

OPERATIONS DIVISION
Joint Operations Unit
LAND BORDERS SECTOR

Operational Plan (Main part)

JO Flexible Operational Activities 2017 Land
on Border Checks
2017/LBS/04

Approved by

.....

Signature

Berndt Körner

Deputy Executive Director

INDEX

Contents

1. INTRODUCTION	4
2. LEGAL FRAMEWORK	5
2.1. Frontex	5
2.2. International and EU law	5
2.3. Fundamental Rights	5
2.3.1. Frontex' obligations	5
2.3.1. Obligations of all persons involved in operational activities coordinated by Frontex	6
2.3.1. Complaints Mechanism	6
3. DESCRIPTION AND GENERAL ASSESSMENT OF THE SITUATION	6
4. OPERATIONAL AIM, OBJECTIVES AND ACTIVITIES (OPERATIONAL CONCEPT)	7
4.1. Operational aim	7
4.2. Operational activities (Operational concept)	7
4.2.1. Border checks	8
4.2.2. Gathering of information	8
5. IMPLEMENTATION	9
5.1. Period of implementation	9
5.2. Operational areas	9
5.3. Participating Member States and composition of the European Border and Coast Guard teams	10
5.4. Operational briefings / debriefings	10
6. COOPERATION WITH THIRD COUNTRIES, OTHER UNION AGENCIES AND BODIES OR INTERNATIONAL ORGANIZATIONS	11
6.1. Cooperation with third countries	11
6.2. Cooperation with other Union agencies and bodies or international organizations	12
7. COORDINATION STRUCTURE	12
7.1. Partnership	12
7.2. Main operational structures / actors and their tasks	12
7.2.1. Third Country	12
7.2.2. Frontex	13
8. COMMAND AND CONTROL	13
8.1. Technical equipment	13
8.2. European Border and Coast Guard Teams (border guards deployed by MSs, border guards seconded to the Agency and other relevant staff)	13
8.3. Command and control scheme	14

9. COMMUNICATION	14
9.1. Operational communication	14
9.2. Communication with Press	15
10. REPORTING	15
10.1. Reporting and JORA	15
10.2. Reports of participants	16
10.3. Daily reporting package accomplished in the framework of JO Focal Points	16
10.4. Serious incident reporting	16
10.4.1 Reporting to the Management Board and to Member States	17
10.5. Frontex reporting accomplished in the framework of JO Focal Points	17
11. WORKING CONDITIONS AND LOGISTICS	17
11.1. Working conditions and working environment of the operational area	17
11.2. Logistics	18
11.2.1. Field visits	18
11.2.2. Transport, car rental and lodging	18
12. EVALUATION	18
12.1. Member States	18
12.2. Frontex	18
13. FINANCIAL PROVISIONS	19
ANNEXES	20

1. INTRODUCTION

This Operational Plan, composed of the Main part and Annexes, was agreed with the authorities of the host Member State¹, after consultation with the participating Member States.

The Operational Plan, marked as [REDACTED], may only be made available to the authorities referred in each Member State as "Law Enforcement". It shall be made available to other interested parties only on a need-to-know basis and in accordance with European and national rules on the protection of sensitive information. Such dissemination shall be done only on a case-by-case basis while further dissemination is forbidden without Frontex specific authorization.

Amendments to the Operational Plan require the agreement of the Executive Director and the host Member State, after consultation with the participating Member States.

A copy of the amended Operational Plan shall be immediately distributed by Frontex to the participating Member States via Frontex-One-Stop-Shop (FOSS).

Updates to the Deployment Plan (Annex 7) and to the Contact Details (Annex 10) are not deemed amendments to the Operational Plan.

The Handbook to the Operational Plan contains the guidelines and complementary information in regard to Frontex operational activities, services and products, reporting platforms and other air border joint operations' related matters. References to the Handbook are made in the Main part and Annexes of the Operational Plan. The Handbook is uploaded on FOSS

¹ For the purposes of the present document, the term "Member State" includes also the States participating in the relevant development of the Schengen acquis in the meaning of the Treaty on the Functioning of the European Union and Its Protocol (No 19) on the Schengen acquis integrated into the framework of the European Union, that is Liechtenstein, Norway, Switzerland and Iceland.

