

IPA 2010 CROATIA PROJECT FICHE**HR-2010-03-24-04****1. Basic information**

- 1.1 CRIS Number: IPA/2010/022-460
- 1.2 Title: Support to the National Visa System
- 1.3 ELARG Statistical code: 03.24 – Justice, freedom and security
- 1.4 Location: Republic of Croatia, Ministry of Foreign Affairs and European Integration and Ministry of Interior

Implementing arrangements:

- 1.5 Implementing Agency:

Central Finance and Contracting Agency

The Programme Authorising Officer (PAO) for the project is:

Ms Marija Tufekčić, Director

Ulica grada Vukovara 284

10000 Zagreb, Croatia

Telephone: +385 (0)1 4591 245

Fax: +385 (0)1 4591 075

E-mail: marija.tufekcic@safu.hr

- 1.6 Beneficiaries (including details of SPO):

Leading beneficiary:

Ministry of Foreign Affairs and European Integration

Senior Programme Officer:

Dubravka Vlašić Pleše, Director

Directorate for Coordination and Monitoring of Adaptation to EU Legal System and Monitoring Implementation of Stabilization and Association Agreement

Trg N. Š. Zrinskog 7-8,

10000 Zagreb,

Second beneficiary:

Ministry of Interior

Senior Programme Officer:

Mr Filip Dragović, Director

Directorate for European Integration and International Relations

Ministry of Interior

Ilica 335

10 000 Zagreb, Croatia

Financing:

1.7 Overall cost (VAT excluded)¹: EUR 1 340 000

1.8 EU contribution: EUR 1 169 000

1.9 Final date for contracting: 2 years following the date of conclusion of the Financing Agreement

1.10 Final date for execution of contracts: 2 years following the end date for contracting

1.11 Final date for disbursements: 3 years following the end date for contracting

2. Overall Objective and Project Purpose

2.1 Overall Objective:

Further alignment of the national visa system with the EU visa system

2.2 Project purpose:

Component I – twinning

To improve capacities of the Diplomatic Missions and Consular Posts (DM/CPs) staff regarding the process of visa issuance.

¹ The total cost of the project should be net of VAT and/or other taxes. Should this not be the case, the amount of VAT and the reasons why it should be considered eligible should be clearly indicated (see Section 7.6)

To continue alignment of Croatian visa legislation with the further developments in the EU/Schengen acquis.

Component II – Supply

a) Supply of equipment for the Ministry of Foreign Affairs and European Integrations

To create technical preconditions for detecting counterfeited or falsified documents.

b) Supply of equipment for the Ministry of Interior

To create technical preconditions for improving, facilitating and expediting visa procedures in line with the European visa policy and the best practices of the EU Member States.

2.3 Link with AP/NPAA / EP/ SAA

COUNCIL DECISION on the principles, priorities and conditions contained in the Accession Partnership with Croatia and repealing Decision 2008/119/EC –subsection Ability to assume the obligations of membership *Chapter 24: Justice, freedom and security* states the need to: “continue alignment to EU visa policy, including the introduction of biometric identifiers in travel documents and preparations for the Visa Information system.”.

National Programme for the Accession of the Republic of Croatia into the European Union – 2009 as well provides the basis for the project in the chapter 3.24. Justice, Freedom and Security:

3.24.3 Visas; B) Key priorities; IT system: „Continued systematic work on the upgrade and development of IKOS informatics system with the aim of connecting all the relevant bodies involved in procedure of issuing visas and bodies responsible for control of crossing the state border.“.

In the medium term, in accordance with the dynamics of adjustment research Croatian visa system, provided continue to work on the project development and establishment of Croatian visa information system and preparation for involvement in the Visa Information System EU.

Croatia 2009 Progress Report Communication from the Commission to the European Parliament and the Council Enlargement Strategy and Main Challenges 2009-2010: „Croatia needs to prepare for the implementation of the Visa Information System.“.

„Conclusion: However, Croatia needs to step up its efforts in order to ensure that EU requirements are met upon accession“.

2.4 Link with MIPD

The project is in line with **MIPD 2009 – 2011 under component I:**

Executive Summary, Concerning the *ability to assume the obligations of membership* (third area of intervention),

IPA assistance will continue to support the institutional capacity building for *acquis* transposition and implementation according to the priorities identified in the Accession Partnership, the screening reports and subsequent negotiations in the different chapters of the *acquis*.

Finally, institution building will also continue to be provided through the **supporting programmes** (fourth area of intervention) for the management of IPA projects, the re- enforcement of institutional capacity for the management of EC funds as well as Croatia's participation in Community Programmes.

