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Relationship Duration	Percentage of Respondents
Less than 1 year	15%
1 to 2 years	35%
3 to 4 years	10%
5 to 6 years	45%
7 to 8 years	10%
9 to 10 years	10%
11 to 12 years	10%
13 to 14 years	10%
15 to 16 years	10%
17 to 18 years	10%
19 to 20 years	10%

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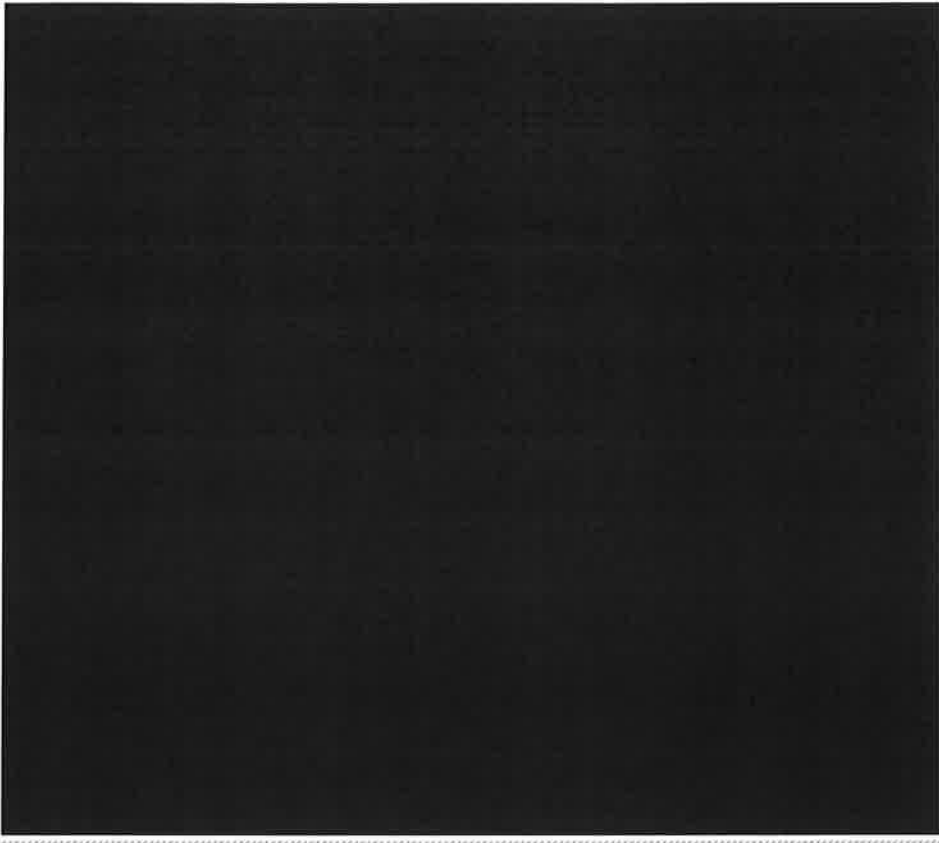
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Serious Incident Report**Subject****Joint Operation****Location****Incident date/time****Finding date/time****Reporting unit/person****1. Fact of the case****2. Measures****3. Assessment**

SAR related Serious Incident Report**Subject:****Joint Operation:****Reporting unit/person:****1. General information on the incident****Incident date/time****Original informant****Finding date/time/source****Location of the Incident:****Latitude / Longitude****Reference to operational area****SAR activated date/time****Involved Frontex assets****Distance Incident place to
Frontex assets****Detection date/time/who****Estimated POB****Dead and/or injured persons****Embarking port****Involved authorities****2. Fact of the case****3. Measures****4. Assessment**

STANDARD PLAN OF OPERATIONAL BRIEFING AND DEBRIEFING

1. Operational briefing

During the first days of the deployment all staff of participating MS/SAC and observers from third countries will receive an Operational briefing in accordance to chapter 4.5 of Operational Plan.

