STANDARD SUMMARY PROJECT FICHE - TRANSITION FACILITY

1. Basic Information
   1.1 CRIS Number: CZ 2004/006-237/07.02
   1.2. Title: Support to Strategy Development of the Dublin Unit
   1.3. Sector: Justice and Home Affairs
   1.4. Location: Czech Republic

2. Objectives
   2.1 Overall Objective
   Ability to take on the obligations arising from the membership of the Czech Republic in the European Union, including adherence to the aims of political, economic and monetary union

   2.2 Project purpose:
   Strengthening of the functioning of the Dublin Unit of the Czech Republic, fulfilling the obligations of the Czech Republic as a member state of the European Union in the field of common European asylum policy

   2.3 Justification
   According to the Comprehensive monitoring report on the Czech Republic’s preparations for membership /Chapter 24/, the Czech Republic has largely completed alignment with the acquis. It should, however, continue its analytical and organisational measures for active participation in EURODAC system and DublINET. According to the decision of the Minister of Interior of the Czech Republic, the Dublin Unit is to be built up within the structure of the Department for Asylum and Migration Policies of the Ministry of Interior. Its creation is planned in the following steps:
   Step 1 – since February 2003 - official date of the establishment of the Dublin Unit
   Step 2 – since 1. 4. 2003 - preliminary functioning
   Step 3 - since 1. 5. 2003 - full functioning

3. Description
   3.1 Background and justification:
   The task of Dublin Units in the EU Members States is to ensure the application of Convention determining the state responsible for examining applications for asylum lodged in one of the Member States of European Communities (Dublin I) and to follow the Council Regulation (EC) No 343/2003 of 18. February 2003 establishing the criteria and mechanism for determining the Member State responsible for examining an asylum application lodged in one of the Member State by third-country national (Dublin II). For the purposes of applying the Dublin Convention and the Council Regulation (EC) No 343/2003 it is necessary to establish the identity of applicants for asylum and of persons apprehended in connection with illegal crossing of the external borders of the European Union. To this end, the system for comparison of fingerprints known as EURODAC was established (Council Regulation (EC) No 2725/2000 of 11 December 2000 concerning the establishment of “EURODAC” for comparison of fingerprints for effective application of the Dublin Convention).

EURODAC system comprises of the Central Unit which is the database of fingerprint taken (solely) for the purposes of the Dublin Convention and Council Regulation No 343/2003, i.e. for determining the state responsible for examining of asylum application. In case of match established by Central Unit by comparison between fingerprint data recorded in the database and those transmitted to the Central Unit by Member State, of the so called “HIT” message is sent to the mentioned Member State. Each Member State has its own access point to the EURODAC system, called National Access Point (NAP). NAP of the Czech Republic is placed is the Centre of EURODAC system, which is a part of the Criminalistic Institute of the Czech Republic in Prague. Bearing in mind the requirements of the Czech national law, the dactyloscopers employed by Criminalistic Institute are to confirm every “HIT” message received from EURODAC system. The reason is that the EURODAC system is able to guarantee the match of fingerprints (HIT) “only” with 99 % of certainty.

Availability of the operating EURODAC system as well as the instant access to the outcoming information from the EURODAC system (i.e reports of HIT or No HIT) and to the electronic file with scanned fingerprints are the vitaly important preconditions for the effective functioning of the Dublin Unit. Until recently the EURODAC system in the Czech Republic is successfully passing the first operational tests. However, in order to achieve efficient communication of Dublin Unit with EURODAC system it is necessary to up-grade the
connection between the Dublin Unit office and the Centre of EURODAC system in the Czech Republic. Due to the space shortage in the seat of the Criminalistic Institute in Prague, it is not possible for the Dublin Unit to have its offices located in the same building.

Preparation of the DubliNET, i.e. the connection with Dublin Units of other Member States, is currently under process in the Czech Republic. Due to the old-fashioned equipment it still is inevitable to save all the work (i.e. requests for taking charge/back) on 3.5” microdisks, carry them to the one workstation connected to the DubliNET, attach this evidential materials and send them. This outdated method of the work is very time consuming and needs to be improved and adjusted to the today’s EU standards.