Section 2 Pre-accession assistance strategy for the period 2009-2011; 2.2 Strategic objectives and choices for IPA assistance over the period 2009-2011; 2.2.1 Strategic objectives for IPA assistance over the period 2009-2011:

„Considerable efforts will be needed in a number of chapters such as free movement of goods, right of establishment and freedom to provide services, free movement of capital, competition policy, public procurement, agriculture and rural development, energy, justice freedom and security, judiciary and fundamental rights as well as environment.“

Third strategic objective: „to further enhance Croatia's *ability to assume the obligations of membership* by supporting the institutional capacity building for *acquis* transposition and implementation according to the priorities identified in the Accession Partnership, the screening reports and subsequent negotiations in the different chapters of the *acquis*.“

In the area of supporting programmes (IPA Component I): „Some flexible technical assistance will continue to be provided under IPA component and to the Croatian authorities for assisting them in *acquis* implementation, project preparation and implementation, as well as reinforcing their institutional capacity for the management of IPA funds; Croatia's participation in Community Programmes¹⁰ will also continue to receive financial support under IPA. “

2.5 Link with National Development Plan (where applicable)

Not applicable

2.6 Link with national/ sectoral investment plans(where applicable)

Not applicable

3. Description of project

3.1 Background and justification:

One of the most important tasks of Croatian institutions has been fulfilling of all the requirements for accession to the European Union and preparing for cooperation and operation within the EU legal and institutional framework. An

important requirement for accession is alignment of Croatian visa system with the EU visa system.

Council Decision 2004/512/EC of 8th June 2004 established the Visa Information System as a system for the exchange of visa data between Member States. The purpose of the Visa Information System is to improve the implementation of the common visa policy as well as consular cooperation and consultation between central visa authorities. Regulation (EC) No 767/2008 of the European Parliament and of the Council of 9.7.2008. concerning the Visa Information System (VIS) and the exchange of data between Member States on short-stay visas (VIS Regulation) has established the purpose, functionality and responsibility for the visa information system and the conditions for the exchange of data between Member States.

This is achieved through facilitating the exchange of data between Member States on applications and on the decisions relating to visa applications, in order to facilitate the visa application procedure. In addition the intention of a common Visa Information System platform is to prevent 'visa shopping' among potential visa applicants, to facilitate the fight against travel document fraud and to facilitate checks at external border crossing points and within the territory of the Member States.

Regulation (EC) No 810/2009 of the European Parliament and of the Council of 13 July 2009 establishing a Community Code on Visas (Visa Code) assembled all EU legal instruments concerning visa decisions and replaced the Common Consular Instructions.

Croatian Aliens Act (Official Gazette No. 79/07, 36/09) stipulated that the central government authority to issue visas is Ministry of Foreign Affairs and European Integration (MFAEI). The other authorities participating in the procedure of issuing visa are Ministry of Interior (MoI) and Security Intelligence Agency (SIA).

Visa for Croatia can be issued by the Diplomatic Missions and Consular Posts (DM/CO) of the MFAEI or, exceptionally, by the police stations in charge of border control at the international border crossing points (IBCP), after the opinion of SIA. After the opinion of MoI and SIA, the MFAEI decides on requests for visas submitted in the DM/CO.

Validity period of visa may be extended. Such requests are submitted at the police administrations (county level, in all 20 PA) and some police stations (96). MoI decides on these requests after receiving the opinion of SIA.

Field checks of identity, of conditions for entry into Croatia and for extension of visa validity period are conducted at county level and the local level, by 160 police stations in all. Field checks are performed by the illegal migration officers, in order to collect information important for establishing if the requirements for approval of visa requests and for approval of extension of visa validity period are satisfied.

Based on the Aliens Act, minister responsible for foreign affairs, with the consent of the Minister of Interior, has issued Ordinance on the Croatian database on visas (Official Gazette No. 49/08, 88/09). In line with the Ordinance, MFAEI in cooperation with MoI fully designed and developed IT infrastructure to establish the Croatian Visa Database (CVDB).

As well, there were adopted other ordinances which refer to issuing visa, as prescribed by the Aliens Act.² Therefore, the main purpose of this project is to harmonize the visa issuing procedure at all levels in Croatia and with the EU Member States.

Development of Croatian Visa Database started back in 2002, when MFAEI established Informational and Communication System (IKOS). It contained the data on issued visas and refused visas. Currently, IKOS is operational in 71/73 diplomatic missions and consular offices. Tripoli, Libya, and Auckland, New Zealand are still not connected. Tripoli because of the problems with local authorities and Auckland because of the security reasons - it is an honorary consulate where the regular security standards are not fulfilled. The access to IKOS was provided for MFAEI, DM/COs and indirectly to the Visa Unit of the MoI. Checks on persons and documents in the central information system of the Ministry of Interior were performed manually.

In 2009 were developed new applications for Croatian Visa Database (CVDB), where were used the recommendations from the PHARE (PPF) 2006 project "Support to the establishment and development of the Croatian Visa Information System and preparations for integration into the EU VIS".³ In relation to EU Visa Information System (EU-VIS or VIS) compatibility, the functionality of the IKOS system was modified, extended and integrated with the MoI's visa database to create a new CVDB. The CVDB includes the data on issued, annulled and extended visa, visa with shortened validity period and as well on rejected visa requests. The system is designed as to enable all authorized authorities in the process of deciding on visa to consult the results of the automatic checks through CVDB interfaces. Automatic checking of visa applicants in the MoI databases help authorized authorities to give opinion based on reliable and traceable source. It also shortens visa issuing period. Online connection to the CVDB is available for DM/CO (71 of 73), MFAEI, Visa Unit of MoI, SIA, all police administrations and police stations involved in visa processing as well as all international border crossing points.

However, police administrations, police stations and border crossing points involved in processing visa, although provided with communication connections to the CVDB, still lack the equipment needed to use these connections and make them fully operational.

