



TACIS UKRAINE ACTION PROGRAMME 2004

Project on International Co-operation in Criminal Matters in Ukraine (UPIC)

First progress report

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For any additional information regarding this document, please contact:

Views expressed in this report do not represent the opinion of the European Commission.

Council of Europe
Directorate General I – Legal Affairs
Technical co-operation section
67075 Strasbourg CEDEX, France

Tel +33-3-90 21 4506
Fax +33-3-8841 2052
E-mail alexander.seger@coe.int

1 BACKGROUND INFORMATION

The Project on International Co-operation in Criminal Matters in Ukraine (UPIC) started on 1 December 2005. The present report outlines the activities carried out since the beginning of the project and includes an assessment of the progress toward achievement of the project objectives as well as the updated activity calendar for 2006.

1.1 Beneficiary country and institution(s)

Ukraine

Primary beneficiaries: Ministry of Justice and Office of the Prosecutor General.

1.2 Contracting authority

European Commission (EC)

1.3 Implementing organisation

The Council of Europe is responsible for the implementation of the project and the use of the project funds under the contract with the European Commission. Within the General Secretariat of the Council of Europe in Strasbourg, the Technical co-operation section (Department of Crime Problems, Directorate General I - Legal Affairs) will be responsible for the overall management and supervision of the project. A Team leader – in charge of day to day management of the project on behalf of the Council of Europe - and local support staff, based in Kyiv, shall be working directly with the Ministry of Justice.

2 PROJECTS' OBJECTIVES, OUTPUTS AND ACTIVITIES

The present project is aimed at strengthening the capacities of Ukraine to cooperate internationally in criminal matters on the basis of European treaties. International co-operation – both police and judicial co-operation – is a *sine qua non* in the fight against crime and in particular against organised and other forms of serious crime.

More specifically, this project will support the Ukraine in the ratification and implementation into national law of relevant European parties to which it is not yet a Party, namely:

- the Convention on the Protection of Environment through Criminal Law (ETS 172)
- the 2nd Additional Protocol to the Convention on Mutual Legal Assistance in Criminal Matters (ETS 182)
- the Protocol Amending the European Convention on the Suppression of Terrorism (ETS 190), the Council of Europe Convention on the Prevention of Terrorism (CETS 196)
- the Council of Europe Convention on Trafficking in Human Beings (CETS 197),
- and the Convention on Laundering, Search, Seizure and Confiscation of the Proceeds from Crime and the Financing of Terrorism (CETS 198).

Furthermore, it will strengthen institutional capacities of judicial authorities, notably through the set up of a computer based system for the registration requests and control of their execution as well as the training of relevant professionals involved in international co-operation in criminal matters. Practical tools – co-operation manual and a website- for justice officials and prosecutors, judges and officials of the Ministry of Internal affairs will be developed under the project and computers will also be purchased to equip offices of justice officials and prosecutors.

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Finally, the project will also build direct contacts and networking with other European countries through joint workshops, trainings and development of tools to facilitate international co-operation in criminal matters.