During the **general part of Operational briefing** all participants should be introduced to:

- Main aspects of the Operational Plan, particularly:
 - Legal Framework of FX
 - Fundamental right in FX activities
 - Code of Conduct
 - Description and assessment of the situation in the area
 - Operational aim and objectives
 - Information on implementation (period, briefing/debriefing, operational areas, participation)
 - Operational concept
 - Main aspects of RoE
 - Cooperation with 3rd countries and other entities
 - Main tasks and roles of participants
 - Command, control, communications, contact details of FX staff
 - JORA, FOSS
 - Reporting (incidents, SIR, reports of participants and FX, etc)
 - Organizational arrangements and logistics
 - Evaluation (reports)
 - Press communication rules

During the **additional briefing, Joint Debriefing Teams** should be introduced to:

- State of play including the current migration situation within the JO
- Debriefing activities according to the Operation Plan
- Guidelines for debriefing activities
- Information flow
- Use of Interpreters

During the **national briefing** all participants and observers should be introduced to accordance to the Common Briefing Pack, in particular:

- Introduction to the national and local border authorities, border management, operational area, organizational structure and responsibilities (incl. tasks, responsibility areas on map, main statistics etc.)
- Organizational response or how the relevant border security tasks are carried out in this organization
- Introduction of Local Coordinators and other local staff, contact persons; advices on practical arrangements in the area of accommodation (Not applicable to NOs)
- Presentation of duty plan/working schedule for their deployment
- National legislation related to the border management for powers of the officers and instructions (supported by demonstration) for use of force in different situations, including self-defence. (Not applicable to NOs)
- Working conditions and facilities in the specific operational area

- Transportation/storage/carry/use of weapons/special technical equipment
- All needed contact details (local contact persons, ICC/LCC, mobile numbers of experts currently deployed)
- Confirmation accreditation document and armband are in their possession (Not applicable to NOs)
- Logistical information on heavy equipment or spare parts delivery (applicable for crews only)
- Any other information related to the deployment

2. Debriefing

At the end of the deployment, the debriefing shall be delivered to all staff of participating MS/SAC and observers from third countries in accordance to chapter 4.5 of the Operational Plan. Debriefing should consist of at least of the following topics:

- Brief assessment of the deployment period in JO by participants and observers
 - Brief assessment of the cooperation with local national authorities and Frontex
 - Brief assessment of received information quality from local national authorities and Frontex related to task executing
- Brief feedback of the performance by host MS representative
- Questions/answers session

Guidelines for Debriefing Activities

Risk Analysis Unit

Commented [FG1]: The text in this Annex contains sensitive information about debriefing activities in particular regarding the gathering intel. Disclosure of such information would harm the performance of future operational tasks taking place at the related area and would facilitate performance of illegal activities such as human trafficking and drug smuggling, therefore it would harm the public interest as regards public security. In this regard the text is not disclosed pursuant to the exception laid down in the first indent of Article 4(1)(a) of Regulation (EC) 1049/2001

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² Detailed description of equipment is in chapter 3.3.3 Equipment.

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11/11/2016

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1. GENERALInterview number: [Click here to enter text.](#)**Example :** MINEO_20130228_008

Name of Interviewer

Family name: [Click here to enter text.](#)Country: **Choose an item.**

Name of Interviewer

Family name: **Click here to enter text.**Country: **Choose an item.**

Name of Interpreter

Family name: **Click here to enter text.**Country: **Choose an item.**Interview grade (indicate the grade of the interview according to the criteria listed below): **Choose an item.**

- A. The information received was of a good standard, and clearly shows the routing and modus operandi used by the migrant;
- B. The information received is of an average standard; although incomplete, the information gathered gives some insight into the routing and modus operandi used by the migrant;
- C. The information received is of a poor standard, and it has not been possible to establish with any degree of certainty the routing or modus operandi used by the migrant).

JORA Incident Report No: **Click here to enter text.**Date of interception/apprehension: **8/3/2013**Date of arrival to the Centre: **21/3/2013**Place of interview: **Choose an item.**Date of interview: **22/3/2013****2. INTERVIEW**[Click here to enter text.](#)

3. PICTURES/MAPS:

FIGURE N	LEGEND	PICTURE
1	Description; Link to the interview	
2	Description; Link to the interview	
3	Description; Link to the interview	
4	Description; Link to the interview	

5	Description; Link to the interview	
6	Description; Link to the interview	
7	Description; Link to the interview	
8	Description; Link to the interview	

9	Description; Link to the interview	
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4. SUMMARY

Click here to enter text.

