Standard Summary Project Fiche

1. Basic Information

1.1. CRIS Number: 2004/016-925/02-03

Twinning: LT/2004/JH /03

1.2. Title Strengthening Witnesses and Victims' Protection from Criminal Influence,

Ensure International Police Co-operation in Fight Against Organised Crime

1.3. Sector Justice and Home Affairs

1.4 Location Lithuanian Police Witnesses and Victims' Protection Service, Lithuania

2. Objectives

2.1. Overall Objective

The overall objective of this **1.909 MEUR** project, of which **0.236 MEUR** is provided from national co-financing, is to ensure protection of witnesses and victims' as well as ensure the international police co-operation according to the requirements of the European Union in the field of fight against organised crime.

2.2. Project Purpose

With a view to setting-up an effective witnesses and victims' protection system the project purposes are as follows:

- To ensure the protection of witnesses and victims' according to the requirements of the European Convention on Human Rights while fighting against organised crime, drug trafficking, as well as preventing, disclosing and investigating dangerous, resonance and international crimes;
- To provide appropriate training for the officers of the Lithuanian Witnesses and Victims' Protection Service;
- To strengthen the administrative and technical capacities of the Lithuanian Witnesses and Victims' Protection Service by providing the assistance necessary to ensure effective and quick receiving, processing and analysis of information in co-operation with the appropriate specialised EU and neighbouring countries' units and according to the EU requirements;
- To prepare internal legal acts (working rules, instructions, training programme, and other legal acts) and co-ordinate them with the EU requirements in international police co-operation sphere.

2.3. Justification

On 2 December 2002, European Commission in the First Monitoring Mission (peer review) after provisional closure of accession negotiations under chapter 24 in the fields of Justice & Home Affairs in Lithuania states, "An area of organised crime of particular concern is trafficking on human beings, particularly women. There are few records of this crime as investigations involve a complicated process of evidence collection, and victims tend not to co-operate with the police".

Article 24, establishing the Transition facility in the Accession Treaty states "assistance shall address the continued need for strengthening institutional capacity in certain areas through actions which cannot be financed by the Structural Funds, in particular in the following areas:

Justice and home affairs (strengthening of the judicial system, external border controls, anti-

corruption strategy, strengthening of law enforcement capacities)...".

According to the Comprehensive Monitoring Report "Lithuania is partially meeting the commitments and requirements for membership in relation to migration, asylum, police co-operation and combating organised crime, the fight against fraud and corruption and money laundering. Overall, Lithuania needs to adopt and implement the necessary remaining legislation. Institutions, interagency co-operation and co-ordination structures need further strengthening."

3. Description

3.1. Background and Justification

Lithuania has made a significant progress in development of the effective measures to restrain and fight against organised crime. On 17 January 2002, The Lithuanian Government adopted a programme for the control and prevention of prostitution and trafficking in human beings for 2002-2004. This new prevention strategy is designed to be an effective tool in fight against organised crime in Lithuania. According to the Implementation plan of this Programme's measures, point 25 of Annex I – it is necessary to strengthen the protection of victims and witnesses from criminal influence and to ensure international police co-operation in fight against organised crime by developing the material – technical basis of the service for the witnesses and victims protection as well as establishing specialised centres for the protection of witnesses and victims from criminal influence. The Government of the Republic of Lithuania allocated 500 000 Litas to the Police budget for the establishment of the above mentioned centres. However, there is a lack of financial possibilities for the implementation of the preventative schemes in this field.

On 5 March 2003 The Lithuanian Government adopted National ACQUIS Action plan for year 2003. In 2003, on the basis of this plan the Lithuanian Police Witnesses and Victims' Protection Service foresees to conduct the number of measures in order to ensure the implementation of measures of witnesses and victims' protection from criminal influence: accumulation of funds, establishment of material – technical basis and formation and maintenance of central specialized subdivision in Vilnius, establishment of 60 staff positions as well as establishment of regional subdivisions and safe sites (audiovisual equipment for surveillance of the subdivisions and safe sites' buildings and the territories), which will correspond to all EU requirements and standards, which are applicable to this type of subdivisions and safe sites. In 2003, conducting these measures, the part of the foreseen staff positions was established in order to strengthen the witnesses and victims' protection service's activities. Another part of staff positions will be established in 2004. Due to lack of financial police possibilities, the technical basis of this service was not additionally developed.

