

DECISION 38/2012/GB

OF THE GOVERNING BOARD OF THE EUROPEAN POLICE COLLEGE

**ESTABLISHING THE WORKING GROUP FOR THE CYBERCRIME ONLINE  
LEARNING MODULE**

Adopted by the Governing Board  
on 13 November 2012

THE GOVERNING BOARD,

Having regard to Council Decision 2005/681/JHA of 20 September 2005 establishing the European Police College (CEPOL) and repealing Decision 2000/820/JHA<sup>(1)</sup>, and in particular Article 10(10) thereof;

Whereas:

In accordance with Council Decision 2005/681/JHA and Decision 13/2012/GB laying down the criteria and procedure for the creation and functioning of CEPOL Working Groups and repealing Decisions 10/2007 and 11/2007 of the CEPOL Governing Board, it is for the Governing Board to establish a working group,

HAS ADOPTED THIS DECISION:

*Article 1*

The Working Group for the Cybercrime Online Learning Module is hereby established in accordance with the Annex agreed by the Governing Board.

*Article 2*

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

Done in Nicosia, 13 November 2012

*For the Governing Board*

Zacharias Chrysostomou  
*Chair of the Governing Board*

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<sup>(1)</sup> OJ L 256, 1.10.2005, p. 63.

**Annex**

<p><b>TITLE OF THE WORKING GROUP</b></p>	<p><i>Reference to the Working Group remit</i></p>	
<p>Title:</p>	<p>Cybercrime online learning module</p>	
<p><b>INITIATORS OF THE WORKING GROUP</b></p>	<p><b>Member State</b></p>	<p><b>Institution</b></p>
<p>Initiator 1:</p>	<p>-</p>	<p>European Police College</p>
<p>Initiator 2:</p>	<p>Cyprus</p>	
<p>Initiator 3:</p>	<p>Greece</p>	
<p>Initiator 4:</p>	<p>Hungary</p>	
<p>Initiator 5:</p>	<p>Ireland</p>	
<p>Initiator 6:</p>	<p>Italy</p>	
<p>Initiator 7:</p>	<p>Latvia</p>	
<p>Initiator 8:</p>	<p>Lithuania</p>	
<p>Initiator 9:</p>	<p>Poland</p>	
<p><b>PURPOSE OF THE WORKING GROUP</b></p>	<p><i>Reference to the Working Group's specific remit (why shall it be created)</i></p> <p>Review and update of the content of the Cybercrime online learning module</p>	
<p><b>RATIONALE OF THE WORKING GROUP</b></p>	<p><i>Based on Strict Necessity requirement and Art I.II of the GB Decision</i></p> <p>Governing Board Decision 35/2009/GB defines the initial need for the development of the Cybercrime online learning module. The content for the operational Cybercrime online learning module has been adopted by Governing Board Decision 19/2011/GB after which the module has been produced and published on the e-Net. The new EU policy cycle (doc. 15358/10 COSI 69 ENFOPOL 298 CRIMORG 185 ENFOCUSTOM 94) identifies cybercrime as one of the 8 priority crime areas. The EMPACT AOP Cybercrime identifies CEPOL's role for its Strategic Goal 3: To enhance Member States' and Union capacities to detect, investigate and prosecute cybercrime (17809/1/11 REV 1), which in itself identifies the need for training of police and law enforcement officers. The module is aimed at raising awareness about cybercrime to police officers in general plus senior decision making officers and first response officers in particular. It offers an overview of good practices and common state of play of cybercrime relevant for law enforcement. Complementary to the CEPOL training activities on its annual programme, the module is an integral part of CEPOL learning products and services on cybercrime. Continuous developments in the cybercrime domain require the current</p>	

