



EASO OPERATING PLAN TO ITALY

Valletta Harbour and Rome, December 2016



Hereby the Executive Director of EASO, the Head of the Department for Civil Liberties and Immigration and the Head of Department of Public Security of the Italian Ministry of Interior agree on the EASO Operating Plan for the deployment of EASO Asylum Support Teams and the provision of technical and operational support for joint processing of asylum cases in Italy.

Signed: 21st December 2016

Valletta Harbour,

Executive Director
of the European Asylum Support Office
Jose Carreira

Signed

Rome,

Italian Ministry of Interior:
Head of the Department of Public Security
Prefect Franco Gabrielli

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Prefect Mario Morcone

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1 INTRODUCTION

1.1. Specific needs of Italy

The unprecedented influx of migrants to Italy observed in 2014 and 2015 continued in 2016 with 168 251 arrivals noted until 18 November 2016¹. Irregular border crossings between Turkey and Greece decreased recently, so the Central Mediterranean route became the main entry channel of irregular migration to Europe.² Frontex (FX) data confirms the increase in arrivals observed on the ground – total arrivals increased by 14% compared to the same period in 2016 (until 7 November), whereas in October 2016 arrivals rose by 115% compared to October 2015. FX attributes this trend to intensified smugglers' activity along Libyan coast (smugglers anticipating the strengthening of capacities of the Libyan Coastal Guard, resulting in people rescued at sea being brought back to Libya). Frontex also noted certain increase of arrivals from Turkey (people bypassing Greek islands on their way to Europe) as well as mentioned arrivals of Kosovars to Italy.

Throughout 2015, Italy received a total of 83 245 first-time applicants for international protection. Since the beginning of 2016, the number of asylum applications lodged in Italy has been rising, consistently placing Italy as the second receiving country for asylum applicants among EU+ countries. According to Eurostat data, there were 7,415 applicants registered in January 2016 and 9,960 applicants registered in June 2016. Data available to EASO shows that this trend continued in Q3 2016, reaching more than 13,000 applicants registered during September 2016.

High numbers of asylum applicants put a significant pressure on the reception system in Italy, which is already accommodating a substantial number of applicants received in previous years whose cases are still pending. Altogether, according to the Department of Civil Liberties and Immigration data, there were 175 764 persons in reception in Italy as of 18 November 2016, compared to 103 792 at the end of 2015 and 66 066 at the end of 2014.

In order to manage the current influx, the Italian authorities have been increasing the first reception capacity for new arrivals, as follows:

Operational Hotspots

Lampedusa (AG): 500 places operational since 01.10.2015;

Trapani (TP): 400 places operational since 22.12.2015;

Pozzallo (RG): 300 places operational since 19.01.2016;

Taranto (TA): 400 places operational since 29.02.2016;

Hotspots in preparation

Messina (ME): the tender was awarded and an appeal is on-going; one month is the required time for setting up the facility from the date of the disposal of the appeal;

Crotone (KR): the hotspot facility is expected to be operational by the end 2016;

Reggio Calabria (RC): the hotspot facility is expected to be operational by the end 2016;

Cagliari (CA): located in an area named Monastir (10 km from the port), where hotspot operations could be carried out and to some extent also reception services can be provided;

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http://www.libertaciviliimmigrazione.dlci.interno.gov.it/sites/default/files/allegati/cruscotto_statistico_giornaliero_18_novembre_0.pdf

2 - <http://frontex.europa.eu/trends-and-routes/central-mediterranean-route/>



Vibo Valentia (VV): ongoing identification of an area in the port suitable for setting up the hotspot facility;

Palermo (PA): ongoing identification of an area in the port suitable for setting up the hotspot facility;

Augusta (SR): ongoing identification of an area suitable for setting up the hotspot facility;

Mineo (CT): 800 available places to provide dedicated reception to families, unaccompanied minors and vulnerable persons; work in progress for the implementation of a hotspot facility.

In order to process cases of applicants eligible for relocation, the following regional hubs were created/adapted:

Regional Hubs

Villa Sikania – Siculiana (AG)

Bari (BA)

Crotone (KR)

Mineo (CT)

EASO support to Italy

EASO has been providing support to Italian authorities since 2013 establishing good working cooperation in several areas. On 4 June 2013, EASO and Italy signed the first Special Support Plan to operate until the end of 2014. This plan covered a number of prioritized areas, such as data collection and analysis, Country of Origin Information (COI), Dublin system, reception system and emergency capacity, and training of independent judiciary, as well as further professional development of the National Asylum Commission.