One of the aims of this project is to provide the equipment for police administrations, police stations and border crossing points, in order to be able to

² Annex IV: Reference to laws, regulations and strategic documents

³ There are no specific recommendations in the Final document of the Phare project, because the implementation of the project happened to be simultaneous with the work of the Croatian experts on the CVDB, and all of the suggestions of the consultants were immediately included into the structure of the CVDB.

process data for the CVDB at the local level and, in the future to prepare the data for exchange with the EU VIS. This equipment shall facilitate and speed up the process of issuing visas.

Visa requests 2007 - 2009						
Year	Visa requests filed at DM/COs total	Decided by DM/COs	Decided by MFAEI after the opinion of MoI and SIA	Field checks by MoI	Issued at the BCPs Total <i>maritime BCPs/airport BCPs/land BCPs</i>	Extension of validity period by MoI
2007	89 103	48 318	40 758	20 468	7.341 <i>5 480/1 606/255</i>	22
2008	108 152	76 142	32 010	19 596	13.750 <i>11 149/2 381/234</i>	41
2009	95 270	71 521	23 749	17 245	8 317 <i>5 257 /2 914/146</i>	58

Regarding the data from the table, it is expected that after the accession of Croatia to the EU the numbers shall significantly rise, since Croatia will have to align completely with the EU visa regime toward the nationals of Russian Federation, Turkey, and Bosnia and Herzegovina.

Though the numbers of cases of extension of visa have been rather low and unevenly distributed (from 0 to 14 per police station or administrative affair service in PA), we believe that each police station should receive the minimum of equipment (as requested in this PF) needed to perform this service – in the best interest of applicants for this service.

At the county level the Ministry of Interior operates through the police administrations. The structure at the local level consists of police stations. There are 20 police administrations in the Republic of Croatia and relevant units in all of them carry out visa extension and field checks on visa requests. The extension of visa is performed by the administrative affairs departments. Field checks are performed by the illegal migration officers.

96 police stations carry out visa extension and field checks on visa requests. As well as it has been case with police administrations, the extension of visa is performed by the administrative affairs units and the field checks by the illegal migration officers. Additional 64 police stations deal only with field checks on visa requests, but not with extension of visa validity, since these police stations do not deal with administrative affairs. All police stations are connected to the central information system of the Ministry of Interior. However, the records on (non)extended visas are still introduced manually into the books of every police administrations and police station. At the moment, the equipment at the local level consists of outdated and inadequate computers and fax machines.

Deficiencies regarding personal computers and printers in police stations are expected to be remedied through IPA 2009 project "Supply of IT Equipment for police stations". However, as this project will not provide equipment to the county level (police administrations headquarters), the units competent for illegal migration and the administrative affairs departments of the police administrations should be equipped with personal computers and printers by this project. This equipment shall be used not only for work related to visa, but as well for work related to other migration issues.

The police administrations as well need to be equipped with visa sticker printers (administrative affairs) and photograph/document scanners – both for illegal migration and administrative affairs. Police administrations should receive 2 visa sticker printers each, where of these devices will be used as backup for police stations at its territory, when it occurs that a visa sticker printer in a police station needs repair.

Police stations that carry out visa extension and provide field checks of identity and of conditions for entry into Croatia are to be equipped with visa sticker printers (administrative affairs) and photograph/document scanners (both illegal migration and administrative affairs).

Police stations which only perform field checks should receive photograph/document scanners. Currently, the requests for field checks and the reports from illegal migration officers of police administrations and police stations to the Visa Unit of the MoI on the information collected by field checks are delivered by fax. However, it has been envisaged that the reports will be introduced directly into the CBV. The reports sometimes include supporting documents (certificates/extracts from business books, business contracts, guarantee letters, lodging lease contracts, charter contracts) for which there is the need for documents scanners to be introduced into the CVB.

For the same reason, the lack of equipment, CVDB is not yet operational at the international border crossings. Because of this, Ministry of Foreign Affairs and European Integration has no insight into the total of issued, annulled and visa with

shortened validity period, as well as in data on persons who were refused visa at the border crossings. Therefore, to ensure that the procedure of issuing visa is performed in accordance with all legal provisions⁴, it is necessary to supply designated police departments at 67 border crossing points with this equipment: full passport readers, fingerprint scanners for ten fingers, visa sticker printers and photograph/document scanners.

In January and February 2010 Ministry of Interior performed the training for the officers who will use the equipment concerned, to ensure the competence in using of the database. As well, the manuals for work with CVDB were prepared. Ministry of Interior trained 121 administrative affairs officers who deal with extension of visa and 96 police officers who deal with issuing, annulling and shortening of validity period of visa at the border crossing points. The training was performed in the train-the-trainers manner, so that these officers were enabled to provide the training for the officers of their units at the county and local level.

Improvements in operation of the CVDB will help suppressing trading in visas and fighting against counterfeiting. Controls at external borders will be made faster and easier.

