

**53rd Plenary meeting of the  
European Judicial Network  
20-22 November 2019**

**COVER NOTE**

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**From:** EJM Secretariat  
**To:** EJM Contact Points

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**Subject:**

REVISED EJM Work Programme 2020 and budget\*

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The EJM Contact Points will find hereunder the revised EJM Work programme for 2020. It will be revised and amended where necessary in line with the upcoming organisational changes.

*\* Last revision 13 Nov. 2019*

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## The EJN Secretariat

According to Article 2 (8) of the Council Decision 2008/976/JHA of 16 December 2008 on the European Judicial Network (the EJN Decision), the EJN Secretariat is responsible for the administration of the European Judicial Network. The EJN Secretariat forms part of the Eurojust staff, but functions as a separate unit<sup>1</sup>.

The functions that the EJN Secretariat carries out are as follows:

- Administration and general co-ordination of the EJN, with a view to enabling the contact points to fulfil their tasks;
- Setting up, maintenance and improvement of the EJN information system/website;
- Organisation of EJN meetings;
- Institutional relations of the EJN with other bodies and structures in the field of judicial co-operation in criminal matters;
- To fulfil its functions and to ensure proper administration of the EJN, the EJN Secretariat performs various administrative tasks such as translation of documents, ordering corporate material for EJN meetings, ordering catering and covering catering costs, covering postage and stationary costs where necessary, liaising with different Eurojust Units and service providers etc.

According to Article 11 of the EJN Decision, in order for the European Judicial Network to be able to carry out its tasks, the budget of Eurojust shall contain a part related to the activities of the EJN Secretariat.

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<sup>1</sup> Article 48.1(b) of the Regulation 2018/1727 on the European Union Agency for Criminal Justice Cooperation (Eurojust), replacing Council Decision 2002/187/JHA of 28 February 2002 setting up of Eurojust with a view of reinforcing the fight against serious crime, as amended by Council Decision 2003/659/JHA and by Council Decision 2008/426/JHA of 16 December 2008 on the strengthening of Eurojust.

## OBJECTIVES FOR 2020

This EJN Work Programme identifies objectives for the year 2020. Each objective includes its main activities. The Work Programme further includes a budget estimate, allocating financial resources for each objective and activity.

As the administrative unit of the EJN, the Secretariat will continue during 2020 to focus on a sound management of the Network, the proper organisation of the meetings mentioned in the EJN Decision and the permanent enhancement of the EJN website, to tackle the legislative challenges and the needs of the judicial authorities dealing with judicial cooperation in criminal matters.

The EJN Secretariat will continue to work for the strengthening of the EJN's cooperation with partner networks and organisations and to extend its contacts in third countries, in the benefit of improving international judicial cooperation in criminal matters.

As a follow up of the Sixth round of mutual evaluations, the EJN Secretariat will continue to observe the compliance with all the recommendations regarding the EJN, including those addressed to the Member States. Moreover, the EJN Secretariat will ensure that the EJN is involved in relevant discussions at the EU level with direct impact on its work and will actively participate in the working groups of the Council of the European Union and the experts meetings organised by the European Commission.

The EJN Secretariat will continue to provide funding from the EJN budget to meetings organised in the Member States, as a method of improving awareness of the EJN and fostering regional judicial cooperation.

In order to ensure the proper organisation and financing of the meetings, the EJN Secretariat performs various administrative tasks in relation to invitations, registrations, budgetary matters, travel reimbursements and other arrangements necessary for each meeting.

## Objective 1 – EJM meetings<sup>2</sup>

The foremost role of the EJM Secretariat is to ensure continuity to the EJM providing financial as well as administrative support. Ensuring the continuity of the work of the network is primarily fulfilled by the objective of organising meetings. The EJM meetings are essential for the network, being the *fora* where the strategic and administrative decisions are taken and the Contact Points meet each other to discuss practical issues specific to their activities and tasks. This objective will be achieved by five activities, as follows:

### Activity 1.1 and 1.2 – Plenary meetings

The Contact Points of the EJM meet in plenary three times per year.