Basically the two following areas of activities can ensure the proper functioning of the Dublin Unit in the Czech Republic within the framework of the twinning light part: visits of experts from the twinning light partner Member State (Short Terms Experts (STEs) in the Czech Republic will provide support to the Czech Dublin Unit by assisting it especially in the field of the functioning of the DubliNET (see 2.3). In addition to it, visits of the Czech Dublin Unit staff to the twinning light partner Member State and exchange of experience with partner organisation will lead to the improvement of standards for functioning of the Czech Dublin Unit in decision making, co-ordination of transfers of the asylum applicants to responsible Member State, requesting the information from the other Member States, co-operation with other Member States and its deepening, broadening of the knowledge of the Dublin problematic. The Mid-term Advisor (MTE) from the twinning light partner Member State, who will assist in developing the practical side of the application of the Council Regulation No 343/2003, will ensure the second part of the twinning light project.

The small-scale supply of equipment is needed for equipping the headquarters of the Dublin Unit in Prague and its offices in refugee admission centre and at the airport in order to ensure the Dublin Unit’s ability to fulfill the obligations imposed on the EU Member State in the field of asylum applications processing. For implementing the related tasks, the following equipment is necessary:

- 12 PC – to upgrade the existing available Pentium I PC’s with capacity of memory (RAM) 64 MB
- 6 Printers – for all DU offices
- 3 Fax machines – to ensure communication in between the Czech Dublin Units and with Dublin Units of other Member states through fax connection (due to the malfunction of DubliNET)
- 2 Copiers and 10 scanners – for copying and scanning evidential material (i.e. passports, travel tickets, lists with fingerprints (due to the danger of a possible malfunction of electronic connection between Dublin office and EURODAC system centre). One copier DU office headquarters office and for the refugee admission centre is needed. According to the experience from the EU Member States, scanner is needed for each DU decision maker.

3.2 Linked activities:
The Phare 2001 Project CZ 01.07.04 “Development of Border Control, Migration and Asylum Policies” aimed to ensure full compliance of asylum and migration policies of the Czech Republic with those of the EU Member States. Within its part related to the asylum policy, it was focused on the training activities in order to prepare the then starting staff of the new Dublin Unit to be well-trained and specialised in theoretical background on European legislation on Asylum and in practical experience of different Member States.

The results of the given training were intended to also serve as the background for the future preparation of the strategy for Dublin operations which should be prepared under the proposed TF 2004 project. In addition to the training, the international co-operation on bilateral (basis) level was established between the Czech Republic and following Member States: Netherlands, Austria, Germany and United Kingdom. In practice, several visits of Czech officials (i.e. six out of twelve future staff-members of the Dublin Unit) to the Dublin Units of above mentioned Member States took place.

During the 4 periods of three to five days depending on visited country the first half of the future staff-members of Dublin Unit of the Czech Republic were given essential knowledge of Dublin Convention and first of all the Council Regulation No 343/2003. They were partly introduced to the practical functioning and connected problems of the Dublin system as well. This has given the first idea on difficulties which the Czech Dublin Unit would have to face in the future (for example the transfers of asylum applicants to the Member State responsible, their co-ordination and postponement.)

There are still gaps the Czech Dublin Unit needs to have clarified after the 1st of May 2004: the system of co-ordination of transfers of applicants to the Member State responsible, the system of mutual requests for information according to the art. 21 of the Council Regulation (EC) No 343/2003, what kind of proof or circumstantial evidence is sufficient for other Member States in order for them to accept requests to receive back or to take charge of asylum applicant. These are the problems which the twinning-light part of the TF 2004 project will deal with.
3.3 Results:
Staff of the Czech Republic’s Dublin Unit trained in processing and decision making on Asylum applications in accordance with requirements of the Dublin convention determining the State responsible for examining applications for asylum lodged in one of the Member states of European Communities and in accordance with the Council Regulation (EC) No 343/2003 of 18. February 2003 establishing the criteria and mechanism for determining the Member State responsible for examining an asylum application lodged in one of the Member State by third-country national (Dublin II) after the starting period
Strategy for further development of the Dublin Unit set up
Equipment as technical support to standard functioning of the Dublin Unit delivered