Regarding the suppression of counterfeiting, Ministry of Foreign Affairs and European Integration has to improve the level of competence of consular officers to detect counterfeited or falsified passports, invitations and other proofs which are presented by visa applicants. In line with the Council Recommendation of 29 April 1999 on the provision for the detection of false or falsified documents in the visa departments of representations abroad and in the offices of domestic authorities dealing with the issue or extension of visas, all DM/COs have been equipped with the "basic kit" equipment for detection of false documents. However, having in mind necessity to align Croatian visa policy and practice with the EU visa policy and the best practices of Member States, there is an urgent need to equip DM/COs with better equipment for detection of false documents, and to educate staff to use new equipment and equipment already in place. Minimum level of technical equipment and needs for staff training are specified according to assessed risk (low risk, intermediate risk or high risk) at particular DM/COs. Decision on levels of risk is taken according to three factors: number of visa applications, known level of falsified and counterfeited documents (in connection with the statistics on the country). The intention of the twinning component of the project is to train heads of consular offices on detecting counterfeited documents in the train-the-trainers manner, so that they will be able to transfer their knowledge to other officers at the same post. The supply contract should provide appropriate equipment for DM/COs.

It is important to emphasise that consular officer and staff should be well educated in detecting falsified documentation since, once Croatia becomes member of EU and subsequently Schengen area, they will issue uniform visas, so the standards for detection should be the same. In order to ensure coherence in procedures there should be as well coherence in equipment and training.

⁴ See Annex IV

Regarding detection of false documents, Ministry of Foreign Affairs and European Integration believes that it would be useful to create an information system, that would be used as an auxiliary database for authorisation of documents and detection of falsified documents (passports, visas, and other supporting documents that are used in order to obtain visas). Authorisation of documents means checks of the original features and security elements at the respective documents (usually, equipment for detection of false documents comes with database that contains images of basic features and security elements of the original documents, that are checked against original documents). Requested hardware and software will be used for back-up purposes, with the possibility of manual upgrading of the database with comments from the officers, and for anti-virus defence. It will further add to the credibility and accuracy of the decisions made regarding visa issuance. Such a database would help consular officers in better and easier recognition of falsified documents.

3.2 Assessment of project impact, catalytic effect, sustainability and cross border impact (where applicable)

Project impact:

The realization of the project will have a positive effect on fulfilling requirements for Croatia's accession to the EU and subsequent operation within the EU Justice, Freedom and Security framework, by facilitating processing of cases, by increasing the level and speeding up the data flow among the authorities of Ministry of the Interior, all police departments and police stations and Ministry of Foreign Affairs and European Integration as well as between Ministry of Foreign Affairs and European Integration and diplomatic missions and consular posts. Furthermore, it will assist the future interchange of information with the EU VIS and operation within European visa system. Improvements in the national visa system will lead to raising the level of safety and efficiency in prevention of illegal activities, such as illegal migration and human trafficking.

Catalytic effect:

The implementation of the project will have positive effects both on involved services and citizens, by providing higher level of security, by facilitating processing of cases, shortening the time of processing, increasing the speed of exchange and amount of information exchanged and processed.

Sustainability:

The Ministry of Interior and the Ministry of Foreign Affairs and European Integration will provide for the effective implementation of the project and will guarantee the sustainability of efforts. Both Ministries are committed to provide adequate staff and funds for use and maintenance of the procured equipment, as well as for replacement of the equipment when it will become used up and/or outdated.

Cross border impact:

Not applicable.

3.3 Results and measurable indicators:

Result 1: DM/COs enabled to detect counterfeited documents.

Indicators:

- 15 heads of consular offices trained in train-the-trainers manner on detecting counterfeited documents.
- Study visits performed – 3 heads of consular posts
- Handbook on detection of forged documents delivered

Result 2: National visa legislation reviewed.

Indicators:

- Reports and recommendations delivered

Result 3: Equipment procured and delivered.

Indicators:

- 15 DM/CPs with the highest risk regarding false documents equipped with VSC devices
- MFAEI headquarters supplied with equipment for developing information system for authorization of documents
- All police administrations (20) and police stations (96) dealing with extension of visa validity and checks on visa requests and all border crossing points (67) at the future external EU border using Croatian Visa Database

3.4 Activities:

Activity No. 1: Twinning

1.1 Capacity building for DM/CO officers

- 1.1.1 Assessment of training needs regarding current situation
 - 1.1.2 Design a training programme – basic training and train-the-trainers programme – and produce educational materials for both programmes
 - 1.1.3 Drafting of the operation plan for training of consular officers
 - 1.1.4 Carry out basic and train-the-trainers training programmes for consular officers ⁵
 - 1.1.5 Organization of workshops for practical implementation of learned techniques⁶
 - 1.1.6 Organize study visits for heads of consular posts with highest number of issued visas, to see how best EU practices work
 - 1.1.7 Handbook on detection of forged documentation
 - 1.1.8 Final report and recommendations
- 1.2 Review of Croatian visa legislation regarding the further developments in the EU/Schengen acquis, with special emphasis on the Regulation (EC) No 810/2009 of the European Parliament and of the Council of 13 July 2009 establishing a Community Code on Visas (Visa Code) (OJ L 243, 15.9.2009).
- 1.3 Assessment of the current situation in regard to streamlining the Visa-system and procedures executed at the diplomatic and consular posts (DM/CP) and BCPs.
- 1.4 Assessment/review of the existing equipment at the DM/CPs and at BCP-s, and of the priorities on the needs for new equipment in relation to the sort and amount of visa applications issued at the posts.