In March 2015 EASO and Italy signed an extension to this operation, the Special Support Plan - Phase 2, which continued until the end of March 2016. Based on that plan and its amendments, activities continued in a number of areas, such as capacity-building in the field of COI and operational support to Italian Territorial Commissions for administrative preparation of the files by technical ICT support; support to the Italian Dublin Unit to enhance its capacity to handle pending cases; professional development activities and study visits.

In September 2015, based on two decisions issued by the Council, a relocation programme from Italy was started whereby applicants in clear need of international protection are to be transferred from Italy to other Member States to have their application for international protection determined there. In line with the European Agenda on Migration, Italy drafted a roadmap and launched a “hotspot” approach whereby arrivals by sea are directed to selected locations of disembarkation (hotspots) to channel migrants in a coordinated manner into respective appropriate procedures (including relocation), based on their legal status and needs. EU agencies (EASO, Frontex and Europol) are part of the hotspot approach, in line with their mandates.

The EASO Hotspot-Relocation Operating Plan to Italy (HROP), signed by EASO and Italy on 17 December 2015, outlined the conditions and objectives of EASO’s specific technical and operational support to Italy in the context of hotspots and relocation programme for 2016. Support was provided in particular by joint-processing of asylum cases by Asylum Support Teams (ASTs), composed of national experts deployed by EASO.

The current EASO Operating Plan to Italy lays down the conditions and objectives of EASO’s specific technical and operational support for processing of asylum cases in Italy. It also sets out the conditions for participation of Asylum Support Teams in these specific EASO activities, as stated in Article 18 of the Regulation 439/2010, of 19 May 2010, establishing EASO (EASO Regulation).

1.2. Flexibility Clause

The present Operating Plan aims to provide timely, active and flexible support to the identified needs of the Italian authorities. The foreseen activities will be implemented in consideration of the changing circumstances of



the international protection and reception systems in the Member States, as well as any specific circumstances on the ground, and subject to the availability of financial resources and experts.

The calendar of the activities in the Operating Plan is a forecast and may change. Any change will be subject to a discussion between EASO and Italy.

The Executive Director of EASO is authorised to make changes that may be accommodated within the objectives of a measure without requiring an amendment of the Operating Plan, provided that they do not affect the overall budget and that Italy is timely informed in writing.

1.3. Lawfulness and Respect of Fundamental Rights

Support related to the participation in EASO activities under the EASO Operating Plan to Italy must be carried out in a way that fully respects human dignity. All persons involved in operational support activities shall maintain the highest standards of ethical conduct, professionalism, respect and promotion of fundamental rights and international protection. This particularly applies vis-à-vis persons who are in need of international protection. They are expected to meet obligations imposed upon them by the provisions of the EASO Operating Plan to Italy and shall comply with the rules of their mandates. Whilst taking part in the EASO operational support activities, personnel shall respect the applicable international law, European Union law and the national law of the Host Member State. They shall maintain the highest standards of integrity and conduct. They are to act responsibly and proportionally to current objectives. Whilst carrying out supporting functions, personnel must not discriminate persons on grounds of sex, race, religion, ethnic origin, age or sexual orientation. Personnel are expected to treat every person with courtesy, respect and due consideration for the nature of any legitimate activity in which they are engaged. To perform their duties properly, they shall serve the public interest and refrain from any activities which could undermine or compromise their independence and the appropriate performance of their duties.

During the implementation of the EASO Operating Plan to Italy, all participants must apply a “zero tolerance” attitude with respect to the infringement of fundamental human rights. All participants in EASO operational support activities shall act in accordance with the Code of Conduct.

1.4. Confidentiality and data protection

Without prejudice to the public right of access to documents as laid down in Regulation (EC) 1049/2001 of the European Parliament and of the Council of 30 May 2001, regarding public access to European Parliament, Council and Commission documents and the EASO implementing rules on access to documents³, all versions of this document shall be made available to the authorities referred to in each EU Member State, including and where participating Iceland, Liechtenstein, Norway and Switzerland. This document shall be made available to interested parties on a need to know basis, in accordance with national rules for the dissemination of levels of information. This will be done on a case-by-case basis.

Upon signing the EASO Operating Plan to Italy, it shall be made publicly available.

Personal data will be processed in accordance with Regulation (EC) 45/2001 of the European Parliament and the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.