3.4 Activities:
(1) Twinning light: 0.250 M€
• Elaboration of the strategy for further development of the Dublin Unit by the Mid-term Expert
• Training of the 11 staff of the Dublin Unit by Short Term Experts in Dublin legislation (Dublin Convention, Council Regulation No. 343/2003 and practical application of them.
• 2 study visits of the staff of the Dublin Unit to the partner Member State in order to gain their experience from functioning of their Dublin Unit and from fulfilling the related tasks

Mid-term expert, 3 man-months. Will be responsible for the implementation of the project and should contribute to the elaboration of the strategy for further development of the Dublin Unit. He/she has to fulfil following conditions: should be able to work in English, to organise all project activities and to manage and deliver consultations, analytical studies and lectures about related topics. Should have a thorough knowledge of Dublin legislation (Dublin convention, Council Regulation No 343/2003) and practical experience in application of Council Regulation No 343/2003. 4 months, approx. 0,03 M€ per 1 month, total: 0,09 M€

Short-term experts for providing advice in difficult /complex/ Dublin cases and advice in the field of mutual communication between Member States: approx. 70 man-days for about 14 visits to the CR, total: 0,07 M€
2 Study visits according the actual need and in compliance with MTE and STEs recommendations. Study visits will mainly help to understand the practical applications of Council Regulation No 343/2003 in different Member States: 2 x approx. 8 pax x 5 days, total approx. 0.030
Seminars, approx. 4 x 5 days, total approx. 0.06 M€

(2) Supply of equipment: 0.07 M€
Delivery and installation of new workstations of high-tech-level in future offices of Dublin Unit. The workstations will be composed of:
12 PCs to equip the Dublin Unit in Prague and its offices in refugee admission centre and at the airport
3x fax machines dedicated to sending requests and evidence to other Member States
10 x scanners to enable to scan evidential material
6 printers
2 copy machines

The Dublin Unit of the Czech Republic consists of the Headquaters and two dislocated units. Offices of the headquarters are situated in Prague and is composed of ten (out of twelve) staff-members. One dislocated unit is situated at the International airport Prague and the second in the Refugee admission centre Vysni Lhoty in the north-east of the Czech Republic. In each of dislocated units there will one staff member of the Dublin Unit working there.

Current equipment available to the future Dublin Unit is considered as insufficient: Major part of 12 future staff members, both at headquarters in Prague and at dislocated units (International airport Prague, Refugee admission centre Vysni Lhoty) works on Pentium I PC’s with capacity of memory (RAM) 64 MB. There is only one fax machine available at the headquarters. Considering that the Dublin Unit will have to communicate with Dublin Units of other Member States via fax connection (i.e. in the case of the malfunction of DubliNET) one fax machine would not be able to handle the workload.

Dislocated units at the airport and in the refugee admission centre have only one fax-machine available for the common usage with the national asylum procedure section. Therefore, there is a need for another fax machine at the headquarters and the rest of two fax machines are needed for the dislocated units, which need to work on them separately only for DU purposes. Similarly Dublin Unit headquarter offices has not any copier available only for its purposes. By now future staff members have to use copier belonging to the asylum procedure section. Only one scanner is ready to be used in the Dublin Unit office by now, however, for the purposes of the Dublin procedure it is necessary to scan evidential material (i.e. passports, travel tickets, lists with fingerprints –
in the case of a possible malfunction of electronic connection between Dublin office and EURODAC system centre). There are no scanners in the offices of the Dublin Unit located in the refugee admission centre and at the airport.