One Plenary meeting (the Regular meeting) will take place in February 2020 at the premises of Eurojust in The Hague. This meeting is financed by the EJM budget.

The other two plenary meetings take place in the Member States holding the Presidency of the European Union Croatia (June) and Germany (November). The organisation of these two meetings is a responsibility of the Presidencies and they are partially financed by the EJM budget.

### Activity 1.3 – National Correspondents meeting (NCM)

According to Article 6 (1) of the EJM Decision, the EJM National Correspondents shall meet on an *ad hoc* basis at least once a year. These meetings are financed by the EJM budget. The 12<sup>th</sup> meeting of the EJM National Correspondents is planned to take place in October 2020 at the premises of Eurojust in The Hague.

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<sup>2</sup> Complete information on the Objective 1 is provided in the EJM Document “Guidelines on the EJM Meetings”

### Activity 1.4 –Tool Correspondents meeting (TCM)

According to Article 6 (2) of the EJM Decision, the EJM Tool Correspondents shall meet on an *ad hoc* basis at least once a year. These meetings are financed by the EJM annual budget. The 19<sup>th</sup> EJM Tool Correspondents meeting is planned to take place in March 2020 at the premises of Eurojust in The Hague.

### Activity 1.5 – Other meetings

#### Meetings of the EJM Presidency Board

According to the Guidelines on the structure of the EJM, the EJM Presidency Board shall work closely with the EJM Secretariat in ensuring the continuity of the EJM activities. To that end the EJM Secretariat shall organise meetings of the EJM Presidency Board in order to decide on the agenda of the EJM meetings and on future activities and projects. In 2020, meetings of the EJM Presidency Board are planned to take place in connection to the three plenary meetings and the National Correspondents meeting. Additional *ad hoc* meetings may take place if deemed necessary.

#### Meetings of EJM working groups

EJM working groups, when set-up, meet on an *ad hoc* basis when deemed necessary. If possible, these meetings should take place on the occasion of other EJM meetings where participants' travels are already covered.

In 2020 it is foreseen that the EJM working group on e-evidence, set up in August 2018 will continue its work, depending on the development of the three topics included in its mandate (input on the Regulation/Directive on e-evidence, Participation in the Sirius Project and creation of e-evidence fiches in the *fiches belges*) and new demands.

Furthermore, the Working Group on the revision of the list of measures in *fiches belges*/Atlas will continue its work during the year 2020.

Depending on the discussions during the 11<sup>th</sup> National Correspondents meeting and other topics that may rise during the course of the year, a Working Group on the Peer Evaluation of the EJN and/or on other topics may be established.

## **Objective 2 – Administration and functioning of the EJN**

### **Activity 2.1 – Follow up of the 6<sup>th</sup> round of mutual evaluations**

The measures foreseen in the Action Plan for 6<sup>th</sup> round of mutual evaluations will all have been executed by 2020. The EJN Secretariat will continue working on implementing the activities of an ongoing/permanent nature, in cooperation with Eurojust in relevant areas.

### **Activity 2.2 – Participation in the EU legislative process and in activities meant to improve the practical application of EU legal instruments for judicial cooperation**

During 2020, the EJN Secretariat will continue to work closely with the General Secretariat of the Council of the EU, the Commission and the European Parliament, both regarding draft legislation and the measures to improve the practical application of EU legal instruments for judicial cooperation in criminal matters (such as handbooks and guidelines, etc).

### **Activity 2.3 – Contribution to Projects/initiatives in the area of judicial cooperation in criminal matters**

The EJN continues being involved in several EU projects or initiatives running with the support of the EU. During 2020, the EJN Secretariat and Contact Points will continue their involvement in projects, such as the Commission platform for digital exchange of evidence and other e-codex related projects, SIRIUS Platform, IPA (Western Balkans) and EuroMed.

Other projects may be added in the course of 2020 depending on the development and requests from Partners, such as the e-MLA Interpol initiative.



