

# EU Exchange of Experts in Civil Protection

## 2<sup>nd</sup> Interim Report

Contract No 070401/2008/514973/SER/A3



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Annex 1: Agreement with CEFRIEL

Annex 2: Field Reports

Annex 3: Overview Completed Exchanges

## I. TECHNICAL REPORT

### 1. Introduction

On December 4, 2008 the German Federal Agency for Technical Relief (THW) was reappointed as implementing agency for the “2<sup>nd</sup> Phase” of the EU Exchange of Experts system (EoE) for a period spanning 20 months. On June 6, 2009 the first interim report was sent to the commission.

THW will exchange circa 210 - 260 experts until the close of the contract in August 2010.

THW endeavours to insure a wide variety of fields of expertise, and to maximise the number of participating countries to achieve geographical balance. Particular consideration is given to applicants from new EU member states and the fields of expertise “112” and “CBRN”.

The team responsible for carrying out the project is headed by Mrs Heike Enderes, Project Manager, with Ms Marcia Renée Shelton, Project Assistant. Dr. Barbara Blanckmeister, EU Coordination Desk Manager, works with the team to ensure synergy between the previous and ongoing EU projects.

CEFRIEL, Italy, is the media partner which provides the database, hosts the platform and adapts the website according to the changes specified in Service Contract (**see Annex 2**).

### 2. Activities

Ms Shelton’s extensive professional qualifications and expertise allowed for her immediate transition into the daily business of conducting expert exchanges, so that the continuity of the number of experts exchanged per month remained stable.

## 2.1. Presentations 2009

The Project Team undertakes to reach a broad spectrum of civil protection experts and countries by presenting the programme in the scope of various multinational seminars.

### September 2-3, 2009

Modules Basic Course (MBC5), Croatia

The EoE was presented by the Programme Manager to class participants on the last day of the MBC course. The concept was welcomed by the organizers, who regarded it as a fitting conclusion of the course. The informative presentation revealed the possibilities which EoE offers the experts as a complement to the EU training courses. The MBC's Croatian partner expressed the desire to integrate the programme presentation in all future MBC courses. The Project Team is available to make presentations within this framework, dependent on time and personnel resources.

During individual discussion with the participants, new possibilities for exchanges resulted; in particular, interest was expressed by experts from Slovenia. An English participant made the suggestion that press releases be made available to various national organizations, so that experts have the possibility to publicize the EoE programme in their own country. This proposal was appreciated by the Project Team and fitting press releases will be prepared.

### November 5-6, 2009

EU National Training Coordinators' Meeting, Arnhem, The Netherlands

In the context of the annual meeting, the Project Team informed the NTCs about the purpose and potential of the EoE programme. Many newly-appointed NTCs were in attendance, offering a great opportunity to reach those who were not familiar with the programme. Moreover, emphasis was given to the developments in the EoE. The activities scheduled for the 2<sup>nd</sup> contract phase were introduced and discussed.

In bilateral discussions, the Project Team was successful in generating interest in new exchanges, and to supply the NTCs with updates on the current situation concerning exchanges in their countries. Many of the NTCs' questions could receive a response directly in this manner.

The NTC Meeting has proved an ideal platform for developing a rapport with the NTCs, promoting positive collaboration. The Project Team, therefore, looks forward to participating in the next NTC Meeting in 2010.

November 25 – 26, 2009

Civil Protection Forum “Towards a More Resilient Society”, Brussels

The Project Team visited the Civil Protection Forum (CPF) in Brussels in order to take part in the debates and seminars, as well as for dialogue with the exhibitors (international civil protection partners) and civil protection training centres.

In time for the CPF, newly updated EoE brochures were printed, and displayed for distribution at the MIC and THW stands.

The visit to the CPF offered the Project Team opportunities for numerous new contacts, and to strengthen and build on acquaintances.

Having all of the European Training Centres represented in one place was extremely advantageous, resulting with many interesting conversations within a short period of time. The Training Centres are ideal multipliers for the EoE, owing to their direct contact to many experts coming from diverse civil protection fields.

In addition to the talks, the Project Team was able to gather extensive printed materials, with detailed information about civil protection fields, which will be helpful in arranging future exchanges.

On the second day of the forum, the project team met with EU contacts Mr. Roman Birvon and Mr. Hans Das for a brief exchange and update of the programme. Also in attendance were Mrs. Sabine Lackner (Head of Unit) and Dr. Barbara Blanckmeister (EU project coordination desk).

## 2.2. Presentations 2010

The following Project Team presentations of the programme are under development:

- January 18, 2010                      UK Information Day, London
- February 19, 2010                    7OPM5, Neuhausen
- March 2010                              TEC Course , Sweden
- April 11, 2010                         7OPM6, Neuhausen

### Community Mechanism Induction Course (CMI)

As a result of continuing cooperation, the Academy of the Hamburg Fire and Rescue Service has consented to inform the participants of the CMI courses about the EU Exchange of Experts programme and to distribute brochures during the training.

## 2.3. Meal Voucher

As an additional feature to overnight accommodation, the experts now receive a Meal Voucher, allowing the experts the option of taking meals, at programme cost, in the dining facilities of the hotel. The pre-condition is that the hotel is able to charge these costs to the contracting party. The Meal Voucher has been established as a satisfactory feature in the programme, and is very much welcomed by the experts as well as host organizations.