A. Identity

1. Gender: **Choose an item.**
2. Age: **Choose an item.**
3. Family status: **Choose an item.**
4. Nationality claimed: **Choose an item.**
5. Nationality assumed: **Choose an item.** Regional area/City: **Click here to enter text.**
6. Contact in EU: **Choose an item.** If Yes: **Choose an item.** Country: **Choose an item.**
City: **Click here to enter text.**
7. Tribal or Ethnic Group: **Click here to enter text.**
8. Military Background: **Choose an item.** If Yes: **Choose an item.**
9. Level of education: **Choose an item.**
Other: **Click here to enter text.**
10. Language(s)/dialect(s) spoken: 1: **Choose an item.** 2: **Choose an item.** Other: **Click here to enter text.**
11. Previous occupation(s): **Click here to enter text.**
12. Any Documents? **Choose an item.** Details: **Click here to enter text.**
13. Salary? **Click here to enter text.**

B. Route & Modus Operandi

1. Final destination: **Choose an item.** Country: **Choose an item.** City: **Click here to enter text.**
2. Reason for travelling: **Choose an item.**
Other: **Click here to enter text.**

3. Facilitated: **Choose an item.** Nationality facilitator: **Choose an item.**
Nationality facilitator: **Choose an item.**
4. Financial Institution use: **Choose an item.**
Other: **Click here to enter text.**
5. Point of departure: **Click here to enter text.**
6. Hour of departure: **Choose an item.**
7. Transportation Means **Choose an item.**
8. Previous attempts: **Choose an item.** Location: **Click here to enter text.**
9. Travelling: **Choose an item.**

		Legs of the journey		
Country	City 1	City 2	City 3	City 4
1. Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
2. Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
3. Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
4. Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.
5. Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.

5. OTHER NOTES:

Click here to enter text.

FINAL REPORT OF THE MEMBER STATE

Joint Operation Hermes 2013

(Member State)

(Authority)

Each MS hosting and participating in the JO and claiming for the final payment are requested to produce the Final Report and to revert it to the Project Team via email account epn.aeneas@frontex.europa.eu within 1 month after finalizing the deployment. (The report can be produced by each participating authority separately).

The template of the Final Report provides the minimum requirements for the report. The MS authorities are encouraged to include any additional information considered to be important to report.

1. Coordination and cooperation

*Assessment of the coordination structure established during the JO: performance of Frontex (FX) and the hosting MS (ICC/LCC, Focal Points Sea, Police Stations, Detention Centers, BCPs, etc);
Level of cooperation between FX, hosting and participating MS during the JO
Interagency cooperation (EMSA, EFCA, Europol, etc)*

2. Reporting system and the information flow

*Assessment of the reporting system and information flow between all actors involved in the JO (FX/ICC/IO/experts/assets/NO/MS/FX feedback to the MS about ongoing JO and etc)
JORA, FOSS usage*

3. Deployed resources

*Participating authorities (if report involves few authorities)
Technical equipment: total number, type, periods of deployment, operational areas covered, patrolling hrs performed, etc
Experts: total number, periods, locations of deployment, activity performed by of different profiles' experts, etc*

4. Operational results

Results achieved by the human and technical resources during the deployment period, e.g.:

- *the number of migrants detected, deterred, intercepted, rescued, landed, identified, detained, repatriated;*
- *the number of migrants boats detected, deterred or intercepted;*
- *the number of facilitators identified/arrested;*
- *other cross-border crime identified;*
- *etc*

5. Practical arrangements and logistics

Positive and negative aspects identified prior and during the implementation of JO

6. Additional information

Any additional information MS/SAC/3rd country considers to be reported

7. Recommendations

FINAL REPORT OF THIRD COUNTRY

Joint Operation Hermes 2013

(Third country)

(Authority)

Each third country participating as observer in the JO and claiming for the final payment are requested to produce the Final Report and to revert it to the Project Team via email account epn.hermes@frontex.europa.eu within 1 month after finalizing the deployment.

This report is not dedicated to evaluate host MS capacity or performance.

Free text

REPORT OF PARTICIPANT

All participants of the joint operation (GO, National Officers, Commanding Officers, ICC staff, etc) are kindly requested to fill in this template and to revert it to the Project Team via email account epn.hermes@frontex.europa.eu within 15 days after finalizing the deployment.

