



**COUNCIL OF  
THE EUROPEAN UNION**

**Brussels, 27 February 2014**

**15821/05  
EXT 1**

**COSDP 925  
PESC 1169  
CIVCOM 405  
COPS 9  
COWEB 245  
JAI 505  
EUPM 20**

**PARTIAL DECLASSIFICATION**

---

of document: 15821/05 RESTREINT UE/EU RESTRICTED  
dated: 14 December 2005  
new status: Public

---

Subject: Draft Operation Plan (OPLAN) for the EU Police Mission (EUPM) in  
Bosnia and Herzegovina (BiH)

---

Delegations will find attached the partially declassified version of the above-mentioned document.

---



**ANNEX**

**COUNCIL OF  
THE EUROPEAN UNION**

**Brussels, 14 December 2005**

**15821/05**

**EXT 1 (27.02.14)**

**COSDP 925  
PESC 1169  
CIVCOM 405  
COPS 9  
COWEB 245  
JAI 505  
EUPM 20**

**NOTE**

---

From : General Secretariat of the Council  
To : Political and Security Committee

---

Subject : Draft Operation Plan (OPLAN) for the EU Police Mission (EUPM) in Bosnia and Herzegovina (BiH)

---

Delegations will find in annex a "Draft Operation Plan for the EU Police Mission (EUPM) in Bosnia Herzegovina", as finalised by CivCom on 14 December 2005.

## References

- A. European Council Conclusions, Thessaloniki, 19-21 June 2003.
- B. Council Joint Action (2002/210/CFSP) on the European Union Police Mission, 11 March 2002.
- C. Council Joint Action, 27 February 2003, amending Joint Action 2002/210/CFSP on the European Union Police Mission (2003/141/CFSP).
- D. Council Joint Action, 17 March 2003, amending Joint Action 2002/210/CFSP on the European Union Police Mission.
- E. Council Joint Action, 17 February 2005, amending Joint Action 2002/210/CFSP on the European Union Police Mission (2004/143/CFSP).
- F. European Security Strategy: Bosnia and Herzegovina/Comprehensive Policy June 2004 (doc. 10099/04).
- G. Recommendations of the Secretary-General/ High Representative on a possible follow-on to the European Union Police Mission in Bosnia and Herzegovina 1 July 2005 (doc. 10797/05, RESTREINT UE)
- H. CIVCOM advice on the SG/HR recommendations for a possible follow-on to EUPM 11 July 2005 (doc. 11072/05, RESTREINT UE)
- I. PSC Conclusions of 12 July 2005 (CFSP/SEC/1445/05).
- J. Council Conclusions (GAERC) 18 July 2005 (doc. 10813/05).
- K. Secretariat Paper on the Follow-on Mission to EUPM (doc. 12126/05, RESTREINT UE).
- L. PSC Conclusions of 13 September 2005 (CFSP/SEC/1749/05).
- M. CIVCOM outcome of proceedings 21 September 2005 (doc. 12605/05, RESTREINT UE).
- N. Generic Standards of Behaviour for ESDP Missions (doc. 8373/3/05).
- O. Draft Concept of Operations (CONOPS) for the Follow-on Mission to EUPM in Bosnia and Herzegovina (14035/05 RESTREINT UE).
- P. Civcom Advice on the draft Concept of Operations (CONOPS) for the Follow-on Mission to EUPM in Bosnia and Herzegovina (13706/3/05)
- Q. Council Joint Action, 24 November 2005 on the European Union Police Mission (2005/824/CFSP).
- R. Council Joint Action 2005/825/CFSP of 24 November amending the mandate of the European Union Special Representative in Bosnia and Herzegovina
- S. SG/HR Second Operation ALTHEA six-monthly review report
- T. Guidelines for increasing Co-operation between EUPM-EUFOR and EUSR

## **1. SITUATION**

### **1.1. General**

1.1.1. The mandate for EUPM in Bosnia and Herzegovina (BiH) will expire on the 31 December 2005. Supported by the European Commission (EC) institution-building programmes and as part of the broader rule of law approach, the EUPM has made considerable achievements in developing sustainable policing arrangements under BiH ownership.

1.1.2. Some of EUPM's achievements to date include:

- a) The transformation of the State Investigation and Protection Agency (SIPA) into an operational police agency with enhanced and executive powers to fight major and organised crime and now starting to find its feet as an institution.
- b) Solid development of other state-level institutions, in cooperation with the EC, not least the Ministry of Security (MoS) and the State Border Service (SBS).
- c) Development of local ownership of the reform process through the establishment of the Police Steering Board, co-chaired by EUPM and local authorities.
- d) Progress towards police reform with the Mission playing a key advisory role.

1.1.3. EUPM, through mentoring, monitoring and inspecting, aimed to establish sustainable policing arrangements under BiH ownership in accordance with best European and international practice, and thereby raise current BiH police standards.

### **1.2. Progress at the end of EUPM mandate**

However, at the end of its three-year mandate, EUPM will have only partially reached the end-state desired which is to put in place a modern, sustainable, professional and multiethnic police force trained, equipped and able to assume full responsibility and to independently uphold law enforcement at the level of international standards expected in a democratic society.

The problems of organised crime and corruption are intrinsically connected and deeply entrenched. In BiH the corruption generated by organised crime is a serious obstacle to effective governance, to the development of a successful economy and self-sustainability. There is also a direct effect of weak law enforcement in BiH on the European Union.

While progress has been made, there is a need to continue working towards raising BiH standards of policing, enhance BiH's capacity to fight organised crime and restructure its police services. An ESDP refocused Mission is therefore necessary to support the police reform process and to assist local police in planning counter organized crime activities to continue to develop and rapidly consolidate capacity of police and regional cooperation in the fight against major and organised crime.

