Standard Summary Project Fiche

1. Basic Information
1.1. CRIS Number: 2004/016-925/02-02
    Twinning: LT/2004/JH/02
1.2. Title
    Development of a unified training and qualification improvement system for police officers of the Republic of Lithuania
1.3. Sector
    Justice and Home Affairs
1.4 Location
    Lithuanian Police Training Center, Lithuania

2. Objectives
2.1. Overall Objective
    The overall objective of this $1.145$ MEUR project, of which $0.083$ MEUR is provided from national co-financing, is to ensure successful implementation of the EU requirements for training of police officers via the development of the unified training and professional qualification improvement system for police officers in the field of police training system.

2.2. Project Purpose
    With a view to developing a unified training and professional qualification improvement system for police officers of the Republic of Lithuania, the project purposes are as follows:
    • To strengthen the administrative capacities of the Lithuanian Police Training Center by preparing a unified training and qualification improvement program corresponding to the EU requirements;
    • To strengthen the technical capacities of the Lithuanian Police Training Center in order to ensure successful and effective organization and implementation of new training and qualification improvement program.

2.3. Justification
    In the First Revision Monitoring Report of June 13, 2003, it is emphasized that one of the Lithuania’s commitments, which required monitoring, is the reform of police training system, in particular “to prepare a new model for training and further development of qualification of police officers.”

    In the report prepared by the first monitoring mission (peer review) after provisional closure of accession negotiations under chapter 24 in the fields of Justice & Home Affairs in Lithuania (21-30 October 2002) it is highlighted that “Lithuanian should pay close attention to its system for police training”.

    In the report of the second monitoring mission (peer review) after closure of accession negotiations under chapter 24 in the fields of Justice&Home Affairs in Lithuania (30 June –2 July, 2003), European Commission emphasised that ,The evaluation shows clear progresses within the legal, competence, and budgetary areas of the Lithuanian police whose aim is to educate police officers within their framework. However, the debate at the meeting also clearly shows that the cooperation is to be highly intensified between the new qualifying authority (the Ministry of Interior) and the present education institution, the Police Faculty of the Lithuanian Law University. Close co-operation is
the basis for an optimal implementation of the Lithuanian Police Training Centre and College in 2004.“

3. Description

3.1. Background and Justification

The necessity to improve police training system was expressed in a number of documents:

• The Regular Report of 2001 found that police training has gone through many changes and adaptations over recent years. However, a complete and coherent professional training strategy for the police must be developed in the near future in order to ensure that police officers obtain specialized training, in particular on the specific types of crime as well as on specific actions needed for police cooperation according to the Schengen provisions.

• The Regular Report of 2002 stressed that “Lithuania should pursue the enhancement of professional skills of the police force through a focused training system”;

• The Accession Partnership 2001 among its priorities in Justice and Home Affairs sector also calls for further development of the professional training system for the police service.

• The NPAA 2003 also covers the development of police training programmes so that they would correspond to the EU requirements. Measure 3.24.9-S9 mentions preparation of police officers professional qualification improvement conception and measure 3.24.9-D2 relates to the reorganization of police officers professional qualification improvement system. The necessity of further development of professional training system for the police is also expressed in the Action plan for reinforcing Lithuania’s administrative and judicial capacity (Priority 3 of Chapter 24 on Co-operation in the field of Justice and Home Affairs);

• The issue is also mentioned in the National Schengen Action Plan approved on 19 July 2002 by the Government of Lithuania. The Plan includes the measure relating to the improvement of police officers training system, preparation of training programmes and professional qualification improvement programmes, which would include training about the EU and the Schengen Acquis.

The requirement to prepare professional qualification improvement procedures and establishment of a training basis is foreseen under the measure No. 454 of the Resolution No.1196 of the Government of the Republic of Lithuania, dated 4 October 2001 “On the approval of implementation measures of the Governmental Programme for the year 2001-2004”. Additionally, the Order of the Minister of the Interior No. 374 was adopted on 7 August, 2002 for the creation of a working group for the implementation of this measure. While implementing Lithuania’s commitments arising from accession negotiations in the field of justice and home affairs, the Ministry of the Interior together with the Police Department under the Ministry of the Interior are obliged to prepare systematic training programme for police officers according to the protocol of the ministers’ meeting, dated on 8th of September 2003. Preparing the unified training and qualification improvement programme for police officers, project activities will create the possibilities to use the modern EU Member States’ experience harmonizing current training programs with the EU training standards of police officers as well as will identify the need of creation of new training programmes.