2. LEGAL FRAMEWORK

2.1. Frontex

The European Border and Coast Guard Agency ('Frontex') was established on the basis of the European Border and Coast Guard Regulation². It was established to ensure, together with national authorities responsible for border management, including coast guards to the extent that they carry out border control tasks, the effective implementation of the European integrated border management with a view to managing the crossing of external borders efficiently. Frontex is responsible for organising the appropriate technical and operational assistance for the EU Member States and, in particular, for coordinating joint operations, deploying European Border and Coast Guard teams and technical equipment at the external borders. Frontex is also mandated to provide technical and operational assistance to Member States and third countries, in support of search and rescue operations for persons in distress at sea which may arise during border surveillance operations at sea. The legal basis, objectives, tasks and responsibilities of Frontex are formulated in the European Border and Coast Guard Regulation.

2.2. International and EU law

The following, non-exhaustive, legal framework applies to the implementation of the activities foreseen in the present operational plan:

- Regulation (EU) 2016/1624 on the European Border and Coast Guard.
- Regulation (EU) 2016/399 of the European Parliament and of the Council of 9 March 2016 on a Union Code on the rules governing the movement of persons across borders (Schengen Borders Code)
- The United Nations Convention relating to the Status of Refugees
- The European Convention for the Protection of Human Rights and Fundamental Freedoms
- The International Covenant on Civil and Political Rights
- The United Nations Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment
- The United Nations Convention on the Rights of the Child
- The EU Charter of Fundamental Rights

2.3 Fundamental Rights

2.3.1 Frontex' obligations

Frontex guarantees the protection of fundamental rights in the performance of its tasks in accordance with the relevant EU law, including the Charter of Fundamental Rights, the relevant international law, including the Convention Relating to the Status of Refugees of 1951, the respect for fundamental rights, in particular the access to international protection, and the compliance with the principle of non-refoulement, and taking into account the recommendations of the Frontex Consultative Forum on fundamental rights.

The European Border and Coast Guard Regulation requires Frontex to put in place an effective mechanism to monitor the respect for fundamental rights in all its activities. Frontex developed a Fundamental Rights Strategy, adopted a Frontex Code of Conduct applicable to all persons participating in Frontex activities and established a complaints mechanism. The Frontex Code of Conduct lays down procedures intended to guarantee the principle of rule of law and the respect for and promotion of

² Regulation (EU) 2016/1624 of the European Parliament and of the Council of 14 September 2016 on the European border D Coast Guard amending Regulation (EU) 2016/399 of the European Parliament and of the Council and repealing Regulation (EC) No 863/2007 of the European Parliament and of the Council, Council Regulation (EC) No 2007/2004 and Council Decision 2005/267/EC (OJ L 251, 16.09.2016, p. 1)

fundamental rights with particular focus on unaccompanied minors and other vulnerable persons, as well as on persons seeking international protection, including the obligation of referral to national authorities competent for receiving asylum requests.

Furthermore, Frontex is obliged to ensure that all border guards and other personnel of the Member States, who participate in the European Border and Coast Guard Teams, as well as Frontex staff members, have received, prior to their participation in operational activities, a training in relevant EU and international law, including fundamental rights and access to international protection and maritime law.

Finally and pursuant to the provisions of the Article 25(4) of the European Border and Coast Guard Regulation, Frontex has the obligation to suspend or terminate its operational activity in case of serious or persistent violations of fundamental rights or international protection obligations.

2.3.1 Obligations of all persons involved in operational activities coordinated by Frontex

All persons involved in Frontex activities are obliged to maintain the highest standards of integrity, ethical conduct, professionalism and respect for fundamental rights. They are expected to meet obligations imposed upon them by the provisions of the present Operational Plan and are obliged to comply with the rules of their mandates. They are obliged to comply with European law, international law, fundamental rights and also the national law of the host Member State.

All persons involved in Frontex activities are expected to act responsibly and proportionately to the current operational objectives. While performing their duties they shall not discriminate against persons on any grounds such as sex, race, ethnic or social origin, religion or belief, age or sexual orientation. They are expected to treat every person with courtesy, respect and due consideration for the nature of any legitimate activity in which they are engaged. They are obliged to report any alleged violation of fundamental rights that has occurred or is about to occur via the appropriate reporting channel.