## **Objective 3 – Functioning of the EJM Contact Points**

### **Activity 3.1 – Governance of the EJM - communication between the EJM Secretariat, EJM Presidency Board and EJM National Correspondents**

For the proper planning and decision-making of the EJM activities, including the handling and coordination of the budgetary and financial issues of the EJM Work Programme, the EJM Secretariat will ensure regular and permanent communication between the EJM Secretariat, the EJM Presidency Board and the EJM National Correspondents.

Also, in accordance with Article 48.1(b) of the “Eurojust Regulation”, in order to ensure the execution of the EJM Work Programme, the EJM Secretariat will liaise with the administration of Eurojust, including on financial, budgetary, organisational and administrative matters.

### **Activity 3.2 – Providing support for the organisation of EJM meetings in the Member States**

According to the Guidelines on the EJM meetings, Regional and National EJM meetings may be organised in the Member States.

Regional meetings are necessary for the promotion of the EJM and the improvement of its functioning. The Regional meetings should also focus on problems which have a particular regional character.

National meetings are relevant to strengthen the links between the Contact Points and raising awareness of the EJM and its operational tools among members of the judiciary.

The EJM Secretariat will provide support to the organisation of Regional and National meetings during 2020, through a co-financing of such meetings, in accordance with the Guidelines on the EJM meetings.

### **Activity 3.3 – Language training for the EJM Contact Points**

According to Article 2 (5) of the EJM Decision each Member State shall ensure that its Contact Points have adequate knowledge of a language of the European Union other than its own national language. The EJM Secretariat

organises, each year, language training for the EJN Contact Points to support the Member States in meeting these requirements.

### **Activity 3.4 – Report on the activities and management of the EJN for 2019-2020**

According to Article 13 of the EJN Decision, every second year the EJN shall report to the European Parliament, the Council and the Commission on its activities and management.

In order to fulfil this provision, the EJN Secretariat is collecting statistics of the operational cases of judicial cooperation handled by the EJN Contact Points, as well as other activities performed by them.

In 2020, the EJN Secretariat, taking on board contributions from the Contact Points, will work on the draft of the sixth report covering the period of 2019 and 2020.

The Secretariat will also produce internal reports to the network, based on the activities registered in the online reporting tool.

### **Activity 3.5 – Peer Evaluation of the EJN**

Following the Sixth Round of Mutual Evaluations and the Conclusions of the 50th Plenary meeting of the European Judicial Network, in 2020 the EJN is going to perform an EJN peer evaluation. The aim is to assess the functioning of the EJN and to identify possible areas of improvement.

### **Activity 3.6 – Update of the EJN Contact Points' lists**

According to Article 7 of the EJN Decision, the EJN Secretariat and the Tool Correspondents make available on the EJN website contact details of the Contact Points in each Member State, EU Candidate countries and EJN Associated countries. In addition, there are on the website contact details of contact points in third countries and members of other judicial networks which have established cooperation with the EJN.

The Tool Correspondents with the support of the EJN Secretariat will continue to update and file the lists of all the contact points/members of other judicial networks available on the website.

### **Activity 3.7 – Welcome package**

In October 2018, the EJM Secretariat has updated the Welcome package on the EJM website addressed to newly appointed EJM Contact Points. The package contains information about the role of the Contact Points, the website and other useful information, valuable for the new Contact Point to know. Upon arrival of new EJM Contact Points, the EJM Secretariat/the National Correspondents provide them with the Welcome package and other information needed for them to fulfil their role.

### **Activity 3.8 – Drafting newsletters, activity reports and other documents**

Twice per year the EJM Secretariat is issuing the EJM Newsletter for the EJM Contact Points. When necessary reports and other policy documents related to the activities of the EJM will be drafted.

### **Activity 3.9 – Secure Telecommunications Connection**

According to Article 9 of the EJM Decision the secure telecommunications connections is set up for the operational work of the EJM Contact Points. The EJM Secretariat maintains the connection and administers the setting up of accounts for new Contact Points users.

## **Objective 4 – Administration and enhancement of the EJM website**

### **Activity 4.1 – Maintenance and enhancement and updates of the EJM website**

According to Articles 7-9 of the EJM Decision the administration and maintenance of the EJM website represents a core task for the EJM Secretariat.