## 2.4. Guidelines

Updates of the English and German versions of the Guidelines were issued, based on the contract conditions, and were approved by the European Commission. Both versions are available as downloads on the EoE website. The French version has been submitted to the European Commission, awaiting final approval.

## 2.5. Brochures

The English and German versions of the brochures were updated and approved by the European Commission. The brochures were printed in the following editions:

- ENG      **1.300**
- GER      **800**

The current distribution of the brochures as follows:

### EU Exchange of Experts in Civil Protection - Phase II

ENG	D	F			
broch.	broch.	broch.	date	framework	target group
	118		07.08.2009	old version	
	-30		03.09.2009	Landesprecherkonferenz Usedom	volunteers
-30			05.11.2009	NTC Mtg, Arnhem	NTCs, training centres
	-15		09.11.2009	Neue Mitarbeiterschulung THW	experts
-3			10.11.2009	CZ republic	Fire Brigade
	-15		11.11.2009	FAG ABC THW	volunteers
1300	800		20.11.2009	<b>updated version brochures</b>	
-100	-50		25.11.2009	CP Meeting Brussels	international experts
	-20		04.12.2009	3. Workshop Erfahrungsaustausch deutscher Experten im EU Gemeinschaftsverfahren, Ahrweiler	EU experts
<b>1167</b>	<b>788</b>	<b>0</b>			

## 2.6. Certificates

The certificates of participation in the EU Exchange of Experts programme have become well-established and continue to have a very positive resonance.

## 2.7. Field Reports

The key aspect in writing reports for the experts is the sustainability of the exchange, since through reflection and expression, writing intensifies the experiences learned.

This constitutes an important contribution to the field of civil protection as well as the expert's own qualification. Further, it is a good instrument for interested experts to learn about how the EU Exchange of Experts programme works and what possibilities are offered.

On the occasion of the NTC Meeting, November 5-6, 2009 in Arnhem, the Project Team prepared a publication of selected field reports as a handout for the participants. This selection met with good approval, particularly because new NTCs were provided with quick overview of the progression of an expert exchange.

Since the field report has developed into an important information medium for the EoE, a simplified access was established on the website. The experts can now find "Field Reports" on the homepage directly under "Services". Previously, the reports were found on the second level under "Download".

The screenshot shows the homepage of the EU Exchange of Experts website. At the top, there is a navigation menu with links: HOME, ABOUT, REGISTRATION AREA, PARTICIPATING STATES, EVA, CONTACT, and EDITORIAL. Below the menu is a banner image showing several emergency responders in action. The main heading is "EU EXCHANGE OF EXPERTS in civil protection". Below this, there is introductory text about the system's purpose and its history. On the right side, there is a "Services" sidebar menu with the following items: News archive, Blogs area, After the exchange, Field reports (highlighted with a red arrow), Download area, and Links. Below the sidebar, there is a search box with the text "Text to search:" and a "Start" button, and a user login field with the text "User:" and a "user..." input field.



## 2.8. National Training Coordinators

As stated previously, one of the most important multipliers of the programme are the National Training Coordinators. The Project Team had the opportunity to engage in many conversations with the NTCs at the meeting in Arnhem, gathering information and ideas on how to better serve the NTCs, and improve the visibility of the programme.

An assessment produces the following results:

- It is very important to have a regular contact with the NTCs since they often know and evaluate which expert is appropriate for an exchange.
- Further, they work within the structures of the civil protection in their own countries, and can be of great assistance in pinpointing host organizations.
- The role of NTC is an additional function to their established job description; therefore it is important for them to receive the support and aide on the part of the Project Team to the utmost in the context of the EoE.

Subsequent to the NTC meeting, and based on the experiences gathered and evaluated, the Project Team sent out a communication to the NTCs, offering the following services:

- Delivery of EoE brochures (request for desired quantities)
- Providing quarterly updates of the current exchange activities
- Sending experts' field reports/evaluations
- Offering standard EoE programme presentations

The NTCs were also provided with a short information text containing the EoE Internet link, with the request that this be disseminated wherever possible among civil protection organizations. Thus the chances of reaching interested national experts would be increased.

## 2.9. Geographical Balance

In the 2<sup>nd</sup> contract phase **26 Countries** participated in the EoE programme.