Additionally, seeking to properly train the police officers of the country in the departmental training institution, it is necessary to assess the possibility to use the objective specialized training programmes created by the Lithuanian Police Training Center in establishing continuing training modules. Increasing use of the IT in the police activity influence constant increased need to train the police officers of the country. Currently Lithuanian Police Training Center does not possess equipped training classes and, therefore, it is additionally burdened with problem of training venues. The establishment of such training classes would ensure successful delivery of training during the program and after its completion.
3.2. Linked Activities

As regards the previous and existing Phare assistance there was no specific project on improvement of police training system. There are a number of already implemented and on-going projects on specific issues, which include certain training for police officers as well:

- Lithuanian Police Training Center participated in Phare Twining Project LI99/IB-JH-01 on the Adoption and Implementation of the Schengen Acquis Including the Development of NATIONAL Registers and Preparedness for Schengen Information System. The purpose of this project was – the development of training system. During the implementation of this project, the experts of foreign country provided the number of training and consultations, evaluated the training organization system of the Lithuanian police and prepared the recommendation for it’s development and management.

- Lithuanian Criminal Police Bureau participated in Phare Twining Project LT00-IB/JH/01 “Strengthening Illicit Drug Demand and Supply Reduction Capabilities”. Implementing this project various multi-disciplinary training in the field of drug strategies, data collection and analysis in drug demand reduction and drug supply control for police officers of the Lithuanian Criminal Police Bureau were conducted.

- According to the Phare project LT 01.07.01 ,,Strengthen the Fight against Organised Crime through the Establishment of the National EUROPOL Bureau and Upgrading the Forensic Science Service Central Laboratory“, the number of trainings for police officers of National EUROPOL Bureau and the FCIS were conducted.

- Implementing PHARE project No.2003/004-315 „Special Action on Kaliningrad Transit“ the certain number of police officers of mobile response groups through which territory the transit train is going was trained in order to prevent any unauthorised detraining and/or illegal unloading or dropping of goods during the transit.

However the training provided during those projects is available only to a certain number of police officers and is concentrated on specific issues relating to the purpose of the concrete project. However, this project would contribute to creation of unified system of police officers professional qualification improvement, so that each police officer could obtain training, which is relevant for him in his working place and especially necessary for fulfillment of additional functions after the accession to the EU.

3.3. Results

- The analysis of the existing training situation conducted and gaps analysis prepared;
- A unified training strategy prepared, training programs and methodical materials developed and corresponded to the EU requirements;
- 150 police officers – instructors by using progressive training methodic trained, which will train 4000 police officers and employees of the country police institutions.
- Software, hardware and other equipment necessary for effective implementation of the new training programs purchased and installed.

3.4. Activities

3.4.1 Twinning and Training package

Guaranteed results/expected outputs

- Evaluation of an existing situation regarding the training and professional improvement of Lithuanian police officers and preparation of recommendations for the development of this system;
- Preparation of a unified training strategy, training programs and methodical material of the police officers professional qualification improvement corresponding to the EU requirements.
Scope of the twinning

- Performance of gap analysis of existing legal acts related to the training and professional improvement of Lithuanian police officers and preparation of recommendations for their amendment.
- Evaluation of training and professional improvement system of the Lithuanian police officers and preparation of recommendations for its further development (including technical consultations for the establishment of necessary equipment for training).
- Development of training programmes, materials, and delivery of training for police officers according to the new training programs (first round of training with train-the-trainer component). The training will include such topics as:
  - Training (qualification improvement) programmes on police data bases management;
  - Training (qualification improvement) programmes on security of informational systems;
  - Training (qualification improvement) programmes on network and communication structure protection management;
  - Training (qualification improvement) programmes on operation systems administration;
  - Course on control for police extreme situations (police role in controlling illegal migration, police actions during special situations);
  - Management course for the senior police officers.
- Assistance to the preparation of the Terms of Reference for Technical Assistance, list of necessary to procure equipments for training classes.

Required inputs

One PAA over period of 18 person/months with good administrative and management skills and good knowledge of written and spoken English. S/he will be providing general management and institutional support to ensure an effective implementation of the project. S/he should have a good overview in the field of police training system. Practical experience in preparation of training programmes for police officers would be an advantage.

Short and medium term experts

A group of Short-term experts (STEs) for 18 person/months. All must have experience in preparing and delivering training programmes, and have good knowledge of spoken and written English.