Overall objective	To strengthen the capacities of Ukraine to fully implement European treaties on co-operation in criminal matters
Project objective 1	To strengthen the legal basis for international co-operation in criminal matters
Output 1.1	Draft laws for the ratification of the 2nd Additional Protocol to the European Convention on Mutual Legal Assistance in Criminal Matters (ETS 182), the Convention on the Protection of Environment through Criminal Law (ETS 172), the Council of Europe Convention on Trafficking in Human Beings (CETS 197), the Protocol Amending the European Convention on the Suppression of Terrorism (ETS 190), the Council of Europe Convention on the Prevention of Terrorism (CETS 196) and the Convention on Laundering, Search, Seizure and Confiscation of the Proceeds from Crime and the Financing of Terrorism (CETS 198) available for submission to the Government and Parliament
Activities	<ul style="list-style-type: none"> • Review of the legislation in view of the requirements of ETS 182 (2nd Protocol), ETS 172, ETS 190, CETS 196 and CETS 198 (terrorism), trafficking in human beings (CETS 197) to be followed by workshops and drafting of amendments
Output 1.2	Proposals for amendments to the criminal legislation available for submission to the Government and Parliament
Activities	<ul style="list-style-type: none"> • Review of the existing instruction on the execution of European conventions in criminal matters and elaboration of proposals for improvement • Expert advice to the drafting of by-laws required to implement European treaties • Expert advice to the drafting of a law on the execution of foreign sentences • Expert advice to the drafting of a law on legal assistance and co-operation with the International Criminal Tribunal for the Former Yugoslavia and the International Criminal Court
Project objective 2	To strengthen the human and institutional capacities of the Ministry of Justice and the Prosecution Service for international co-operation in criminal matters
Output 2.1	Systems for efficient registration and follow up to requests for assistance established at the Ministry of Justice and the Office of the Prosecutor General
Activities	<ul style="list-style-type: none"> • Review of the current systems of registration and control of requests at the Ministry of Justice and the Office of the Prosecutor General and preparation of a proposal for automated systems • Assistance to the implementation of the system at the Ministry of Justice, including procurement of software, hardware and training • Assistance to the implementation of the system at the Office of the Prosecutor General, including procurement of software, hardware and training
Output 2.2	40 Ministry of Justice officials and up to 40 prosecutors (central and regional administrative divisions) trained
Activities :	<ul style="list-style-type: none"> • Training seminars for prosecutors and justice officials at central level and regional administrative divisions on the requirements of relevant

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	<p>European treaties</p> <ul style="list-style-type: none"> • Training for justice officials, prosecutors and judges on the relevant case law of the European Court of Human Rights, in particular with regard to extradition • In-country English or French language training for up to 35 justice officials and 35 prosecutors responsible for international co-operation
Output 2.3	Co-operation at the national level enhanced between the Ministry of Justice, the Office of the Prosecutor General, Courts and the Ministry of Interior through joint training and a common website and co-operation manual.
Activities	<ul style="list-style-type: none"> • Support the drafting of a co-operation manual • Workshops for prosecutors, officials from the Ministry of Justice, judges and officials from the Ministry of Internal Affairs on the basis of the co-operation manual • Study visits for official from the Ministry of Justice, the Office of the Prosecutor General, the Ministry of Internal Affairs and courts to benefit from the experience of other European countries in judicial co-operation and in particular in view of the roles and responsibilities of different bodies in the judicial co-operation chain • Support the development of a website on judicial co-operation
Project objective 3	To promote networking and direct contacts between Ukrainian Ministry of Justice officials and prosecutors with those of neighbouring countries and other European countries
Output 3.1	Direct co-operation strengthened and experience exchanged with up to ten other European countries
Activities	International meetings on topics of priority interest (ex. co-operation against cybercrime, trafficking in human beings, 2nd Additional Protocol to the European Convention on Mutual Legal Assistance in Criminal Matters) and issues related to conventions already in force
Output 3.2	Co-operation manual and web-site on international co-operation in criminal matters prepared with the participation of other European countries
Activities	Development of a manual and a website for countries participating in international meetings on the basis of the Ukrainian national co-operation manual and using the examples of the PACO Networking Manual and the European Judicial Network

3 OVERALL ACHIEVEMENTS

During the last six months, the following key activities were carried out:

Description of activity:	Status:
Selection of the Project Team	Completed
Establishment of the project office, procurement of equipment and furniture	Partly completed
In-country missions to discuss the implementation of the project	Completed
Appointment of contact points by national authorities	Completed
Preparation of the project implementation programme and a detailed list of activities	Completed
Organisation and completion of a Start-up conference	Completed
Finalisation of the project work-plan and a timetable of activities	Completed
Finalisation of the logical framework	Completed
Organisation and completion of a Review workshop on the Council of Europe Convention on Laundering, Search, Seizure and Confiscation of the Proceeds of Crime and on the Financing of Terrorism (CETS 198)	Completed

During this period, the following reports were drafted:

Monthly reports to the EC (reporting period: December 2005 - April 2006)	Completed
Inception report	Completed
Start-up Conference activity report	Completed
Report on the Review Workshop for the Council of Europe Convention on Laundering, Search, Seizure and Confiscation of the Proceeds of Crime and on the Financing of Terrorism (CETS 198)	Completed

As a result of the inception phase, two new activities were introduced in the workplan, replacing activities whose objectives had already been partially or fully met by the Ukrainian authorities. These adjustments concerned 2 activities under output 1.1 :