One of the permanent strategic objects foreseen in the Plan of Strategic Activities of Police System for 2003 – 2005, which was approved in Order, No. V-46 of Police Commissioner General in the 20th of February 2003 – is to strengthen the protection of witnesses and victims' over the establishment of witnesses and victims' subdivisions. According to this Plan of Strategic Activities of Police System, the plan of state investments of Police Department under the MoI for 2004 – 2006 was prepared. One of the foreseen priorities is to strengthen the protection of victims and witnesses from criminal influence and to ensure international police co-operation in fight against organised crime by developing the material – technical basis of the service for the witnesses and victims protection as well as establishing specialised centres for the protection of witnesses and victims from criminal influence.

In 2000, Intergovernmental Agreement between Lithuania, Latvia and Estonia on Cooperation in Witnesses and Victims' Protection was signed. This trilateral Agreement is very important in the field of international police co-operation.

The main object of this project is to ensure the fight against organized crime, trafficking in human beings, drug addiction as well as prevention, disclosing and investigation of serious resonance and inter-regional crimes, protection of witnesses and victims', conduction of forensic investigation, criminal intelligence, and armed criminals detention operations on a country scale. In order to achieve this aim, the Lithuanian Police Witnesses and Victims' Protection Service must solve the main task – strengthening the subdivision of witnesses and victims' protection, which would ensure the conduction of the main functions:

- The implementation of complex functions of witness protection from criminal influence corresponding to EU requirements on a country scale;
- The ensuring of change of biographical data of witnesses and victims' protection from criminal influence.

The Lithuanian Police Witnesses and Victims' Protection Service is not able to ensure the implementation of complex functions of witness protection from criminal influence corresponding to EU requirements on a country scale:

- 1) Without training on using the special poly-graphic equipment (for the change of the biographical data of witnesses and victims' protection from criminal influence) as well as the equipment itself. The above-mentioned training and equipment will ensure the safety and security of witnesses and victims'.
- 2) Without training on using the videoconference equipment as well as the equipment itself. It will ensure the safe and secure testimony of the witnesses as well as prevent them from the direct and indirect violence. Video conference will enable to save funds and human resources and to provide testimony within the country and with the European Union members as well as providing complex measures of protection from criminal influence;
- 3) Without training on using the audiovisual control system for interior and exterior surveillance as well as the equipment itself. It will ensure safety and security of the protected witnesses as well as the Lithuania Police Witnesses and Victims' Protection Service central and regional divisions and safe sites.

The Seimas of the Republic of Lithuania resolution of 12 November 2002 foresee the strengthening of the witnesses and victims' protection. The Lithuanian Government resolution of 17 January 2002 foresees the establishment of the LPWVS safe sites.

3.2. Linked Activities

The Lithuanian Police Witnesses and Victims' Protection Service has not received training or technical support from Phare previously; however, there were several similar projects on training or receiving of the technical support:

- In 2000 the Lithuanian Police Witnesses and Victims' Protection Service received support in office equipment from the Ministry of Interior of Germany.
- In 2002 the Lithuanian Police Witnesses and Victims' Protection Service received training in witness protection area from the Germany criminal police.

However, the Lithuanian Police Witnesses and Victims' Protection Service has a vital need for the training described below, because there is no such training and experience in the fields of the audiovisual control system, on the security of the safe sites, on peculiarities of the technical usage of the videoconference, on technical usage new software, technical service of the poly-graphic equipment

3.3. Results

- The internal legal acts (working rules, instructions, training programme, and other legal acts) prepared and co-ordinated with the EU requirements in police co-operation sphere;
- The appropriate training for the officers of the Lithuanian Witnesses and Victims' Protection Service provided;
- The administrative and technical capacities of the Lithuanian Witnesses and Victims' Protection Service by providing the assistance necessary to ensure effective and quick receiving, processing and analysis of information in co-operation with the appropriate specialised EU and neighbouring countries' units and according to the EU requirements strengthened;
- The protection of witnesses and victims' ensured according to the requirements of the European Convention on Human Rights fighting against organised crime, drug trafficking, as well as preventing, disclosing and investigating dangerous, resonance and international crimes.