Input – twinning contract

Activity No. 2: Supply

- 2.1 Procurement and delivery of equipment for detecting counterfeited or falsified documents to DM/CP that are classified as posts with the highest risk of receiving false documents.
- 2.2 Procurement and delivery of servers and software for the MFAEI, in order to construct and develop an independent information system for authorization of

⁵ There is planned one session of train-the-trainers training programme, for 15 heads of consular offices (from the consulates with the highest number of issued visas). Those 15 officers would subsequently train another approximately 50 officers at their respective consulates (approx. 3 per consulate).

⁶ We are planning at least one workshop for those 15 officers that would be coming from all around the world. There would be at least one study visit, that would be carried out either in Zagreb, in one of the EU consulates, to see the implementation of the EU best practices in issuing visas and detecting forged documents (officers could also visit EU consulates in the respective countries where they are serving).

documents and detection of falsified documents (passports, visas, other supporting documents).

2.3 Supply of equipment for the Ministry of Interior Procurement and delivery of equipment – personal computers, laser printers, photograph and document scanners, visa sticker printers, fingerprints scanners and passport readers to the police administrations and police stations involved in visa procedures, as well as to the international border crossing points situated at the future outer EU border.

Input –Supply Contract

3.5 Conditionality and sequencing:

Implementation of the project requires full commitment and involvement on behalf of the beneficiary institution. Therefore, the Ministries commit themselves to provide adequate staff for all necessary activities for the successful implementation of the project.

The Ministry of Interior has in place all the structures for preparation and implementation of the project, with the staff with experience from previous CARDS, Phare and IPA projects.

As well, the Ministry of Foreign Affairs and European Integration has all the staff necessary for preparation and implementation of the project.

Both ministries have in place organisational, technical and infrastructure capacities necessary for implementation of the project in place.

3.6 Linked activities

- CARDS 2002 “National Border Management Information System, Phase 1”, Project purpose - to define the architecture of a NBMIS with new technical possibilities such as (a) optical reading of travel documents, (b) car number plate imaging system, (c) identification of forged documents, (d) counter for vehicles, (e) possibilities to upgrade NBMIS with finger scanners, biometrics, etc., (f) connection to a future MIRC AFIS system; to design, test and implement pilot NBMIS at selected pilot sites, including institutional, legal, administrative and operational requirements; to prepare NBMIS for nation-wide implementation; to improve surveillance capacity along the borders. Supply of equipment (IT equipment, printers, PCs, software, other technical equipment) and making it functional at the test locations.
- 2002/2003 CARDS Regional Programme “Establishment of EU compatible legal, regulatory and institutional framework in the fields of asylum, migration and visa matters” - contribution to the better strategic and technical understanding of EU best practice and standards in the field of asylum, migration and visas; support in developing regional strategies and thorough national strategies including action plan; enhanced cooperation and network between beneficiary countries, support in institutional and capacity building.

- CARDS 2003 „National Border Management System – Phase II“ - continuation of the Phase I and anticipation establishment of additional IT connections among larger number of border crossings. Equipping of seven border crossings with systems for optical reading of vehicle register plates, travel documents, system for automatic counting and classification of vehicles and system for fingerprints screening.
- PHARE (PPF) 2006 “Support to the establishment and development of the Croatian Visa Information System and preparations for integration into the EU VIS” - organizational and technical assessment of the National Visa Information System, with the aim of future connection to EU Visa Information System; assessment of the National Visa Information System regarding alignment with the relevant EU legal provisions.
- IPA 2009 “Supply of IT Equipment for police stations” - the purpose of the project is procurement and delivery of IT equipment (personal computers and printers) for police stations that will provide for more efficient dealing with police and administrative affairs at the local level.

3.7 Lessons learned

Results of the previous EU financed projects were very helpful for the Ministry of Interior providing significant assistance in the process of reaching the EU standards in the area of justice and home affairs. Results of these projects have been facilitating Croatia’s efforts regarding fulfilling all the requirements for the EU membership and building readiness for operating and cooperating within the EU Justice, Freedom and Security framework.

Croatian Ministry of Interior received assistance through 12 CARDS projects, 3 PHARE projects, 7 PHARE PPF projects and 3 IPA 2007/8 projects.

MFAEI was beneficiary of the CARDS 2002/2003 Regional Programme and one PHARE 2006 PPF project. PHARE 2006 project has laid ground for the Croatian Visa Information system connection to the EU Visa Information System. Technical recommendations, specified in the Final Report of the Project, have been used in designing the structure of the CVDB. Phare project has been implemented simultaneously with the work of the Croatian side (MFAEI and MoI) on the CVDB. All the recommendations of the project, as they were produced by the consultants, were immediately implemented into the database. There were no specific recommendations or timeline stated in the final document of the project, because everything that was proposed was already implemented in the structure of the CVDB. Received assistance has also helped to understand how to implement and efficiently utilize EU funding and knowledge.

