 14 days	-SBGSU disclose and provide the necessary information and documents
Activity B7	Study-visit in EU MS in order to present APIS system as well as legal and technical aspects of introduction of biometric border checks, including implemented or ongoing pilot (biometric) border check projects in the EU MS' and the state-of-art technical equipment used	-Study visit report -Best practices implemented- Established peer to peer cooperation	1 study visit 8 participants x 5 days	-EU MS are ready to host the study visit delegation
Activity B8	Analysis and assessment of the SBGSU capacity on detection and examination of forged documents, development of exchange of information and international cooperation agreements on exchange of information the sphere of expert' examination of documents	-Analysis and assessment report, delivered recommendations -New cooperation agreements for exchange of information about forgeries developed	1 STE expert x 2 missions x 14 days	-SBGSU willing to disclose and provide the necessary information and documents -Resources for deployment of new equipment are not provided by the beneficiary

		-STE and quarterly reports		
Activity B9	Elaboration of SGBSU' Concept paper on capacity further development for more effective detection of forged documents, improved exchange of information and international cooperation (Programme and Action plan for further development of the 3-level system)	-Programme and action plan developed -Delivered recommendations -STE and quarterly reports	1 STE expert x 2 missions x 14 days	- Appropriate selection of the staff - Staff willing to cooperate and absorb the recommendations -Willingness to conclude cooperation agreements
Activity B10	Study-visit in EU MS in order to introduce EU MS' national forged documents register systems, its connectivity to other national law enforcement databases as regards documents security, visit of a national forensic centre responsible for examining forged documents and contact centres for exchange of information concerning detection of new methods and forms of documents forgery	-Study visit report -Established peer to peer cooperation -Follow-up report on applicable and implemented solutions	1 study visit 8 participants x 5 days	-EU MS are ready to host the study visit delegation
Activity B11	Workshop on security features of travel documents and detecting of forged documents (for 2.line officers)	- Workshop programme for 2. line officers developed -Workshop report -Workshop certificates -26 instructors participated in workshop -STE and quarterly reports	2 STE expert x 1 missions x 5 days	-Appropriate selection of the motivated staff - Staff able to attend trainings and workshops - Necessary documents in English - Necessary technical equipment provided
Activity B12	Workshop on working methods, equipment and software for detecting forged documents (3.line border officials forensic examiners dealing with examination of forged documents) (2 experts x 3 days; 1 mission)	- Workshop programme - Workshop report - Workshop certificates -10 examiners participated in	2 STE expert x 1 missions x 3 days	-Appropriate selection of the motivated staff - Staff able to attend trainings and workshops -Necessary documents in English - Necessary technical equipment provided

		workshop -STE and quarterly reports		
Activity B13	Workshop on profiling and risk analysis concerning use of forged documents and stolen vehicles	- Workshop programme - Workshop report - Workshop certificates -26 instructors participated in workshop -STE and quarterly reports	2 STE expert x 1 missions x 5 days	-Appropriate selection of the motivated staff - Staff able to attend trainings and workshops -Necessary documents in English -Necessary technical equipment provided
Activity B14	Training on advanced passenger information system	-Training programme developed -Training report -Training certificates -26 instructors trained -STE and quarterly reports	2 STE expert x 1 missions x 3 days	-Appropriate selection of the motivated staff - Staff able to attend trainings and workshops -Necessary technical equipment provided
Activity B15	Seminar on preventing illegal migration	-Seminar on preventing illegal migration conducted -Evaluation forms -STE and quarterly reports	2 STE expert x 1 missions x 3 days	- Staff willing to cooperate and absorb the recommendations
ACTIVITIES Component 3 - Improvement of the training capacities in line with the EU standards and best practices		Sources of verification	Means/resources	Assumptions
Activity C1	Legal analysis of the legislation in particularly related to the passport border checks;	-Legal gap analysis report -Delivered recommendations -Official Gazette -STE and quarterly	1 STE expert x 2 missions x 14 days	-SBGSU disclose and provide the necessary information and documents -Conformity with other national legislation (e.g. legislation on data protection)

		reports		
Activity C2	Legal workshop with presentation of findings of the legal analysis and presentation of the EU and EU MS' national legislation (<i>1 expert x 3wdays; 1 mission</i>);	-Workshop material -Delivered recommendations -Evaluation forms -STE and quarterly reports	1 STE expert x 1 missions x 3 days	-Appropriate selection of the staff dealing with legal issues -Limited resources of the beneficiary staff - Staff willing to cooperate and absorb the recommendations
Activity C3	Analysis and assessment of the SBGSU capacity on detection of stolen motor vehicles, development of exchange of information and international cooperation agreements on exchange of relevant information (<i>2 experts x 20 wdays; 2 missions</i>)	-Analysis and assessment report -Delivered recommendations for legal and technical development and database integration -STE and quarterly reports	2 STE expert x 2 missions x 5 days	-SBGSU disclose and provide the necessary information and documents -Conformity with other national legislation (e.g. legislation on data protection)
Activity C4	Elaboration of SGBSU' Concept paper and Action Plan on capacity further development for more effective detection of stolen motor vehicles, improved exchange of information and international cooperation	-Programme and action plan developed -Delivered recommendations -STE and quarterly reports	1 STE expert x 2 missions x 14 days	- Appropriate selection of the staff - Staff willing to cooperate and absorb the recommendations -Willingness to conclude cooperation agreements
Activity C5	Workshop on stolen motor vehicles detection best practise and on European Vehicle Identification Database (EuVID) (<i>2 experts x 5 wdays: 1 missions</i>)	- Workshop developed -Workshop report -Workshop certificates -26 instructors participated in workshop -STE and quarterly reports	2 STE expert x 1 missions x 5 days	-Appropriate selection of the motivated staff - Staff able to attend trainings and workshops - Necessary documents in English - Necessary technical equipment provided
Activity C6	Study-visit in EU MS in order to present stolen motor vehicles detection system, best practise in information	-Study visit report -Established peer to	1 study visit 6 participants x 5	-EU MS are ready to host the study visit delegation