The Code of Conduct can be found in Annex 1.

In addition to the obligations set forth above, all persons participating in the joint operation must act with discretion and with respect for the right to privacy of other persons. Unless explicitly authorized by Frontex Coordinating Officer, it is forbidden to make any type of records (e.g., photos, videos) of the activities carried out under the joint operation for personal purposes.

2.3.1 Complaints Mechanism

Any person who is directly affected by the actions of staff involved in a joint operation, pilot project, rapid border intervention, migration management support team deployment, return operation or return intervention and who considers him or herself to have been the subject of a breach of his or her fundamental rights due to those actions, or any party representing such a person, may submit a complaint in writing to Frontex.

The procedures setting out the mechanism to receive and transmit to the Agency a complaint are provided in Annex 2.

3. DESCRIPTION AND GENERAL ASSESSMENT OF THE SITUATION

The operational area of this JO are Border Crossing Points (BCP) located on the road and railway connections at the external land border of the Member States. Based on the findings and the forecast of the Annual Risk Analysis (ARA), the vulnerabilities identified combined with the request from Member States, led to the establishment of Focal Points (FP) not only as an operational response to the pressure

JO Flexible Operational Activities 2017 Land on Border Checks

of illegal migration but also as a coordinating and monitoring tool which supported other Frontex coordinated operational activities and Member States.

The thorough assessment of the situation can be found in the Annex 3.

4. OPERATIONAL AIM, OBJECTIVES AND ACTIVITIES (OPERATIONAL CONCEPT)

4.1. Operational aim

The operational aim of the joint operation is to implement coordinated operational activities at the external land borders of the host Member States in order to control irregular migration flows towards the territory of the MS and to tackle cross border crime.

Within the JO Flexible Operational Activities 2017 Land on Border Checks the deployments (and redeployments if necessary) of Team Members will provide a constant operational support at the specific Focal Points located in the operational areas, facing high irregular migration pressure and/or having the higher passengers traffic and high numbers of cross-border crime activities detected at the border crossing points. The risk assessment and emerging operational needs at the particular Focal Points will be considered prior to the deployments in order to provide tailored and efficient operational support to the host MSs.

The operational aim will be implemented in full compliance with the relevant EU and international law, the respect for fundamental rights in particular the access to international protection and the compliance with the principle of non refoulement and taking into account the recommendations of the Frontex Consultative Forum and the reports of the Fundamental Rights Officer.

Operational objectives

- Enhance border security
- Enhance operational cooperation
- Enhance exchange of information
- Identify possible risks and threats
- Establish and exchange best practices

Detailed information regarding operational objectives is provided in Annex 4.

4.2. Operational activities (Operational concept)

The main objectives of joint operation will be achieved by combining different type of operational activities, particularly: border checks, and intelligence gathering activities at the at border crossing points in order to:

- Enhance border checks at designated border crossing points;
- In case of operational need provide support for debriefing activities in order to collect information for risk analysis purposes;
- Share experiences and exchange expertise as well as to constantly update knowledge on the illegal migration trends in order to adopt countermeasures to tackle the phenomena;

JO Flexible Operational Activities 2017 Land on Border Checks

- Collect and assess information in order to improve the detection of human smuggling and trafficking in human beings facilitation by individuals and/or criminal networks and assist wherever possible identification and detention of facilitators;
- Provide with a clear and updated situational picture concerning the operational areas, modus operandi, main trends and possible rapid changes in this respect;
- Carry out daily and ad-hoc exchange of information between Frontex and all operational actors and structures involved;
- Promote the inter-agency cooperation and cooperation with other international and EU bodies and Third Countries.

The aforementioned activities will be implemented by the deployed human resources (members of the border and coast guard teams, including national experts seconded to the Agency), under the control and command of the structures of the Host Member States.

Human resources

Team Members with the following profile will be deployed in the JO:

- Advanced-level document expert
- Second-line officer
- Stolen vehicle detection officer

Additionally, Team Members with other profile can also be deployed in case preliminary agreed and confirmed by Frontex and the MS.

Detailed information regarding the initial plan of deployed resources including profiles and type of technical equipment is provided in Annex 7.

4.2.1. Border checks

Borders checks are performed in accordance with the Schengen Border Code.