### **1.3. Political aspects of interest**

The ultimate political goal is for BiH to join the EU as a sustainable, multi-ethnic, peaceful and democratic state. In the medium term, it is to set BiH irreversibly on track for EU membership within the Stabilisation and Association Process (SAp) process. To achieve this objective, strengthening the rule of law and the development of an effective, independent and accountable police service (as identified by the Police Restructuring Commission) are crucial. In this context, success in the fight against organised crime is likely to be one of the determining factors in BiH's progress towards Europe as a visible sign of local capacity to build and maintain public security.

The SAp of June 1999 constitutes the anchor for the integration process in south-east Europe. In return for the prospect of EU membership, countries of south-east Europe undertook to abide by EU conditionality and to use the SAp as a vehicle to prepare for the demands of potential accession to the EU. This approach was spelt out at the November 2000 summit in Zagreb where countries from the region agreed to a clear set of objectives and conditions. The 2003 Thessaloniki EU-Western Balkans summit reaffirmed the EU's commitment to the integration of the Western Balkans and the importance of the SAp as the overall framework for reform.

In order to prepare BiH to begin negotiations on a possible Stabilisation and Association Agreement (SAA), the European Commission produced a 'Road Map' in 2000 which was substantially completed in September 2002. A Feasibility Study (FS) followed in November 2003, setting 16 conditions that BiH had to fulfil in order to begin negotiations on a SAA.

An agreement upholding the EC's three principles on police reform was adopted by the Republika Srpska National Assembly and was subsequently endorsed by the Federation Parliament and the BiH State Parliament in October 2005. On 7 November 2005, the Council authorised the EC to start preparations for negotiating an SAA with BiH. The SAA negotiations were officially opened with BiH on 25 November.

The political authorities manifest interest in the development of police capabilities, but do not always follow declarations with appropriate decisions and sometimes are reluctant to proceed towards modern and efficient police services, keeping the whole police structure anchored to the Entity and Government structure.

On 12 December 2005, the Council adopted the European Partnership which sets out i.a. priority areas for police reform.

#### **1.4. Risk Assessment**

The risk assessment is reviewed on a regular basis and taken fully into consideration.

#### **1.5. Local Police**

While the IPTF and EUPM have made significant contributions to improving the effectiveness of policing in BiH, the sustainability of their achievements has been compromised by systemic problems arising from the overall organization of policing and in certain instances, politics.

A functional review of the police agencies in BiH,<sup>1</sup> financed by the EC and published in July 2004, identified serious systematic deficiencies arising out of the operation of multiple independent police agencies in BiH (hereinafter; BiH police) outside of a single structure.

On 05 July 2004, the High Representative decided to establish a Police Restructuring Commission to propose a single structure of policing. Following a lengthy political debate, the police restructuring process resulted in October 2005 in a political agreement based on the following three principles of the European Commission.

- All legislative and budgetary competencies for all police matters must be vested at the State level.
- No political interference with operational policing.
- Functional local police areas must be determined by technical policing criteria, where operational command is exercised at the local level.

The aforementioned Agreement also called for the formation a Directorate for Police Restructuring Implementation which was established on 8 December 2005. Developments during the planning and implementation phase of the restructuring will also affect the development of EUPM in terms of tasking and deployment.

## **1.6. Rule of Law**

Police reform is inseparably linked to reform of the rule of law in BiH. For this reason, in coordination and cooperation with EUSR/OHR; EUPM will continue to be part of a broad EU and international approach addressing the whole range of rule of law aspects, including judicial, penal and prosecutorial development. EUPM will play a significant supportive role across the full range of rule of law activities, focusing on policing aspects. In this context, the establishment of a criminal justice interface within EUPM will help enhance relations between prosecutors and the police.

---

<sup>1</sup> Financial, Organizational and Administrative Assessment of the BiH Police Forces and the State Border Service (Assessment Report), European Commission, July 2004

## **1.7. Other EU involvement in the area**

The EU is already heavily engaged in supporting BiH efforts to implement the General Framework Agreement for Peace (GFAP) and move towards closer integration with the EU through the SAp. While the HR continues to be double-hatted as EUSR, EUFOR took over from SFOR on 2 December 2004 and has successfully maintained a safe and secure environment in BiH. The EU also underpins its support to the implementation of the GFAP and the SAp by Community assistance through the CARDS programme as through bilateral aid projects. EUMM is also present in BiH.

## **1.8. International Institutions and Organisations in BiH**

A significant number of international governmental and non-governmental organizations participate in the peace and development process in BiH. The most important one is the Office of the High Representative (OHR), led by the HR/EUSR, Lord Ashdown. The OHR is co-ordinating the civilian support to the implementation of the GFAP. Other important organizations include EUFOR, UNDP, the Organisation for Security and Co-operation in Europe (OSCE), the Council of Europe (COE), and the Stability Pact for South Eastern Europe, the World Bank, the International Monetary Fund (IMF) and the International Criminal Tribunal for the former Yugoslavia (ICTY).

International actors currently co-ordinate activities through the framework established by the OHR in early 2002. Overall co-ordination is ensured by the Board of Principals, led by the HR/EUSR. Coordination of international efforts in the field of the police matters takes place in the Projects Management Working Group (PMWG), under the aegis of OHR. Coordination of EU actors involved in ESDP efforts in the fight against organised crime takes place in the Crime Strategy Group (CSG). EUPM is a full member of the PMWG and the CSG.