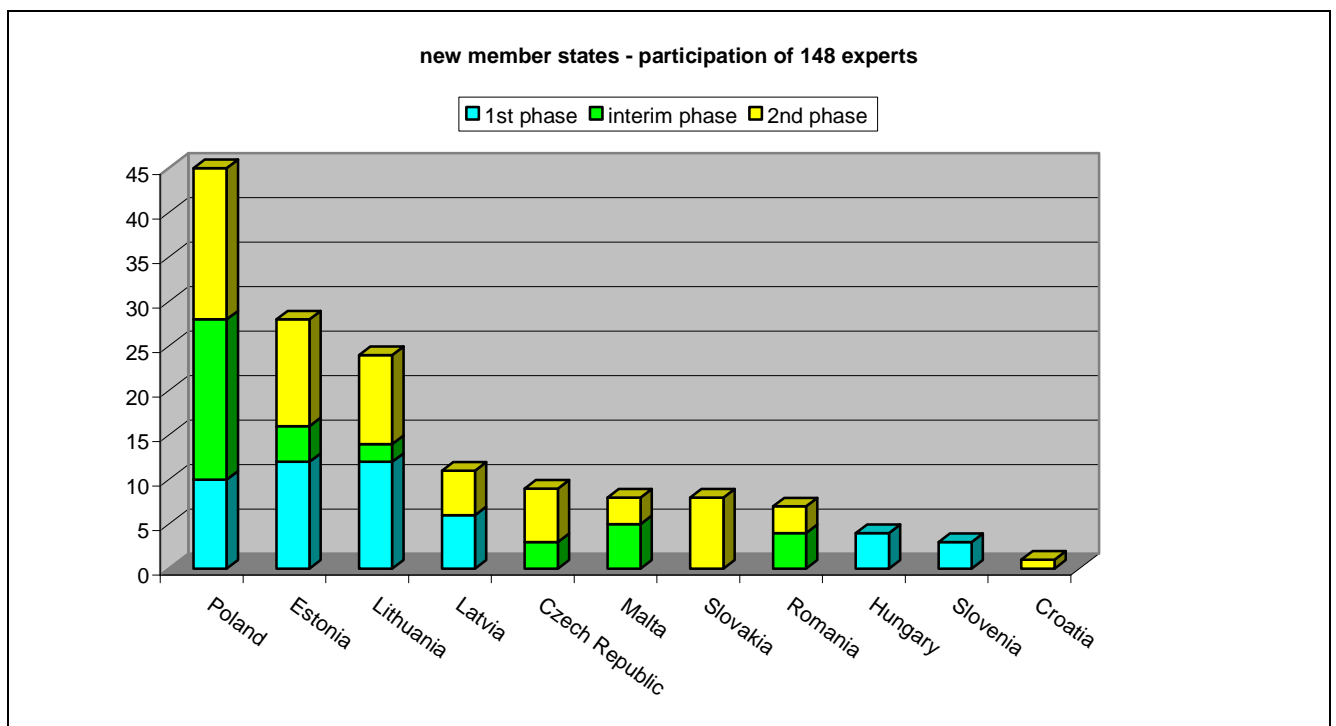
**20 Countries** sent out experts and **13 Countries** hosted experts.

In the 2<sup>nd</sup> contract phase, the Project Team was able to elicit a wider interest in the programme from the UK. This is a positive achievement, since UK is one of the most-requested countries by the experts. The first British expert was exchanged to Finland, and a total of 6 experts from 4 nations (PL, DE,RO, EE) were hosted by institutions in the UK.

The candidate country Croatia became active in the EoE in 2009. In April, the programme was presented to the National Protection and Rescue Directorate at Zagreb, and based on this new and very constructive contact, the following experts were already exchanged:

- 1 female Croatian expert to Austria
- 7 experts (PL, AT) to Croatia.

Also notable is a continuous and steadily growing participation in the programme among the new member countries:



From June 2007 to date, a total of 385 experts from 26 countries have been exchanged through the EoE. This figure includes **148 experts** coming from the **new member states** - over one-third of all the experts exchanged (**38%**).

## 2.10. Visits to MIC

In the framework of the EU Exchange of Experts programme, interested experts (preferably National Points of Contact) are able to apply to visit the MIC in Brussels. Previous visits were coupled with a MIC Refresher Course. The two visits took place on the dates 08.-11.09.2009 and 30.11. – 03.12.2009.

The Project Team received very positive feedback from the MIC as well as from the 4 experts from SK/DE/AT who participated on the course in September.

Together, the group of experts composed an empiric report, and plan in future to remain in close contact with their colleagues, and initiate co-operation. The contents of the MIC field report can be found under **ANNEX 2**.

Since further interest in participation in MIC courses has been expressed by experts, the Project Team recommends making these visits to the MIC available in the coming year.