The deployed Team Members are increasing the host MS national authorities' capacity and capability for thorough border checks of persons, in particular of third country nationals, as well as of their means of transportation and items in their possession. The deployed Team Members will provide and use their know-how expertise, access to their national and EU databases and provide any other relevant assistance during the JO. Focus will be given to profiling and interviewing passengers in order to detect forged documents, stolen vehicles and irregular migrants as well as to contribute to fight cross-border crime and terrorism using the Handbook on "Common Risk Indicators", furthermore implementing operational actions upon EMPACT platform where appropriate.

4.2.2. Gathering of information

Information gathering during the operation will be implemented via the regular reporting of the Team Members (Monthly Activity Report), as well as via the Alert Reports sent by the Team Members.

5. IMPLEMENTATION

5.1. Period of implementation

Commencement		
Termination		

Commented [WU1]: The non-disclosed parts contain detailed information regarding the modus operandi of law enforcement officials when performing border control. Disclosing such information would expose the working methods applied in ongoing and future operations, thus obstructing them and the efforts made by the EU and its Member States to counter and prevent cross-border crime and unauthorized border crossings. If this were to happen, public security would be affected. 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 (EC) No 1049/2001 relating to the protection of the public interest as regards public security.

5.2. Operational areas

No	Focal Point	Border section
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		
26.		
27.		
28.		
29.		
30.		
31.		
32.		
33.		
34.		
35.		

Commented [WU2]: The non-disclosed text contains information regarding the operational area. Ongoing operations tend to cover similar operational areas as the operations of preceding years in the same geographical area. In this regard, disclosing the location of the operational areas of previous years, would be tantamount to disclosing the current operational areas. The result of this will only be to hamper the course of the ongoing operations, by depriving them of any strategy and element of surprise during border surveillance, ultimately obstructing their purpose to counter and prevent cross-border criminality as well as prevent unauthorized border crossings. In this light, the disclosure of such information would undermine the protection of the public interest as regard to public security in the sense of Article 4(1) of the Regulation 1049/2001.

JO Flexible Operational Activities 2017 Land on Border Checks

36.			
37.			
38.			
39.			
40.			
41.			
42.			
43.			
44.			
45.			
46.			

Commented [WU3]: The non-disclosed text contains information regarding the operational area. Ongoing operations tend to cover similar operational areas as the operations of preceding years in the same geographical area. In this regard, disclosing the location of the operational areas of previous years, would be tantamount to disclosing the current operational areas. The result of this will only be to hamper the course of the ongoing operations, by depriving them of any strategy and element of surprise during border surveillance, ultimately obstructing their purpose to counter and prevent cross-border criminality as well as prevent unauthorized border crossings. In this light, the disclosure of such information would undermine the protection of the public interest as regard to public security in the sense of Article 4(1) of the Regulation 1049/2001.

In case of justified operational need and prior approval by Frontex, the Team Members might be temporarily deployed/utilised to other BCPs as listed above in case they are located in the same region as the Focal Points which are considered as alternative routes for irregular migration and for other cross border crime.

Map of the Focal Points is provided in Annex 5. Description of the Focal Points is provided in Annex13.

5.3. Participating Member States and composition of the European Border and Coast Guard teams

Host MS	Bulgaria, Croatia, Estonia, Greece, Hungary, Latvia, Lithuania, Poland, Romania, Slovakia,
Home MS	Austria, Bulgaria, Czech Republic, Italy, Latvia, the Netherlands, Poland, Portugal, Romania, Slovenia, Spain

*List of Host and Home MSs reflects the initial JO planning; if justified by risk assessment and emerging operational needs, the list of home and host MSs may be modified.

Detailed information regarding the composition of the European Border and Coast Guard teams is provided in Annex 7 as an initial plan for deployment.

5.4. Operational briefings / debriefings

All participants taking part in JO will receive operational briefing. The operational briefing consist of two parts: general and national briefing.

Operational briefing general part will be delivered by Frontex twice a year according to the invitation sent by Frontex to the MSs as follows:

[REDACTED]

Commented [WU4]: The non-disclosed parts contain detailed information regarding the modus operandi of law enforcement officials when performing border control. Disclosing such information would expose the working methods applied in ongoing and future operations, thus obstructing them and the efforts made by the EU and its Member States to counter and prevent cross-border crime and unauthorized border crossings. If this were to happen, public security would be affected. 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 (EC) No 1049/2001 relating to the protection of the public interest as regards public security.

