

DECISION 37/2010/GB
OF THE GOVERNING BOARD OF THE EUROPEAN POLICE COLLEGE
ESTABLISHING AN AUDIT PANEL
AND AMENDING DECISION 10/2007/GB AND
REPEALING DECISION 24/2010/GB
OF THE GOVERNING BOARD OF THE EUROPEAN POLICE COLLEGE

Adopted by the Governing Board
on 29 September 2010

THE GOVERNING BOARD,

Having regard to Council Decision 2005/681/JHA of 20 September 2005 establishing the European Police College (CEPOL) ⁽¹⁾, and in particular Article 10(10) thereof;

Having regard to the proposal of the Budget and Administration Committee, submitted by the Belgian Presidency of CEPOL ⁽²⁾;

Having regard to the opinion of the Strategy Committee ⁽³⁾;

Having regard to the opinion of the Director;

Whereas:

- (1) The Governing Board has very comprehensive responsibilities related to the audit process, the system of internal control and the financial reporting process.
- (2) In the course of regular meetings of the Governing Board the required and desired attention to these matters cannot be given.
- (3) Therefore an Audit Panel to deal exclusively with these matters should be established.
- (4) The Internal Audit Panel shall be composed by three financial experts nominated by the Member States and appointed by the Governing Board.
- (5) In order to ensure efficient continuity the first three members will be appointed for different duration such as 2-3-4 years and starting with the second generation of auditors their appointment will last for three years.
- (6) The first Chair of the Internal Audit Panel will be the expert appointed for 3 years and the next one always the longest serving in CEPOL's auditor position.
- (7) Due to the responsibilities of the Director he/she should attend all meetings of the Audit Panel and ensure that all necessary information is provided. However, the Audit Panel should have the possibility to invite any staff member of the CEPOL Secretariat to provide pertinent information.
- (8) Considering the subjects to be discussed, the Audit Panel should have the possibility to meet in closed session with only the members being present.
- (9) The remit of the Budget and Administration Committee should be adapted accordingly to avoid any conflict of responsibilities with the Audit Panel.

⁽¹⁾ OJ L 256, 1.10.2005, p. 63.

⁽²⁾ 14th meeting of the Budget and Administration Committee; item 6.

⁽³⁾ 15th meeting of the Strategy Committee; item 11 and then 19th meeting of the Strategy Committee: item 5

- (10) The Audit Panel should be regarded as a Committee in accordance with Article 1(1) of Decision 10/2007/GB of the Governing Board of the European Police College establishing committees, working groups, project groups and sub-groups and laying down rules governing the creation of committees and groups ⁽¹⁾ in order to ensure clear references, in particular to provisions dealing with the functioning of the Audit Panel and the organisation and reimbursement of meetings of the Audit Panel.
- (11) It is therefore desirable to adopt the following decision.

HAS ADOPTED THIS DECISION:

Article 1

Decision 10/2007/GB of the Governing Board of the European Police College is amended as follows:

1. Annex 1 is replaced by the text in Annex 1 to this Decision.
2. Annex A2 is replaced by the text in Annex 2 to this Decision.
3. Annex A5 is added as detailed in Annex 3 to this Decision.

Article 2

This Decision shall take effect on the day following that of its adoption.

Done at Ghent, 29 September 2010

For the Governing Board

Jean-Marie Van Branteghem
Chair of the Governing Board
po Eddy Muylaert

⁽¹⁾ Adopted by the Governing Board on 22.5.2007; Decision as last amended by Decision 6/2009/GB of the Governing Board of the European Police College (adopted by the Governing Board on 25.2.2009).

Annex 1
“Annex 1

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|--|-----------------|
| A. Committees: | |
| 1. Strategy Committee (SC) | Annex A1 |
| 2. Budget and Administration Committee (BAC) | Annex A2 |
| 3. Annual Programme Committee (APC) | Annex A3 |
| 4. Training and Research Committee (TRC) | Annex A4 |
| 5. Audit Panel (AP) | Annex A5 |
| B. Working Groups: | |
| 1. External Relations Working Groups (ERWG) | Annex A1.B1 |
| 2. Working Group “Analysis of CEPOL’s training activities” (ACTA) | Annex A3.B1 |
| 3. Working Group on Learning (WGL) | Annex A4.B2 |
| 4. Common Curricula Coordination Working Group (CCCWG) | Annex A4.B3 |
| 5. Research and Science Working Group (RSWG) | Annex A4.B4 |
| C. Project Groups: | |
| -/- | |
| D. Sub-groups: | |
| 1. Sub-group I for Quality Assurance System, Evaluation Assessment, Post-course Learning Reinforcement | Annex A4.B2.D1 |
| 2. Sub-group II for Train the Trainers, Certification, Competency Profile for Trainers, Language Courses | Annex A4.B2.D2 |
| 3. Sub-group III for Exchange Programme, Implementation of the Bologna Declaration | Annex A4.B2.D3 |
| 4. Sub-group “Implementation of the Bologna Process” | Annex A4.B4.D1” |