## **1.9. Council Guidance**

### **1.9.1. Objective**

EUPM will contribute to the overall peace implementation process in BiH, as well as to the achievement of the overall EU policy in the region. EUPM will aim to establish in BiH a sustainable, professional and multiethnic police service operating in accordance with best



European and international standards.<sup>2</sup>

### 1.9.2. Intent

- a) Under the guidance of the EUSR, EUPM will actively support, advise and guide where appropriate, the preparation and implementation of police restructuring in line with the three EC principles for police restructuring which were confirmed in the political agreement adopted by the RSNA, the Federation Parliament and the BiH State Parliament in October 2005.
- b) Improve, through proactive mentoring, monitoring and inspecting, police managerial and operational cooperation capacities, especially at the State level, including relations and co-ordination with other law-enforcement agencies.<sup>3</sup>
- c) Improve, through proactive mentoring, monitoring and inspecting, police managerial, operational and coordination capacities, especially at the State level to enhance BiH's capacity to fight organised crime in accordance with existing international and in particular regional, commitments and obligations.
- d) In close coordination with the EUSR, monitor the exercise of political control over the police and address inappropriate political interference in the operational management of the police.
- e) Assist the BiH Police in planning and conducting counter organised crime activities and follow up their actions by means of inspection and monitoring functions. When inappropriate conduct is observed, this will be referred to the EUSR/HR for further action.(See section 3.1.3, item i)

### 1.10. Desired End State

The Mission will be terminated once that the desired end state will be reached. The end state will be measured against the following achievements:

---

<sup>2</sup> European and international standards of policing are understood to mean the following:

1. police services structured in accordance with criteria of effectiveness and efficiency;
2. based on the rule of law;
3. adequately protected from improper political interference;
4. acting in accordance with democratic values and human rights standards;
5. Aimed at protecting citizens' rights and properties.

<sup>3</sup> Approximately 38% of EUPM Police Officers will be allocated to SIPA, SBS and INTERPOL .See the Annex "B" for organizational chart of EUPM Follow on.

- a) The police reform has started on a path to become self-sustaining<sup>4</sup>
- b) The establishment of state-level agencies is completed, and the work of SBS and SIPA is meeting BiH's commitments and obligations in respect of international co-operation and they are fully operational;
- c) Sustainable progress is being made towards bringing the overall performance of policing is up to European and international standards (see footnote 2).
- d) Sustainable, effective capability has been developed by the BiH authorities in the fight against organised crime, including regional cooperation and cooperation with EU Member States police authorities, EUROPOL, EUROJUST and INTERPOL.

## 2. MISSION

EUPM, under the guidance and co-ordination of the EUSR and as part of the broader rule of law approach in BiH and in the region, will aim, through mentoring, monitoring, and inspecting to establish in BiH a sustainable, professional and multiethnic police service operating in accordance with best European and international standards (see footnote 2). This police service should operate in accordance with commitments made as part of the SAP with the European Union, in particular with regard to the fight against organised crime and police reform. EUPM will operate in line with the general objectives of Annex 11 of the Dayton/Paris Agreement and be supported by European Community instruments. Under the direction of the EUSR, EUPM will take the lead in the coordination of policing aspects of the ESDP efforts in the fight against organised crime, without prejudice to the agreed chains of command. It will assist local authorities in planning and conducting major and organised crime investigations.

**FROM THIS POINT TO PAGE 22: NOT DECLASSIFIED**

---

<sup>4</sup> According to the Agreement on Restructuring of Police Structures, the police reform will be implemented in 5 years.

### **3.7.3. Reviews**

These instructions will be reviewed on a six-monthly basis, or exceptionally, more often as directed by EUPM PHoM.

### **3.7.4. Conditionality**

The presence of EUPM in theatre is set against conditions, which pre-suppose co-operation and support from the local authorities, EUFOR and other key actors, as follows:

- a) Engage BiH authorities and respect arrangements established between the EUPM and BiH authorities, and where relevant, provide appropriate resources at all levels, and avoid undue or inappropriate interference to the Mission.
- b) EUFOR to maintain overall responsibility for safety and security, including MEDEVAC, MEDUSA and Evacuation of the International Community, including inter alia EUPM in BiH. Appropriate mechanisms are established for the exchange of information.
- c) OHR/EUSR to support the aims and goals of the EUPM.
- d) European Commission to support the efforts of the EUPM.
- e) Other International Organisations and Non Governmental Organisations where applicable.

### **3.7.5. Rules of Engagement (ROE)**

EUPM is an unarmed Mission and as such has no rules of engagement.

### **3.7.6. Security and Evaluation Plan**

- a) EUPM, in co-ordination with EUFOR, has prepared a Security and Evacuation Plan "Medusa" that will be constantly revised at each modification of the EUPM structure and presence in Theatre.
- b) As defined in the Joint Action, the PHoM has overall responsibility and is accountable for the security of the Mission and the safety of Mission personnel.

The PHoM will be supported by a dedicated Mission Security Officer, who will closely liaise with the Council Security Office on all matters pertaining to the safety and security of EU and local EUPM staff deployed in the Mission.

- c) The PHoM is responsible for developing a Mission specific security and a Mission specific contingency and evacuation plan. The PHoM will appoint a Security Management Team to assist him in the management of security issues affecting the Mission
- d) EUPM Mission specific security plan, established in co-ordination with EUFOR, will be reviewed and validated by the Council Security Office for compliance with the Minimum Security Operating Standards applicable to EU crisis management operations, related to building security, residential security, transport and travel security and emergency communications requirements.
- e) The Contingency and Evacuation Plan - also established in co-ordination with EUFOR - will be validated, as regards its medical evacuation part, by EUPM medical specialists. It will be constantly revised at each modification of the EUPM structure and presence in Theatre.

#### **3.7.7. Protocol, Press and Public Information (PPID)**

The information strategy will mainly aim at maintaining support for EUPM as part of the EU effort to promote the European perspective of BiH. The accent will be put on the achievements of the local police under the support of EUPM so to build confidence for the national instrument and make local security less dependent from international presence and more responsible to them.

#### **3.7.8. Standing Operating Procedures**

Existing SOPs will continue to apply unless amended by the new PHoM.

#### **3.7.9. Reporting and Information Exchange**

- a) The EUPM Reporting System will embrace all aspects of the Mission. Reporting procedures will be performed as per CONOPS
- b) Briefings will be given to the HR/EUSR, the SG/HR, the PSC and CivCom, on a regular basis.