National briefing will be delivered by national authorities of host MS during the first day of deployment. Debriefing will be delivered by representatives of national authorities of host MS and - if available - by Frontex during the last day of deployment. The debriefing can be covered by Report from Participant form.

Debriefing meeting will be arranged by representatives of host MS national authorities during last day of deployment on spot. Additionally, Frontex will organise debriefing for Team Members twice a year as follows:

Detailed information regarding operational briefing and debriefing is provided in Annex 8.

6. COOPERATION WITH THIRD COUNTRIES, OTHER UNION AGENCIES AND BODIES OR INTERNATIONAL ORGANIZATIONS

6.1. Cooperation with third countries

In the framework of the existing Working Arrangements between Frontex and the competent authorities of Albania, Belarus, Bosnia and Herzegovina, former Yugoslav Republic of Macedonia, Georgia, Moldova, Serbia and Ukraine, Frontex has invited border guards/police officers from the aforementioned countries to be deployed as observers in the Focal Points established at the external land borders with prior agreement of the Host MS.

The observers, who have no executive powers and who are not authorized to take any measures, may only advice and exchange/obtain practical experience. In particular, the observers from Third Countries can:

- Intermediate between the national authorities of the host MS and their national authorities on border related incidents and information sharing;
- Support the officers of local authorities of host MS during the examination of travel documents;
- Assist with special language and/or professional skills;
- Exchange intelligence information regarding the modus operandi, routes and criminal networks operating in the area of concern detected during and in the framework of the operation, in accordance with their respective legislation;
- Further tasks and duties can be executed according to the national legislation of the host MS.

Observers cannot transmit personal data.

Observers will receive appropriate operational briefing and debriefing delivered by Frontex and/or national authorities of host MS.

In the framework of the present JO, the Team Members might be deployed with executive powers in the territory of Third Country neighbouring the Focal Points listed in 5.3 of the Operational Plan.

Such deployment will only occur upon entry into force of the Status Agreement to between the Union and the Third Country and in accordance with the terms defined therein and the subsequent amendment to this Operational Plan.

Commented [WU5]: The non-disclosed parts contain detailed information regarding the modus operandi of law enforcement officials when performing border control. Disclosing such information would expose the working methods applied in ongoing and future operations, thus obstructing them and the efforts made by the EU and its Member States to counter and prevent cross-border crime and unauthorized border crossings. If this were to happen, public security would be affected. 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 (EC) No 1049/2001 relating to the protection of the public interest as regards public security.

6.2. Cooperation with other Union agencies and bodies or international organizations

Frontex and Europol cooperation is foreseen under the JO Focal Points 2017 Land through exchange of information. The details of this cooperation will be described in the Operational Action Plan of the Joint Police Operation implemented under the umbrella of the JO Focal Points 2017.

7. COORDINATION STRUCTURE

7.1. Partnership

Frontex is the EU coordinator, initiating, promoting and facilitating the EU MS synchronized efforts to control the external borders.

The local authorities are the direct partners of Frontex and responsible for all border related activities within the joint operation and for all registration related activities within the registration package module.

The home MS will support the achievement of operational objectives and implementation of activities by deploying their resources to the defined locations in particular periods of time.

All the activities are coordinated by the International Coordination Centre (ICC) established in Frontex Headquarters, without prejudice to the prerogatives of the national operational chain of command and control specific to each participating MS.

The coordination of the activities from Frontex side will be carried out by FCO and the Operational Team.

7.2. Main operational structures / actors and their tasks

- International Coordination Centre (ICC) - The ICC in the framework of JO Focal Points will be established in Frontex Headquarters and composed of Frontex Coordinating Officer, Operational Team, FSC SDO and ICC Coordinators of the host MSs. ICC Coordinators perform their daily task in Host MS. Proper information flow between Frontex Headquarters and ICC Coordinators will be ensured via email, cell and fixed line phones and videoconferences.
In case of operational need and based on prior agreement with Host MS the above mentioned ICC structure, location, and tasks of ICC might be changed according to relevant provision of the Handbook.
- ICC Coordinator
- Team Members
- Local Coordination Centre (LCC) - established in the operational area (ref. 8.3)
- LCC Coordinator
- Focal Point
- Local Focal Point Coordinator of Focal Point
- Local staff of the host MS