3.4. Activities

3.4.1 Twinning and Training package Guaranteed results/expected outputs

- Developed and employed training programme and methodological material for officers working in the Lithuanian Police Witnesses and Victims' Protection Service according to the requirements of the EU documents and legal acts regulating police activities (approx.150 officers);
- Reviewed the legal acts, which are related to the Witnesses and Victims' Protection Service and functions and recommendations for their amendment prepared;
- Prepared internal working legal acts (Manual for the Use of the Videoconference, Manual for the Use of the Audiovisual Control System, Manual on the Security of the Safe Sites) and to coordinate them with the Schengen and Palermo agreements' applicability convention provisions in police co-operation sphere;

Scope of the twinning

- Performance of gap analysis of existing legal acts related to the Lithuanian Police Witnesses and Victims' Protection Service and its infrastructure and preparation of recommendations for their amendment.
- Performance of needs analysis for preparation of internal working rules (Manual for the Use of the Video-Conference, Manual for the Use of the Audiovisual Control System) for the officers from the Lithuanian Police Witnesses and Victims' Protection Service.
- Development of training programmes, materials, and delivery of training for officers working at the Lithuanian Police Witnesses and Victims' Protection Service. The training among other areas will include such topics as:
 - Training programmes on legal basis, activity principles, and data analysis methods
 used in other Witnesses and Victims' Protection Services, and principles of work and
 co-operation with other National Witnesses and Victims' Protection Services explaining special terminology, if necessary.
 - Training on technical usage of the audiovisual control system for the officers of the Lithuanian Police Witnesses and Victims' Protection Service.
 - Training on the security of the safe sites for the officers of the Lithuanian Police Witnesses and Victims' Protection Service.
 - Training on peculiarities of the technical usage of the videoconference for the officers of the Lithuanian Police Witnesses and Victims' Protection Service.

• Training on technical usage new software, technical service of the poly-graphic equipment for the officers of the Lithuanian Police Witnesses and Victims' Protection Service.

In the course of the training, limited number of study visits to the National Witnesses and Victims' Protection Services of Member States might be organised. Each delivered course should contain the most updated information on the topic, so that responsible staff would be informed about existing new trends in the area.

Required inputs

One PAA with good administrative skills and good knowledge of written and spoken English for 18 months. The PAA will possess the following qualifications:

- Has worked or has been working in witness and victims' protection service of his state;
- Technical and methodological qualifications in witness and victims' protection as required for a quality manager and consultant for the development of the training programme and new methods based on new equipment and databases.

Short and medium term experts

A group of Short-term experts (STEs) for 13 person/months. All must be familiar with the legal acts, principles and activities in the sphere of combat against organized crime, trafficking in human beings and especially with operation of the Witnesses and Victims' Protection Services, have experience in preparing and delivering training programmes, and have good knowledge of spoken and written English.

Twinning and Training package	PAA p/m	STEs p/m*
PAA responsible for project activities related to Lithuanian Police Witnesses and Victims' Protection Service	18 p/m	p/III
STE1 (Review, analyze national legal basis, activity principles, data analysis, and prepare respective recommendations and amendments)		2 p/m
STE2 (Training on technical usage of the audiovisual control system)		2 p/m
STE3 (Training on the security of the safe sites)		3 p/m
STE4 (Training on peculiarities of the technical usage of the videoconference)		2 p/m
STE5 (Training on technical usage new software, technical service of the poly-graphic equipment)		4 p/m
Project total:	31]	p/m

^{*)} The number of STEs required might vary depending from the consultations with the twinning partner. The exact number will be indicated in the Twinning Covenant.

Operating environment of the Twinning

The Lithuanian Police Witnesses and Victims' Protection Service will be a counterpart for the Twinning project. It will contribute to covering the expenses of seminars in Lithuania and of local travel costs. To ensure smooth operations, the Police Department at the MoI will provide office with usual office equipment to the project.

3.4.2 Technical Assistance

A company will be contracted to develop the software for automation of functions of the Lithuanian Police Witnesses and Victims' Protection Service. Their task will consist of:

- Programming
- Software test and summary of results
- Installation of software
- Development of computer network and ensuring of systems' security
- Training on how to work with the procured appropriate software for persons who will be working with it at the Lithuanian Police Witnesses and Victims' Protection Service.