<table>
<thead>
<tr>
<th>Twinning and Training package</th>
<th>PAA p/m</th>
<th>STEs p/m*</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAA responsible for project activities related to development of the unified training and qualification improvement system for police officers</td>
<td>18 p/m</td>
<td></td>
</tr>
<tr>
<td>STE1, STE2 (analysis of existing legal acts related to the training and professional improvement, evaluation, preparation of recommendations and development of training programmes and materials).</td>
<td>4 p/m</td>
<td></td>
</tr>
<tr>
<td>STE3, Training (qualification improvement) programmes on police data bases management (ORACLE); training with train-the-trainer component</td>
<td>3 p/m</td>
<td></td>
</tr>
<tr>
<td>STE4 Training (qualification improvement) programmes on security of informational systems</td>
<td>2 p/m</td>
<td></td>
</tr>
<tr>
<td>STE5Training (qualification improvement) programmes on operation systems administration;</td>
<td>2 p/m</td>
<td></td>
</tr>
<tr>
<td>STE6</td>
<td>Training (qualification improvement) programmes on network and communication structure protection management;</td>
<td>2 p/m</td>
</tr>
<tr>
<td>------</td>
<td>-------------------------------------------------------------------------------------------------</td>
<td>-------</td>
</tr>
<tr>
<td>STE7, STE8</td>
<td>(preparation of recommendations and development of training programmes and materials for training class of police extreme situations)</td>
<td>3 p/m</td>
</tr>
<tr>
<td>STE9</td>
<td>(Management course for the senior police officers)</td>
<td>2 p/m</td>
</tr>
<tr>
<td><strong>Project total:</strong></td>
<td></td>
<td><strong>36 p/m</strong></td>
</tr>
</tbody>
</table>

*) The number of STEs required might vary depending from the consultations with the twinning partner. The exact number will be indicated in the Twinning Covenant.

**Operating environment of the Twinning**

The Lithuanian Police Training Center will be a counterpart for the Twinning project. It will also contribute to covering the expenses of seminars in Lithuania and of local travel costs. To ensure smooth operations, The Police Department under the MoI will provide office with usual office equipment to the project.

### 3.4.2 Technical Assistance

A company will be contracted to develop the software for training class for extreme situations of the Lithuanian Police Training Center. Their task will consist of:

- Programming
- Software test and summary of results
- Installation of software
- Training on how to work with the procured appropriate software for persons who will be working with it at the Lithuanian Police Training Center.

The Terms of Reference for Technical Assistance will be prepared by the Lithuanian Police Training Center.

### 3.5. Lessons learned

According to the Twining Project No. LI99/IB-JH-01 on the Adoption and Implementation of the Schengen Acquis Including the Development of NATIONAL Registers and Preparedness for Schengen Information System experts’ recommendations, the structure of qualification improvement programmes was developed, the training content was changed and the model of police officers training and professional qualification improvement was prepared. The later one was positively evaluated by the twinning partners from Finland and European Union experts.

### 4. Institutional Framework

The Program will be implemented by the Lithuanian Police Training Center.

The whole project will be co-ordinated by the Police Department under the Ministry of the Interior (MoI) and an inter-institutional steering group for co-ordinating project activities and their smooth implementation will be created. The group will consist of representatives of the Police Department at the MoI, Lithuanian Police Training Center (LPTC), LPTC Kaunas office and other respective institutions.

The steering group will have regular meetings at least once per quarter or more often if necessary. On day-to-day basis, a technical co-ordinator of the project components will be a representative from the Police Department at the MoI appointed by Commissioner General of the Lithuanian Police.

Prepared by the Police Department under the Ministry of Interior, 22/12/2003
5. **Detailed Budget (MEUR)**

<table>
<thead>
<tr>
<th>Transition Facility Support</th>
<th>National Co-financing</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investment Support</td>
<td>Institutional Building</td>
<td>Total TF (=I+IB)</td>
</tr>
<tr>
<td>Twinning and training package</td>
<td>0.826</td>
<td>0.826</td>
</tr>
<tr>
<td>Services</td>
<td>0.236</td>
<td>0.236</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>0.236</strong></td>
<td><strong>0.826</strong></td>
</tr>
</tbody>
</table>

6. **Implementation Arrangements**

6.1. **Implementing Agency**

**PAO:** Aloyzas Vitkauskas  
Director of the Central Project Management Agency  
Address: J.Tumo-Vaižganto 8A/2  
Telephone: 370 5 2126621  
2600 Vilnius  
Fax: 370 5 2125335  
Lithuania  
E-mail: info@cfcu.lt

**SPO**  
Arvydas Linkus  
Senior Commissioner – Head of the Investment Planning and Technical Development Division of the Police Department under the MoI  
Address: Saltoniškių 19  
Telephone: 370 5 2717879  
Vilnius  
Fax: 370 5 2717830  
Lithuania  
E-mail: arvydas.linkus@policija.lt

6.2. **Twinning**

The Twinning Team will be located at the Police Police Department under the MoI, Liepyno str. 7, Vilnius. The contact person for the Twinning Component will be Mr. Raimondas Skibarka – Senior Commissioner of the Lithuanian Police Training Center; tel: +370 5 215 4144; fax: +370 215 3293; e-mail: r.skibarka@takas.lt.