³ Decision No. 6 of the Management Board of EASO of 20 September 2011 laying down practical arrangements regarding public access to the documents of EASO.



2 MISSION

2.1. Stakeholders

In implementation of the EASO Operating Plan to Italy, EASO and Italy will make use of contacts already established under the EASO Special Support Plan and EASO Hotspot-Relocation Operating Plan to Italy and will jointly establish a Working Arrangement, each appointing a Plan Manager, a Plan Coordinator and Measure Coordinators. This will occur through an exchange of letters after the signature of the plan.

The Italian stakeholders involved in the process and their respective roles are the following:

Stakeholders	Responsibility
<p>Department for Civil Liberties and Immigration</p> <ul style="list-style-type: none"> - Directorate Central of services for immigration and asylum – Directorate Central of policies for immigration and asylum – Special Unit for reception of UAMs (<i>Struttura di missione per l'accoglienza dei MSNA</i>) - National Asylum Commission - Territorial Commissions for the recognition of the international protection 	<p>The Department for Civil Liberties and Immigration is responsible for the organisation of the assistance/reception of irregular migrants (including vulnerable and trafficked persons); of the assistance/reception of applicants for international protection (including persons in the Dublin procedure) and beneficiaries of international protection.</p> <p>The National Asylum Commission (NAC) is responsible for the coordination of the Territorial Commissions (TCs), for COI, provision of guidelines and training of TCs' staff and for the management of database on applicants for international protection.</p> <p>Determination of international protection is carried out by the Territorial Commissions, while status revocation and termination decisions are issued by the National Asylum Commission under the Department for Civil Liberties and Immigration.</p> <p>The Department for Civil Liberties and Immigration authorizes access of external stakeholders to the Hotspots. Authorised humanitarian organisations will provide support to the Italian authorities in the timely identification of vulnerable persons who have special needs, and will carry out information activities according to their respective mandates.</p> <p>The Department is responsible for the organisation of the assistance for/reception of unaccompanied minors (UAMs). Particular attention for unaccompanied minors and other individuals with specific needs is guaranteed in Hotspot procedures and facilities, including in the identification phase. These persons receive specific information on their legal status and the procedural requirements in subsequent phases and they are accommodated in dedicated first reception facilities.</p>
<p>Department for Public Security</p> <ul style="list-style-type: none"> - Central Directorate for Immigration and Border Police - Local Questure 	<p>The Police Commissioner is the person responsible for public security in each province as the Provincial Public Security Authority. The State Police are the direct expression of this authority, in addition for profiles that relate to public order, the Police Commissioner also has the technical responsibility for other law enforcement agencies.</p> <p>Each landing, therefore, involves the Police Headquarters competent in the area where the Hotspot is located as regards issues of public</p>



	<p>order and security. Thus, the State Police Provincial Authority ensures that all phases of management of the flow of third country nationals or stateless persons take place without nuisance to public order and security. It will delegate the relevant divisions of the State Police to handle subsequent phases of the process, from the landing of third country nationals or stateless persons, through for their identification, determination of their legal status and consequent treatment. SOPs are also applied in situations other than formally identified Hotspots (such as disembarkation ports that are not operational Hotspots).</p> <p>The Police Commissioner is the delegated person for the management, accountability and coordination at the technical operational level of public order and security. For this purpose the use of the police and any other forces to perform their activities within Hotspots is at the Police Commissioner's disposal.</p>
<p>Prefectures</p>	<p>The Prefectures are based in 105 provinces throughout the country and are responsible for the management of all reception centres in those provinces where centres are present, guaranteeing suitable reception facilities for applicants for international protection.</p>

2.2. Communication

During implementation of the EASO Operating Plan to Italy, informative meetings with experts deployed as part of ASTs will be held regularly to provide an update on current situational and operational developments and to discuss challenges met and possible instant improvements.

The Italian plan coordinator and the EASO plan coordinator will manage the exchange of information concerning support activities under the Operating Plan.

EASO HQ will also provide information to external partners (European Commission, EU Agencies, international organisations) about the operational activities, as appropriate and in line with EASO transparency and communication policies.

2.3. EASO Office in Rome

Following the increasing volume of tasks of EASO in Italy during 2016, more than 200 experts and 40 cultural mediators were deployed to provide support with activities related to relocation procedure. Five containers were installed in Trapani Hotspot, and in relocation regional Hubs in Bari and Villa Sikania to improve the office space conditions for the local Immigration Police and EASO teams. Another container is to be installed in Augusta Port to support EASO teams and Immigration Police during disembarkations taking place there. In order to better coordinate its activities in Italy and to facilitate the implementation of the Operating Plan, EASO rented working space in Rome, consisting of office premises, a meeting room and a training room.