The EJM Secretariat will ensure the overall functioning and security of the EJM website and the proper functioning of the existing tools, *in particular* through support and technical management by the EJM website contractor and with the relevant units within Eurojust.

The EJM Secretariat is responsible for updating some parts of the website on a permanent basis; the Judicial Library (incl. status of implementation of EU Legal Instruments) and other information (News Section, About EJM, Info to CP's, EJM Meetings, Registry, Funding for EJM meetings, Partners section etc.).

The EJM Tool Correspondents have the responsibility to keep the information on their country and in the EJM Tools updated. The EJM Secretariat supports the work of the Tool Correspondents and continues to prioritise the permanent update of the e-tools and assess the needs for further developments in view of new legal instruments regarding judicial cooperation in criminal matters.

In 2020 the following activities will be prioritised (depending of the progress made in 2019):

- Adapting the Judicial Atlas for the communication with the Commission Digital Exchange System
- Integration/population of the Candidate Countries in the EJM website
- Update the website tools following structural/organisational changes in the Member States
- Migration of the Partner Section and Reporting tool into the ordinary structure of the EJM website. Currently these sections are handled via the EJM Forum section.
- Amendments of the Compendium (adding Annex B and C of the EIO Directive)
- Amendments of e-evidence fiches in the *fiches belges*
- Create an area/section for the instruments linked to the execution of the sentence

Other activities that will be performed depending on the available budget and human resources include:

- Adapt the website and tools in view of new instruments, e.g. in the area of EAW and e-evidence.
- Provide an inventory for EU Regional Networks – follow up of the Belgium Presidency 2010

### **Activity 4.2 – Collection of information for the Judicial Library and on the Status of Implementation of EU legal instruments**

In accordance with the “Council Conclusions on the follow-up of the implementation of instruments implementing the principle of mutual recognition of judicial decisions in criminal matters” (3034th JUSTICE and HOME AFFAIRS Council meeting, Luxembourg, 7 and 8 October 2010) the EJM website should present information on the follow-up of these instruments in the Member States and by providing judicial authorities with relevant information for their day-to-day application.

The EJM Secretariat will continue to populate the Judicial Library and to collect information on the Status of Implementation of EU legal instruments and will ensure that the information is regularly updated.

### **Activity 4.3 – Cooperation with the e-Justice Portal**

In accordance with the Council Conclusions of October 2013 on cooperation between the EJM website and the e-Justice Portal, with a view of providing access to the EJM website through the European e-Justice Portal and to improve the functionalities of the EJM website (Council doc. 13407/13), the EJM Secretariat and the EJM Contact Points will continue cooperation with the Council e-Justice working group and the Commission.

### **Activity 4.4 – Cooperation with the Commission Digital Exchange System**

In order to support direct contacts between competent authorities, the EJM Atlas will be linked with the Commission Digital Exchange System, see Activity 4.1. The EJM will support the Commission with the setting up of the new system. As the Atlas, this project may require that other areas/tools may be linked to the platform as well, e.g. fiches belges, status of implementation

### **Activity 4.5 – Provide direct and regular support to the EJM Tools Correspondents**

In accordance with Article 4(5) of the EJM Decision, the Member States have nominated EJM Tools Correspondents who ensure that the information related to his or her Member State on the EJM website is up to date.

- In order to ensure that the EJM Tools Correspondents will have all information necessary to perform their

tasks, the EJM Secretariat responds on a regular basis to the questions and requests from the EJM Tools Correspondents.

- The EJM webmaster will visit the Member States to assist the Tool Correspondents to better use the technical applications for the update of the EJM tools on the EJM website. The Tool Correspondents may also visit the EJM webmaster at the EJM Secretariat in The Hague for the same purpose.

## **Objective 5 – Increasing awareness of the EJM**

### **Activity 5.1 – Activities to increase awareness of the EJM**

The EJM Secretariat and the EJM Contact Points promote the EJM among practitioners in the Member States and other countries.