- a new activity was introduced in the project workplan, aimed at the preparation of a draft law for the ratification of the Convention on the Protection of Environment through Criminal Law (ETS 172) in replacement of the activity on the draft law for the ratification of the Convention on Cybercrime (ETS 185), as the text had been finalised and the ratification law had been passed in parliament,
- also, as the review of legislation in view of the requirements of the Convention for the Protection of Individuals with regard to Automatic Processing of Personal data (ETS 108) had been completed, draft amendments were prepared and already submitted to the Government, a new activity which was considered to be of high priority, that is the review of the legislation in view of the requirement of the Convention on Laundering, Search, Seizure and Confiscation of the Proceeds from Crime and the Financing of Terrorism (CETS 198) and preparation of relevant amendments¹ was also included in the workplan as replacement.

The Inception phase confirmed the relevance and quality of design of the project's Terms of reference and workplan of activities.

¹ Follow up to this activity shall be supported in the framework of a separate project, namely the Project against Money Laundering in Ukraine (Phase 2). Given its high priority and the fact that it is due to be completed before May 2006, it was considered that immediate assistance should be provided at this stage through the UPIC project pending the launching of the Project against Money Laundering in Ukraine (phase 2).

3.1 Inception phase

The period from December 2005 to February 2006 has been considered to be the inception phase of the project.

The **Inception phase** managed to achieve the following objectives:

- to organise the Start Up conference to introduce the project to the main counterparts and establish the official contacts and networking between the project management and the partner institutions;
- to finalise the Logical Framework and Workplan of activities in cooperation with the main counterpart institutions, incorporating suggestions additional or changes in the type and nature of activities, based on the on-going reforms or specific needs of Ukraine;
- to ensure the nomination of Contacts points by national authorities, who are crucial in the coordination and implementation of the project;
- to set up the Project team;
- to build a pool of international and national short-term experts to participate in project activities.

The Start up conference brought over 90 Ukrainian officials from around the country to Kyiv for the purpose of providing information about the project, its purpose and goals. The overall response from the audience was positive and a number of a comments made by participants have been taken on board, were inserted in the revised work plan or have been noted for future action. Since the conference, the Academy of Law has already provided a list of national experts who have relevant expertise for a number of the planned review workshops and domestic training seminars. The project team will endeavour to use these experts wherever possible.

3.2 Activities by outputs

Output 1.1 - Draft laws for the ratification of (...) the Convention on Laundering, Search, Seizure and Confiscation of the Proceeds from Crime and the Financing of Terrorism (CETS 198)

The Review workshop on the Council of Europe Convention on Laundering, Search, Seizure and Confiscation of the Proceeds of Crime and on the Financing of Terrorism was well received by the working group. There was a good level of interaction between the experts and the participants with pertinent questions being asked and the right issues being raised.

The Ministry of Justice has already indicated that once the revised amendments have been drafted, it will seek expert opinions from Council of Europe experts to ensure as much as possible that the amendments correlate to the Convention obligations.

4 ACTIVITIES IMPLEMENTED DURING THE REPORTING PERIOD, PROGRESS MADE AND NEXT STEPS

4.1 Progress in the implementation of general activities

4.1.1 Selection of the Project Team

The Council of Europe recruited the project management staff required in order to fulfil its role, start the implementation of the project and ensure an adequate co-ordination.

The project manager based in Strasbourg (Livia Stoica–Becht) was appointed on 1 January 2006 and is in charge of the overall project management, under the supervision of the Head of Technical Co-operation. She is assisted by a project assistant (Astrid Wertenschlag).

Simon Regis, the former Head of the UK Central Authority, began working on the project as the appointed team leader on 1st May 2006 and is based at the Ministry of Justice (Kyiv). Prior to taking up his appointment, he was briefed in Strasbourg on the financial procedures, budgetary matters and general co-operation aspects between the Council of Europe and the Ukraine (29-31 March 2006).

The project assistant based in Kyiv (Tatyana Kulikovskaya) was recruited on a temporary basis as of 1st January 2006. Interviews for the posts of project assistant and the national expert for institution building were conducted by the team leader and Livia Stoica-Becht on 4 April 2006. 4 candidates for the project assistant post and 2 candidates for the national expert position were interviewed. As a result, Mr Vadym Osadchuk has been offered the position of national expert on institution building and judicial co-operation and has accepted subject to contractual negotiations. Vadym Osadchuk should therefore commence working on the project from 1 June 2006.