2.4. Role of EURTF

EASO and Italy participate in the EU Regional Task Force (EURTF), to coordinate the workflow of information on disembarkations so that the different teams of experts involved in the "Hotspot" approach are able to provide support. The exchange of information among the national authorities, the European agencies and EUNAVFORMED takes place at EURTF headquarters in Catania. Officers from all Agencies directly concerned, namely Frontex, EASO and Europol, are present in this Regional Task Force. Operational support and assistance is provided by closer interaction among national and EU actors and can be further enhanced by liaising with international actors such as IOM, UNHCR, Save the Children and relevant NGOs.



The role of EASO in EURTF:

- Facilitates the interaction with Frontex, Europol and European Commission present in EURTF;
- Facilitates press communication related to EASO OP activities, under the supervision of EASO Spokesperson;
- Liaises with competent Italian authorities and other stakeholders involved (e.g. IOM and UNHCR)

3 MEASURES

This chapter of the EASO Operating Plan to Italy describes the various measures to support the Italian authorities.

For all joint processing activities, EASO will provide the experts with background information on the applicable procedure. Italy and EASO will make efforts to provide a working place for the expert(s) in the local offices concerned (e.g. Hotspot, Questura, CARA, CAS), following the indication from Italian authorities of the working locations.

EASO will provide technical equipment required for the work of the expert teams and will reimburse costs incurred by persons participating in the activities, according to the specific EASO rules.

EASO will also provide support to experts participating in the EASO Operating Plan to Italy to ensure that all deliverables make good use of the expertise and information already available to EASO. All intellectual property rights of the work of the experts performed in the context of the Operating Plan are vested in EASO. Selected products developed under the EASO Operating Plan to Italy may be published.

The final evaluation will aim to assess EASO's performance, identify key lessons learned and good practices of the Operating Plan to Italy.

EASO will maintain close cooperation and communication with the relevant stakeholders.



EASO Activity ITA 1: Support with the provision of relevant information to potential applicants for international protection	
Responsible authorities	<p>Department for Civil Liberties and Immigration</p> <p>Department of Public Security</p>
Current situation (Italian Roadmap, Italian Standard Operating Procedures, EC Reports on Relocation and Resettlement)	<p>Within the Hotspot and other assigned disembarkation ports, operations are carried out using standardised procedures for initial screening, which is aimed at early identification of persons in need of international protection and/or persons eligible for relocation, individuals with specific needs or persons who do not intend to apply for international protection. Information on the possibility of submitting an application for international protection will be provided to all third country nationals and stateless persons who reached the European Union territory. Where available, specific support instruments will be used to identify vulnerable persons. Information will also be provided on the obligations of newly arrived migrants, in particular with respect to their identification and fingerprinting.</p> <p>Asylum seekers belonging to nationalities eligible to relocation are informed of the relocation programme by EASO teams and immediately channelled into a dedicated procedure in which EASO teams provide support aimed at ensuring the relocation of applicants as quickly as possible. Applicants for international protection belonging to nationalities not included in the relocation programme will be channelled into a dedicated procedure.</p> <p>After Italy's announcement of launching a pilot relocation exercise for unaccompanied minors, a number of Member States showed interest. To swiftly implement the pilot and in a broader perspective the relocation of unaccompanied minors, Italy identifies and indicates the centres and working locations where EASO teams are to be deployed to provide support.</p> <p>Under the framework of the EASO Hotspot-Relocation Operating Plan, EASO teams noticed many possible cases of migrants meeting the Dublin Regulation criteria for family reunification. More effective channelling of such cases into Dublin procedures would decrease the pressure experienced this year by the asylum and reception systems in Italy.</p>
Objective(s)	<ul style="list-style-type: none"> ▪ Provision of accurate information on relocation procedures to persons in need of international protection who are eligible for relocation, especially those with special needs. ▪ Early identification and provision of information to potential applicants for international protection to whom family reunification Dublin criteria would be applicable, as well as their referral to local Italian authorities to be channelled to dedicated centres of accommodation. ▪ Early identification of vulnerable persons and referral to local Italian authorities to be channelled to dedicated centres of accommodation. ▪ Support to the Ministry of Interior in the creation of a uniform consolidated referral system from the moment of arrival to reception in an accommodation centre.
Pre-condition(s)	<ul style="list-style-type: none"> - Information material translated in languages spoken by eligible applicants for international protection and relocation; - Cultural mediators/interpreters provided by EASO;