The Technical Assistance component should result in creation of appropriate operational software devoted to ensure automation of functions of the Lithuanian Police Witnesses and Victims' Protection Service

The Terms of Reference for Technical Assistance will be prepared by the Lithuanian Police Witnesses and Victims' Protection Service with the assistance of PAA and STEs. The preparation of ToR will start before the Twinning and Training package commences and only final stage will be done with the assistance of PAA and STEs. If the start of the Twinning component will be delayed, the ToR will be prepared by the Lithuanian Police Witnesses and Victims' Protection Service alone.

3.4.3 Supply contract

Equipment for the Lithuanian Police Witnesses and Victims' Protection Service funded by Transition Facility and co-financed by the Police Department at the MoI will be acquired in one international tendering operation.

The initial technical preparations have been completed, and a preliminary equipment list is provided in Annex 4. The final technical specifications and a final list of equipment will be prepared upon the advice of the PAA and STEs.

Due to the fact that the Lithuanian Police Witnesses and Victims' Protection Service should implement the complex measures of witness protection from criminal influence in combat against organised crime, trafficking in human beings according Article No.24 and 25 of Palermo Convention and EC Resolution No.95/C 327/04 of 23rd November, 1995 on Witnesses Protection in Fight against International Organized Crime for the new safe sites it is vital to use the audiovisual control system and videoconference system as well as poly-graphic equipment.

Successful operation of this project also requires additional poly-graphic equipment for the Lithuanian Police Witnesses and Victims' Protection Service. It will be acquired from the appropriations of the beneficiary institution allocated in the national budget (also see Section 12 Conditionality and sequencing).

4. Institutional Framework

The Project will be implemented by the Lithuanian Police Witnesses and Victims' Protection Service (LPWVS).

The whole project will be co-ordinated by the Police Department at the Ministry of the Interior (MoI) and an inter-institutional steering group for co-ordinating project activities and their smooth implementation will be created. The group will consist of representatives of the Police Department at the MoI, the Lithuanian Police Witnesses and Victims' Protection Service and other respective institutions.

The steering group will have regular meetings at least once per quarter or more often if necessary. On day-to-day basis, a technical co-ordinator of the project components will be a representative from the Lithuanian Police Witnesses and Victims' Protection Service appointed by Commissioner General of the Lithuanian Police.

5. Detailed Budget (in MEUR)

	Transi	tion Facility				
Project Components	Invest- ment Support	Institu- tion Building	Total Transition Facility (=I + IB)	National Co- financing	IFI	TOTAL
Twinning and training package		1.0	1.0			1.0
Services	0.236		0.236	0.083		0.319
Investment	0.437		0.437	0.153		0.59
TOTAL	0.673	1.0	1.673	0.236		1.909

6. Implementation Arrangements

6.1. Implementing Agency

PAO: Aloyzas VITKAUSKAS

Director of Central Project Management Agency

Address: J.Tumo-Vaižganto 8A/2 Telephone: 370 5212 6621

2600 Vilnius Fax: 370 5212 5335 Lithuania E-mail: info@cfcu.lt

SPO Arvydas LINKUS

Senior Commissioner – Head of the Investment Planning and Technical

Development Division of the Police Department under the MoI

Address: Saltoniškiu 19 Telephone: 370 5271 7879

Vilnius Fax: 370 5271 7830

Lithuania E-mail: arvydas.linkus@policija.lt

6.2. Twinning

The Twinning Team will be located at the Lithuanian Police Witnesses and Victims' Protection Service (LPWVS). The contact person for the Twinning Component will be Mr. Vitalijus Skorupskas – Chief of Lithuanian Police Witnesses and Victims' Protection Service (LPWVS); tel: +370 5271 8050; +370 5271 9167 fax: +370 5212 1294; e-mail: bat4lt@one.lt.

6.3. Non-standard aspects

The project contains no non-standard aspects. The project will be implemented following EDIS rules. The necessary to procure equipment will be acquired by using open tendering operations, and in the case of specific equipment direct tendering procedure will be applied (if necessary).