- c) Appropriate information exchange mechanisms will be established between EUPM and EUFOR, and other authorised agencies and institutions. Where necessary, information and reports will be transmitted by secure means.
- d) Any major emergency incident involving EUPM personnel will be immediately reported to the EU Joint SITCEN.

## **4. LOGISTICS**

### **4.1. Concept of Logistics**

- a) Logistical support, based on current arrangements, will be adapted to and adjusted for the new EUPM. It will be cost-effective and will make maximum use of local resources.
- b) The EUPM PHoM will be provided with the necessary financial resources in a timely manner and will be responsible for the financial aspects of EUPM in accordance with the European Community rules and procedures applicable to the budget.
- c) Contributing States will deploy and re-deploy their personnel individually and be responsible for the provision and maintenance of personal equipment and for financial support to their personnel. For international non-seconded personnel these issues will be covered under contractual arrangements

### **4.2. Personnel Administration**

#### **4.2.1. Principles**

- a) The PHOM exercising Operational Control (OPCON) retains the authority and the overall responsibility to appoint and deploy personnel.
- b) The deployment plan is founded on detailed job descriptions. Only personnel, offered by contributing states, who satisfy in full the criteria, set out in the relevant job descriptions will be selected for the Mission. Some personnel will be re-deployed from current EUPM to EUPM follow on under the same criteria.

- c) Appropriate rotation of seconded personnel will be ensured based upon a recommended tour of one year.
- d) Procedures for the exceptional withdrawal of personnel will also embrace personal, disciplinary and medical situations.

#### **4.2.2. Rules for appointments and job descriptions**

- a) The PHoM is responsible for the appointments within the Mission. The appointment and deployment criteria include;
  - Mission requirements, in accordance with the essential requirements and job descriptions for each post;
  - the individual staff member's experience, skills and professional qualifications;
  - the need to cover temporary assignments.
- b) Job descriptions must be available for all posts and may be subject to future changes, as appropriate to Mission requirements. All job descriptions will be updated by the Mission. Post specific ranks are inferred in the job descriptions, but are not consider a pre-requisite to appointment in a post.

#### **4.3. Medical Support**

- a) The medical infrastructure in theatre is assessed as adequate for most medical eventualities, including emergency admissions. Public health is assessed as adequate with the caveat that Mission members arrive in theatre having previously received all the appropriate vaccinations relevant to BiH.
- b) All Mission members should, under national guidance, be vaccinated and immunised in accordance with internationally accepted guidelines.
- c) Resuscitation and stabilisation facilities in theatre are assessed as adequate. However, it should be noted that all Mission members will have access to EUFOR emergency medical facilities.

- d) Life Saving surgery is available through local authorities with the back up of EUFOR facilities as necessary.
- e) Surgery to save limbs and systems to prevent potential disability is available through local authorities and, in addition, EUFOR facilities will be at the disposal of the Mission, as required.
- f) In the first instance all medical conditions will be treated incorporating internationally accepted best practice. Time constraints on treatment will be governed under international standard best medical practice, and where necessary and appropriate, casualties will under Mission MEDEVAC procedures, be repatriated to the nearest and most appropriate medical facility available to the casualty.
- g) Medical Centre care for all Mission members will be ensured by locally agreed arrangements with local medical practitioners and dentists, and locally agreed arrangements with EUFOR medical facilities. These arrangements will in the first instance cover emergency and assessment visitations.
- h) Co-ordination and liaison on medical matters will be the responsibility of Deputy Head of Mission, HQ EUPM.
- i) MEDEVAC – Special arrangements will be maintained for emergency evacuation.

#### **4.4. Finance**

##### **4.4.1. Reporting**

Financial reporting shall follow the procedures set out in Article 12 of the Joint Action. For expenditure financed out of the Community budget, the EUPM PHoM will follow Community rules and procedures and report fully to the Commission.

##### **4.4.2. Financial Support**

The financial arrangements for EUPM are set out in article 12 of the Joint Action.

## **5. COMMAND AND CONTROL**

### **5.1. Command Structure**

- a) EUPM shall have a unified chain of command, as a crisis management operation.
- b) The PSC shall provide the political control and strategic direction.
- c) The SG/HR shall give guidance to the PHoM through the EUSR.
- d) The PHoM shall lead the Mission and assume its management.
- e) The PHoM shall report to the SG/HR through the EUSR.
- f) The EUSR shall report to the Council through the SG/HR.

### **5.2. Command Positions**

- a) All members of EUPM remain under full command of their national authorities.
- b) National authorities will transfer OPCON to the EUPM PHoM.
- c) The EUPM PHoM shall be responsible for disciplinary control over the personnel. For seconded personnel, disciplinary action shall be exercised by the national authority (where agreed the National contingent leader) or competent EU institutions concerned.
- d) Each contributing State should appoint a national contingent leader (NCL) or national contact person (NCP) to represent each national contingent in the Mission, responsible for contingent discipline matter.
- e) The Police Unit within the Council General Secretariat will provide technical guidance and support, and will be the first point of contact for EUPM.

### **5.3. Communications and Information Services (CIS).**

#### **5.3.1. General**

EUPM will continue to rely upon a timely and reliable communication network, including a back up system, able to support the structure of the Mission. The system will link the EUPM HQ to the General Secretariat of the Council of the European Union and to all Mission units in the field, and will comprise a mixture of telephone, radio and internet communications.