Judging from the experience gained during the personal visits of some of the future staff-members of the Dublin Unit of the Czech Republic to several Dublin Units of other Member States it seems to be necessary for each Dublin decision maker to have his/her own scanner. (In the Netherlands, for example, the Dublin Unit has one scanner connected with DublinNET workstation. If decision-maker wants to send via DubliNET request to take charge of asylum applicant he/she has to wait until the other decision-maker is finished with scanning of evidential material, which obviously takes considerable amount of time. Therefore it seems useful for each decision maker to have his/her own scanner in order to scan the evidential material himself/herself and attach it to the request without waiting).

Currently there are three printers available in Dublin Unit headquarters offices, however another four printers are necessary its staff; remaining two printers are needed in refugee admission centre and at the airport.

For needs analysis of the supply of equipment see Annex 4

3.5. Lessons learned:
The conclusions and recommendations of recent trainings, Phare 2001 project and visits to Dublin units of the Member states have been considered within the preparation of this project.

4. Institutional Framework

The project will be implemented by the Ministry of Interior of the Czech Republic, Department for Asylum and Migration Policies. Responsibility for the project rests with the Department for Asylum and Migration Policies Department for Asylum and Migration Policies will be the owner of the purchased technical equipment. The installations of new equipment and its servicing will be under the responsibility of the Unit for communication and information services.

5. Detailed Budget (M€)

<table>
<thead>
<tr>
<th>Project Component(s)</th>
<th>Transition Facility Support</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Investment Support</td>
</tr>
<tr>
<td>Contract (1) - Twinning Light</td>
<td>0.250</td>
</tr>
<tr>
<td>Contract (2) - Supply of equipment</td>
<td>0.070</td>
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<tr>
<td>Co-financing to contract 2</td>
<td>0.030</td>
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<tr>
<td>Total</td>
<td>0.070</td>
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</tbody>
</table>

* The contribution from the national budget for the twinning will be in the form of provision of offices, financing the journeys of the Czech staff within the Czech Republic etc.

**There will be parallel co-financing.

6. Implementation Arrangements

6.1 Implementing Agency

The CFCU (Central Financing and Contracting Unit of the Czech Republic) is responsible for tendering, contracting and accounting. The contact person is Mr. Jan Slavíček, phone +420-2-5704-4551, fax +420-2-5704-4550, e-mail: jan.slavicek@mfcr.cz

Responsibility for technical aspects related to preparation, implementation and control rest with the beneficiary institution (Ministry of Interior). The beneficiary will become owner of the equipment after the project completion.

6.2 Twinning light

The contact person is: Mr. Bohumil Hnídek, person responsible for setting up the Dublin Unit of Ministry of the Interior of the Czech Republic, 170 34 Praha 4, tel. +420 974 827 604, mobile: +420 603 191 466

6.3 Non-standard aspects

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6.4 Contracts

(1) Twinning light 0.250 M€

(2) Supply of equipment 0.070 M€

7. Implementation Schedule
7.1 Start of tendering/call for proposals
7.2 Start of project activity
   Twinning light: 1Q/2005     Supply: 2Q/2005
7.3 Project Completion
   Supply: 4Q/2006

8. Sustainability
In accordance with the decision of the Minister of Interior No OAM-558/2003 there will be number of 10 staff members in Dublin Unit (management-2, decision-makers-8, administrative staff-1). Operation of the Dublin Unit will be financed by national budget.

The fact that the staff of the Dublin Unit will be trained in decision making and processing of the requests according to provisions of Council Regulation No 343/2003, is considered as the important achievement of this project as it is virtually important for the Czech Republic to fulfil obligations arising from the membership in the European Union. To ensure smooth operation of the Dublin Unit, the above specified equipment is needed.

9. Conditionality and sequencing
Equipment supply request for this project will be based on the needs analysis prepared by independent expert.

