

Decision of the Management Board 10/2021/MB

**ADOPTING PROVISIONS CONCERNING THE ADMINISTRATION OF THE
LAW ENFORCEMENT EDUCATION PLATFORM ('LEEd') AND
REPEALING DECISIONS 19/2014/GB AND 18/2017/MB**

Adopted by the Management Board

on 18 May 2021

THE MANAGEMENT BOARD,

Having regard to [Regulation \(EU\) 2015/2219](#) of the Parliament and of the Council of 25 November on the European Union Agency for Law Enforcement Training (CEPOL) and replacing and repealing Council Decision 2005/681/JHA¹, and in particular Article 4(3) thereof;

Having regard to Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, repealed Regulation (EC) No 45/2001 and Decision No 1247/2002/EC² (hereinafter 'Regulation (EU) 2018/1725');

Having regard to Decision 18/2017/MB on the Amendment of Decision 13/2016/GB that lays down the administrative rules, commitments and guidelines for its webinars and online courses;

Having regard to Decision 19/2014/GB adopting provisions concerning the administration of the e-Net and repealing Decision 29/2008/GB;

Whereas:

- (1) According to Article 4(3) of Regulation (EU) 2015/2219 one of CEPOL's tasks is to support, enhance and complete CEPOL's training activities and learning products by the operation of an electronic network.
- (2) CEPOL has developed a new online learning platform called 'LEEd' (Law Enforcement Education) replacing the E-Net Platform and designed to support all CEPOL training activities including onsite as well as various types of online events, project spaces and access to learning materials.
- (3) There is a need to define clear roles and responsibilities of the actors involved in the LEEd platform and in particular with regards to data protection requirements coming from Regulation (EU) 2018/1725 (the so-called 'EU-GDPR').
- (4) According to Article 6 of Regulation (EU) 2015/2219, CEPOL National Units have a vital role to promote the use of CEPOL's electronic network for training of law enforcement officials. It is noted that Member States are bound by the data protection requirements coming from Regulation (EU) 2016/679.³

¹ OJ L 319, 4.12.2015, p.1-20.

² OJ L 295, 21.11.2018, p. 39–98.

³ OJ L 119, 04.05.2016, p. 1-88.

- (5) It is therefore necessary to lay down comprehensive rules on the administration of LEEd and repeal Decisions 19/2014/GB and 18/2017/MB;

HAS ADOPTED THIS DECISION:

Article 1
Scope

1. This decision assigns roles and responsibilities for the administration and operation of the LEEd Platform. The main actors involved are CEPOL and the CEPOL National Units ('CNUs') (hereinafter jointly referred to as 'the parties').
2. Access to LEEd provided to other European Institutions, Agencies or Bodies, third countries or international organisations is excluded from the application of the present Decision. It shall be subject to separate arrangements such as Memoranda of Understanding, Working Arrangements or any other type of arrangement deemed fit.

Article 2
Duties of CEPOL

1. CEPOL undertakes the obligation of operating and maintaining LEEd as an up-to-date and user-friendly platform to support, enhance and complement CEPOL's training activities and learning products, such as courses, seminars, conferences, exchange programs as well as online courses, online modules, webinars, cyber bites and other advanced and innovative learning activities. LEEd enables the assignment of different roles and rights to the users depending the different business needs.
2. CEPOL shall provide appropriate level of training and support to the National LEEd Managers via various channels such as dedicated webinars, dedicated forums, self-paced modules and video tutorials.

Article 3
Duties of the Parties

The Parties undertake the obligation to demonstrate a spirit of close cooperation and communicate information in a timely and comprehensive manner to ensure smooth cooperation.

Article 4

Appointment and tasks of National LEEd Managers

1. Each CNU shall formally appoint at least one person as National LEEd Manager (NLM). Each CNU must ensure that individuals appointed as National LEEd Manager commit themselves to confidentiality or is under appropriate statutory obligation of confidentiality. Annex 1 to the present Decision contains an indicative list of requirements that an individual needs to meet to be appointed as National LEEd Manager.
2. National LEEd Managers shall in particular:
 - a) approve or reject applications at a Member State level for new registrations in LEEd;
 - b) assign rights and roles to national LEEd users;
 - c) provide training and support on a national level regarding the use of LEEd and its components, academic resources and e-learning tools;
 - d) encourage the use of LEEd tools and give support to users from their respective country through a helpdesk;
 - e) promote LEEd platform to key audiences;
 - f) carry out an annual statistical report.
3. National LEEd Managers may sub-delegate their administrator rights as defined in paragraph 2. In case of sub-delegation, the procedure in paragraph 1 shall apply.

Article 5 Data protection

1. CEPOL shall act as data controller under the terms of Article 26 of Regulation (EU) 2018/1725 with regard to the data processing operations carried out in the LEEd platform. Any individual whose personal data is processed by the data controller/processor in relation to LEEd has specific rights as a data subject under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase their personal data and the right to restrict or, where applicable, the right to object to processing or the right to data portability. Details concerning the processing of personal data are available in the privacy statement CEPOL has embedded in LEEd platform.
2. Authorised staff members of CEPOL having access to the platform as administrators and acting as data processors on behalf of CEPOL shall respect the principles laid down in Regulation (EU) 2018/1725. These staff members shall, avoid processing personal data for non-legitimate purposes or the transmission of such data to non-authorised persons.

3. The CNU, having access to the platform via the National LEEd Managers for the completion of the tasks for CEPOL as listed in Article 4 of the present Decision, shall act as data processors under the terms of Article 28 of Regulation (EU) 2016/679. The processing of personal data shall be solely for the purposes set out by the controller. The data processors shall put in place measures to protect personal data from accidental or unlawful destruction, loss, alteration, unauthorised disclosure of or access to personal data transmitted, stored or otherwise processed.
4. In case of a personal data breach concerning personal data stored in LEEd, the data processor(s) shall inform CEPOL in writing without delay, and in any event no later than 48 hours of having become aware of it. The data processor(s) shall provide CEPOL with at least the following information:
 - a) nature of the personal data breach including where possible, the categories and approximate number of data subjects concerned and the categories and approximate number of personal data records concerned;
 - b) likely consequences of the breach;
 - c) measures taken or proposed to be taken to address the breach, including, where appropriate, measures to mitigate its possible adverse effects.

*Article 6
Settlement of Disputes*

1. Disputes arising in relation to the administration and operation of LEEd between the parties shall be resolved amicably by the parties involved.
2. If no solution can be found within one month, the dispute shall be brought before the Management Board, who shall work towards a practical solution in the interest of all parties involved.

*Article 7
Repeal and entry into force*

1. Decisions 19/2014/GB and 18/2017/MB are hereby repealed.
2. References to the repealed Decisions referred to in paragraph 1 shall be construed as references to this Decision.
3. This Decision shall take effect on the day following its adoption.

Done at Lisbon, on 19 May 2021

For the Management Board
<< Signature on file >>

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Mr José Leitão
Chair of the Management Board

Annex 1

LEEd managers shall be appointed by the CNUs among candidates that shall:

- be from the law enforcement community or have adequate knowledge of law enforcement work;
- have English language skills (at least B2 level⁴) ;
- have sufficient ICT skills to be able to carry out the tasks as defined in Article 4 of the present Decision;

⁴ <https://www.coe.int/en/web/common-european-framework-reference-languages/reference-level-descriptions>