	- Office space made available at each hotspot site.
EASO support	<p>Up to 2 experts per hotspot site / min. 6 weeks / 2 travel days per mission</p> <p>Up to 8 experts in the mobile team based in Catania / min. 6 weeks / 2 travel days per mission</p> <p>Envisaged place of deployment: Italian Hotspot sites (gradually, depending on their operationalization) and other disembarkation locations indicated by Italian authorities.</p> <p>Up to 2 experts per team in 5 mobile teams tasked to liaise with the local Prefectura and reception centres assigned to it / key locations identified by Italian Authorities (e.g. Rome/Catania) / min. 6 weeks / 2 travel days per mission</p>
Implementation	2017: Q1-Q4, AIP profiles: a), c), f), h), i)
Deliverable (s)	<ul style="list-style-type: none"> - Information provided to persons newly arrived to Italy about the relocation procedure and the family reunification criteria under Dublin Regulation together with advice as to where and how applications may be lodged (including information on the Dublin and relocation procedures), as well as about the cooperation requirement and possible consequences of non-cooperation. - Information provided to the potential applicants for relocation scheme on the need for registration of their application for international protection. - Information provided to potential Dublin cases on the need for registration of their application for international protection and on the provision of relevant supporting documents. - Building up on the pilot projects on relocation of unaccompanied minors, early identification and referral of such persons to designated accommodation centres. - Information on relocation provided in relevant locations on the mainland to persons eligible for relocation who engage with the local Questura - All persons who express the intention to apply for international protection are referred to the responsible Questura for registration of their application.

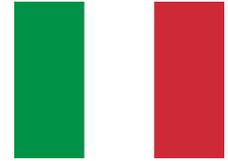
EASO Activity ITA 2: Support with handling registration of applicants for international protection	
Responsible authority	<p>Department of Civil Liberties and Immigration</p> <p>Department of Public Security - Local competent Questura</p> <p>Prefectures</p>
Current situation (Italian Roadmap, Italian Standard Operating Procedures, EC Reports on Relocation and Resettlement)	<p>Following their transfer to reception centres, CARA (reception centre for asylum seekers) and reception centres dedicated to relocation: persons who have expressed their intention to submit an application for international protection/relocation are photo-fingerprinted and recorded into in Eurodac under category 1.</p> <p>Identified regional hubs temporarily accommodate eligible persons who wish to join the relocation programme, for the duration of the relocation procedure. Persons wishing to join relocation must, like all other applicants for international protection in Italy, formalize their application for international protection by completing a standard "C3"</p>



	<p>form. In the form all additional information about the applicant required for the implementation of the relocation procedure is included.</p> <p>Once the C3 form is filled out, the application is uploaded into the VESTANET system and submitted to the Dublin Unit in Rome where further activities are undertaken for the relocation procedure, including matching operations.</p> <p>All activities will be carried out with the support of EASO experts and cultural mediators assigned to each regional hub.</p> <p>Those who express their intention to submit an application for international protection, but do not belong to any nationality eligible for relocation, are transferred to one of the regional centres throughout the country, depending on the availability of places and the reception conditions of the various centres.</p>
Objective(s)	<p>Potential relocation cases are identified in a timely manner and the complete C3 form application for international protection is uploaded in the VESTANET.</p> <p>Capacity support is given to the local Questura in addressing the new cases and the internal backlog in registration of applications for international protection, as appropriate.</p>
Pre-condition(s)	<ul style="list-style-type: none"> - Access to Vestanet, including credentials for each expert; - Cultural mediators/interpreters provided by EASO for every selected working location.
EASO support	<p>Up to 3 experts per working location / min. 6 weeks / 2 travel days per mission</p> <p>A roving team of up to 10 experts will be available in Rome, to be deployed to address further immediate needs of Italian authorities / min. 6 weeks / 2 travel days per mission</p> <p>Envisaged place of deployment: dedicated centres and local responsible Questura - Bari, Crotone, Mineo, Milano, Roma, Trapani, Villa Sikania (Agrigento) and any other location according to the emerging needs.</p>
Implementation	2017: Q1-Q4, AIP profiles: a), c), e), f), g)
Deliverable (s)	<ul style="list-style-type: none"> - Performing registrations of applicants for the relocation scheme in the Vestanet system in relevant working locations. This includes provision of information to potential applicants and prioritisation of applicants identified as persons with special needs. - Performing registrations of the application of international protection for the potential cases falling under Dublin criteria where Italy is not the responsible member state. - Conducting supplementary interviews for relocation mechanism purposes to identify potential grounds for exclusion and for cases falling under Dublin regulation provisions; - Support the daily activity of the Local responsible Questura in registering new cases and addressing the internal backlog in registration of applications for international protection, as appropriate.