ANNEXES TO PROJECT FICHE
1. Logframe planning matrix
2. Detailed implementation chart
3. Contracting and disbursement schedule
4. Indicative table of equipment
# LOGFRAME PLANNING MATRIX

**Project title:** Support to strategy development of the Dublin Unit

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**Overall objective**

Ability to take on the obligations arising from the membership of the Czech Republic in the European Union, including adherence to the aims of political, economic and monetary union

**Objectively verifiable indicators**

- No principal complaints as to the work of the Dublin Unit of the Czech Republic from the other Member States

**Overall objective**

Periodical Reports introduced to the Dublin Committee of the EC

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**Efficient functioning Dublin Unit of the Czech Republic, fulfilling the obligations of the Czech Republic as a member state of the European Union in the field of common European asylum policy**

**Immediate Objective (Purpose)**

Periodical Reports introduced to the Dublin Committee of the EC

**Indicators of Achievement**

- Total number of requests to take charge/back send and received by the Dublin unit of the Czech Republic
- Figure of realised transfers of asylum applicants to other Member State

**Immediate Objective (Purpose)**

Support of the Czech Dublin Unit and its background from the relevant Czech official authorities

**Indicators of Achievement**

- Reports of the Dublin Unit headquarter to the Ministry of Interior of the Czech Republic and European Commission
- Reports provided by the twinning partner

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**Results**

Staff of the Czech Republic’s Dublin Unit trained in processing and decision making on Asylum applications in accordance with requirements of the Dublin convention determining the State responsible for examining applications for asylum lodged in one of the Member states of European Communities and in accordance with the Council Regulation (EC) No 343/2003 of 18. February 2003 establishing the criteria and mechanism for determining the Member State responsible for examining an asylum application lodged in one of the Member State by third –country national (Dublin II) after the starting period

**Objectively verifiable indicators**

- 11 staff members of Dublin Unit trained and having practical experience in decision-making and dealing with administrative affairs
- All equipment being used by the staff of Dublin Unit

**Sources of verification**

- Regular statistic reports provided by Department of Asylum and Migration policies on the number of requests for taking charge/taking back sent to other Member States and obtained from Member States
- Reports of the members Dublin Unit staff on study visits to Dublin Units in other Member States

**Assumptions**

- Readiness of the Twinning light
- Member State to provide the sufficient information and practical background

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**Activities**

- Dublin Unit set up
- Equipment as technical support to standard functioning of the Dublin Unit delivered

**Means**

- TF contribution: 0,320 M€
- TF CZ 2004
- Total budget: 0,350 M€
### Twinning light

- Elaboration of the strategy for further development of the Dublin Unit by the Mid-term Expert
- Training of the 11 staff of the Dublin Unit by Short Term Experts in Dublin legislation (Dublin Convention, Council Regulation No. 343/2003 and practical application of them).
- 2 study visits of the staff of the Dublin Unit to partner Member State in order to gain their experience from functioning of their Dublin Unit and from fulfilling the related tasks.

### Supply of equipment

- Delivery and installation of new workstations in future offices of Dublin Unit (headquarters Prague, offices in refugee admission centre and at the airport).
- Delivery of PCs, scanners, printers, copiers, fax-machines of high-tech-level needed for successful operation of Dublin Systems.

### Winning light – approx. 0.250 M€

1. **Mid-term expert**, 3 man-months. Will be responsible for the implementation of the project and should contribute to the elaboration of the strategy for further development of the Dublin Unit. He/she has to fulfil following conditions:
   - working language English
   - ability to organise all project activities
   - thorough knowledge of Dublin legislation (Dublin Convention, Council Regulation No 343/2003) and practical experience in application of Council Regulation No 343/2003
   - ability to manage and deliver consultations, analytical studies and lectures about included topics.
   - 4 months, approx. 0,03 M€ per 1 month, total: 0,09 M€

2. **Short-term experts** for providing advice in difficult /complex/ Dublin cases and advice in the field of mutual communication between Member States:
   - approx. 70 man-days for about 14 visits to the CR, total: 0,07 M€

3. **2 Study visits** according the actual need and in compliance with MTE and STEs recommendations. Study visits will mainly help to understand the practical applications of Council Regulation No 343/2003 in different Member States:
   - 2 x approx. 8 pax x 5 days, total approx. 0.030

4. **Seminars**, approx. 4 x 5 days, total approx. 0.06 M€

### Supply of equipment – approx. 0.07 M€

- 12 PCs to equip the Dublin Unit in Prague and its offices in refugee admission centre and at the airport
- 2. 3x fax machines dedicated to sending requests and evidence to other Member States, 10x scanners to enable to scan evidential material, 6 printers, 2 copy machines.