4.1.2 Establishment of the project office, procurement of equipment and furniture

The Ministry of Justice is currently providing temporary accommodation, which consists of 1 room at the disposal of the project in its premises at vul. Horodetskoho 13. This is on understanding that the allocation of the final project office would be completed before the 1st of June 2006.

The Ministry of Justice is also temporarily providing the necessary equipment for the project office, pending the purchase of the furniture and equipment. The final project office has been allocated and was viewed by Livia Stoica-Becht and the team leader in April 2006. It is located at vul. Mikhailo Kotsiubinsky 12. The project team shall be moving in their new premises by 1 June 2006.

Several offers for project office furniture were requested on the basis of specifications made according to the office space. A contract has been signed between Dial (suppliers of the furniture) and the Council of Europe. Offers were also received regarding the IT and office equipment. The minimum IT specifications have been agreed upon which will allow for the purchase of the computer and other office equipment to be processed. It is expected that both the furniture and the IT will be delivered on or about 1 June 2006, to coincide with the start dates in the new premises.

4.1.3 *Working meetings in Kyiv*

- *In-country mission to discuss the implementation of the project (25-26 January 2006)*

This mission set the ground for the activities which were carried out during the inception phase, notably the logistical arrangements for the set up of the project office and the terms of cooperation with the key counterpart institution for the launching of the Start Up conference. It involved working meetings with representatives from the Ministry of Justice, Office of the Prosecutor General and Ministry of Interior/Interpol and European Commission delegation in Kyiv. A detailed report on this mission is available in the Inception report.

- *Working meetings (Kyiv, 3-5 April 2006)*

A mission to Kyiv was undertaken between 3-5 April by Simon Regis and Livia Stoica – Becht to discuss project implementation aspects and forthcoming activities with representatives of the Ministry of Justice, finalise IT specifications with an IT specialist, finalise the needs of the final project office, as well as meet with Mr Andriy Spivak (EC delegation representative).

4.1.4 *Appointment of contact points by national authorities*

The nomination of officials from the Ministry of Justice and the Office of the Prosecutor General, who are to act as contact persons and co-ordinators and who are the main interlocutors for the purposes of this project, was carried out during the inception phase, prior to the organisation of the Start up Conference.

Institution	Name
Ministry of Justice	Dmytro Kotliar Deputy Minister of Justice
Ministry of Justice	Kateryna Shevchenko Deputy Director of International Co-operation
General Prosecutor's Office	Shynalsky Oleksandr Ivanovych Deputy Prosecutor General
General Prosecutor's Office	Kovalenko Oleksandr Volodymyrovych Deputy Head of the International Law Department

4.1.5 *Start-up conference (Kyiv, 24 February 2006)*

The UPIC start up conference enabled to introduce the project to the main counterpart institutions, establish official contacts and networking between the project team and the relevant officials, distribute roles in delivering the project objectives and facilitating the project over the next years. A detailed report on this conference is available in the Inception report.

4.1.6 *Visibility*

A generic webpage on the UPIC project was posted on the Council of Europe website (<http://www.coe.int/upic>) as well as under the webpage on joint programmes of the Council of Europe and the European Commission (<http://jp.coe.int/>).

Subject to agreement with the Ministry of Justice, consideration will be given to host a webpage on the Ministry of Justice website giving further information about the project and links to relevant public documents. This can be viewed as a precursor to project objective 2, output 2.3, and the establishment of a website for judicial co-operation.

4.2 Progress on specific project outputs and next steps

4.2.1 *Output 1.1- Draft laws for the ratification of the 2nd Additional Protocol to the European Convention on Mutual Legal Assistance in Criminal Matters (ETS 182), the Convention on the Protection of Environment through Criminal Law (ETS 172, the Council of Europe Convention on Trafficking in Human Beings (CETS 197), the Protocol Amending the European Convention on the Suppression of Terrorism (ETS 190), the Council of Europe Convention on the Prevention of Terrorism (CETS 196) and the Convention on Laundering, Search, Seizure and Confiscation of the Proceeds from Crime and the Financing of Terrorism (CETS 198) available for submission to the Government and Parliament*

Activity 1.1.2 – Workshop on requirements of ETS 198, review of the legislation and drafting of related amendments (15 May 2006)

The Review workshop for the **Council of Europe Convention on Laundering, Search, Seizure and Confiscation of the Proceeds of Crime and on the Financing of Terrorism (CETS 198)** was held on 15 May 2006 (see Annex IV - Agenda).

