



ADMINISTRATIVE ARRANGEMENT
HOME/2014/ISFP/AA/0001-A1

BETWEEN

DG HOME

AND

DG JOINT RESEARCH CENTRE (DG JRC)

JRC Contract No. 33362-2014 NFP

According to the Council conclusions of 26.04.1994 (J.O. C 126 of 7.05.1994 p.1) on the role of the Joint Research Centre (hereinafter referred to as the "JRC");

According to the provisions of the Memorandum of Understanding between the Directorate General for Home Affairs (hereinafter referred to as "DG HOME") and the JRC;

According to the offer supplied by the JRC to DG HOME on its request;

According to the actions under Annual Work Programme of the programme "Internal Security Fund – Police";



DG HOME entrusts the JRC, Institute for the Protection and Security of the Citizen (hereinafter referred to as IPSC) with the execution of the below mentioned project;

- 1) The present Administrative Arrangement is established between DG HOME which is represented, for the purpose of signing this Administrative Arrangement, by **Mr Luigi Soreca** Director of Internal Security Directorate, and the JRC, represented for the purpose of signing this arrangement by the Director of IPSC, **Mr Stephan Lechner**.
- 2) The purpose of this Administrative Arrangement is two-fold:
 - Improve capabilities of Member States law enforcement authorities in the use of open source information to combat crime and terrorism;
 - Support DG HOME's strategic analysis and response capability with EMM tools and accompanying services.

The work to be realised under the execution of the above mentioned project is described in Annex I, 'technical specifications' to the present Administrative Arrangement.



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- 3) The JRC shall perform the work, defined in Annex I "technical specifications", within **24 months** counted from the **date of signature**.
- 4) Any delay in the performance of the work must be immediately notified to DG HOME in charge of the monitoring of the Project.
- 5) The JRC-IPSC shall make available the personnel necessary for the performance of the project.
- 6) A maximum contribution by DG HOME of 499.905 EURO has been agreed for the performance of the work. It shall be totally financed by the General Budget and transferred to the JRC, in accordance with point 7.
- 7) The agreed credits for the performance of this work shall be made available to the JRC when the services have been performed to the satisfaction of the DG HOME according to the Commission's accounting rules on the internal invoicing. The sums shall be transferred from the budget line 18.020102 (ISF 2014) to the Legal Entity File (LEF) number 6999999009 (of the JRC) mentioning the Recovery Order (RO) number. The JRC will produce a debit note for each payment. Payments shall be made in accordance with the payment plan mentioned below and subject to any special provision (e.g. linked to approval of reports) as specified in the Annex I:
- A first payment of 149.971,50 EURO corresponding to 30% of the total amount after acceptance of the first interim report;
 - A second payment of 149.971,50 EURO corresponding to 30% of the total amount after acceptance of the second interim report;
 - A final payment of the balance after acceptance of the final report.
- 8) If a portion of the work is to be subcontracted by the JRC then:
- The JRC shall seek prior written agreement from DG HOME before sub-contracting parts of the work.
 - The request for agreement from DG HOME to the sub-contracting shall bear a detailed description of the services that will be tendered and of their estimated value.
 - The tender specifications for the work to be subcontracted shall be prepared by the JRC and submitted to DG HOME with the request for prior written agreement. For calls and invitations to tender related to subcontracting under the present arrangement and that are above the threshold of Art. 137 RAP, DG HOME will be given the option to participate in the (opening and) evaluation of tenders
- 9) Any modification of the present arrangement and its annexes shall be the subject of a written agreement having the same form of the present arrangement.
- 10) The title of the project as quoted in the introduction and the number of the present Arrangement shall appear on any report, correspondence or cost statement concerning the same subject.
- 11) All the correspondence concerning the present Arrangement shall be in written form and shall be forwarded to the following addresses:
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for DG HOME

A. For administrative matters

European Commission
DG HOME
Unit A.4
Office LX 46 05/073
Att: [REDACTED]

B. For technical matters

European Commission
DG HOME
Unit A.1
Office LX 46 03/SZ
Attn: [REDACTED]

for the JRC

A. For administrative matters

European Commission
Joint Research Centre
Directorate B - Resources
Unit B04 Budget Accounting and Competitive Activities – TP 060
I – 21027 ISPRA (VA) - Italy
Attn: [REDACTED]

B. For technical matters

European Commission
Joint Research Centre
Institute for the Protection and Security of the Citizen
Unit G02 – Global Security and Crisis Management Unit – TP 267
I – 21027 ISPRA (VA) - Italy
Attn: [REDACTED]

12) The following documents form an integral part of this arrangement.

- Annex I: Technical specifications

For DG HOME

[REDACTED]

Mr Luigi Soreca

Director of Internal Security Directorate

For the JRC

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Mr Stephan Lechner

Director of IPSC



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