EASO Activity ITA 3: Support with handling outgoing Dublin take charge requests	
Responsible authority	Department of Civil Liberties and Immigration, Dublin Unit
Current situation	<p>With the relocation mechanism, the European Commission proposed to make use of the emergency response mechanism under Article 78(3) of the Treaty on the Functioning of the European Union, to set up an emergency scheme to assist Member States in need.</p> <p>Third country nationals are first registered as applicants for international protection in the VESTANET database. The registration form (C3) contains information on the identity of the applicant but also Dublin relevant information, data on previous applications for international protection and on issues relevant to the current application.</p> <p>Following the registration process, when circumstantial evidence and proof are available regarding possible take charge request to be made another Member State, the Local Questura refers the case to the Dublin Unit in Rome by forwarding their electronic file. It includes the registration form and other relevant documents submitted by the applicant (such as consent for reunification and/or documents from family members residing in other Member States etc). All information and scanned documents are uploaded in VESTANET and electronically transferred to Dublinet.</p>
Proposed processes for relocation and Dublin procedure	<p>The Rome Dublin Unit, with the support of 15 EASO experts, will carry out all activities related to relocation procedure and outgoing Dublin requests.</p> <p>For the relocation procedure, support will be provided to the matching activity (by examining the applicants' profile taking into account all relevant elements such as educational titles, professional qualifications and knowledge of foreign languages, previous jobs and family relations etc) with indications for relocation by Member States), preparing and sending the relocation request, always taking into consideration prioritization of vulnerable applicants.</p> <p>Following approval by the Member State of relocation, a relocation decision will be prepared with the support of the EASO experts assigned to the Dublin Unit.</p> <p>All the above-mentioned activities concerning the relocation procedure will be coordinated by the Ministry of Interior. All activities will be carried out by the Italian authorities, with the involvement of the MS Liaison Officers together with the support of UNHCR/IOM and EASO as appropriate.</p> <p>EASO Experts will also provide support in processing outgoing Dublin cases, as well as coordinate with experts performing registration at the earlier stage of the process (measure ITA 2) to obtain the necessary documents for preparation of the request.</p>
Objective(s)	Swift processing of relocation cases and support for processing Dublin cases.
Pre-condition(s)	<ul style="list-style-type: none"> - Office space available for every expert in the Dublin Unit; - Access to Vestanet and DubliNet for every expert (including credentials and digital signatures).
EASO support	Up to 15 experts deployed in Rome Dublin Unit / min. 6 weeks / 2 travel days per



	mission
Implementation	2017: Q1-Q4, AIP profiles: a), b)
Deliverable (s)	<ul style="list-style-type: none"> - An efficient workflow for the procedure within the Dublin Unit is maintained. - Support provided with handling of Dublin and relocation cases (including by matching the identified applicants and the Member State of relocation to the extent possible), organising and engaging in correspondence between Italy and the receiving Member State and submitting outgoing requests (along with the relevant elements of their individual case files) to a specific receiving Member State. - Targeted and steady information exchange with the MS of relocation through the liaison officers.

EASO Measure ITA 4: Strengthening the reception capacity, in particular with regard to unaccompanied minors	
Responsible authorities	Ministry of Interior - Department for Civil Liberties and Immigration – Central Directorate of Services for Immigration and Asylum
Current situation	<p>The “Operational National Plan to face the exceptional flow of third country nationals” of 10 July 2014 underlines the need for a more structured system for the reception of unaccompanied minors. The system should provide:</p> <p>a) The activation of governmental structures of very first reception with a high level of specialisation, which assist UAM during the family tracing, with functions of identification, and if required, age and status assessment, also in order to accelerate the possible reunification with relatives present in other EU member states;</p> <p>b) The activation of a second level of reception of all UAMs in the frame of the SPRAR.</p>
Objective(s)	Supporting the Italian Ministry of Interior in the implementation of its “Operational National Plan to face the exceptional flow of third country nationals” of 10 July 2014, in particular with regard to reception of unaccompanied minors.
Pre-condition(s)	– IT will appoint a Measure Coordinator.
EASO support	<p>5 activities / 10 experts / 12 days each, 2 travel days each</p> <p>5 information sessions for managing authorities of the reception centres / 3 experts each / 4 days each, 2 travel days⁴</p>
Implementation	2017: Q1-Q4, AIP profiles: f), h), i).
Deliverable(s)	1. Counselling of the management responsible for reception, namely of UAMs and separated children, including on issues such as age and status assessment and family tracing based on identified training needs identified and agreed training