**NOT DECLASSIFIED**



**NOT DECLASSIFIED**

---

## ANNEXES

**A. Local Police**

**B. Mission Organization**

**C. Programme Management Structure**

**D. Standard Operating Procedures** To be modified by 01.03.2006

**E. Safety and Security Plan**

**F. Official Visits and Protocol**

**G. Media Relations**

**H. Reporting Procedures**

**I. Information Exchange**

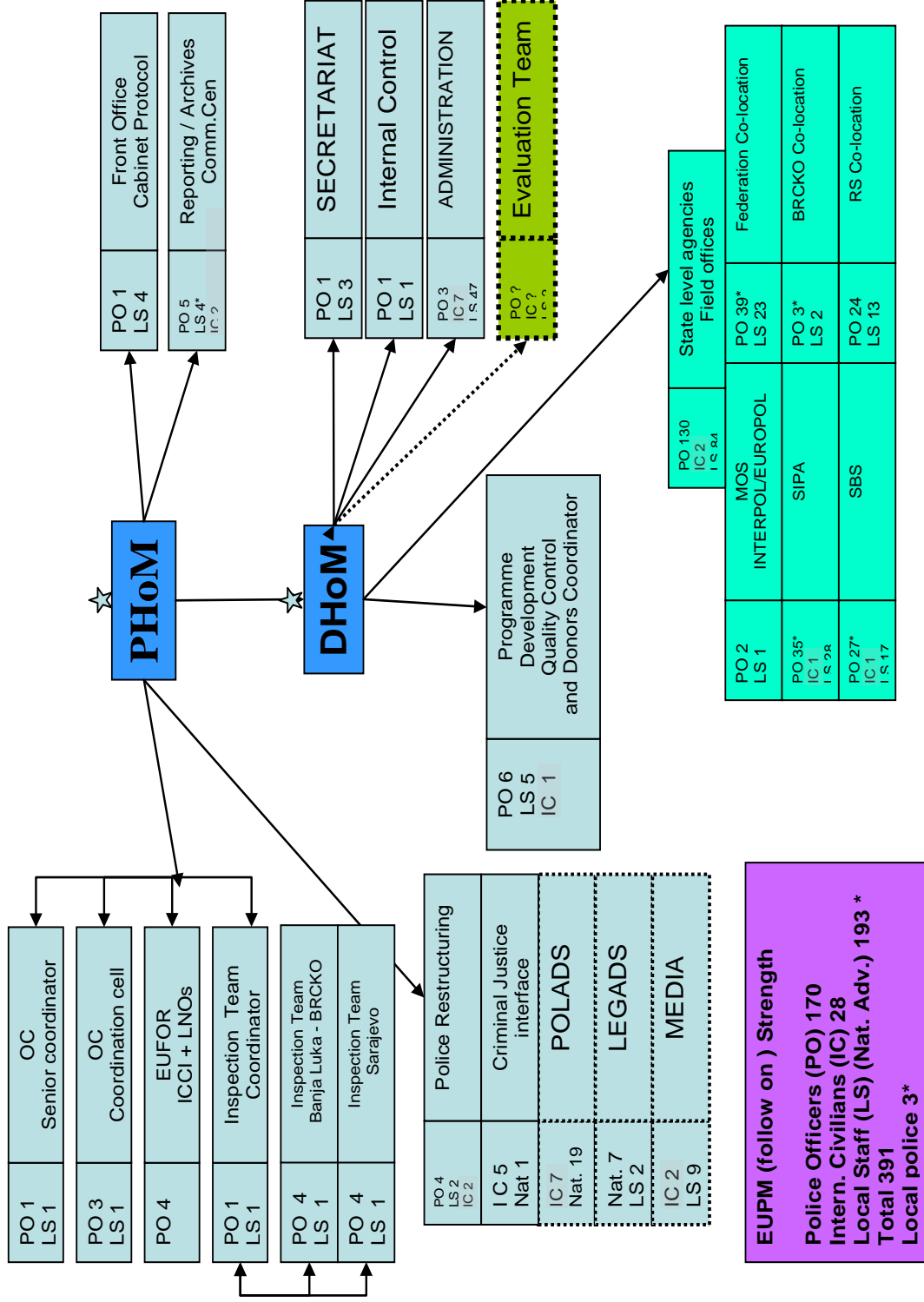
**J. Logistics**

**K. Personnel**

**L. Communication and Information System (CIS)**

**PAGES 31 TO 33: NOT DECLASSIFIED**

Annex B  
EUPM (follow-on) transitional structure.



**NOT DECLASSIFIED**

## ANNEX D

### STANDARD OPERATING PROCEDURES

The existing Standard Operating Procedures (SOP) of the EUPM will be tailored for the use of the EUPM Follow on, by latest 01.03.2006. Until that time, the current SOP shall, where deemed appropriate, be applicable to the EUPM follow on.

In addition to areas already prescribed in the OPLAN and its annexes; the SOP shall, *inter alia*, cover the areas which are not regulated in the annexes of the OPLAN for EUPM follow on. If required, the SOP may also include more detail provisions related to issues which are essential for regulating for the work of the EUPM. Provisions of the SOP can not contradict with provisions of the CONOPS and the OPLAN.

While developing the new SOP, the structure of the current SOP will be taken as the basis for further development. The structure of the current SOP is as follows.

#### **Chapter 1 Mission and structure of EUPM**

- 1.0 Introduction
- 2.0 Mission statement
- 3.0 Structure
- 4.0 Chain of command

#### **Chapter 2 Programme Development**

- 1.0 Programme development
- 2.0 Programmes
- 3.0 Methodology
- 4.0 Reporting
- 5.0 Benchmarking system

#### **Chapter 3 Reporting**

- 1.0 General
- 2.0 Internal reporting
- 3.0 External reporting

## **Chapter 4 Command and control**

### A Information, Visits and Media

- 1.0 Visits
- 2.0 Media
- 3.0 Public information
- 4.0 Website

### B Crisis management procedures

- 1.0 General
- 2.0 Definition
- 3.0 Areas of interest
- 4.0 Reliable information system local police EUPM Units
- 5.0 On call duty officer
- 6.0 On call duty LA
- 7.0 Reinforcement of the unit/office

### C Evacuation plan

- 1.0 General
- 2.0 Definitions
- 3.0 Involved subjects
- 4.0 Evacuation procedure