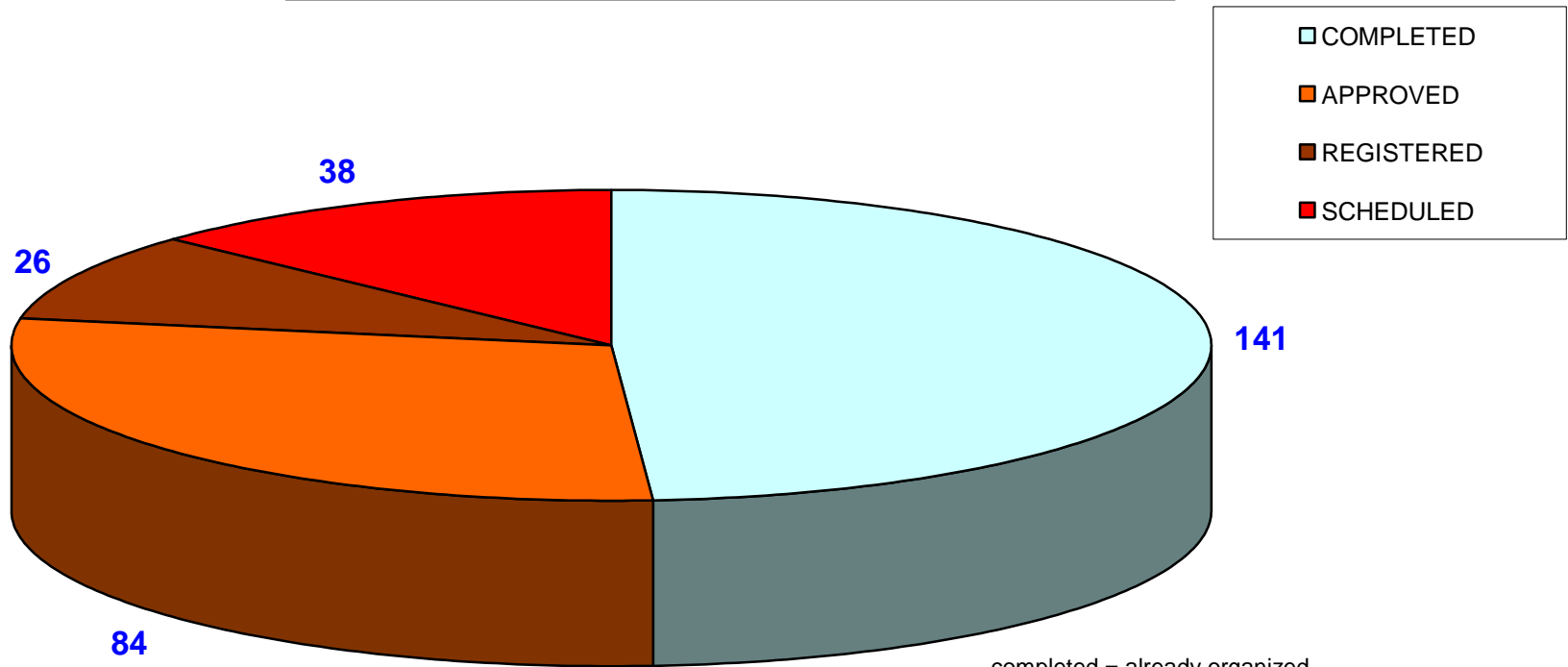
### 3. Status of Exchanges

#### 3.1. Participants

To date, we have received a total of **289** applications from **26** countries:

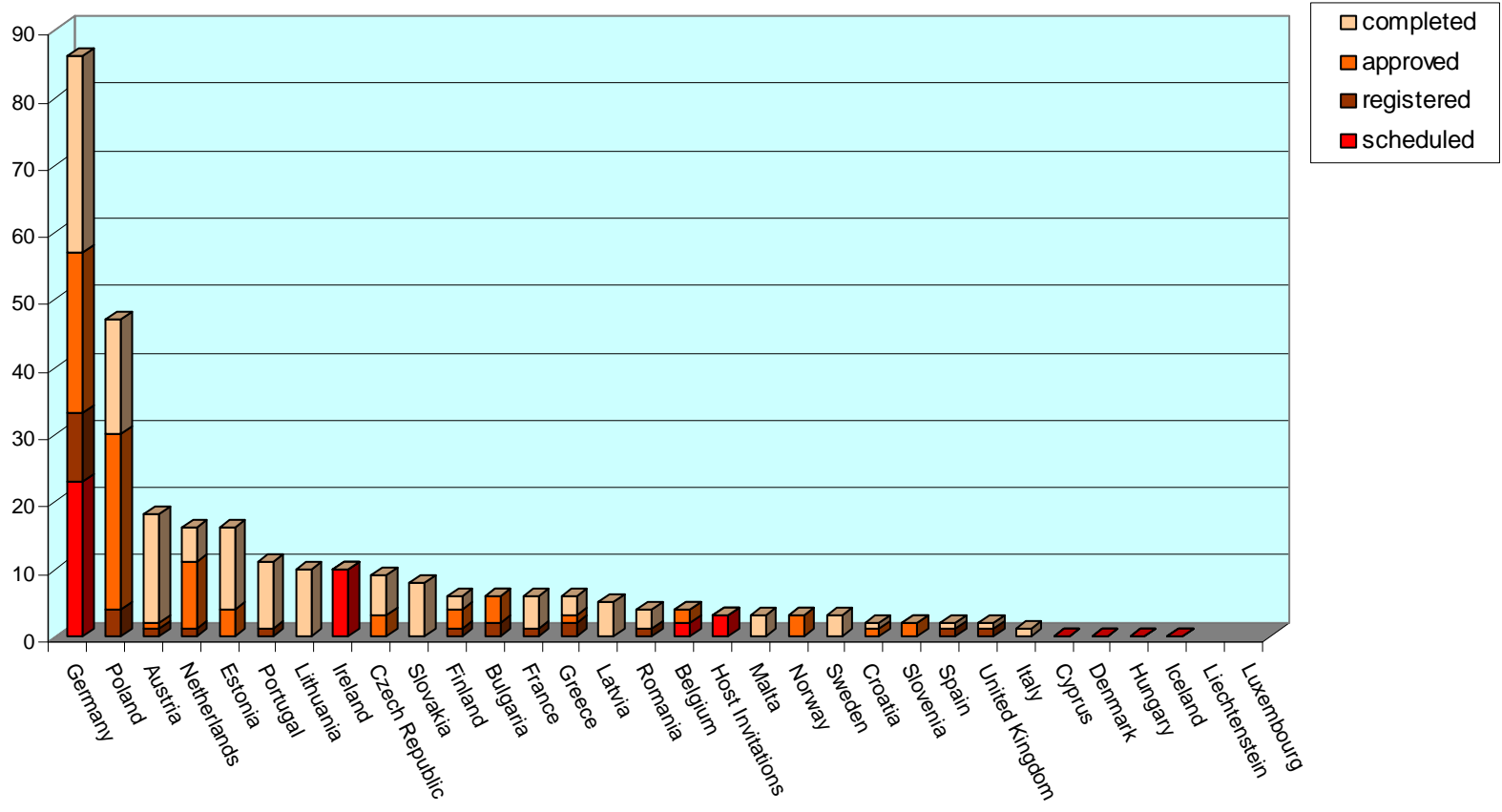
- **141** exchanges were carried out and completed.
- **84** applicants have been approved by NTCs, and exchanges are in preparation.
- **26** applicants have registered online but have not yet been officially approved by the NTC
- **38** host organisations and experts have indicated an interest in participation in exchanges, but have not yet officially registered.