6.4. Contracts

There are three tenders foreseen for the implementation of this project activities:

Value of Twinning Covenant 1.0 MEUR

Value of Technical Assistance 0.319 MEUR, including 0.083 MEUR of national

component co-financing

Value of Supply component 0.59 MEUR, including 0.153 MEUR of national

co-financing

7. Implementation Schedule

Component	Start of Tender- ing	Start of Project Activity	Project Completion
Twinning	2Q/2004	4Q/2004	2Q/2006
Technical Assistance	3Q/2004	1Q/2005	2Q/2005
Supply	4Q/2004	2Q/2005	2Q/2005

8. Sustainability

After the implementation of this project 150 police officers of the Lithuanian Police Witnesses and Victims' Protection Service will obtain appropriate training.

9. Equal Opportunity

The Constitution of Lithuania, the Law on Equal Opportunity between Men and Women, and other legal acts explicitly forbid the discrimination on the basis of sex, nationality, and religion. An Ombudsman for equal opportunities between men and women has been appointed by the Seimas (the Parliament). The institutions involved in the project implementation will observe equal opportunity of men and women in their recruitment and human resources development. Vacancies are equally open to both genders. The institutions involved in the implementation of the project will also ensure an equal access of men and women to the project activities and results.

10. Conditionality and sequencing

The Lithuanian side will contribute 0.236 MEUR in line with the Transition Facility co-financing requirements.

Additionally, necessary equipment (Poly-graphic equipment for processing of files (for changing of the biographical data of the protected witnesses and victims' (1 unit)) for the Lithuanian Police Witnesses and Victims' Protection Service (LPWVS) will be bought from the appropriations of the beneficiary institution allocated in the national budget and will amount to about 1.2 MEUR (this amount is not indicated in Section 5, Section 6.4 and Anex 4).

All tendering activities can start as outlined in Section 7 and detailed in Annex 2. Sufficient human resources will be made available by the LPWVS for the timely implementation of all the planned operations.

Annexes to project Fiche

- 1. Logical framework matrix in standard format
- 2. Detailed implementation chart
- 3. Contracting and disbursement schedule by quarter for full duration of programme
- **4.** Reference to feasibility /pre-feasibility studies

LOGFRAME PLANNING MATRIX FOR Strengthening Witnesses and Victims' Protection from Criminal Influence, Ensure Interna	Project name and number		
Crime	and a vice of operation in Figure 15 games of games	Contracting period expires: 3Q/06	Disbursement period expires: 3Q/07
		Total Budget: 1,909 MEUR	Transition facility budget: 1,673 MEUR
Overall Objective: To set up an effective witnesses and victims' protection system in the Republic of Lithuania	Objectively Verifiable Indicators: Lithuanian police service operates as a modern, independent, professional and efficient service accordingly to good practices of the Member States.	National, EU and international reports and studies.	
 Project Purpose: To ensure the protection of witnesses and victims' according to the requirements of the European Convention on Human Rights fighting against organised crime, drug trafficking, as well as preventing, disclosing and investigating dangerous, resonance and international crimes; To provide appropriate training for the officers of the Lithuanian Witnesses and Victims' Protection Service; To strengthen the administrative and technical capacities of the Lithuanian Witnesses and Victims' Protection Service by providing the assistance necessary to ensure effective and quick receiving, processing and analysis of information in co-operation with the appropriate specialised EU and neighbouring countries' units and according to the EU requirements; To prepare internal legal acts (working rules, instructions, training programme, and other legal acts) and co-ordinate them with the EU requirements in police co-operation sphere; 	Objectively Verifiable Indicators: Witnesses and Victims Protection Service will be operating at the same level as the adequate institutions in the state of Twinning partner. Procured and installed equipments corresponding to EU and NATO standards ensuring effective and quick receiving, processing and analysis of information cooperating with appropriate specialized foreign countries units;	National, EU and international reports, studies and statistics. Reports drafted by PAAs and project leaders.	Government's commitment to maintain hardware and software of newly created databases in the future. Possibility of loosing qualified police officers due to Parliament and Government's policy on social guaranties and wages.
 Results The protection of witnesses and victims' is ensured according to the requirements of the European Convention on Human Rights fighting against organised crime, drug trafficking, as well as preventing, disclosing and investigating dangerous, resonance and international crimes; The appropriate training for the officers of the Lithuanian Witnesses and Victims' Protection Service is provided; The administrative and technical capacities of the Lithuanian Witnesses and Victims' Protection Service by providing the assistance necessary to ensure effective and quick receiving, processing and analysis of information in co-operation with the appropriate specialised EU and neighbouring countries' units and according to the EU requirements are strengthened; The internal legal acts (working rules, instructions, training programme, and other legal acts) are prepared and co-ordinated with the EU requirements in police co-operation sphere; 	Necessary recommendations for amendment of legislation documented in a working paper; New rules and methods for the Lithuanian Police Witnesses and Victims' Protection Service approved, documented and implemented; 150 police officers have increased their competence at training courses. Newly create software tested, documented and installed; All equipments received in time and at the required quality, as planned.	Reports drafted by CPMA, EC Delegation in Vilnius, PAAs and Project leaders. Police Department under the MoI.	Assumptions. • Possible problems with hardware and software. • Sufficient staff capabilities.
Activities To develope training programmes and methodological material for officers working in the Lithuanian Police Witnesses and Victims Protection Service according to the requirements of the EU documents and legal acts regulating police activities prepared; To review the legal acts, which are related to the Witnesses and Victims' Protection Service and to prepare recommendations for their amendment.	Means One Twinning Arrangement including one PAA for 18 p/m and group of STEs; One Supply tender for specialised equipment, hardware, software and other necessary equipment; One Service tender.	Source of Verification Twinning Covenant Reports drafted by PAAs, CPMA and EC Delegation in Vilnius.	Assumptions • Qualified Twinning Partner for the project can be found. • Co-operation between participating Lithuanian and Member States institutions