⁴ These activities were foreseen in the EASO Special Support Plan to Italy Phase 2 of 11 March 2015, measure IT3: “Strengthening the reception capacity, in particular with regard to unaccompanied minors”, and are now incorporated within the framework of this EASO Operating plan to Italy. Therefore, they should be considered as a prolongation. For these activities, the remaining budget under the EASO Special Support Plan to Italy will be used and will be topped-up according to the needs.



	<p>agenda;</p> <ol style="list-style-type: none"> 2. Training sessions organised for staff of reception centres in order to ensure a tailor-made approach to minors in reception; 3. Support to setting up a national mechanism for age assessment of UAM; standard operating procedures (SOPs) developed for newly appointed guardians for UAM, while making use of EASO Quality tool on identification of vulnerable persons, EASO Handbook on Age Assessment and best practices of Member States; 4. Support to setting up a national mechanism for ensuring the best interest of the child, family tracing and family reunification for persons accommodated in the framework of the SPRAR network.
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EASO Measure ITA 5: Professional development activities and study visits	
Responsible authorities	Ministry of Interior – Department of Civil Liberties and Immigration
Current situation	<p>The Italian authorities underline the importance of updating their senior management’s legal expertise in the field of international protection. They would like to benefit from the experiences of other MS and to network with their counterparts. To that end, professional development seminars and study visits are planned to take place, Sweden and Switzerland agreeing already to receive the Italian delegation.</p> <p>In addition, to further build the capacity and expert knowledge of the COI Unit and to ensure high quality and standards in researching and applying COI in the procedure for international protection, the Italian authorities would like to host international conferences on the main countries of origin of applicants, relevant for Italy.</p>
Objective(s)	<p>Enhance the capacity of the staff of National Asylum Commission, as well as members of the Territorial Commissions and Sections to implement the instruments of the Common European Asylum System and to strengthen their cooperation with other Member States.</p> <p>Enhance the capacity of the staff of Department of Civil Liberties and Immigration (e.g. National Asylum Commission, Special Unit for reception of UAMs and the Dublin Unit) to enhance the quality and harmonisation in the area of international protection, by appropriate professional training using EASO Training Curriculum modules, ultimately contributing to harmonized implementation of the Common European Asylum System.</p>
Pre-condition(s)	– IT will appoint a Measure Coordinator.
EASO support	<p>Training activities organised by EASO / 30 IT experts / 3 days each / 2 travel days each</p> <p>2 study visits / 25 IT participants / 2 days each / 2 travel days each</p> <p>Participation in EASO activities (e.g. workshops, thematic networks and seminars) / 50 IT experts / 3 days each / 2 travel days</p> <p>2 conferences organized in Italy on relevant countries of origin / 25 participants for each conference / 3 days each / 2 travel days</p> <p>4 activities for drafting COI factsheets / 2 experts/ 12 days each / 2 travel days</p>



Implementation	2017: Q1-Q4
Deliverable(s)	<ol style="list-style-type: none"> 1. 30 Italian experts are trained in the EASO Training Curriculum modules, attending the training courses organised in 2017, for which the rules on reimbursement of costs applicable are foreseen in the EASO Management Board Decision No 16 of 23 November 2012, amended. 2. Two study visits are organised in a Member State and/or associated country. 3. 50 Italian experts are participating in EASO activities related to the implementation of the Common European Asylum System, attending in meetings, workshops, seminars organised by EASO, for which the rules on reimbursement of costs applicable are foreseen in the EASO Management Board Decision No 16 of 23 November 2012, amended. 4. 2 conferences on relevant countries of origin with participation of other member states 5. COI factsheets on countries of origin relevant to the Italian asylum system for which EASO did not release a COI country report.

