



iPROCEEDS

Project on targeting crime proceeds on the Internet
in South-eastern Europe and Turkey

6th Meeting of the Project Steering Committee

**29 March 2019, Radisson Blu Hotel,
Calea Victoriei 63-81, Bucharest, Romania**

Terms of Reference of the Project Steering Committee Project Steering Committee (PSC)

Mandate

To contribute to the design and implementation of Project activities based on a strong level of engagement and participation of the stakeholders.

Roles and Responsibilities:

- To define the objectives and strategies required to ensure the smooth implementation of the Project;
- To adopt the overall Project work and periodic work plans;
- To follow the Project's implementation and provide the Project team with recommendations on relevant adjustments as required;
- To act as the point of contact for all partners and the various interest groups in the field.

Composition

The PSC composition reflects the aim of providing the best possible cross-section of views, to enhance the planning efforts and enable information sharing, and to facilitate coordination and collaboration in the field. The agreement of all members of the PSC is needed for any modification of its composition.

The PSC's composition is the following:

Members:

- Representative of the European Union;
- Representative of the Council of Europe;
- Representative of the Ministry of Justice responsible for criminal law matters;
- Representative of a specialised cybercrime prosecution unit, or a prosecutor specialized in supervision/prosecution of cybercrime cases;
- Representative of a specialised cybercrime unit at the police;
- Representative of a financial intelligence unit (FIU);
- Representative of a financial investigation unit;
- Representative of a judicial training institution;
- Representative of a law enforcement training institution.

Funded
by the European Union
and the Council of Europe



Implemented
by the Council of Europe

EUROPEAN UNION

CONSEIL DE L'EUROPE

Chairperson

The Chairperson will:

- Lead meetings so that agendas are followed and meetings adjourn on time;
- Allow all members to be heard during discussions;
- Moderate the discussions.

Minutes

- Minutes are recorded for each meeting of the SC;
- Minutes will be drafted within 15 working days after the meeting;
- Minutes will be disseminated among members in English language.

Organisation of the Meetings

- Meetings will take place on a six-monthly basis, but they may be convened as necessary if the Project implementation so requires (unexpected circumstances affecting implementation, etc.);
- Committee members will be notified one month in advance;
- The meeting is opened by the Chairperson;
- The agenda is approved by the members;
- The agenda items are discussed;
- All members have the right to express their opinion on the matters under discussion, share information, etc.
- Follow-up action is agreed upon;
- Before closing, each meeting will decide upon the provisional date of the next meeting and the topics to be discussed;
- The Secretariat of the PSC is provided by the Council of Europe.

Programme

Friday, 29 March 2019

09h30	Opening and introductions <ul style="list-style-type: none">• Cybercrime Programme Office of the Council of Europe (C-PROC)• Tour de table (Project Team members)
10h00	Review of activities carried out (September 2018 - March 2019) <ul style="list-style-type: none">• Overview of progress made towards objectives and results (Project Management Unit at C-PROC/Council of Europe and Project Team members)• Comments by Project Team members Discussion
10h45	Project management and implementation matters <ul style="list-style-type: none">• Overview by the Project Management Unit (at C-PROC/Council of Europe)• Comments by Project Team members Discussion
11h00	Coffee break
11h30	Workplan for April 2019-March 2020 <ul style="list-style-type: none">• Non-cost extension of the Project by the Project Management Unit (at C-PROC/Council of Europe)• Overview of the Workplan by the Project Management Unit (at C-PROC/Council of Europe) Discussion and approval of the Workplan.
12h30	Working together in 2020 and beyond: needs of national authorities <ul style="list-style-type: none">• Legislation;• Coordinated cybercrime and cybersecurity policies and strategies;• Public reporting systems;• Strengthened capacities of specialised investigative units and inter-agency cooperation between cybercrime, financial investigators, prosecutors, representatives of FIUs and the cybersecurity experts;• Cooperation between criminal justice authorities and domestic and multinational service providers;• Targeted training programmes for judges and prosecutors;• International cooperation and information sharing. Interventions by Project Team members
13h30	Lunch and end of the meeting

Contact

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