4. Indicative Budget (amounts in EUR)

			SOURCES OF FUNDING										
			TOTAL EXP.RE	TOTAL PUBLIC EXP.RE	IPA COMMUNITY CONTRIBUTION		NATIONAL PUBLIC CONTRIBUTION						PRIVATE CONTRIBUTION
ACTIVITIES	IB (1)	INV (1)	EUR (a)=(b)+(e)	EUR (b)=(c)+(d)	EUR (c)	% (2)	Total EUR (d)=(x)+(y)+(z)	% (2)	Central EUR (x)	Regional/ Local EUR (y)	IFIs EUR (z)	EUR (e)	% (3)
Activity 1													
Twinning component	X	–	300 000	300 000	285 000	95	15 000	5	15 000				–
Activity 2													
Supply component	–	X	1 040 000	1 040 000	884 000	85	156 000	15	156 000				–
TOTAL IB			300 000	300 000	285 000	95	15 000	5	15 000				
TOTAL INV			1 040 000	1 040 000	884 000	85	156 000	15	156 000				
TOTAL PROJECT			1 340 000	1 340 000	1 169 000	87	171 000	13	171 000				

Amounts net of VAT

(1) In the Activity row use "X" to identify whether IB or INV

(2) Expressed in % of the **Public** Expenditure (column (b))

(3) Expressed in % of the **Total** Expenditure (column (a))

5. Indicative Implementation Schedule (periods broken down per quarter)

Contracts	Start of Tendering	Signature of contract	Project Completion
Twinning	2 Q 2011	4 Q 2011	4 Q 2012
Supply	2 Q 2011	4 Q 2011	4 Q 2012

All projects should in principle be ready for tendering in the 1ST Quarter following the signature of the FA

6. Cross cutting issues (where applicable)

6.1 Equal Opportunity

Based on the fundamental principles of promoting equality and combating discrimination, as provided in Croatia's legislation and practice, 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.

6.2 Environment

Not applicable

6.3 Minorities

Not applicable

ANNEXES

- 1- Log frame in Standard Format
- 2- Amounts contracted and Disbursed per Quarter over the full duration of Programme
- 3- Description of Institutional Framework
- 4 - Reference to laws, regulations and strategic documents:
 - Reference list of relevant laws and regulations
 - Reference to AP /NPAA / EP / SAA
 - Reference to MIPD
 - Reference to National Development Plan
 - Not applicable
 - Reference to national / sector investment plans
- 5- Details per EU funded contract (*) where applicable:

For *TA contracts*: account of tasks expected from the contractor

For *twinning covenants*: account of tasks expected from the team leader, resident twinning advisor and short term experts

For *grants schemes*: account of components of the schemes

For *investment contracts*: reference list of feasibility study as well as technical specifications and cost price schedule + section to be filled in on investment criteria (**)

For *works contracts*: reference list of feasibility study for the *constructing works* part of the contract as well as a section on investment criteria (**); account of services to be carried out for the *service part* of the contract

(*) non standard aspects (in case of derogation to PRAG) also to be specified

(**) section on investment criteria (applicable to all infrastructure contracts and constructing works):

- Rate of return
Not applicable.
- Co financing
The Government of the Republic of Croatia will secure 15 % of the means for the investment part of the project and 5% for the twinning part of the project.
- compliance with state aids provisions
Not applicable.
- Ownership of assets (current and after project completion)
Assets will be in ownership of the Ministry of Foreign Affairs and European Integration and the Ministry of the Interior, as indicated in this Project Fiche.

ANNEX 1: Logical framework matrix in standard format

Support to the National Visa System	Programme name and number IPA 2010	IPA/2010/022-460
Ministry of Foreign Affairs and European Integration Ministry Of Interior	Contracting period expires: 2 years following the date of conclusion of the Financing Agreement	Disbursement period expires: 3 years following the end date for contracting
	Total budget: EUR 1 340 000	IPA budget: EUR 1 169 000

Overall objective	Objectively verifiable indicators	Sources of Verification	
Further alignment of the national visa system with the EU visa system	<ul style="list-style-type: none"> Number of requirements for EU accession met 	<ul style="list-style-type: none"> Regular EC and Croatian reports 	
Project purpose	Objectively verifiable indicators	Sources of Verification	Assumptions
<u>Component I - twinning</u> <ul style="list-style-type: none"> To improve capacities of the DM/CP staff regarding the process of visa issuance. 	<ul style="list-style-type: none"> Number of falsified documents DM/COs detected 	<ul style="list-style-type: none"> MFAEI reports 	<ul style="list-style-type: none"> Full commitment of MFAEI and MoI for alignment of the national visa system with the EU visa system Efficient cooperation and co-ordination of the

<ul style="list-style-type: none"> • To continue alignment of Croatian visa legislation with the further developments in the EU/Schengen acquis. <p><u>Component II – Supply</u></p> <ul style="list-style-type: none"> • To create technical preconditions for detecting counterfeited or falsified documents. • To create technical preconditions for improving, facilitating and expediting visa procedures in line with the European visa policy and the best practices of the EU Member States. 	<ul style="list-style-type: none"> • National visa legislation aligned with the acquis • Number of falsified documents detected • <u>MFAEI and MoI applying visa</u> procedures in line with the European visa policy and the best practices of the EU Member States. • Period of processing of visa applications reduced by 30% 	<ul style="list-style-type: none"> • Regular reports of EC • MFAEI reports • MFAEI reports • MoI reports • EC reports 	<p>principal actors</p> <ul style="list-style-type: none"> • Recommendations of the project applied
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Results	Objectively verifiable indicators	Sources of Verification	Assumptions
<ul style="list-style-type: none"> • DM/CPs enabled to detect counterfeited documents. • National visa legislation reviewed. 	<ul style="list-style-type: none"> • 15 heads of consular offices trained in train-the-trainers manner on detecting counterfeited documents. • Study visits performed – 3 heads of consular posts • Handbook on detection of forged documents delivered • Reports and recommendations delivered 	<ul style="list-style-type: none"> • Project and MFAEI documentation • Regular EC and Croatian reports • Relevant project, MFAEI and MoI documentation 	<ul style="list-style-type: none"> • All necessary preconditions for implementation met

- Equipment procured and delivered.