7.2.1. Third Country

- Third country observer
- Local staff of the Third Country
- Coordination Point
- Local Coordinator of Coordination Point

7.2.2. Frontex

- Operational Manager (OM) and Operational Team (OT)
- Frontex Coordinating Officer (FCO) - [REDACTED]
- Operational Analyst (OA)
- Frontex Situation Centre (FSC)
 - Senior Duty Officer (SDO)
 - Frontex Support Officer (FSO FSC)
 - FOSS Service Managers
 - JORA Service Managers
- Team Members seconded to the Agency
- Fundamental Rights Officer

Commented [WU6]: The non-disclosed text contains personal data, in particular the name of an individual. Its disclosure would affect the privacy and integrity of the individual and is therefore precluded pursuant to the exception laid down in Article 4(1)(b) of Regulation (EC) No 1049/2001.

The general tasks and roles of operational structures / actors are defined in the Annex 9.

Contact details of main operational actors can be found in Annex 10.

8. COMMAND AND CONTROL

8.1. Technical equipment

Deployment of technical equipment under JO Flexible Operational Activities 2017 land on Border checks is not initially planned.

8.2. European Border and Coast Guard Teams (border guards deployed by MSs, border guards seconded to the Agency and other relevant staff)

Command and control of the Team Members remain with the competent national authority of the host MS. The host MS nominates officers who are in command of the Team Members. Team Members will carry out their duties under the instructions of the officers of the host MS who have the operational responsibility for the team assigned.

Team Members perform their tasks under the instructions from the border guards of the host MS, while their command and control is exercised by Frontex.

Team Members under FSO profile perform their tasks under the instructions and command and control of Frontex.

Description of the tasks and specific instructions to Team Members (Rules of engagement) by the host Member States is included in Annex 6.

8.3. Command and control scheme



Commented [WU7]: The blanked out parts contain detailed information regarding the command & control scheme of law enforcement officials. Its disclosure would expose law enforcement officials engaged in the operation and harm the course of future and ongoing operations, and thus facilitate irregular migration. Therefore, public security will be affected. 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.

Contact details, including names of the host MS' officers responsible for cooperation with deployed Team Members are included in Annex 10.

9. COMMUNICATION

9.1. Operational communication

Communication flows for operational activities in the operational area are standard and channelled via the ICC. The standard communication flow is as follows:

- Communication between the ICC and Frontex will be accomplished via: e-mail, mobile and fixed line phones, videoconference;

JO Flexible Operational Activities 2017 Land on Border Checks

- Communication between all participants of the JO will be accomplished via e-mail, mobile and fixed line phones;
- Communication between the actors within the central (ICC) and local authorities (including LCC) will be accomplished via e-mails, mobile and fixed line phones;
- FOSS will be the main platform used for sharing operational-related information and maintaining situational awareness among all parties involved (Operational Plan, other operational documentation: FSC DSR, FP MAR, etc); Access to FOSS is granted to participants of the Joint Operation according to the FOSS access procedures. Participants will be granted access to the webpage on FOSS after their introduction in OPERA. Other participants, who are not introduced in OPERA, will receive access after submission and authorization of the FOSS User Access Request Form. Team Members will be granted FOSS access by default to the Joint Operation page on FOSS, unless otherwise requested by the Operational Manager.
- Furthermore, communication, information and reporting flow at Frontex level are channelled via the FSC.

Detailed information about communication and FOSS is provided in the Handbook.

9.2. Communication with Press

Frontex is strongly committed to the principle of transparency. As a general rule, media should be granted access to JO operational areas.

Team Members are allowed to talk to the media only within the limits set by specific guidelines for the participating officers. All participants need to contact the Frontex Press Office before agreeing to an interview.

Frontex communication policy, rules and guidelines for handling media requests are included in the Handbook.

The contact details of Frontex Press Office members (Spokesperson and Frontex Field Press Officer) and dedicated press officers of national authority of the host MS are indicated in Annex 10.