### D Air Operations

- 1.0 Introduction
- 2.0 Contract management
- 3.0 Aviation fuel
- 4.0 Air Tasking Procedures
- 5.0 Aircraft utilization
- 6.0 EUPM Aviation facilities and ramp procedures
- 7.0 General procedures for obtaining flight approvals
- 8.0 Flight following
- 9.0 Emergency phone numbers

## **Chapter 5 Personnel**

- 1.0 Guidelines for international personnel
- 2.0 Guidelines for national staff

## **Chapter 6 Code of conduct**

- 1.0 Introduction
- 2.0 Code of conduct
- 3.0 Discipline

## **Chapter 7 Financial Procedures**

1.0 Expenditure

2.0 Payments

3.0 Income

4.0 Reporting

## **Chapter 8 Logistics**

1.0 Communications

2.0 IT

3.0 Logistics



## **ANNEX E**

### **SAFETY AND SECURITY PLANS**

Under guidance of the PHoM and control of the EUPM Security Officer, detailed plans for the safety and security of EUPM staff will be draw up using the existing measures already established for the previous EUPM Mission.

These plans will be reviewed and adjusted to fit the structure of the new Mission in accordance with the CONOPS and OPLAN.

**NOT DECLASSIFIED**

**NOT DECLASSIFIED**

**ANNEX F**  
**PROTOCOL AND OFFICIAL VISITS**

The EUPM "Front Office", with additional assistance from the Press and Public Information Department, will continue its work under the direct authority of the EUPM HoM in regards to official visits and protocol based on following procedures.

All requests for official visits to the EUPM MHQ will be formally processed through the Front Office.

The priority is laid down as such:

- a. Ministers (or assimilated ranks) and Members of Parliament
- b. Political figures
- c. Head (or deputies) of International Organisations
- d. High ranking diplomats and senior police and military personnel.

The official visit should be articulated as such:

- a. General presentation of the Mission by the EUPM HoM or his designated representative.
- b. Specific briefing by a designate of the EUPM HoM depending of the subject matter,
- c. Short briefing by the National Point of Contact (if necessary and according to time)
- d. Visit to a co-location team in the field (if possible and necessary)

An EUPM fact sheet, PowerPoint presentation or movie/slide presentation may be delivered to the visitors.

Visit request is to be sent no less than 10 days before the proposed visit with the following information:

- a. Purpose of the visit,
- b. Name, rank, position, nationality and biography of the Head of Delegation,
- c. Size and composition of the delegation,
- d. Planned arrival and departure time with modes and dates of travel.

## ANNEX G

### PRESS INFORMATION AND MEDIA

A Press and Public Information Department (PPID) will continue its work under the direct authority of the EUPM HoM. It should be noted that the EUSR and EUPM aim to integrate their political, legal and press departments in early 2006. When this is completed, through the full establishment of the EUSR's office under a Joint Action, the integrated departments will continue to support the work of EUPM at all levels throughout BiH.

Upon completion of the integration, a comprehensive integrated EU media strategy shall be developed taking into consideration the specific roles of the EUSR, the EUPM, EUFOR and other EU players in theatre. Until the integration process is finalized, EUPM's current media strategy and PPID structure remains in place.

#### **Media**

Relations with the local population and international public through the press are an important element in the achievement of EUPM's objectives. Portrayals and perceptions of EUPM may differ. EUPM must remain proactive in this regard. Representatives of the international media routinely operate in BiH and their number can significantly increase when special events or incidents arise.

As policy, the EUPM PPID will support frequent and transparent media access to EUPM activities and, according to special occasions and PHoM approval, to MHQ in Sarajevo. The PPID will deliver accurate, timely and sufficient information on EUPM activities and responses to given subjects. General themes will include:

- The EUPM mandate within the general framework of the EU's broader rule of law approach in BiH in line with the general objectives of Annex 11 of the Dayton agreement.
- The EUPM is in BiH with the full agreement of its authorities at state and entity levels who have undertaken to cooperate fully with EUPM in its work.
- The EUPM will contribute to the establishment of professional, impartial police forces that serve all BiH citizens.

- The EUPM is an integral part of the broad range of EU activities in BiH and an important element in BiH's progress toward Europe as set out in the Stabilisation and Association Process (SAP).
- The EUPM is a tool for contributing to regional stability and cooperation.
- The EUPM is a tool in the fight against organised crime in BiH and the wider region.
- The EUPM's action will help facilitate reconciliation and economic recovery by improving police professionalism and efficiency to better fight crime and corruption.

The EUPM PHoM will set the policy for providing the correct information and the appropriate Mission image to the media. HoM may delegate this authority to:

- The Deputy HoM.
- Chief Advisors in Entities (Federation and RS)
- The Chief Colocators or Advisors in Cantons, PSCs, Brcko district, SBS and SIPA.

On a regular basis, the EUPM HoM will task the PPID to liaise with media and to participate in media briefings and press conferences.

The PPID will:

- issue press releases as requested and will maintain an updated database of all media in BiH.
- dispatch a press release abroad,
- request the assistance of the OHR/EUSR Press Office and/or the Press Office of the General Secretariat of the Council of the European Union.
- liaise with the OHR/EUSR, EUFOR and, according to needs, other Press Offices in BiH and the Press Office of the General Secretariat of the Council of the European Union;
- The Press office of the General Secretariat of the Council of the EU can give guidance when requested.
- coordinate with other organisations involved in the civilian implementation of the GFAP. monitor BiH media, inform the HoM of any media reference to EUPM and where required propose a draft reply.
- produce a daily local media overview for the HoM.