- 15 DM/CPs with the highest risk regarding false documents equipped with VSC devices

- MFAEI headquarters supplied with equipment for developing information system for authorization of documents

- All police administrations (20) and police stations (96) dealing with extension of visa validity and checks on visa requests and all border crossing points (67) at the future external EU border using Croatian Visa Database

- Regular EC and Croatian reports

Activities	Means	Costs	Assumptions
1.1.1 Assessment of training needs regarding current situation	Twinning	Twinning: EUR 300 000 Supply: EUR 1 040 000 Total: EUR 1 340 000	<ul style="list-style-type: none"> • Full commitment of the MoI and MFAEI • <u>Organisational, technical and infrastructure capacities necessary for implementation of the project in place</u> • Human resources for the implementation of the project in place
1.1.2 Design a training programme – basic training and train-the-trainers programme – and produce educational materials for both programmes	Twinning		
1.1.3 Drafting of the operation plan for training of consular officers	Twinning		
1.1.4 Carry out basic and train-the-trainers training programmes for consular officers	Twinning		
1.1.5 Organization of workshops for practical implementation of learned techniques	Twinning		
1.1.6 Organize study visits for heads of consular posts with highest number of issued visas, to see how best	Twinning		

EU practices work		
1.1.7 Handbook on detection of forged documentation	Twinning	
1.1.8 Final report and recommendations	Twinning	
1.2 Review of Croatian visa legislation regarding the further developments in the EU/Schengen acquis	Twinning	
2.1 Procurement and delivery of equipment for detecting counterfeited or falsified documents to DM/CP that are classified as posts with the highest risk of receiving false documents.	Supply	
2.2 Procurement and delivery of servers and software for the MFAEI, in order to construct and develop an independent information system for authorization of documents and detection of falsified documents (passports,		

<p>visas, other supporting documents).</p> <p>2.3 Supply of equipment for the Ministry of Interior Procurement and delivery of equipment – personal computers, laser printers, photograph and document scanners, visa sticker printers, fingerprints scanners and passport readers to the police administrations and police stations involved in visa procedures, as well as to the international border crossing points situated at the future outer EU border.</p>			
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Pre conditions

ANNEX II: amounts (in €) Contracted and disbursed by quarter for the project

Contracted	4Q/2011	1Q/2012	2Q/2012	3Q/2012	4Q/2012	1Q2013	2Q2013				
Twinning	300 000										
Supply	1.040 000										
Cumulated	1 340 000										
Disbursed											
Twinning		180 000		60 000	60 000						
Supply		624 000			200 000						
Cumulated		804 000		864 000	1 340 000						

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ANNEX III: Description of Institutional Framework

Ministry of Foreign Affairs and European Integration and Ministry of Interior will cooperate and consult on the implementation of the project. However, since the Ministry of Foreign Affairs and European Integration is, as stipulated by the Aliens Act (Official Gazette No. 79/07, 36/09), the central government authority to issue visas, both ministries agree that the Ministry of Foreign Affairs and European Integration will be the leading beneficiary of the project. Within the project Ministry of Foreign Affairs and European Integration will be in charge of the Component I (twinning) and a part of Component II (supply of equipment for MFAEI), while the Ministry of Interior will be in charge of the part of Component II related to supply of equipment for MoI.

Ministry of Foreign Affairs and European Integration

- Competent unit at the Ministry level is Directorate for Consular Affairs, Visa Department. There are 73 diplomatic missions and consular posts around the world that are issuing visas. 71 DM/CPs are connected to CVDB (Tripoli, Libya, and Auckland, New Zealand are not connected). Having in mind rising numbers of false documents that are circulating, consular officers should be educated and equipped with appropriate equipment to detect falsified documents. Adequate equipment for this task is video spectral comparator (VSC), an instrument designed for the examination of security features in passports, banknotes, identity cards, and wide range of other documents. The VSC is a modular system that can be configured with additional light sources, and PC operated software including image processing to suit all examination applications. It provides facilities for examining: UV activated fluorescent features and fibres; infrared activated anti-Stokes fluorescent features; watermarks and metallic strips; holograms and kinograms, surface features such as embossed stamps, intaglio printing and paper texture using oblique lighting; paper quality by assessing the level of paper fluorescence. It would be highly recommendable if the features of VSC would include chip reading facility, because it will also enable examiners to read data from biometric passports and, at certain point, biometric visas.
- MFAEI would also need to have new Blade server cabinet, 8 Blade servers, back up software and anti-virus protection. Server hardware and software equipment is necessary for construction and development of an independent information system for authorization of documents and detection of falsified documents (passports, visas, and other supporting documentation).
- Twinning component should provide training by document specialists on basic concepts of detection, recognition of false documents, and on use of the equipment. It would be organized for smaller groups of consular officers.