10. REPORTING

10.1. Reporting and JORA

Reports regarding all border-related incidents that have occurred in the operational areas are prepared by the officers of the Host MS or/and the Team Members and sent via JORA in the framework of JO Focal Points. The incident reports shall contain all the necessary elements and attachments (i.e., document alerts, images, videos, etc.) gathered during the operational activity. After they are sent, the incident reports will undergo the JORA validation process to be approved by the FSC.

Team Members, after every shift, send via JORA daily report, which includes information on their performance. The statistics from border crossing points are optional.

Comprehensive information and the examples of templates of all reports on JORA is provided in the Handbook.

JORA Guidelines and the templates in Word format are available in FOSS.

The list of JORA actors, the incidents reporting structure and JORA incident template attributes list are described in Annex 11.

10.2. Reports of participants

Type of report	Description	Responsibility	To be sent to
Daily Activity Report	Team Members report daily on the operational activities accomplished during the shifts	Team Members	Shall be sent via the reporting application JORA.
Monthly Activity Report	Report on the activities performed by the Team Member. The report may include Intelligence related to irregular migration and other cross-border crime gathered during second-line activities and from the national authorities	Team Members	Shall be sent via functional email [REDACTED] and email of respective FP Local coordinator.
Alert Form	Alert when a new trend or modus operandi is detected (documents and stolen vehicles). The compiled Alert shall not contain the personal data (to be blacked out).	Team Members	Shall be sent via functional email [REDACTED] and email of respective FP Local coordinator.
Incident reports from Reporting Units	Information collected by the reporting units from the operational area, within the scope of the JO provided to FSC.	LCC	Shall be sent via the reporting application JORA, according to the reporting timetable in Annex 11.

Commented [WU8]: The non-disclosed text contains detailed information on the means of communication used by law enforcement officials within the joint operation. Their disclosure could lead to possible abusive usage with a view to jeopardize their work and harm the course of future and ongoing operations and thus facilitating irregular migration and affecting public security. In light of the above, the text is not disclosed pursuant to the exception in the first indent of Article 4(1)(a) of Regulation (EC) No 1049/2001 relating to the protection of the public interest as regards public security.

In order to enhance operational cooperation and synergies between different coordinated activities implemented in the area, Team Members at FPs shall regularly report to the ICC established in the framework of Joint Operation Flexible Operational Activities 2017 land on border surveillance, through the established reporting channels of the Local Coordination Centre.

10.3. Daily reporting package accomplished in the framework of JO Focal Points

In case of operational need and prior agreement with the Host MS, the Daily Package shall be prepared by the ICC Staff and shall consist of the reports indicated in a chapter above. The ICC is responsible for the dissemination of the Daily Package on a daily basis before 13.00 CET to Frontex (Operational Team and FSC) via functional emails [REDACTED].

10.4. Serious incident reporting

The reporting of serious incidents (SI) must be in line with the reporting structure of the operation.

Type of report	Description	Responsibility
Initial Serious Incident Report	Serious Incident Report is an alert message that shall be reported immediately (within 2 hours after recognition) to FSC and the host MS' authorities in case an incident, natural or caused by human action, occurs which may affect or be relevant to a particular Frontex activity, the	All participants of the JO

safety and security of participants in Frontex activities, the Agency's mission and reputation, or any combination thereof, having special regard to any allegation of violation of Fundamental Rights.

Formal SIR shall be reported in JORA and sent immediately via email (within 48 hours) to [REDACTED] and host MS LCC.

Commented [WU9]: The non-disclosed text contains detailed information on the means of communication used by law enforcement officials within the joint operation. Their disclosure could lead to possible abusive usage with a view to jeopardize their work and harm the course of future and ongoing operations and thus facilitating irregular migration and affecting public security. In light of the above, the text is not disclosed pursuant to the exception in the first indent of Article 4(1)(a) of Regulation (EC) No 1049/2001 relating to the protection of the public interest as regards public security.

Serious Incidents Catalogue is available in the Handbook.

10.4.1 Reporting to the Management Board and to Member States

Upon conclusion of the procedure initiated with the SIR, the Executive Director reports to the members of the Management Board and to the relevant national authorities, in accordance with the provisions provided for in the respective Standard Operating Procedure.