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	<p>module’s content to be reviewed and updated in order to allow it to retain its relevance as a stand-alone module or as a complementary resource in CEPOL trainings.</p> <p>For the development of the content of the cybercrime online learning module, the input of content matter experts is required. Such requirement has been identified by the Governing Board in decision 27/2010/GB. The 13/2012/GB provides a legal ground for working groups for development of module content.</p>
<b>PROPOSED DURATION OF THE WORKING GROUP</b>	<p><i>Expected duration in months with explanation on the length (rationale)</i></p> <p>The WG for the Cyber Crime module should have a standard duration of 6 months, and may be renewed for a year for further update.</p>
<b>ESTIMATED NUMBER OF MEETING DAYS</b>	<p><i>Estimation for the whole duration of the Working Group</i></p> <p>The WG members will meet twice, each for 4 days within a period of 3 months. Within the 6 months’ timeframe of the WG activities, WG members will contribute to the module’s content revision and update through a dedicated project space with a contracted editor. Upon completion of revision and update of the content, the module will be produced with the CEPOL authoring tool and published on the e-Net.</p>
<b>TENTATIVE BUDGET</b>	<p><i>Budget estimation in Euros</i></p> <p>€ 10,700</p>
<b>SPECIFIC EXPERTISE OF MEMBERS</b>	<p><i>In relation to the purpose (remit) of the Working Group; a description of key required features and specific area of expertise required</i></p> <ul style="list-style-type: none"> <li>- 4 content experts from the Member States in the domain of cybercrime and more specifically in institution building, prevention, investigation, cybercrime forensics and case presentation.</li> <li>- 1 expert from the private sector.</li> <li>- WB members will work together with representatives from relevant EU Agencies Europol, Eurojust and ENISA.</li> </ul>
<b>NUMBER OF EXPERTS REQUIRED</b>	<p><i>Reasoning for the number proposed</i></p> <p>5. Number of required experts from Member States is 4, covering the areas identified in the module’s knowledge landscape on the one hand and facilitating an equal division of reviewing and updating of the module’s content.</p>
<b>LINK WITH CEPOL STRATEGY, ANNUAL WORK PROGRAMME AND BUDGET</b>	<p><i>References to the CEPOL Strategic Goal(s) and Strategic Objective(s), activities in the Annual Work Programme, and Annual Budget</i></p> <p>CEPOL Strategy Plan Strategic Goal 1.5 Developing further and easier access to e-Learning systems and all underlying activities 1.5.1 – 1.5.4, Budget line 3130.</p>
<b>OVERALL OBJECTIVE(S) OF THE WORKING</b>	<p><i>SMART (specific, measurable, attainable, relevant, timely) objective(s)</i></p> <p>Review and update of the knowledge landscape of the Cybercrime online learning module and underlying content</p>

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<b>GROUP</b>	documents with chapters, glossary and self-test items of the module, documented with justification in the project space on the LMS by six weeks after the end of the second WG meeting for adoption by Governing Board Decision.
<b>EXPECTED RESULTS</b>	<p><i>Measurable and quantifiable output(s)</i></p> <ol style="list-style-type: none"> <li>1. Updated knowledge landscape of the cybercime online learning module with justification of applied modifications;</li> <li>2. Content documents for each of the topics identified in the knowledge landscape, consisting of:             <ol style="list-style-type: none"> <li>a. One chapter per topic consisting of texts, tables and example pictures/photos/images further contextualising the content;</li> <li>b. List of external links for suggested further elaboration by users;</li> <li>c. If applicable, high resolution pictures with approval of usage by the rightful owner;</li> <li>d. Sets of minimally 25 true/false items covering the content of each of the topics;</li> </ol> </li> <li>3. Updated list of glossary items;</li> <li>4. Version history, authors and reviewers of each of the content documents must be identified.</li> </ol>