The aim of the report is to gather feedback from the participants in order to support improvements for future operational activities.

Name of the joint operation	
Name of the officer	
Home MS/SAC	
Period of deployment	
Place of deployment	

Question	Answer
Did you receive enough information about Frontex coordinated JO from your home MS/SAC?	
Was the planning and preparation of the JO timely and thorough?	
Was the implementation of the JO well organized?	
Did you have the opportunity to generate ideas and contribute to the JO during the implementation phase?	
What actions/practices worked well in the framework of the JO?	
Which actions/practices would you consider as not that successful for the JO?	
Was communication with Frontex regular and sufficient for effective co-operation? Have you had sufficient feedback during the course of implementation of the JO?	
What actions/practices would you improve taking into consideration available human/technical resources?	
Are there any comments/suggestions you would like to add?	

Trainer's report

Trainer's name:

Participant's name:

Project's name:

Activity's name:

Date:

1. Description of performance (what was done, methods used, achieved results and etc):

2. Overall assessment of training activity/event:

- *Please grade the overall success of the activity)*

Very good ☐ Good ☐ Satisfactory ☐ Bad ☐ Very bad ☐

- *Please comment on what has/has not been achieved or questions not answered during the activity):*

3. Challenges identified for the project

4. Recommendations

Claim for compensation:

Signature

Annex: request for reimbursement

FP/LCC BRIEFING - Guest Officers' feedback

Briefing: _____ Place: _____ Date: _____

Grades' meaning:

- 1- Strongly disagree
- 2- Disagree
- 3- Difficult to say
- 4- Agree
- 5- Strongly Agree

Participant oriented questions (self assessment)1. I was very active in doing preparatory tasks.1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

2. I was very active during the briefing/training.1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

3. I participated very actively in group working.1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

4. I'm going to share gained knowledge and skills to the others at home.1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

5. After briefing I felt confident about starting and carrying out the work.1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

Trainer and facilities oriented questions

6. Goals of briefing were presented very clearly

1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

7. Briefing time was used very efficiently.

1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

8. Training and briefing methods were effective.

1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

9. Briefing material was well prepared and useful.

1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

10. Briefing facilities were good.

1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

11. Trainer's pedagogical skills were good.

1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

12. Trainer's professional skills were good.

1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

13. I would like to recommend this training to the other colleagues.

1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

14. My overall opinion of the training session

1 2 3 4 5 ☐ Not possible to estimate

Short explanation: _____

Any other comments:

Immigration authority Name	National immigration authority LOGO	National Flag
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DOCUMENT ALERT

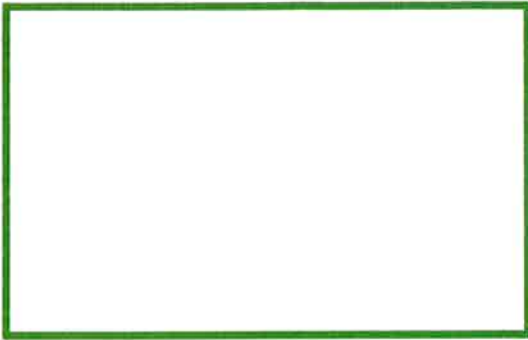
Title

Document Type:
IS Ref.

Fraud Type:
BCP

(Picture of the falsified/forged document or part of
that document)

(Brief description of the bogus document detection including the citizen status route and local of
detection.)

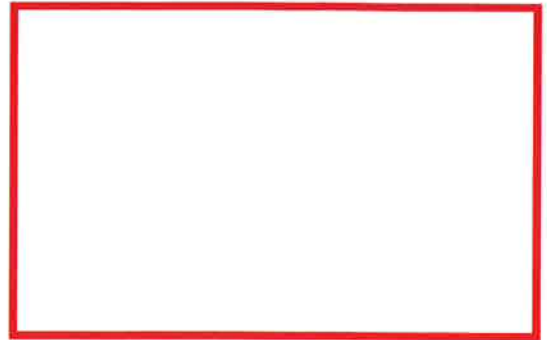
DETECTION POINT #1

(Description of the detection point)

DETECTION POINT #2

(Description of the detection point)

DETECTION POINT #3



(Description of the detection point)

Other Pictures and Descriptions:

INTELLIGENCE OFFICER DAILY REPORT

Ref. No: Click here to enter text.
Date: Click here to enter a date.
Period covered: **FROM** Click here to enter a date. **TO** Click here to enter a date.
Joint Operation: Choose an item.
Intelligence Officer: Click here to enter text.