The purpose of the workshop was to deliver a number of EU member state experiences as regards preparations for the implementation of the Convention, focusing specifically on Articles 17-19 (at the request of the Ukrainian authorities) which draw on the principles of Articles 1-3 of the 2001 Protocol to the Convention on Mutual Assistance between Member States of the European Union 29 May 2000. Presentations also covered the other obligations of the Convention as well as those of the Third EU Money Laundering Directive and the Financial Action Task Force's 40+9 Recommendations. Emmanuel Barbe, the French Liaison Magistrate to Italy and Mag. Josef Mahr, Head of the Financial Intelligence Unit, Austria were the two international experts who were invited to assist in the workshop. 19 Ukrainian representatives of the working group drafting amendments to the Criminal Code attended the workshop.

The working group will meet over the coming months to draft revisions to the Criminal Code with the ultimate aim of presenting the amendments to Government by the end of the summer. They indicated that they will also seek expert opinion on the draft amendments and if it deemed appropriate then, a further workshop looking specifically at the draft amendments should be arranged before they are presented to Government. The group also recognised that the financial sector and civil society would have an interest in the draft amendments and they may be included in the discussions or consultation as appropriate.

Activity 1.1.5 - Review of the legislation in view of the requirements of CETS 197 (trafficking in human beings)

The translation of the explanatory report was carried out in the frame of the project and sent to the Ministry of Justice for its distribution to the relevant members of the working group.

Preliminary discussions with the Ministry of Justice as regards holding a review workshop for the Council of Europe Convention against trafficking in human beings (CETS 197) have revealed that the Ministry has already drafted amendments, however a decision as to whether these amendments shall be presented to Government will be taken in the second half of May 2006. If the decision is taken to not to present the amendments to Government, then preparations will begin to organise a review workshop for the end of June or beginning of July, to give sufficient time to identify international and domestic experts and also to determine what issues the Ministry wishes to cover in the workshop and with the ultimate aim of presenting draft amendments in the autumn.

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4.2.2 *Output 1.2 - Proposals for amendments to the criminal legislation available for submission to the Government and Parliament*

No activities were scheduled under this output during the reporting period.

4.2.3 *Output 2.1 - Systems for efficient registration and follow up to requests for assistance established at the Ministry of Justice and the Office of the Prosecutor General*

The review of the registration system for judicial co-operation requests will begin in June 2006 with scoping visits to the Office of the Prosecutor General and the Department for International Co-operation of the Ministry of Justice.

4.2.4 *Output 2.2 - 40 Ministry of Justice officials and up to 40 prosecutors (central and regional administrative divisions) trained*

The preliminary ground work for the first **Training seminar on mutual legal assistance and extradition aspects**, scheduled to take place in September, will commence.

As regards language training, the project team is currently considering requesting the British Council and Alliance Française to undertake the language training needs assessment as these are both professional institutions who have extensive experience of such exercises. It is also hoped that they will be able to assist with the suitable identification of language tutors in other cities and regions in Ukraine.

4.2.5 *Output 2.3 - Co-operation at the national level enhanced between the Ministry of Justice, the Office of the Prosecutor General, Courts and the Ministry of Interior through joint training and a common website and co-operation manual.*

The preliminary ground work for the first **Study visit**, planned to take place in the Netherlands in October 2006, will commence.

4.2.6 *Output 3.1 - Direct co-operation strengthened and experience exchanged with up to ten other European countries*

No activities were scheduled under these outputs during the reporting period.

4.2.7 *Output 3.2 - Co-operation manual and web-site on international co-operation in criminal matters prepared with the participation of other European countries*

No activities were scheduled under these outputs during the reporting period.