- The Secretary to the EJM and other members of the EJM Secretariat as well as EJM Contact Points will participate in different *fora* and give presentations about the EJM, including the EJM website and its tools for judicial cooperation

### **Activity 5.2 – Implementation of the EJM Awareness Policy**

The EJM Awareness Policy was adopted in February 2017. The policy enumerates a number of activities and measures for making awareness of the EJM, both for the EJM Contact Points and for the EJM Secretariat. It serves as a basis for further actions on making awareness of the EJM in 2020, including involvement in training as provided for in Article 4(3) of the EJM Decision.

In 2020 the implementation of the policy will continue.

## **Objective 6 – Cooperation between the EJM and other actors in the field of judicial co-operation**

During 2020 the EJM Secretariat will continue to promote the privileged partnership between the European

Judicial Network and Eurojust and the strengthening of the cooperation with the European Union's institutions, especially the European Commission and the Council. The cooperation with the Council of Europe (through the Committee of experts on the operation of the European Conventions on Cooperation in Criminal Matters – PC-OC), the United Nations (especially with the United Nations Office on Drugs and Crime) and with other international organisations and bodies will remain a priority for the external actions of the EJN.

Particular attention will be paid to the cooperation with partner judicial networks in criminal matters, including the European Judicial Cybercrime Network (EJCN), the JITs and Genocide networks and the EuroMed project, having their Secretariats/support at Eurojust.

The EJN Secretariat will continue to be actively involved in projects which aim to create or develop new regional networks based on the EJN model.

The cooperation with the European Judicial Training Network, aimed to improve the training of judges and prosecutors on international judicial cooperation in criminal matters will continue during 2020.

In addition, the EJN Secretariat will continue to establish new contacts and extend the cooperation with third countries.

In order to offer opportunities to strengthen the operational cooperation, the EJN partners will be invited to attend the EJN plenary meetings taking place in the Member States. Also, where necessary, the travel costs of the missions by the Secretary to the EJN and the EJN Secretariat as well as EJN contact points will be covered.

### **Activity 6.1 – Cooperation between the EJN and Eurojust**

According to Article 48.1(b) of Regulation 2018/1727 on the European Union Agency for Criminal Justice Cooperation (Eurojust), replacing Council Decision 2002/187/JHA<sup>3</sup>, Eurojust and the EJN shall maintain privileged relations based on consultation and complementarity. This principle was underlined in the Council Conclusions

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<sup>3</sup> See Article 25a(1)(b) of Council Decision 2002/187/JHA of 28 February 2002 setting up of Eurojust with a view of reinforcing the fight against serious crime

adopted by the Romanian Presidency on the ‘Synergies between Eurojust and the networks established by the Council in the area of judicial cooperation in criminal matters’.

In line with this principle, the EJM Secretariat is performing activities in cooperation with Eurojust, including as an actor of judicial cooperation in seminars and meetings and through participation of the EJM Secretariat or EJM Contact Points in Eurojust activities, in order to ensure awareness of the two entities and correct allocation of cases between the EJM and Eurojust.

Eurojust is invited to the EJM plenary meetings as ordinary participants or to give lectures or to act as chair or rapporteur in workshops. The EJM is cooperating with Eurojust regarding the follow up to the recommendations from the Sixth round of mutual evaluations (see activity 2.1 above).

### **Activity 6.2 – Cooperation between the EJM and the European Public Prosecutor’s Office**

The EJM has identified possible areas of cooperation with the European Public Prosecutor’s Office (EPPO), which is going to be established in 2020. In order to support the EPPO, the EJM may provide information to practitioners about the EPPO, participate and provide training, liaise with the EPPO Delegate Prosecutors and act as active intermediaries in the area of judicial cooperation.