**Budget and Administration Committee
(BAC)**

Chair:

Chair of the Governing Board

Members:

Incoming Chair of the Governing Board

Former Chair of the Governing Board

| | |
|----------------|-----|
| Austria | (2) |
| Denmark | (1) |
| Germany | (1) |
| Greece | (3) |
| Hungary | (3) |
| Romania | (3) |
| Slovakia | (1) |
| Sweden | (2) |
| United Kingdom | (2) |

Purpose:

The BAC shall make proposals and recommendations to the Governing Board on financial and administrative matters as far as not in the remit of the Audit Panel.

Objectives:

The BAC shall provide the Governing Board with support, policy advice and the information necessary for the development and monitoring of strategies which will ensure the delivery of the objectives laid down in Council Decision 2005/681/JHA ⁽¹⁾.

Tasks:

The BAC shall, in particular

1. advice on budget related proposals of the Director (pre-estimation, draft estimate, draft budget);
2. advice on the implementation of the budget (e.g. transfers);
3. advice on decisions with financial impact, also in cooperation with other Committees;
4. advice on decisions regarding administrative matters (e.g. personnel administration, facility management, IT management).

Number of meetings:

The BAC shall have no more than four ordinary meetings per year.”

⁽¹⁾ OJ L 256, 1.10.2005, p. 63.
37/2010/GB (29.09.2010)

**Audit Panel
(AP)**

Members:

Karin Hochhaus (Germany)
Massimo Tulini (Italy)
Marcin Dublaszewski (Poland)

The Governing Board shall elect three Member States for nominating financial experts for the AP; the nomination shall include a *curriculum vitae* of the proposed expert. The Governing Board shall appoint the three members. To ensure continuity, the three members will be elected for different durations of two, three or four years, extendable once for up to three additional years. The first Chair of the internal Audit Panel will be the expert appointed for 3 years and the next one always the longest serving in CEPOL's auditor position. Articles 3 to 5 and Article 6a(1) and (3) of this Decision shall not apply.

Purpose:

The AP shall assist the Governing Board in fulfilling its oversight responsibility for the audit process, the system of internal control and the financial reporting process.

Objectives:

The AP shall provide the Governing Board with draft decisions, recommendations and regular information.

Tasks:

The AP shall in particular

1. follow-up the implementation of audits and assess internal audit quality and control systems;
2. review the action plans provided by the Director;
3. follow-up actions in response to analyses, assessments and recommendations of internal and external auditors;
4. in exceptional cases, make proposals to the Governing Board to request to carry out audits, where a particular need is perceived;
5. provide a draft opinion on the annual accounts in accordance with Article 16(5) of Council Decision 2005/681/JHA;
6. provide a draft analysis and assessment of the Authorising Officer's Annual Activity Report in accordance with Article 40(2) of Decision 22/2006/GB of the

Governing Board of the European Police College adopting the financial regulation ⁽¹⁾;

7. present yearly action plans and regular reports to the Governing Board.

Profile of members:

The members of the AP shall have a good understanding of CEPOL and of the subjects covered by the AP.

Support:

The Director shall attend all meetings and provide all information necessary for the AP to carry out its tasks. The AP may invite any staff member of the CEPOL Secretariat to attend a meeting to provide pertinent information. The CEPOL Secretariat shall provide secretarial support to the AP.

Closed Session:

The AP may decide to meet in closed session with only the members being present.

Number of meetings:

The AP shall have no more than four ordinary meetings per year.

⁽¹⁾ Adopted by the Governing Board in a written procedure on 31.8.2006; Decision as last amended by Decision 32/2008/GB of the Governing Board of the European Police College (adopted by the Governing Board on 11.12.2008).
37/2010/GB (29.09.2010)