A. INTELLIGENCE**1. INTERVIEWS**
Click here to enter text.**2. DAILY ANALYSIS / INTELLIGENCE GAPS**
Click here to enter text.**3. FLASH NEWS**
Click here to enter text.

Team Leaders Daily Report

Debriefing Team:	Place of deployment
Report Number:	
Date:	DD/MM/YYYY
Reporting period:	
Team Leader:	Name/Surname
Interpreter:	Name/Surname
Officer/interpreter off duty:	Name/Surname

1. INTERVIEWS PERFORMED

(Brief description of the daily activity of the Team)

Nationality	Males	Females	Minors	Total

(Add rows if necessary)

Total Total Total Total

Notes: (Incident)	
Type of evidence collected:	
Attach photos of boat/vessel/evidence/etc:	

2. DEBRIEFING ACTIVITIES

Brief Description of the daily activity of the team other than the interviews

3. ADDITIONAL INFORMATION / REMARKS

Information the team considers being important.

4. PLAN FOR NEXT DAY

Working day for:	e.g. activities out of the center, place of interview, etc.
-------------------------	---

Operational resources management system (Opera)

The Operational resources management system (Opera) is an integrated web-based system for the management of the operational resources pooled and deployed in Frontex coordinated activities. Information related to the availability and deployment of the resources is stored in the application and is available for the generation of statistics, and for automated reporting.

The main functions of the Opera system are the following:

- **To Manage contributions to the HR and TE Pools:** Personal data (including deployment history, profiles, participation in Frontex training, etc) of officers nominated to the HR Pools is stored in the HR Pools database. MSs nominate officers and update the information in real time by using Opera. The content is fully searchable and available for the other functionalities of the application. The same applies to the TE Pool database.
- **To Manage and allocate resources to Frontex Operations and Pilot Projects by:**
 - Creating and storing operational details such as duration, location, type of Operation, operational needs in terms of HR and TE;
 - Supporting the generation of Frontex requests for availability of resources to the MSs;
 - Managing the contribution and allocation of MSs resources to a given Frontex coordinated activity;
 - Managing the Running Expenses of Means templates
 - Monitoring and registering the deployed resources
- **To Issue secure accreditation documents:** information on the allocation of HR gives the Frontex project manager the possibility of easily creating requests for accreditation documents for his/her Operation. Opera foresees also the possibility of sending a PDF document directly to the NFPOC when the document is created.
- **To generate reports:** opera gives Frontex and the MSs the possibility of generating different types of report in a fully automated way such as composition and statistics on Pools, overviews on deployments and registration of officers, Key Performance Indicator (KPI) reports, reports on the deployed resources in a given Operation, other customisable reports.

The platform is to be used by Frontex and by the Member States/Schengen Associated Countries authorities to manage the deployment of all technical equipment and human resources under a specific activity (RABIT Operations, Joint Operations and Pilot Projects).


Only guest officers and items of technical equipment that have been registered in the appropriate pools (EBGT, TEP or other) in Opera can be deployed on a Frontex coordinated operation.

Users input information concerning the available/deployed resources, Running Expenses of Means related financial data, and officer registration details (necessary for issuing accreditation/participant's documents) directly through the Opera dedicated interface.

The following input interface is used with Opera:

Register

General Information



Member State/Schengen Associated Country

Type of document
Accreditation Document

Last Name

Function

First Name

Rank

Select Download Clear

Personal Details

Date of birth

Country Code Fixed Office Phone Number
+ 00 00000

Work Postal Address
00

Nationality

Country Code Mobile Phone Number
+ 00 000000

Post Code Town
000000 00000

Email

Country

Travel Details

Personal Equipment\Weapons Technical Equipment Additional Information

Arrival

Date and Time Flight Number
25/01/2012 00:00 12

Departure

Date and Time Flight Number
24/02/2012 00:00 12

Expiry Date of AD
24/02/2012 00:00

☐ Transportation to place of accommodation is required

Mean of Transportation

Arrival airport

Route (transit MS/BCPs)

Entry BCP/Airport (Host)

Accommodation description

Operation completed successfully

Under “Travel Details”, MSs shall input information about the arrival and departure dates (including indication of approximate time of arrival), Flight details if travelling by airplane, Means of Transportation, Route, Arrival Airport, Entry BCP/Airport and Accommodation. In the event of Accommodation being provided by the Host MS and being unknown at the time of registration, MSs shall indicate this in the Accommodation box by the text “accommodation provided by Host MS”.