## **Public information and public relations**

Public information and awareness is a crucial management tool. To this end the PPID will ensure the following:

- Develop, plan and implement public information campaigns and community policing events both on a national and regional level.
- EUPM spokesperson will, upon guidance of the PHoM, participate in national and local radio and TV programmes if required.
- Support the local police in their press and PR activities. This includes sponsoring of joint local LEA/EUPM PR or PI events.
- Explain the EUPM in terms of mandate, legal basis, and general framework, cooperation with local authorities, programmes and intentions.
- Establish contact with all media in BiH (local and international).
- Liaise directly with OHR/EUSR and the General Secretariat of the Council of the European Union Press Offices.

## **Policy**

The information strategy will mainly aim at maintaining support for EUPM as part of the EU effort to promote the Stabilisation and Association Process bringing BiH closer to its European dimension. The accent will be put on the achievements of the local police under the support of EUPM so to build confidence for the national instrument and make local security less dependent from international presence and more responsible to them.

Designated spokespersons are the only authorised persons to communicate with the media. Should the situation arise whereby an EUPM member must speak to media personnel at the scene of an incident, he/she should give only the facts, never opinions or judgments. Guidelines for the EUPM on Talking to the Press will be issued as appropriate.

## **EUPM website**

As part of the overall EUPM public information arrangements, the Mission has created in place an effective EUPM website at [www.eupm.org](http://www.eupm.org). The site serves as the electronic business card of

the Mission. In addition, the site is being used as the main vehicle for the advertisement and reply procedure for any job vacancies as well as for publication of public tenders for the Mission which may arise. PPID are responsible for updating the website.

## **ANNEX H**

### **REPORTING**

#### **General**

Information exchange is fundamental to the functioning of EUPM. Successful information sharing is crucial to the success of all the international organization in BiH involved in Rule of law reform. Within the parameters of security classification and confidentiality, information will be transparent and available on as wide a basis as possible.

#### **Principles**

EUPM specific reports will be precise and concise in relation to the subject matter and will contain the recommendations, comments and/or impression of the signing authority.

All the reports produced by EUPM will also include the sufficient analyses in order to provide adequate information of the subject as well as to facilitate the decision taking mechanism.

Reports will be forwarded by appropriate technical means to ensure secure and timely transmission and appropriate confidentiality.

#### **Chain of Command**

The report chain will follow the chain of command consisted of EU SG/HR, EUSR in BiH, EUPM PHoM.

The EUPM PHoM shall report to SG/HR through EUSR.

As required, the EUSR and EUPM PHoM will report directly to the PSC.

- 1) The adequate level of reporting to PSC shall be ensured in order to allow it to provide political control and strategic direction. Some of the reports will be forwarded by the SG/HR to the member states and Commission through the PSC or the CIVCOM and making due use of the ESDP Net as far as classified documents are concerned.
- 2) The Communications Centre will be staffed 24 hours a day, 365 days a year, by international police officers, augmented with national staff, working a shift rotation system, and fulfils the following role:



- Ensure timely and coordinated collection of information form the field,
- Serve as a unique point of contact for both EUPM staff, especially in emergency situations,
- Perform the technical aspects of the communication and data transmission process, especially in regard to the handling of classified information

National members of staff in this section will not have access to classifies data (EU restricted and above)

### 3) Reporting

In accordance with the EUPM CONOPS and as required the EU SG and EUSR, the Mission will produce the following reports.

The reports that need to be send to the European Commission according the contract between the Commission and the HoM are not mentioned here.

<b>REPORT</b>	<b>FREQUENCY</b>
MAR (EUPM HoM Assessment Report)	Monthly
Bi-weekly Mission Report (Situation Report)	Bi-weekly
PERSREP (Weekly Personnel Report)	Weekly
LOGREP (Logistics report)	Monthly
SPEREP (Special Report)	As required

MAR, Bi-weekly Mission Report, PERSREP, LOGREP and SPEREP will be provided by EUPM to EU SG/HR through the EUSR.

In addition to reports listed above; the HoM may decide to produce and submit additional reports.

**NOT DECLASSIFIED**

**NOT DECLASSIFIED**

## **ANNEX I**

### **INFORMATION EXCHANGE**

#### **Introduction**

Information exchange is an integral aspect of the capabilities that EUPM must possess to fulfil its Mission and notably to be able to perform its inspective role. Timely and accurate intelligence is crucial to Mission realisation accomplishment and security. Within the parameters of security classification and confidentiality, information will be transparent and available to the appropriate levels of EUPM officials, in addition to being also based on the agreements for internal exchange of information.

**FROM THIS POINT UNTIL PAGE 53: NOT DECLASSIFIED**

## **ANNEX J**

### **LOGISTICS**

#### **Concept**

Logistics will be carried out in the most efficient and cost effective way, and will be based on three concepts determined in CONOPs for EUPM follow on in accordance with EU regulations. The fundamentals include close support, contracting out of local supplies and control to provide full operability for all components of the Mission.

The logistic system and structure will be adapted as necessary.

#### **Vehicles**

All EUPM personnel, through controlled issuance, will be responsible for the efficient use of all vehicles. Any defects in vehicles and equipment, or loss of equipment must be reported immediately. The regulations for the use of all equipment and the procedure for vehicle maintenance will be done in accordance with the SOPs.

Until the further decision of HoM in consultation with European Commission; the fleet may consist of;

- 4x4 VW Golf/Nissan Terrano   Quantity: 200
- Armoured vehicles           Quantity: 2
- Sedan vehicles (VIP)       Quantity: 2
- Minibus (7 seats)           Quantity: 34
- Buses 25 seats               Quantity: 2
- Trailer, light cargo         Quantity: 2

The logistic concept for the vehicles is based on the adaptability of the multi-purpose fleet for all facets of Mission requirements and contracting out of servicing maintenance, spare parts, repairs, break down service), which will be facilitated by licensed workshops throughout BiH, under contracts or agreements established based on the procurement rules of EU.

The refuelling system will be provided by national companies, which will assure coverage throughout BiH. In the event of refuelling system problems appropriate arrangement will be negotiated with EUFOR. Further more EUPM have in its assets containerised fuel tanks for the

emergency storage of fuel reserves if necessary.