**EU Exchange of Experts - 2nd phase, status: 02.12.2009**  
**289 applications from 26 countries**

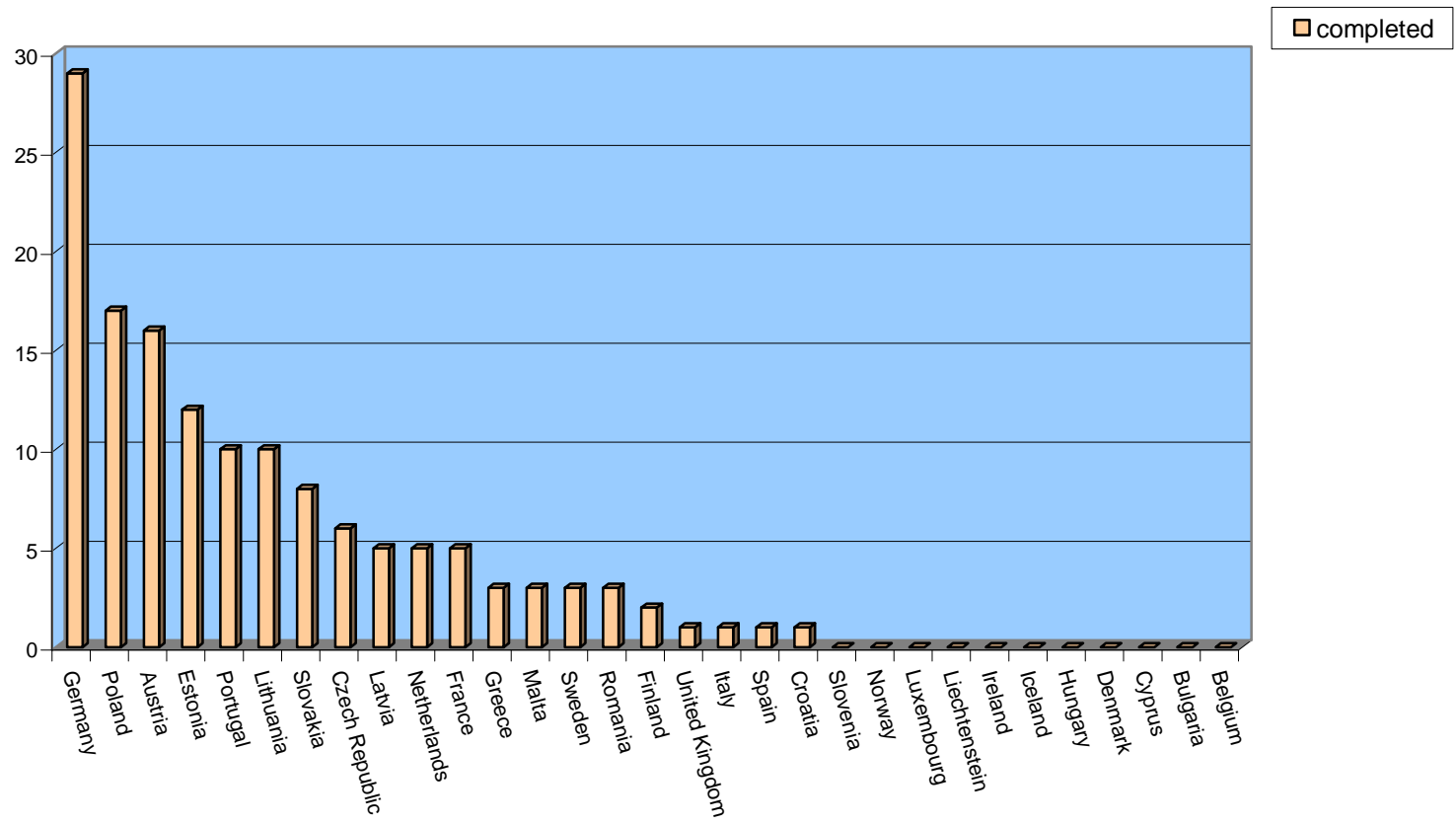


completed = already organized  
approved = experts with approval from NTC  
registered = experts without approval from NTC  
scheduled = announced by host organisations/experts