- Successful completion of building the Czech Dublin Unit, readiness to contribute to its efficient functioning by the MoI.
- Co-financing ensured.
Preconditions

In the year 2003 Department for Asylum and Migration Policies of Ministry of Interior started building up the future Dublin Unit of the Czech Republic. Major task of the Dublin Unit will be the implementation of Council Regulation (ES) No 343/2003 of 18. February 2003 establishing the criteria and mechanism for determining the Member State responsible for examining an asylum application lodged in one of the Member State by third – country national (Dublin II). Successful operation of Dublin Unit requires first trained staff-members of the Dublin Unit, second sufficient technical equipment (Pcs, scanners, Fax-machines, copiers, printers) to enable smooth everyday communication with the Dublin Units of other Member States. Mentioned communication comprises of sending requests to take charge/take back the asylum applicant electronically with scanned evidence material attached to it. In order to secure training of personnel of the Dublin Unit several short visits to Dublin Units of different Member States were made. Information gained will be used to create strategy to build the Dublin Unit of the Czech Republic.
DETAILED IMPLEMENTATION CHART

Project Title: Support to the Strategy Development of Dublin Unit

<table>
<thead>
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<th>Year Action</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
<th>2007</th>
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<tr>
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<tr>
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<tr>
<td>Start of project activity</td>
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<tr>
<td>Project completion</td>
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<tr>
<td>2) Supply contract</td>
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<tr>
<td>Start of tendering</td>
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<tr>
<td>Start of project activity</td>
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<tr>
<td>Project completion</td>
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## Annex 3

### Contracting and Disbursement Schedule

#### Cumulative Quarterly Contracting Schedule (mil.€)

<table>
<thead>
<tr>
<th>Project Title</th>
<th>1Q/05</th>
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<th>3Q/05</th>
<th>4Q/05</th>
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<th>3Q/07</th>
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<tr>
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#### Cumulative Quarterly Disbursement Schedule (mil.€)

<table>
<thead>
<tr>
<th>Project</th>
<th>1Q/05</th>
<th>2Q/05</th>
<th>3Q/05</th>
<th>4Q/05</th>
<th>1Q/06</th>
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### INDICATIVE TABLE OF EQUIPMENT

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<th>NUMBER</th>
<th>Technical specification</th>
<th>approx. price M€</th>
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<tbody>
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<td>PC- 512 RDRAM, HDD 80 GB, Intel Pentium IV, 2.4 GHz, monitor-LCD-17”</td>
<td>0.023</td>
</tr>
<tr>
<td>Fax-machines</td>
<td>3</td>
<td>laser, colour</td>
<td>0.002</td>
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<tr>
<td>Scanners</td>
<td>10</td>
<td>resolution - 4000 dpi</td>
<td>0.010</td>
</tr>
<tr>
<td>Printers</td>
<td>6</td>
<td>A3/A4, laser, colour, NET-connection</td>
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<td>Copiers</td>
<td>2</td>
<td>A3/A4, 25-30 copy/min., duplex, sorter</td>
<td>0.011</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>0.070</strong></td>
</tr>
</tbody>
</table>

The proposed equipment will be located at The Dublin Unit of the Czech Republic headquarters situated in Prague, (composed of ten staff-members) and in two its dislocated units - International airport Prague (1 staff member) and in the Refugee admission centre Vysni Lhoty in the north-east of the Czech Republic (1 staff member as well).