10.5. Frontex reporting accomplished in the framework of JO Focal Points

Type of report	Description	Responsibility	To be sent
FCO report	Feedback on performed activities in the area	FCO	Shall be sent to Frontex via email [REDACTED]
FOC Report	Feedback on performed activities in the area	FOC	Shall be sent to Frontex via email [REDACTED]
Flash reports	Ad hoc and urgent reporting from the spot on the matters what requires Frontex awareness and/or instructions	FCO/FOC /LC/ICC Coordinat or	Shall be sent to Frontex via email [REDACTED]
Monthly Analytical Report (MAR)	Analytical assessment of the factors impacting the situation in the operational area, trends, patterns	OA	MAR shall be sent by OA to the following email addresses: [REDACTED] MAR will be uploaded on FOSS by OA.
FSC Situational Report	Overview of the operational activities related to the 24-hour period of the preceding day	FSC SDO	Will be uploaded on FOSS under the responsibility of SDO to be accessible for MS and distributed to other stakeholders by email only in case they do not have access to FOSS

11. WORKING CONDITIONS AND LOGISTICS

11.1. Working conditions and working environment of the operational area

Team Members perform their tasks at the Border Crossing Points/Focal Points listed under 5.2.

Detailed information on each of the workplace is presented in Annex 12.

11.2. Logistics

Prior the deployment, Team Members are advised to contact the Local Coordinator of the Focal Point concerning logistical arrangements.

11.2.1. Field visits

Field visits of home MS are not initially planned.

11.2.2. Transport, car rental and lodging

The use of rental car is recommended during the time of secondment. All mission expenses should be included in the relevant financial documents. All practical/logistic arrangements should be arranged by participants themselves in advance.

Information regarding accommodation is uploaded to FOSS.

12. EVALUATION

12.1. Member States

Reports	Deadlines
Report from Participant	Shall be submitted to Frontex within 7 calendar days after deployment via email: [REDACTED] <i>Template of the report is available on FOSS and Handbook</i>

The final payment will not be processed until the Report from Participant are not submitted to Frontex.

12.2. Frontex

Reports	Benchmarks
Frontex Evaluation Report	The results of the JO will be evaluated and Frontex Evaluation Report (FER) will be transmitted within 60 calendar days after the termination of the JO to the Management Board together with the observations of the Fundamental Rights Officer as stipulated in Article 26a of the Frontex Regulation. FER will be uploaded on FOSS. FER will be accomplished in line with the indicators of objectives defined in the Annex 4.

Commented [WU10]: The non-disclosed text contains detailed information on the means of communication used by law enforcement officials within the joint operation. Their disclosure could lead to possible abusive usage with a view to jeopardize their work and harm the course of future and ongoing operations and thus facilitating irregular migration and affecting public security. In light of the above, the text is not disclosed pursuant to the exception in the first indent of Article 4(1)(a) of Regulation (EC) No 1049/2001 relating to the protection of the public interest as regards public security.

13. FINANCIAL PROVISIONS

The reimbursement of Team Members' deployment is processed based on the existing financial rules, the prior authorisation of some eligible costs and the timely submission of supporting documents. After the secondment the report of the mission claim shall be prepared and final settlement of the mission shall take place.

Team Members are entitled to receive an advance payment in one instalment for the purpose of covering mission costs based on his/her specific requests. This requests should cover all expected estimated mission costs (DSA included). Eligible costs, including car rental and fuel limit, should be included in Advance Payment Estimation and preauthorised by the operational coordinators. For all accommodation arrangements the EU ceilings applicable to the MS of deployment shall be followed in conjunction with the financial limitations set by the operational project team.

In duly justified cases, the responsible Authorising Officer may decide that the Agency pays accommodation and transportation costs related to the mission directly to the relevant service provider.

ANNEXES

Annex 1	Code of Conduct for all persons participating in Frontex activities
Annex 2	Complaints mechanism
Annex 3	Thorough assessment of the situation
Annex 4	Operational objectives
Annex 5	Operational area
Annex 6	Description of the tasks and specific instructions to members of the teams (Rules of engagement)
Annex 7	Initial plan of deployed resources
Annex 8	Operational briefing and debriefing
Annex 9	Coordination structure
Annex 10	Contact details
Annex 11	JORA
Annex 12	Working conditions
Annex 13	Standard Operating Procedures (SOP) for the information exchange between FPs and PCCCs