**Estimated budget**

<b>ESTIMATED BUDGET FOR THE WHOLE PERIOD</b>	<b>Description / itemisation</b>	<b>Estimated cost (€)</b>
Number of meeting days: (max number of meetings)	2 meetings, each 4 days	
Total flight costs: (max €564 per flight)	5 experts, 2 meetings (return flight €450)	4,500
Accommodation costs: (based on the relevant max hotel ceiling and 75% of the Daily Subsistence Allowance applicable to the EU Officials)	Based on NPIA pricing (£51.00 p/night): 8 nights, 5 experts	2,500
Transportation: (max €50 per day per participant for internal transportation, or €0.22 per km by car)	Airport, dinner	1,700
Equipment: (meeting rooms, printing, technical equipment, other meeting related costs)	N.A. Provided by NPIA and CEPOL	0
Other costs: (guests of WG Chairs, etc.)	Meals, daily meeting room refreshments, dinner	2,000
	<b>Total:</b>	<b>10,700</b>

**Action plan**

	<b>Intervention Logic</b>	<b>Objectively Verifiable Indicators</b>
<b>Overall Objective</b>	Goal 1: The CEPOL network functions as a European law enforcement education platform on the highest level of international excellence.	Availability of online learning module about crisis management, in accordance with contemporary learning and training standards, available to all European law enforcement officers registered to CEPOL's e-Net.
<b>Specific Objectives</b>	CEPOL Strategy Plan Strategic Objective 1.5 Developing further and easier access to e-Learning systems and all underlying activities 1.5.1 – 1.5.4.	<ol style="list-style-type: none"> <li>1. LMS is applied for hosting of the online learning module for which the working group develops its content (activities 1.5.1, 1.5.4);</li> <li>2. Working group duration allows for update of the module's content based on outcomes of the module evaluation (activity 1.5.3).</li> </ol>
<b>Expected Results</b>	<ol style="list-style-type: none"> <li>1. Updated knowledge landscape of the Cybercrime online learning module with justification of applied modifications;</li> <li>2. Content documents for each of the topics identified in the knowledge landscape, consisting of: <ol style="list-style-type: none"> <li>a. One chapter per topic consisting of texts, tables and example pictures/photos/images further contextualising the content;</li> <li>b. List of external links for suggested further elaboration by users;</li> <li>c. If applicable, high resolution pictures with approval of usage by the rightful owner;</li> <li>d. Sets of minimally 25 true/false items covering the content of each of the topics;</li> </ol> </li> <li>3. Updated list of glossary items;</li> <li>4. Version history, authors and reviewers of each of the content documents must be identified.</li> </ol>	Content of the online learning module is approved by Governing Board Decision.

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<p><b>Activities</b></p>	<ol style="list-style-type: none"> <li>1. Reviewed and updated Knowledge Landscape (meeting 1);</li> <li>2. Appointment of authors and reviewers for the elaboration of the Knowledge Landscape topics, glossary (meeting 1);</li> <li>3. First updated versions of elaborated Knowledge Landscape topic documents and glossary for reviewers (meeting 1);</li> <li>4. All updated topic documents and glossary (by beginning meeting 2);</li> <li>5. Pools of updated true/false items for each topic of the knowledge landscape (meeting 2);</li> <li>6. Finalised consolidated documents of knowledge landscape documents for dissemination to NCPs for distribution to Member States' experts for comments and suggestions (end of meeting 2);</li> <li>7. Collected comments and suggestions from national experts (end of meeting 2 + 5 wks)</li> <li>8. Comments and suggestions processed by project group members through project space (end of meeting 2 + 8 wks)</li> <li>9. Proofread and edited content documents prepared for approval by Governing Board Decision (end of meeting 2 + 9 wks).</li> </ol>	<ol style="list-style-type: none"> <li>1. Meeting room, brainstorm/mind map material, dedicated online project space on the LMS;</li> <li>2. Meeting room, project space on the LMS;</li> <li>3. Meeting room, laptops, Internet access, project space, content resources for reference by experts;</li> <li>4. Computers, Internet access, project space for distance working, content resources for reference by experts;</li> <li>5. Meeting room, laptops, Internet access, project space;</li> <li>6. Meeting room, laptops, Internet access, project space;</li> <li>7. Computers, Internet access, project space for distance working;</li> <li>8. Computers, Internet access, project space for distance working;</li> <li>9. Computers, Internet access, project space for distance working.</li> </ol>
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