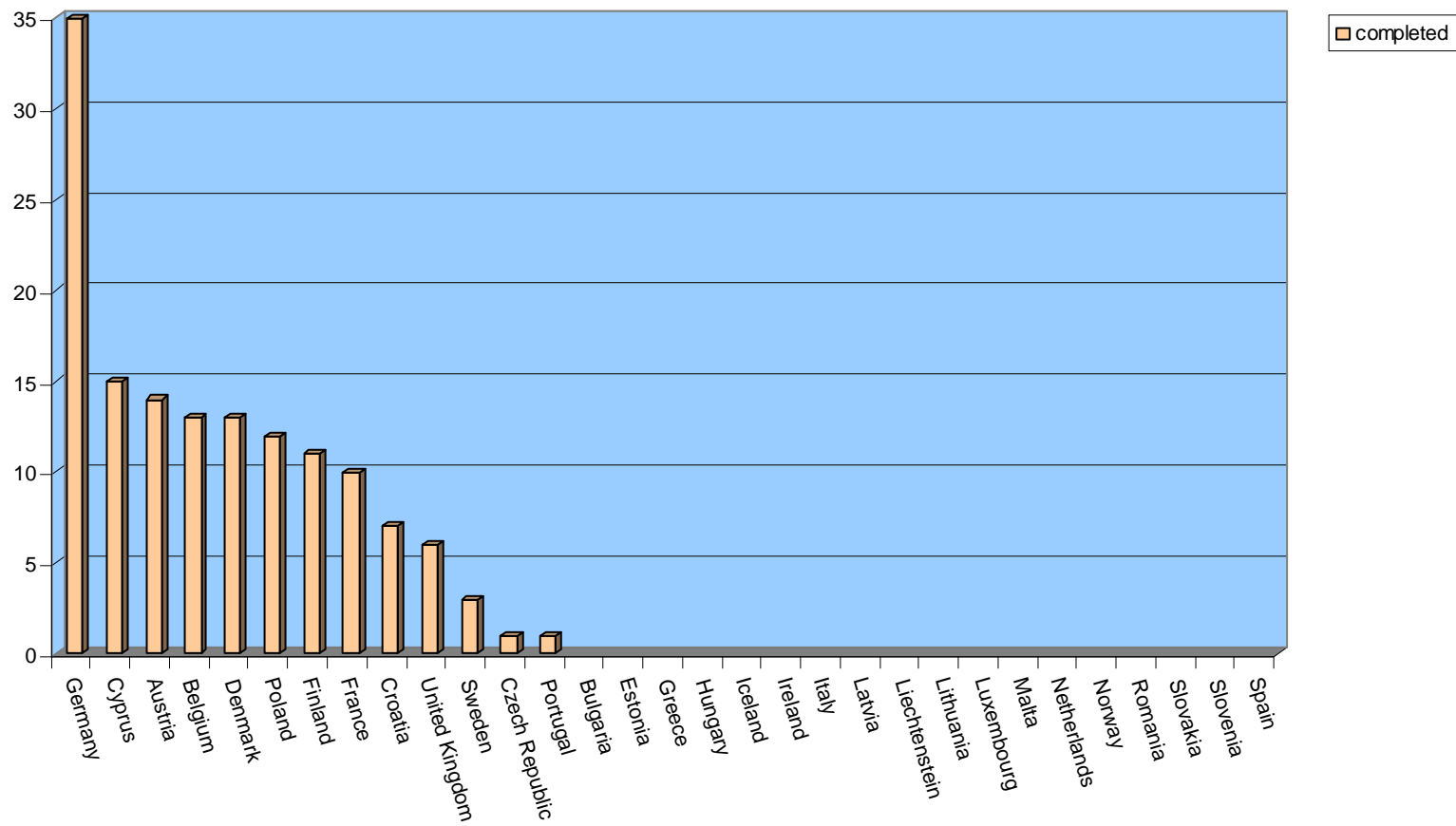
**EU Exchange of Experts - 2nd phase**  
**289 applications ranked by country**



**EU Exchange of Experts - exchanges already organized**  
**141 experts from 20 countries**



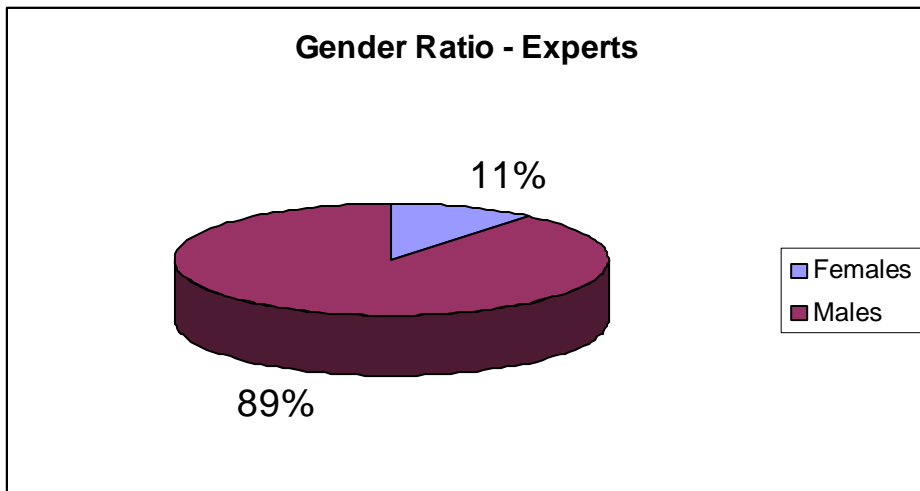
**EU Exchange of Experts - exchanges already organized**  
**13 countries hosted 141 experts**





### 3.2. Gender Ratio

Altogether, **31** women applied to the programme during the 2<sup>nd</sup> phase. The EoE gender ratio percentages currently stands at **11 %** females and **89%** males.