The equipment should be delivered to the Ministry of Foreign Affairs and European Integration in Zagreb. MFAEI shall distribute video spectral comparators to those DM/CPs that are classified as posts with the highest risk of receiving false documents, as follows:

- Albania – 1 VSC;
- Egypt – 1 pc. VSC
- India, New Delhi – 1 pc. VSC

- Iran, Teheran – 1 pc. VSC
- South Africa, Pretoria – 1 pc. VSC
- Kosovo, Priština – 1 pc. VSC
- Marocco, Rabat – 1 pc. VSC
- Algeria, Algeria – 1 pc. VSC
- Russian Federation, Moscow – 2 pc. VSC
- Turkey, Istanbul – 1 pc. VSC
- Turkey, Ankara – 1 pc. VSC
- Ukraine, Kiev – 2 pc. VSC
- Indonesia, Jakarta – 1 pc. VSC
- China, Peking – 1 pc. VSC
- Libya, Tripoli – 1 pc. VSC

Total: 17 Video Spectral Comparators

MFAEI Headquarters in Zagreb:

- Blade cabinet – 1 pc. (for 8 servers)
- Blade servers – 8 pc.
- Backup with software
- Anti-virus protection.

Ministry of Interior

At the Ministry level the unit competent for visa issues is Visa Unit, within the Department for Foreigners and Asylum.

At the county level the Ministry of Interior operates through the 20 police administrations. The structure at the local level consists of police stations.

The aim of the supply for the Ministry of Interior is equipping all police administrations headquarters, all police stations that are involved in visa issues and all international border crossing points except those at the borders with the EU Member States with equipment that will enable them to operate efficiently within the national visa system and, after accession, within the EU visa system.

The equipment should be distributed as follows:

Each police administration headquarters (20):

- Personal computers – 4 pieces in all, 2 for administrative affaires and 2 for illegal migration affaires,
- Laser printers – 2 pieces in all, 1 for administrative affaires and 1 for illegal migration affaires,
- Visa sticker printers – 2 pieces, for administrative affaires,
- Photograph and document scanners - 2 pieces in all, 1 for administrative affaires and 1 for illegal migration affaires;

Each police station dealing with extension of visa validity and with checks on visa requests (96):

- Visa sticker printers – 1 piece, for administrative affaires,
- Photograph and document scanners - 2 pieces in all, 1 for administrative affaires and 1 for illegal migration affaires;

Each police station dealing with checks on visa requests, but not with extension of visa validity (64):

- Photograph and document scanners - 1 pieces, for illegal migration affaires;

Each border crossing point at the future outer EU border (67):

- Full passport readers – 1 piece,
- Fingerprint scanners for ten fingers - 1 piece,
- Visa sticker printers – 1 piece,
- Photograph and document scanners - 1 piece.

ANNEX IV:

Reference list of EU legislation:

- Regulation (EC) No 810/2009 of the European Parliament and the Council of 13 July 2009 establishing a Community Code on Visas (Visa Code) (celex 32009R0810);
- Regulation (EC) No 767/2008 of the European Parliament and the Council of 09 July 2008 concerning the Visa Information System (VIS) and the exchange of data between Member States on short-stay visas (Vis Regulation) (celex 32008R0767).
- Regulation (EC) No 390/2009 of the European Parliament and the Council of 23 April 2009 amending the Common Consular Instructions on visas for diplomatic missions and consular posts in relation to the introduction of biometrics including provisions on the organisation of the reception and processing of visa applications
- Commission Decision of 5 May 2009 adopting implementing measures for the consultation mechanism and the other procedures referred to in Article 16 of Regulation (EC) No 767/2008 of the European Parliament and of the Council

concerning the Visa Information System (VIS) and the exchange of data between Member States on short-stay visas (VIS Regulation)

(notified under document number C(2009) 2359)

- Commission Decision of 9 October 2009 laying down specifications for the resolution and use of fingerprints for biometric identification and verification in the Visa Information System

(notified under document C(2009) 7435)

Reference list of relevant Croatian law and regulations:

- Aliens Act („Official Gazette”, No. 79/07, 36/09);
- Ordinance on visas („Official Gazette “,No. 49/08, 101/09),
- Ordinance on the Croatian database on visas (Official Gazette No. 49/08, 88/09):
- Ordinance on travel documents for aliens, visas and the manner of proceedings with aliens („Official Gazette “, No. 36/08, 42/08, 28/10);
- Ordinance on visa system (“Official Gazette”, No. 41/08, 56/09, 153/09);
- Ordinance on visa forms (“Official Gazette”, No. 49/08, 50/09, 41/10).

Reference to AP/NPAA/EP/SAA:

- Council Decision on the principles, priorities and conditions contained in the Accession Partnership with Croatia and repealing Decision 2008/119/EC;
- National Programme for the Accession of the Republic of Croatia into the European Union – 2009;
- Croatia 2009 Progress Report Communication from the Commission to the European Parliament and the Council Enlargement Strategy and Main Challenges 2009-2010.

Reference to MIPD 2009 – 2011 under component I

- Instrument for Pre-Accession Assistance (IPA) Multi-annual Indicative Planning Document (MIPD) 2009-2011 for Republic of Croatia, http://ec.europa.eu/enlargement/pdf/mipd_croatia_2009_2011_en.pdf