The Expiry date of the Accreditation Document is automatically set as the date of departure from the operational area. In the event of any particular need (e.g. transportation by car, etc.), MSs can manually extend the date in order to have the Accreditation Document valid until the arrival of the officer in his/her Country.

Travel Details

Personal Equipment\Weapons

Technical Equipment

Additional Information

☒ Weapon

☒ Yes ☐ No

Equipment\Weapons Add

Category	Quantity	Type	Brand	Serial Number
----------	----------	------	-------	---------------

Details of Special Equipment

Save

Close

Operation completed successfully

Under “*Personal Equipment\Weapons*”, MSs shall indicate if the officer is travelling to the operational area carrying weapons or not. If yes, MS shall also register the weapon and indicate the amount of ammunition. This field is mandatory.

Travel Details	Personal Equipment\Weapons	Technical Equipment	Additional Information
<input type="checkbox"/> Operator/Crew			
Accepted Technical Equipment		New Technical Equipment	
Model		Type	Serial Number
		Brand	
Crew Function			
Additional Technical Equipment Info			
		Save	Close

Operation completed successfully

Under “*Technical Equipment*”, MSs shall indicate if the deployed officer is linked to a specific item of Technical Equipment requested and deployed through Opera (e.g. helicopter, vessel, etc.), or if he is carrying with him/her any other item of Technical Equipment.

Travel Details	Personal Equipment\Weapons	Technical Equipment	Additional Information
<input type="checkbox"/> Access to FOSS			
Date From Enter date		Date To Enter date	Type of Access ▼
Financial Information			
Daily Gross Wage [€] <input type="text"/>		Daily Subsistence Allowance [€] <input type="text"/>	
<div>Save Close</div>			
Operation completed successfully			

Under Additional Information, MSs shall indicate if the officer shall have access to FOSS, and the type of access requested (including duration). Detailed information can be found in ANNEX 14. MSs shall also indicate the Daily Gross Wage and Daily Subsistence Allowances of the deployed officer for that specific operation.

ANNEX 32**Frontex Support Officer
Weekly report Nr. X**

1. Name XXX
2. Surname XXX
3. Mission: Frontex Support Officer JO “EPN-Hermes 2012”.
4. Place of mission: XXX
5. LCC Coordinator Rank Name/Surname
6. Period of reporting: XXX
7. Assets/Experts deployed

7.1 MARITIME MEANS

7.1.1 Italian assets:
Resource Name

7.1.2 Assets from MS/SAC:
Resource Name and Port

7.2 AIR MEANS

7.2.1 Italian assets:
Resource Name

7.2.2 Assets from MS/SAC:
Resource Name

7.3 LAND MEANS

7.3.1 Italian assets:
Land patrol vehicles

7.3.2 Assets from MS/SAC:
Resource Name and location City/Village

7.4 GUEST OFFICERS/INTERPRETERS DEPLOYED

Names, profiles and arrival/departure dates

8. Minutes of Operational briefing

Information from Operational briefing

9. Incidents

Nature of incident and assets involved

10. Additional Information

(Pictures from incidents (if available) should be attached to e-mail)

11. Suggestions/Recommendations

If applicable

ACCOMMODATION

The following table is only indicative.

AVAILABLE HOTELS BY LOCATION AND NAME FOR JO EPN HERMES 2013		
REGION	NAME	CONTACTS
[REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]

Commented [BW1]: The marked parts contain detailed information on the analytical findings, risk assessment and recommendations and its disclosure would harm the course of future operations. In light of the above the text is not disclosed pursuant to the exception laid down in the first indent of Article 4(1)(a) of Regulation No 1049/2001 relating to the protection of the public interest as regards public security