EASO Measure ITA 6: Evaluation of the implementation of the EASO Operating Plan to Italy	
Responsible authority	EASO DCLI, DPS
Objective(s)	Evaluation of the implementation of the EASO Operating Plan to Italy.
Pre-condition(s)	<ul style="list-style-type: none"> – Indication by the Italian authorities of staff responsible for the thematic areas under the Operating Plan. – Aggregation and provision of summary of feedback from the Italian authorities. – Ensuring that the evaluation team had access to and has consulted all relevant information and documents related to the implementation of the Operating Plan.
EASO support	1 activity / 8 experts/ 5 calendar days each, 2 travel days each
Implementation	2017: Q4
Deliverable(s)	Completed final evaluation assessing the full implementation of the activities foreseen in the EASO Operating Plan to Italy, as well as identifying key lessons and proposing practical recommendations for follow-up actions.



4 COOPERATION WITH THE EUROPEAN COMMISSION AND THE EURTF

All activities under this Operating Plan will be closely coordinated with Italy and with the steady support of the European Commission as well as with the other Agencies part to the EURTF. To this end, EASO Plan Coordinator will be in charge of ensuring appropriate coordination with the other players. Operational presence of EASO will be ensured in the EURTF throughout the whole duration of the Operating Plan.

5 COOPERATION WITH UNHCR

In accordance with Article 50 of the EASO Regulation, EASO aims at continuing in a coherent and complementary way the fruitful cooperation with UNHCR. EASO Plan coordinator will liaise with UNHCR office in Italy for a continuous cooperation and coordination of practical activities agreed with Italian authorities under the current Operating Plan.

6 FINAL PROVISIONS

6.1. General reporting provisions

A reporting system will be established for monitoring the implementation of the Operating Plan to assess any further needs or changes. In particular, the Asylum Support Teams will provide a Final Report to EASO via the corresponding template to be found in Annex A.

6.2. Incident reporting

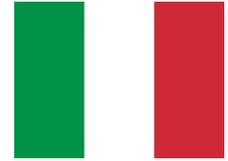
Participants in EASO activities who have reason to believe that a violation of the present Code of Conduct has occurred or is about to occur, are obliged to report the matter to the Executive Director of EASO and to the Host Member State Coordinator for the Operating Plan via the appropriate channels.

Any accidents that may occur throughout the participation of experts in the Asylum Support Teams shall be reported through the same channels. Incident reporting templates can be found at Annex B.

ANNEXES

Annex A: Format for the Final Report

Annex B: Incident reporting template



Annex A: Format for the Final Report

EASO Operating Plan to Italy

Measure no [X]	<i>[please insert title]</i>		
EASO Measure Coordinator	<i>[name and surname]</i>	Italian Measure Coordinator	<i>[name and surname]</i>
Expert(s)	<i>[name and surname]</i>	Date of submission	<i>[submission of the report]</i>
Expertise area	<i>[profile]</i>	Time-frame	<i>[date of participation]</i>
Member State(s)	<i>[X]</i>		

Background and introduction *(please provide an overview of the current situation, synergies with other measures and how this measure has contributed to the enhancement of the specific area)*

Specific objectives and deliverables agreed to prior to the participation

-
-

Description of activities *(please identify stakeholders and deliverables for each activity)*

-
-

Concrete products delivered *(please list the products for each activity)*

-
-

Coordination with IT, EASO and other relevant stakeholders *(e.g. briefings, follow up meetings, debriefings etc.)*

-
-



Recommendation(s) and advice(s) for possible next steps (*SMART formulated*)

-
-

Observations and challenges (*please refer to any challenges encountered during the mission as well as any challenges foreseen at the implementation phase*)

-
-

Suggestions/Roadmap for implementation (*including timeframe, potential follow-up missions with suggested dates and deliverables, and availability for post-participation consultation*)

-
-

Annex:

- Technical reports/deliverables



Annex B: Incident reporting template

Article 19 of the EASO Code of Conduct for persons participating in EASO operational support activities states that:

"Participants in EASO operational support activities who have reason to believe that a violation of the present Code of Conduct has occurred or is about to occur, are obliged to report the matter to the Executive Director of EASO through the responsible officer in EASO and to the host Member State via the appropriate channels.

The list of contact persons in EASO and the host Member State is provided in the working arrangement accompanying each EASO Operating Plan, Special Support Plan and Joint Processing activity. Main email address in EASO is operations@easo.europa.eu"

Should such an incident should occur, or if other incidents need to be reported, please fill the present form.

Name of expert:
Type of incident:
Full description of the incident:
Area Deployed:
Date of incident/accident:
Time of incident/accident:
Describe what activity was taking place, e.g. training, working, etc.