6.3. **Non-standard aspects**

The project contains no non-standard aspects. The project will be implemented following EDIS rules.

6.4. **Contracts**

There are three tendering operations foreseen for the implementation of the project activities:  
Value of Twinning Covenant 0.826 MEUR  
Value of Technical Assistance component 0.319 MEUR, including 0.083 MEUR of national co-financing

7. **Implementation Schedule**
8. **Sustainability**

During the implementation of this project 150 police officers – instructors will be trained which will provide training for 4000 police officers and employees of the country police institutions. These trainings will be provided in the newly established computer classes as well as mobile class for courses of control of extreme situations.

Coverage of costs for maintenance and update where necessary of procured equipment, 4 computer classes (2 in Lithuanian Police Training Center and 2 in Lithuanian Police Training Center Kaunas office) and one more class in the Lithuanian Police Training Center (stationary or mobile) adapted for courses of control of extreme situations will be maintained will be conducted from the appropriations allocated to the Lithuanian Police Training Center in the national budget.

9. **Equal Opportunity**

The Constitution of Lithuania, the Law on Equal Opportunity between Men and Women, and other legal acts explicitly forbid the discrimination on the basis of sex, nationality, and religion. An Ombudsman for equal opportunities between men and women has been appointed by the Seimas (the Parliament). The institutions involved in the project implementation will observe equal opportunity of men and women in their recruitment and human resources development. Vacancies are equally open to both genders. The institutions involved in the implementation of the project will also ensure an equal access of men and women to the project activities and results.

10. **Conditionality and sequencing**

The Lithuanian side will contribute 0.083 MEUR in line with the Transition Facility co-financing requirements.

Additionally, in order to implement this project the Lithuanian side will procure the necessary equipment to establish 4 computer classes (2 in Lithuanian Police Training Center and 2 in Lithuanian Police Training Center Kaunas office) and one more class in the Lithuanian Police Training Center (stationary or mobile) adapted for courses of control of extreme situations. Also, the Lithuanian side will provide suitable premises for the Lithuanian Police Training Center for training facilities, renovate and adopt them ensuring appropriate implementation of this project. For this purpose the Lithuanian side will provide the necessary funds about 0.78 MEUR from the appropriations allocated to the beneficiary institution in the national budget.

All tendering activities can start as outlined in Section 7 and detailed in Annex 2. Sufficient human resources will be made available by the Lithuanian Police Training Center and the other involved institutions for the timely implementation of all the planned operations.
Annexes to project Fiche

1. Logical framework matrix in standard format
2. Detailed implementation chart
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period)
4. Reference to Feasibility/Pre-feasibility Studies
## LOGFRAME PLANNING MATRIX FOR
### Development of the unified training and professional qualification improvement system for police officers

<table>
<thead>
<tr>
<th>Project name and number:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Contracting Period Expires: 3Q/06</td>
<td>Disbursement Period Expires: 3Q/07</td>
</tr>
<tr>
<td>Total Budget: € 1.145 Million</td>
<td>Transition Facility Budget: € 1.062 Million</td>
</tr>
</tbody>
</table>

### Overall Objective:
Ensure successful implementation of the EU requirements via the establishment of the unified training and professional qualification improvement system for police officers

### Objectively Verifiable Indicators:
- Lithuanian police training system operates accordingly to good practices of the EU Member States.

### Source of Verification
- National, EU and international reports, studies and statistics.

### Objectively Verifiable Indicators:
- Lithuanian Police training and qualification improvement system operates at the same level and with the same efficiency as in comparable Member State

### Source of Verification
- National, EU and international reports, studies and statistics.
- Reports drafted by PAA and project leaders.

### Assumptions
- Continued political support in Lithuania joined the European Union.

### Project Purpose:
With a view to establishing a unified training and professional qualification improvement system for police officers of the Republic of Lithuania, the project purposes are as follows:
- To strengthen the administrative capacities of the Lithuanian Police Training Center by preparing a unified training and qualification improvement program corresponding to the EU requirements;
- To strengthen the technical capacities of the Lithuanian Police Training Center in order to ensure successful and effective organization and implementation of new training and qualification improvement program.