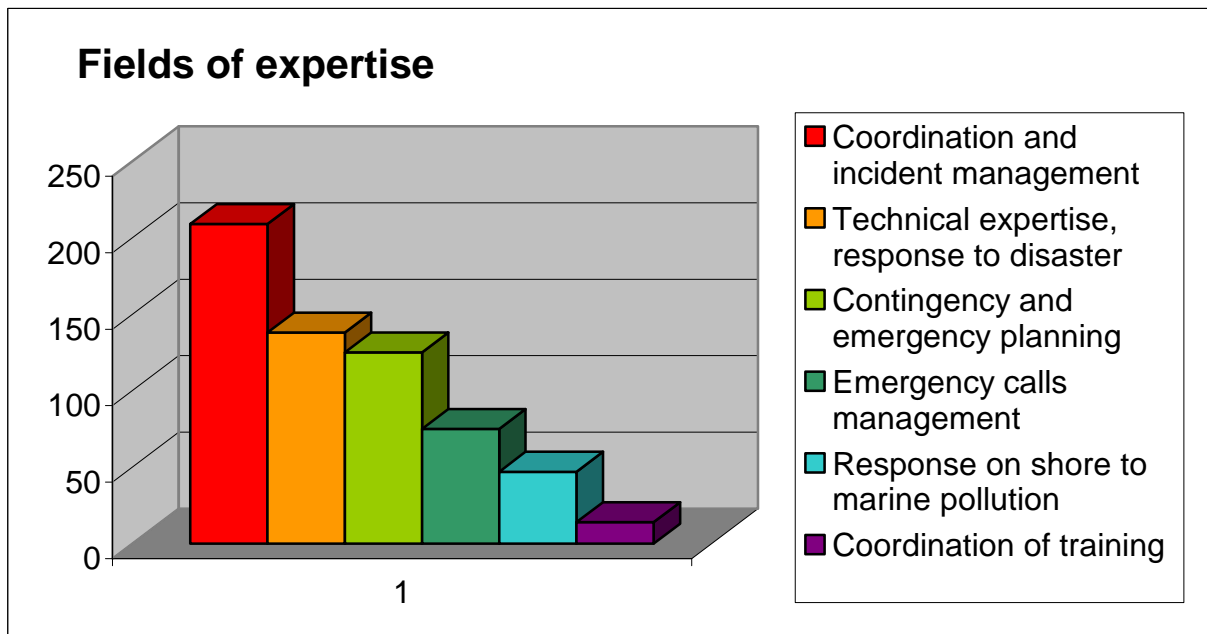
### 3.3. Outlook Exchanges – Waiting List

Due to the great interest in the programme (289 applications), the project team opened a waiting list on November 6, 2009.

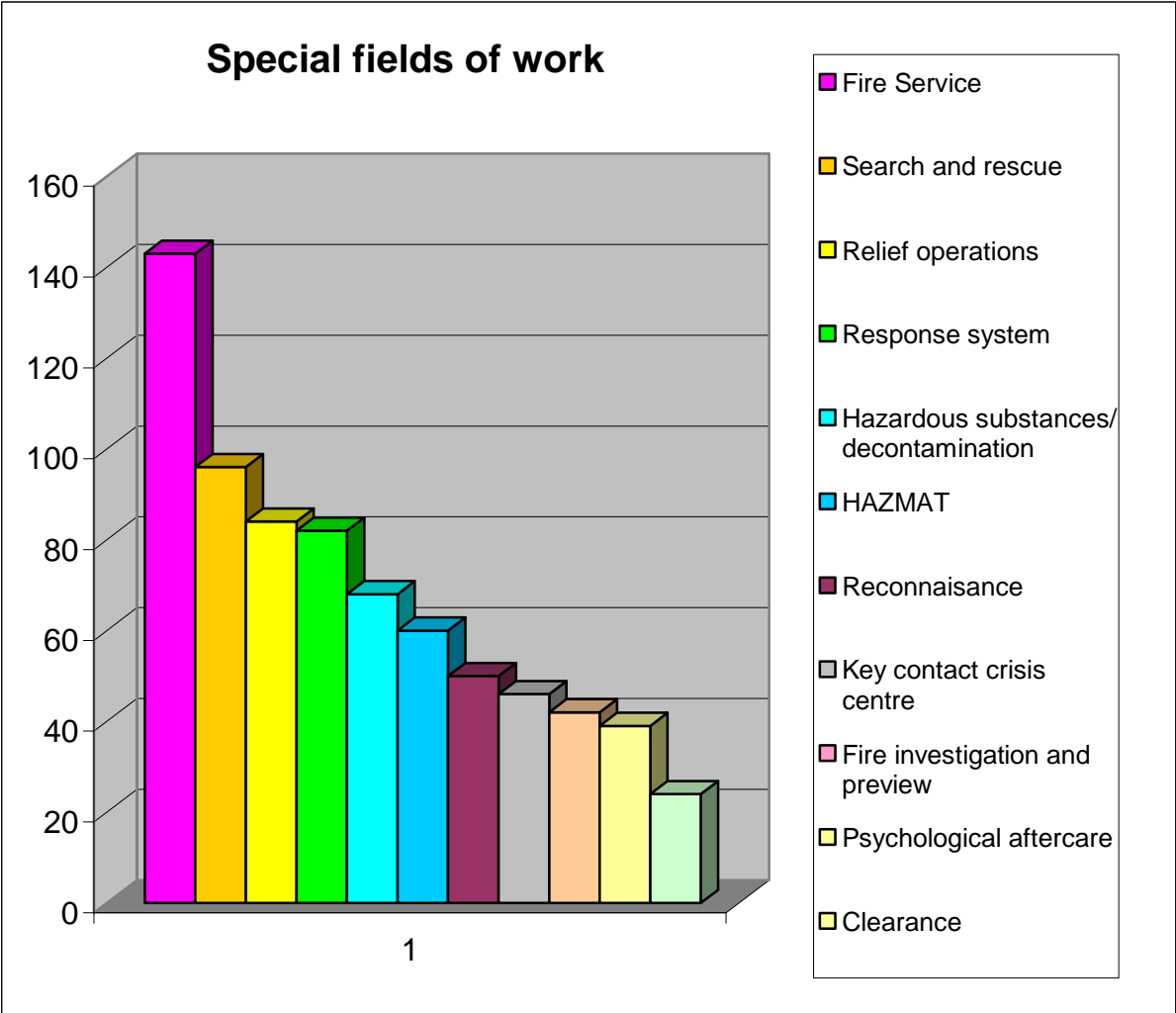
**29 experts** have been placed on the waiting list to date. The opening of the waiting list had been publicized on the website. The Project Team encourages experts to apply, and does not view the waiting list as a deterrent to the application process.