Palermo agreements' applicability convention provisions in police co-operation sphere; To procure and install necessary hardware and software equipment; To prepare tender documentation for Service and Supply components of the project.		free of frictions.
		Preconditions • Government commitment concerning co-financing.

Annex 2

Detailed Implementation Chart for the Project

Year			2	2003	,							2	2004 2005			2006																				
Month	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	1 2	2 3	3 4	1 5	6	7	8 9	10	0 1	11	12	1	2	3	4	5	6
Twinning																																				
Technical																																				
Assistance																																				
Supply																																				

Design
Tendering
Implementation

Annex 3

CUMULATIVE CONTRACTING AND DISBURSEMENT SCHEDULE (Transition Facility contribution only – 1.673 MEUR)

							Da	ıte					
		2004			20	005			2(2007			
	30/06	30/09	31/12	31/03	30/06	30/09	31/12	31/03	30/06	30/09	31/12	31/03	30/06
Contracting													
Twinning			1.0										
Technical Assistance				0.236									
• Supply				0.437									
Total contracting (cumulative)			1.0	1.673									
Disbursement													
Twinning			0.336	0.431	0.526	0.621	0.716	0.811	0.906	1.0			
Technical Assistance				0.189	0.189	0.236	0.236	0.236	0.236	0.236			
• Supply				0.262	0.393	0.437	0.437	0.437	0.437	0.437			
Total disbursement (cumulative)			0.336	0.882	1.108	1.294	1.389	1.484	1.579	1.673			

Reference to Feasibility/Pre-feasibility Studies

The preliminary calculations were conducted by the Police Department at the MoI and the Lithuanian Police Witnesses and Victims' Protection Service. Calculations were done in year 2003.

<u>Indicative list of the software/hardware to be financed under the Technical Assistance and Investment Components of the Project¹</u>

	Indicative Transition Facility Budget	Indicative National Co- financing	Total Budget (EUR)
Technical Assistance			
Development of appropriate software including training how to work with this software	236 000	83 000	319 000
Supply			
Equipment for the Lithuanian Police Witnesses and Victims' Protection Service with dedicated training facility			
AUDIO VISUAL CONTROL SYSTEM (Digital video recorders, multiplexers, cameras, infrared illiuminators, monitors, perimeters protection systems, wireless surveillance systems, power supply units, audio mixers, video device detectors, uninterruptible power supplies, RF jammers etc.)	394 000	137 000	531 000
VIDEO CONFERENCE EQUIPMENT (Video conference device, projector for video broadcasting, audio device for audio broadcasting, encrypting/scrambling devices, software etc.)	43 000	16 000	59 000
Total for Supply	437 000	153 000	590 000
TOTAL	673 000	236 000	909 000

¹ This is a preliminary list with preliminary calculations. The final list will be prepared by the beneficiary in co-operation with the Twinning team.