

DECISION 39/2012/GB

OF THE GOVERNING BOARD OF THE EUROPEAN POLICE COLLEGE

**ESTABLISHING THE WORKING GROUP FOR THE SIS II – SIRENE 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 SIS II – SIRENE 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**

<b>TITLE OF THE WORKING GROUP</b>	<i>Reference to the Working Group remit</i>	
Title:	SIS II online learning module	
<b>INITIATORS OF THE WORKING GROUP</b>	<b>Member State</b>	<b>Institution</b>
Initiator 1:	Poland	Bureau of International Police Cooperation, National Police Headquarters
Initiator 2:	Cyprus	Not available
Initiator 3:	Hungary	Not available
Initiator 4:	Lithuania	Not available
Initiator 5:	Finland	Not available
Initiator 6 (if applicable):	Greece	Not available
<b>PURPOSE OF THE WORKING GROUP</b>	<i>Reference to the Working Group's specific remit (why shall it be created)</i> Development of the content of the SIS II online learning module.	
<b>RATIONALE OF THE WORKING GROUP</b>	<p><i>Based on Strict Necessity requirement and Art I.II of the GB Decision</i></p> <p>Professionalisation of relevant police and law enforcement officers in the use of SIS II is addressed in the 2001/886/JHA: Council Decision of 6 December 2001 on the development of the second generation Schengen Information System (SIS II) [OJ L 328, 13.12.2001, p. 1] and Council Regulation (EC) No 2424/2001 of 6 December 2001 on the development of the second generation Schengen Information System (SIS II) [OJ L 328, 13.12.2001, p.4]. The CEPOL work programme 2013 also addresses the special focus on further development and enhancement of e-learning options by means of online support to CEPOL courses, seminars, curricula and other activities, modules and webinars.</p> <p>Pursuant Article 3 (b) of Regulation (EU) No 1077/2011 of 2 October 2011 establishing the European Agency for the operational management of large-scale IT systems in the area of freedom, security and justice (the Agency Regulation) it is the Agency's (until its establishment – European Commission's) responsibility to perform training on the technical use of SIS II, in particular for SIRENE staff and training of experts on the technical aspects of SIS II in the framework of Schengen evaluation.</p> <p>Since 2010 CEPOL is organising training for SIRENE officers on a systematic way. In March 2013 SIS II goes live and there is a significant training need to provide a training portfolio covering both the technical use of the new system as well as new legal basis</p>	

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	<p>coming into force, which will have significant change to SIRENE procedures having direct effect on cross-border law enforcement cooperation.</p> <p>For the development of the content of the SIS II 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 SIS II 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 development through a dedicated project space with a contracted editor. Upon completion of the content development, 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>€ 12,000</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>- Three content experts from the Member States in the domain of SIS II, SIRENE, technical use, legal instruments and operation implications;</li> <li>- One expert from SIRENE Training Committee;</li> <li>- WB members will work together with representatives from the to be established IT Agency (Commission), provided the knowledge on SIS II technical use lies with the European Commission, which developed the system.</li> </ul>
<b>NUMBER OF EXPERTS REQUIRED</b>	<p><i>Reasoning for the number proposed</i></p> <p>4. Number of required experts from Member States is 3, covering the areas to be 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; 1 expert from SIRENE Training Committee.</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>Development of the knowledge landscape for the SIS II online</p>

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<p><b>GROUP</b></p>	<p>learning module and underlying content documents with chapters, exercises, 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.</p>
<p><b>EXPECTED RESULTS</b></p>	<p><i>Measurable and quantifiable output(s)</i></p> <ol style="list-style-type: none"> <li>1. Development of the knowledge landscape of the SIS II 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. SIS II practice exercises;</li> <li>e. Sets of minimally 25 true/false items covering the content of each of the topics;</li> </ol> </li> <li>3. 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)	4 experts, 2 meetings	€ 4,512
Accommodation costs: (based on the relevant max hotel ceiling and 75% of the Daily Subsistence Allowance applicable to the EU Officials)	Based on B ceilings (€140.00 p/night): 8 nights, 4 experts	€ 4,480
Transportation: (max €50 per day per participant for internal transportation, or €0.22 per km by car)	Airport	€ 800
Equipment: (meeting rooms, printing, technical equipment, other meeting related costs)	Meeting room, Internet connection, white board/flip chart, post it notes	P.M.
Other costs: (guests of WG Chairs, etc.)	Meals, daily meeting room refreshments	€ 2,208
<b>Total:</b>		<b>€ 12,000</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. Development of the knowledge landscape of the SIS II – SIRENE 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. SIS II – SIRENE practice exercises;</li> <li>e. Sets of minimally 25 true/false items covering the content of each of the topics;</li> </ol> </li> <li>3. 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. Identification of 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 versions of elaborated Knowledge Landscape topic documents and glossary for reviewers (meeting 1);</li> <li>4. Reviewed topic documents and glossary (by beginning meeting 2);</li> <li>5. SIS II – SIRENE Exercises (meeting 2);</li> <li>6. Pools of true/false items for each topic of the knowledge landscape (meeting 2);</li> <li>7. 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>8. Collected comments and suggestions from national experts (end of meeting 2 + 5 wks)</li> <li>9. Comments and suggestions processed by project group members through project space (end of meeting 2 + 8 wks)</li> <li>10. 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; Meeting room, laptops, Internet access, project space, content resources for reference by experts;</li> <li>3. Computers, Internet access, project space for distance working, content resources for reference by experts;</li> <li>4. Meeting room, laptops, Internet access, project space;</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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