### **Activity 6.3 – Cooperation with EU Networks**

As per the Council Conclusions adopted by the Romanian Presidency in June 2019 on ‘Synergies between Eurojust and the networks established by the Council in the area of judicial cooperation in criminal matters’, the following activities are foreseen:

- Periodic meetings of the Secretary to the EJM with the Heads of the JIJs and Genocide Network Secretariats for discussions about issues of common interest and possibilities to deliver joint messages. Participation of the EJM in meetings of these networks and vice versa.
- Cooperation with the European Judicial Cybercrime Network (EJCEN) based on the EJCEN Work programme 2019/2020 and participation by the EJM in the meetings of the EJCEN.
- Sharing of contact lists and access to the restricted section of the respective websites



### **Activity 6.4 – Cooperation with the European Commission, Council Secretariat and European Parliament**

The following activities are foreseen:

- Consultations between the EJM Secretariat and representatives of the European Commission and the General Secretariat of the Council.
- Participation of the EJM Secretariat or EJM Contact Points in experts meetings organised by the Commission or in meetings in the Council.
- Participation of representatives from the European Commission, the General Secretariat of the Council and the European Parliament in EJM meetings.
- Strengthening the links between the EJM and the European Parliament.

### **Activity 6.5 – Cooperation with third countries and other networks and partners**

In order to achieve the objective, meetings with or participation in meetings organised by partner institutions and organisations are foreseen, as follows:

- The EJM Secretariat liaises with the secretariats of other judicial networks to discuss about ways of cooperation, e.g. the sharing of contact details.
- The EJM Secretariat assesses the needs for and makes contact with the appropriate entities in third countries with the aim of establishing cooperation through the appointment of contact points.
- Participation of the EJM Secretariat or Contact Points in the steering committees, project team meetings and other meetings of Partner organisations, e.g. the SIRIUS Project (obtaining e-evidence from the US).
- Participation of the EJM Secretariat or Contact Points in EJTN and ERA meetings and training activities.
- Participation of the EJM Secretariat or Contact Points in meetings of partners, e.g. the SEEPAG annual meeting.



- Participation of the EJM Secretariat in the plenary meetings of the PC-OC in the Council of Europe.

## **FINANCIAL MATTERS**

The annex shows the 2020 budget estimate.



EU2019.FI



ANNEX: EJM SECRETARIAT WORK PROGRAMME FOR 2020 – BUDGET ESTIMATE	
OBJECTIVES & ASSOCIATED ACTIVITIES	BUDGET
Objective 1: EJM meetings	
<b>1.1 Organisation of the 54<sup>th</sup> and 55<sup>th</sup> Plenary meetings</b>	<b>70,000.-* (95.000.-)</b>
<b>1.2 Organisation of the 41<sup>st</sup> Regular meeting</b>	29,000 .-
<b>1.3 Organisation of the 12<sup>th</sup> National Correspondents meeting</b>	17,000 .-
<b>1.4 Organisation of the 19<sup>th</sup> Tool Correspondents meeting</b>	17,000 .-
<b>1.5 Organisation of Presidency board meetings and EJM Working Group meetings</b>	12,000 .-
Objective 3: Functioning of the EJM contact points	
<b>3.2 Providing support for the organisation of EJM meetings in the Member States</b>	40,000.-
<b>3.3 Language training for the EJM Contact Points</b>	35,000.-
<b>3.4 Report on the EJM activities</b>	4,000 .-
Objective 4: Administration and enhancement of the EJM website	
<b>4.1 Maintenance and enhancements and updates of the EJM website</b>	<b>157,000.-**</b>
<b>4.5 Provide support to the EJM Tools Correspondents</b>	6,000.-
Objective 5: Increasing awareness of the EJM	
<b>5.1 Activities to increase awareness of the EJM</b>	5,000.-
Objective 6: Cooperation with other actors in the field of judicial cooperation	
<b>Missions</b>	25,000.-
<b>Organising meetings with other judicial networks and structures in order to promote the cooperation</b>	10,000.-
Ensuring the proper administration of the EJM	
<b>Various administrative costs</b>	5,000.-
<b>GRAND TOTAL</b>	<b>432,000.- (457,000.-)</b>

\* In line with the adopted ceiling by Eurojust's College

\*\* This figure may be adapted due to the introduction of a new methodology with in-house human resources for maintenance and development of websites hosted at Eurojust, including the EJM website