



EUROPEAN COMMISSION  
JOINT RESEARCH CENTRE

ADMINISTRATIVE ARRANGEMENT

HOME-2015/ISFP/AA/SCRZ/002

BETWEEN

DG FOR MIGRATION AND HOME AFFAIRS

AND

DG JOINT RESEARCH CENTRE (DG JRC)

JRC 33681-2015 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 JRC;

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

According to the project entitled "Support to DG Home open sources monitoring and analysis capability", Directorate General for Migration and Home Affairs (hereinafter referred to as "DG HOME") entrusts the JRC, Institute IPSC with the execution of the above 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 Directorate Security, and the Joint Research Centre, hereinafter referred to as the "JRC", represented for the purpose of signing this arrangement by Mr Stephan Lechner, Director of the Institute for the Protection and Security of the Citizen.
- 2) The purpose of this Administrative Arrangement is to continue to support DG HOME open sources capability by providing support for the maintenance, use and further development of the customised version of EMM established in the DG HOME secure zone.

The work to be realised under the execution of the above mentioned project "Support to DG Home open sources monitoring and analysis capability" is described in Annex I to the present Administrative Arrangement.

- 3) The JRC shall perform the work, defined in Annex I above mentioned, within 12 months counted from the date on which the last party signs this arrangement.

- 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) The cost of the work performed by the JRC is estimated at 250.000 EURO. It shall be totally financed by the General Budget and transferred to the JRC, in accordance with point 7).
- 7) The credits necessary to cover the expenditure related to the performance of this work shall be made available to the JRC for services rendered when these 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 2015) of DG HOME 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 Annex I:
  - An advance payment of 125.000 EURO (50%) on signature of the present Arrangement
  - A final payment of 125.000 EURO (50%) 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 under point 2 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:

**for DG HOME**

- A. For administrative matters  
European Commission  
DG HOME  
Unit E.1  
Office LX 46 05/073  
Att: [REDACTED]
- B. For technical matters  
European Commission  
DG HOME  
Unit D.1.003  
Office LX 46 03/053  
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 Terms of Reference
- Annex II Technical Offer

**16. 12. 15**

For DG HOME

[REDACTED]  
Belinda Pyke  
Acting Director

For the JRC

[REDACTED]  
Stephan Lechner  
Director of IPSC

