



**EASO Consultative Forum Plenary  
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**Session 4: EASO's Information and Documentation System (IDS)**

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**1. Aim**

- To explain the scope of the EASO Information and Documentation System and outline its main features and links to other aspects (legislation, case law, statistics, glossary).
- To explore possible contribution of civil society and access to the system.

**2. Background**

The Common European Asylum System (CEAS), including the national asylum systems of 30 Member States and Associate Countries working according to the provisions of the EU asylum acquis as transposed into national law, is complex. A vast amount of information on all aspects of national and EU practice is available in a high number of reports, sites, decisions, procedures, and other documents. In this context, the challenge is ensuring access to relevant parts of it. For this reason, EASO has decided to set up a combined content management system and database which aims to provide in an easy-to-use form a central source of information that gives a detailed and up-to-date overview of the practical functioning of the CEAS.

Article 11 of the EASO Regulation already foresaw a clear role for EASO in contributing to the implementation of the CEAS by organising, coordinating and promoting the exchange of information on national practices by the creation of “factual, legal and case-law databases to support the exchange of information between the relevant stakeholders concerning the implementation of the asylum acquis.” To this end, EASO has begun plans to develop an Information and Documentation System (IDS) to store and attractively display information on the CEAS. The IDS will consist of short summaries of key aspects of the CEAS (“topics”) including references to relevant documents stored in the system. The interface of the IDS should allow the user to select the information to be displayed, at either EU+ level, and to select information relating to a specific EU+ country, according to the user’s interest and needs. The system will also function as a document management system, storing documents within a taxonomy and allowing advanced search using keywords and tags (metadata) when uploading documents) to ensure retrievability.

All data in IDS will be arranged in a uniform format, enabling comparative and comprehensive analysis of each main part of the asylum system (which will be of particular use for the Annual Report on the Situation of Asylum in the EU). Comprehensive information on a certain topic across MS will be compiled and queries from stakeholders will be answered more easily. There will be a common point of reference for all EASO activities, ensuring consistency in the approach and source data and providing a qualitative counterpart to statistical data collection under the Early warning and Preparedness System (EPS).

The main features of the system will be the following:

- The system will seek to provide not only a searchable library of all relevant information, but also comprehensive overviews of how each key stage of the common asylum process is generally carried out in the EU and what the range of practice is in MS.

- The system will cover all MS and will be organized according to key stages and areas of the asylum process: access to procedure, application for international protection, Dublin procedures, determination at first instance, determination at second instance, reception and detention, return and content of protection/integration.
- Initial data should be collected by EASO, through targeted research of information already available through various sources and through its regular activities, such as drafting of the Annual Report on Situation of Asylum in the European Union. The data should be updated *ad hoc* based on incoming information and additionally a general update should be performed on a quarterly basis.
- A common glossary of terms will be used to ensure terminological consistency with other EASO activities.

### 3. Expected outcomes

- Gathering feedback from the civil society regarding lessons learned in similar processes and with regard to existing databases
- Discussing applicable standards required to ensure that information collected in IDS provides an up-to-date, comprehensive, balanced and accurate picture of the CEAS.
- Identifying civil society stakeholders with relevant input for IDS and possible venues of cooperation in that regard.

### 4. Discussion points

- What are the challenges in setting up a database concerning asylum issues? Which existing tools and instruments may serve as good examples? What are the challenges to be expected and how can they be successfully mitigated?
- What are the applicable standards for information (in terms of timeliness, sources, content, form and other characteristics) for it to be considered relevant and included in the database?
- What are the ways in which civil society's input on the functioning of CEAS could be communicated to EASO?