### **Equipment and material**

Regarding the set up of the office equipment; as the Mission will be using offices currently occupied by EUPM, the existing office equipment will be utilised.

For all logistics, a limited centralised stock will be maintained for operationally essential items.

Maximum use will be made of local agreements, hiring, leasing and purchasing of services, material and equipment.

All EUPM personnel, through controlled issuance, will be responsible for the efficient use of all equipment. Any defects in the equipment or loss of equipment must be reported immediately. The regulations for the use of all equipment and the procedure for reporting defect or loss will be done in accordance with the SOPs

The EUPM Follow on Mission will make available means and resources that can be reutilised for other Missions after satisfying the needs of EUPM follow on.

### **Levels of logistic support**

The Mission logistic levels are three fold as follows:

#### *First level:*

Established in Mission HQ, which is required to:

- Establish and prioritise the Mission logistics requirements.
- Throughout the Mission AOR, establish theatre wide logistic resources to meet all the operational needs of the Mission.
- Resolve shortfalls in the provision of logistic support, if necessary, by executing redistribution within the Mission.
- Establish the storage of office equipment and stationary necessary to facilitate for delays in delivery time lines of supply.
- Control the usage of all materials required for the Mission, in the most effective manner.

- Establish the control of vehicle maintenance (servicing, spare parts, breakdown service, body repairs) done by the local private workshop companies.
- Establish software management (e.g, vehicle consumption) centralized in the MHQ.

*Second Level:*

Established at HQs of Entity level, SIPA, SBS, under the responsibility of the Chief Adviser; who is responsible for staff support and permanent control and requesting of all material, and submit reports through the Mission chain of command.

*Third Level:*

Established at Cantonal/Brcko/PSC/ SBS and SIPA field Offices level, under the responsibility of the Chief Co-locator; who is responsible for staff support and permanent control and requesting of all material, and submit reports through the Mission chain of command.

**Responsibilities for the contributing nations for seconded officers**

- Contributing nations will be responsible for personnel logistic support issues: National police uniform and equipment and financial arrangements.
- Contributing nations are responsible for the deployment and repatriation of personnel individually and collectively to and from home nation to Sarajevo

For International non seconded personnel these issues are subject to their own contractual arrangements with EUPM.

## **ANNEX K**

### **PERSONNEL ADMINISTRATION**

#### **Principles**

The Member States will assume complete responsibility for the nomination of suitably qualified individuals for the EUPM in support of the Mission mandate.

The EUPM PHoM will assume complete responsibility for the personnel under his authority, and will appoint and deploy EUPM personnel in accordance with the requirements of the Mission. EUPM personnel should be nominated in a way that ensures the best qualified candidate for the each position.

All positions in the EUPM are open to every contributing nation. The selection will be based upon possession of the necessary skills and abilities required for the post. EUPM personnel must demonstrate excellent professional skill, acting with impartiality, integrity and with respect for cultural diversity.

#### **Rules for Nomination for Secondment Officers**

- a) There will be essential requirements and categorized job descriptions for every police post within the EUPM, along with a job application form to be completed by every prospective candidate to the EU Police Unit in the Council of the European Union. (hereinafter: EU Police Unit) Contributing States will be responsible for the accuracy of the information included in the job description forms.
- b) The job descriptions will specify post, category, a description of main tasks and the skills required.
- c) Contributing States will nominate suitably qualified individuals for the EUPM on the basis of the categorised job descriptions.
- d) The nominations will be submitted to the EU Police Unit, where a standardised selection process will be conducted. Additional information about nominated personnel will be requested for the contributing nations if required.



- e) The EU Police Unit and the EUPM will be responsible for the final selection in accordance with the established procedures and the EUPM PHoM will appoint the selected personnel to given positions. The EU Police Unit will notify contributing States of the final selections.
- f) Assignments to the EUPM are for a period of one year. The EUPM PHoM may propose extensions to tours of duty; however the contributing States will take the final decision.
- g) The EU Police Unit will coordinate the necessary information and arrangements between the contributing states and the EUPM.
- h) By the commencement of the EUPM follow on, all necessary mechanisms and planning will have been completed in respect of current and future deployments.
- i) The EUPM will communicate with the EU Police Unit concerning future human resources requirements, in order that necessary calls for contributions are efficiently administered.

### **Transition Phase**

In order to ensure a smooth continuation, some of the police officers currently deployed in the EUPM, may be nominated for the EUPM, in accordance with the procedures determined by PHoM in consultation with the EU Police Unit.

### **Training and Induction of Personnel**

- a) It is essential for the success and credibility of EUPM, that Mission members are well prepared and trained prior to their deployment. Contributing states will be responsible for the preparation and training of personnel selected for deployment to EUPM.
- b) Information will be provided to member states in order to ensure that a common standard of training is delivered to all Mission members. Mission members will also receive induction training upon arrival in the Mission area, concentrating on their specific role within the Mission. The induction training, *inter alia*, will include topics on the Criminal and Criminal Procedure Codes in BiH. The detail curriculum of the training will be determined in the new

**General Issues**

- a) Essential requirements will provide guidelines for all contributing states on selection and participation of EUPM members. The contents include such issues as medical requirements, required language and driving skills and the need for every Mission member to demonstrate excellent professional performance.
  
- b) General guidance for all assignments to the EUPM will establish the specific instructions regarding the deployment of personnel into the Mission area, including transportation, environmental conditions, health protection, clothing and equipment, documentation and financial issues, etc.
  
- c) All Mission members shall be obliged to reside within BiH during their Mission deployment to satisfy the requirements of security and procedures.
  
- d) Standard Operating Procedures will provide a precise reference of all administrative and operational issues relating to Mission personnel.

**ANNEX L**  
**COMMUNICATION AND INFORMATION SYSTEM**

**NOT DECLASSIFIED UNTIL THE END OF THE DOCUMENT (page 61)**