### 3.4. Field of Expertise

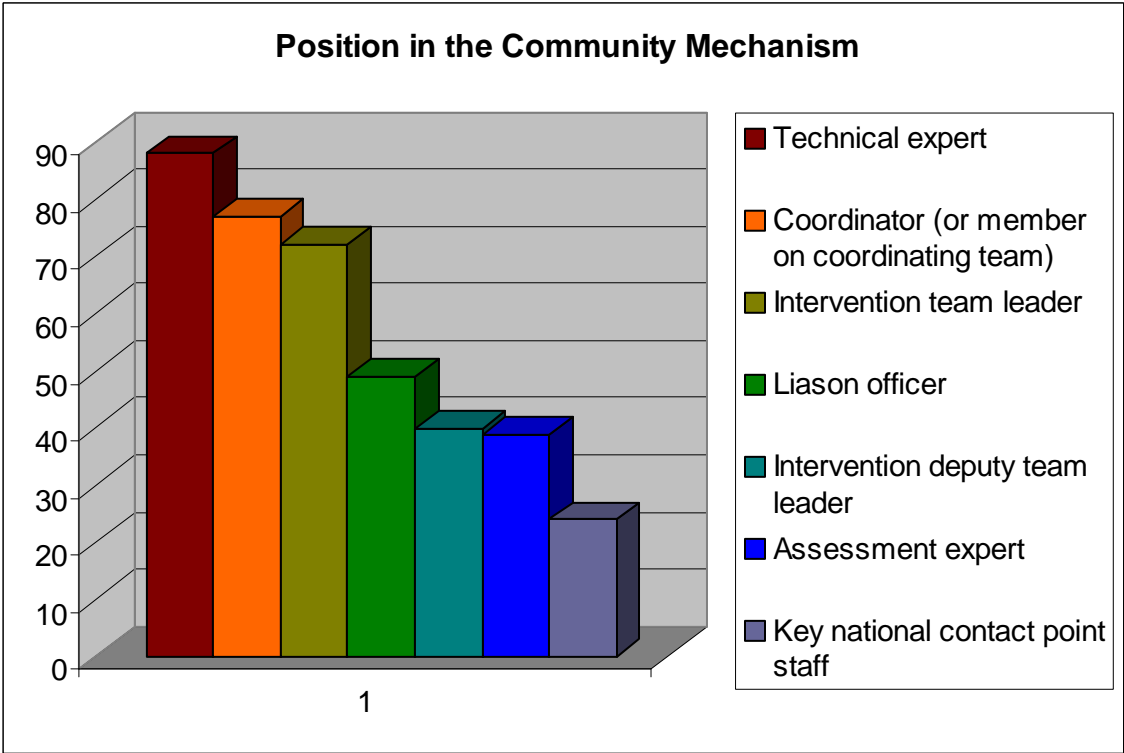
EoE participation according to individual specialist areas was determined by the information given on the applications received. Compared with the last reports, there have been no significant changes in the rankings.



3.5. Special Fields of Work



**3.6. Position in the Community Mechanism**



#### 4. Next steps

By Project Team:

- Publication of the guidelines in French on the website
- Revision and new edition of French version brochures
- Improvement of evaluation procedure
- Continuous organisation of exchanges
- Monthly report to European Commission
- Presentation of the EU Exchange of Experts programme within multinational seminars
- Final report, for submission June 6, 2010

## II. FINANCIAL REPORT

For the pre-financing payment, THW invoiced 39.000,00 € to the European Commission on January 15, 2009. The amount was received on January 30, 2009.

Attached to this interim report are **3 binders**:

### **Binder I & II:**

Binders I & II contain original invoices for payments (relevant invoices such as travel expenses and other costs) already paid by THW.

Binder II also contains a detailed list of the costs incurred for each individual, and for each event. The total amount comes to: **153.534,37 €** divided in

1. **101.555,74 €** for exchanges/travel staff
2. **51.978,63 €** for fees.

In consideration of the pre-payment of 39.000,00 €, the total invoice comes to: **114.534,37 €**  
We request the European Commission for approval of this sum, so that the corresponding invoice can be completed.

### **Binder III:**

Binder III contains all supporting documents regarding for each exchange, such as:

- a) Overview of the Exchange Participants
- b) Travel Guide
- c) Approval of the European Commission
- d) Supporting documents (boarding pass/train tickets/etcetera)

Date: 09.12.2009

Heike Enderes