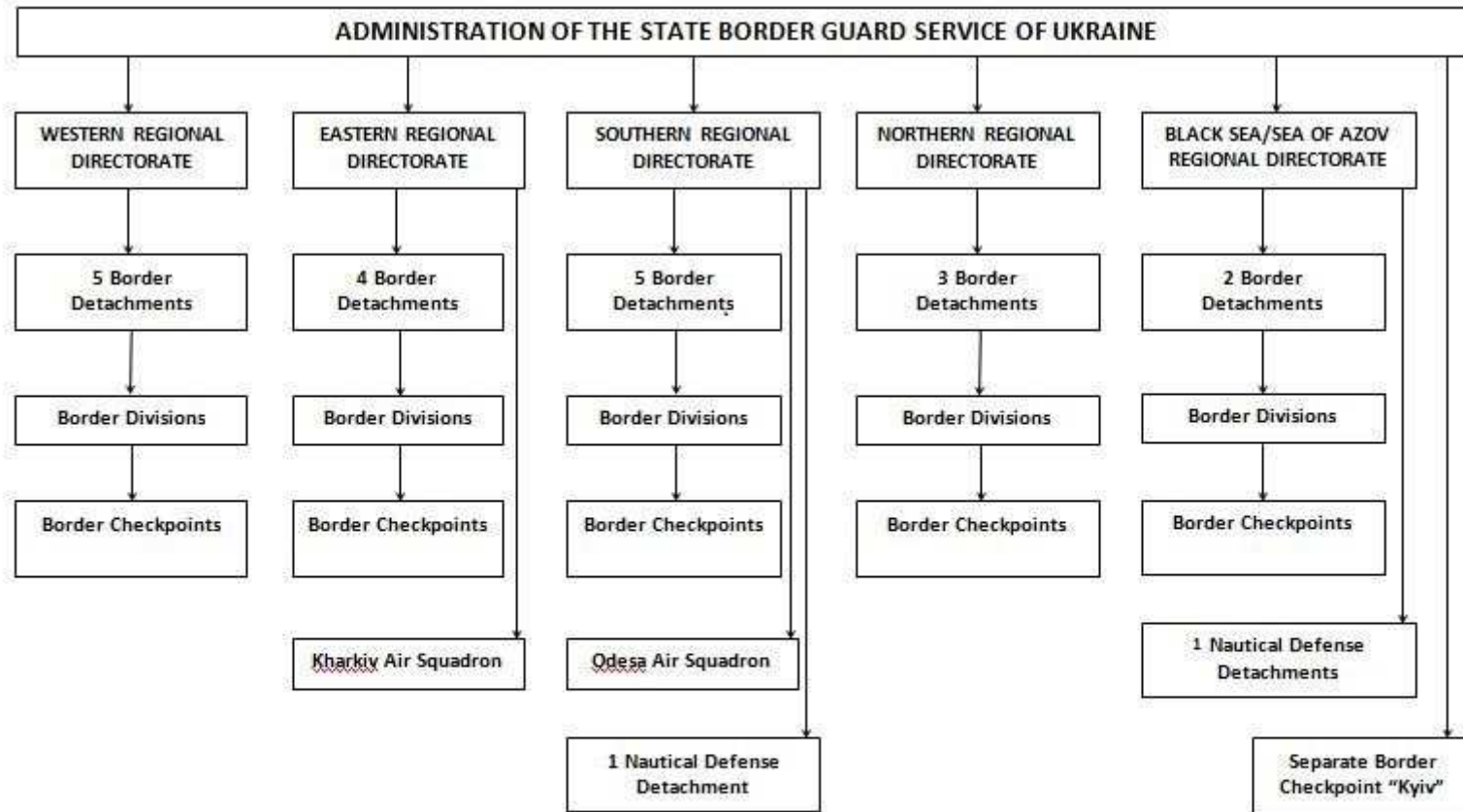
	exchange and international cooperation (5days, 6 experts)	peer cooperation -Follow-up report on applicable and implemented solutions	days	
Activity C7	Training on stolen motor vehicles detecting best practise (2 experts x 6 wdays; 2 mission)	-Training programme developed -Training report -Training certificates -26 instructors trained -STE and quarterly reports	2 STE expert x 3 missions x 5 days	-Appropriate selection of the motivated staff - Staff able to attend trainings and workshops -Necessary technical equipment provided

Enhancement of the Ukrainian State Border Guard Service’ capacity in detecting forged documents and stolen vehicles, further development of IT systems and improvement of the training capacities

Tentative Implementation Chart

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24		
C 0: Management & Com.																										
A.0.0 Study Tour																										
A.0.1 General Activities																										
Steering Committee			SC			SC			SC			SC			SC			SC			SC			SC		
Quarterly Report				QR			QR			QR			QR			QR			QR			QR			FR	
A.0.2 Kick-off Workshop																										
A.0.3 Closing Conference																										
MR 1: Monitoring and Evaluation Methodology																										
Activity A1. Achievements analysis																										
Activity A2. Consultations on achieved results																										
Activity A3. Participation in the Interagency group																										
Activity A4. Methodology preparation and discussion																										
Activity A5. ToT Elaboration																										
Activity A6. Strategic																										

Annex IV – Regional structure of the State Border Guard Service of Ukraine



See more details on the SBGS website: <http://dpsu.gov.ua/en/about/structure/>