### Objectively Verifiable Indicators:
- Necessary recommendations for amendment training programmes system documented in a working paper.
- Training strategy and new training programmes approved and documented;
- 150 police officers – instructors trained as trainers for 4000 police officers and employees of the country police institutions;
- Premises for training established, hardware, software and other equipment received in time, and at the required quality, as planned.

### Source of Verification
- National, EU and international reports, studies and statistics.
- Handing-over notes issued by the Police Department under the MoI.

### Results
The analysis of the existing training situation conducted and gaps analysis prepared;
- A unified training strategy prepared, training programmes and methodical materials developed and corresponding to the EU requirements;
- Software, hardware and other equipment necessary for effective implementation of the new training programs purchased and installed;
- Police staff trained by using progressive training methods.

### Activity
Evaluation of an existing situation regarding the training and professional improvement of Lithuanian police officers and preparation of recommendations for the development of this system;
- Preparation of a unified training strategy, training programs and methodical material of the police officers professional qualification improvement corresponding to the EU requirements.

### Means
- One Twinning Arrangement including one PAA for a period of 18 months and group of STEs (18 p/m)
- One Service tender

### Source of Verification
- Twinning Covenant
- Reports drafted by PAA

### Assumptions
- New training programmes are included into curriculum.
- Trained staff can be retained in the medium and long-term

### Assumptions
- Co-operation between participating Lithuanian and Member States institutions free of frictions

Prepared by the Police Department under the Ministry of Interior, 22/12/2003
<table>
<thead>
<tr>
<th>Preconditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Government commitment concerning co-financing;</td>
</tr>
<tr>
<td>- Equipment necessary for the training classes procured by the beneficiary</td>
</tr>
<tr>
<td>institution;</td>
</tr>
<tr>
<td>- Suitable premises for training purposes provided by the beneficiary</td>
</tr>
<tr>
<td>institution, renovated and adopted for the appropriate implementation of</td>
</tr>
<tr>
<td>the project.</td>
</tr>
</tbody>
</table>
## Detailed Implementation Chart for the Project

<table>
<thead>
<tr>
<th>Year</th>
<th>2003</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>Month</td>
<td>7 8 9 10 11 12</td>
<td>1 2 3 4 5 6 7 8 9 10 11 12</td>
<td>1 2 3 4 5 6 7 8 9 10 11 12</td>
<td>1 2 3 4 5 6</td>
</tr>
<tr>
<td>Twinning Component</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technical Assistance</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Legend
- Design
- Tendering
- Implementation
### CUMULATIVE CONTRACTING AND DISBURSEMENT SCHEDULE (Transition Facility contribution only - 1.062 MEUR)

<table>
<thead>
<tr>
<th>Date</th>
<th>2003</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>30/06</td>
<td>30/09</td>
<td>31/12</td>
<td></td>
</tr>
<tr>
<td></td>
<td>31/03</td>
<td>30/06</td>
<td>30/09</td>
<td>31/12</td>
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<td></td>
<td>30/06</td>
<td>30/09</td>
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<td></td>
<td>31/03</td>
<td>30/06</td>
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<tr>
<td></td>
<td>30/06</td>
<td>30/09</td>
<td>31/12</td>
<td></td>
</tr>
</tbody>
</table>

#### Contracting
- Twinning Component: 0.826
- Technical Assistance: 0.236

**Total contracting (cumulative):** 0.826 1.062

#### Disbursement
- Twinning Component: 0.275 0.354 0.433 0.512 0.591 0.67 0.749 0.826
- Technical Assistance: 0.189 0.189 0.189 0.236 0.236 0.236 0.236

**Total disbursement (cumulative):** 0.275 0.543 0.622 0.701 0.827 0.906 0.985 1.062
Reference to Feasibility/Pre-feasibility Studies

The preliminary calculations were conducted by the Police Department at the MoI, and the Lithuanian Police Training Center. Calculations were done in year 2003.

### Indicative list of the Technical Assistance of the Project

<table>
<thead>
<tr>
<th>Technical Assistance</th>
<th>Indicative Transition Facility Budget</th>
<th>Indicative National Co-financing</th>
<th>Total Budget (EUR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development of appropriate software including training how to work with this software</td>
<td>236 000</td>
<td>83 000</td>
<td>319 000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>236 000</strong></td>
<td><strong>83 000</strong></td>
<td><strong>319 000</strong></td>
</tr>
</tbody>
</table>

1 This is a preliminary list with preliminary calculations. The final list will be prepared by the beneficiary in co-operation with the Twinning team.