4.3 Other working meetings and missions

With the impending appointment of the national expert to the project, the Team Leader will organise a number of meetings and missions over the next following 8-10 weeks to meet beneficiaries and relevant interested parties both in Kyiv and in the regions to discuss the project. Although no NGOs were present at the Start up conference, with the assistance of the Council of Europe Information Office in Kyiv, the project team will seek to identify relevant organisations and suggest their involvement in specified project activities. Ultimately the decision as to their participation will rest with the Ministry of Justice.

5 RISKS

At this stage, the main risk as regards the project is to ensure that momentum and interest that was generated at the Start up conference is not lost as regards those institutions that are not direct beneficiaries of the project and beneficiary outposts in the regions. The Ministry of Justice still remains committed to project and its momentum should increase with the Team Leader now based in Kyiv and the appointment of the national expert for institution building being imminent.

Certain delays in legislative reform may cause delays in project implementation. It is expected that during the coming six months, the speed of reforms will increase and combined with political commitment to on-going reforms, will provide a good basis for the sustainability of the actions and reforms in the country. As mentioned in the inception report, activities under output 1.2 are conditioned by the entry into force of the new Criminal Procedure Code, with the exception of the activity aimed at drafting the law on the execution of foreign judgments.

6 STRATEGIC OVERVIEW AND CONCLUSION

The project is well on track at this stage. The outstanding project staff appointments have been made and are just subject to contractual negotiations. The final project office has been identified and the office furniture and equipment has been or will be ordered over the next week, which shall greatly improve the efficiency of the project team.

There has been some slippage as regards the review for the Council of Europe Convention against trafficking in human beings (CETS 197), however, this is not detrimental to the project as if it is required it can be slotted in at a later date over the next 3 months. There are clear objectives that need to be achieved over the coming months and they are outlined above.

The first review workshop was held and was regarded as a success by the Project Team and the Ministry of Justice representatives involved in its organisation. It is clear that the working group are fully aware of the issues that implementation of this Convention will entail and were grateful for the input of the international experts to give them some ideas as to how they could deal with some of the Convention's obligations. As stated above, a further workshop may be organised to look at the revised amendments in more detail. The ultimate measure of the workshop's success will be the early presentation of the amendments to Government and then to Parliament.

7 FINANCIAL REPORT AS OF 31 MAY 2006

UPIC FINANCIAL REPORT AS OF 31/05/2006²

Expenses	Unit	All years			1st year budget			1st year budget	
		# of units	Unit rate in EUR	Costs in EUR	# of units	Unit rate in EUR	Costs in EUR	Expenses	%
1. Human Resources									
1.1 Salaries (gross amounts, local staff)	Work/month			223 200,00			74 400,00	42 548,13	57,19%
1.2 Salaries (gross amounts, expat/int. staff)	Work/month			420 000,00			149 100,00	37 045,00	24,85%
1.3 Per diems for missions/travel	per diem			198 406,00			58 643,00	6 600,80	11,26%
Subtotal Human Resources				841 606,00			282 143,00	86 193,93	30,55%
2. Travel									
2.1 International travel	Per flight			218 400,00			66 400,00	10 206,70	15,37%
2.2 Local transportation (over 200 km)	per month			52 500,00			18 000,00	1 155,00	6,42%
Subtotal Travel				270 900,00			84 400,00	11 361,70	13,46%
3. Equipment and supplies									
3.1 Software									
3.2 Furniture, computer equipment	per office			187 600,00			175 600,00	9 738,57	5,55%
3.3 Spare parts/equipment for machines, tools									
3.4 Other	Lump sum								
3.5 Training materials and supplies	per month	36	420	15 120,00	12	420	5 040,00		
Subtotal Equipment and supplies				202 720,00			180 640,00	9 738,57	5,39%
4. Local office/Action costs									
4.1 Vehicle costs	per month								
4.2 Office rent	per month								
4.3 Consumables - office supplies	per month	36	300	10 800,00	12	300	3 600,00	1 350,00	37,50%

² This financial report refers to estimated expenditure as of 31 May 2006.

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4.4 Other services (tel/fax, electricity/heating, maintenance)	per month	36	200	7 200,00	12	200	2 400,00	840,00	35,00%
Subtotal Local office/Action costs				18 000,00			6 000,00	2 190,00	36,50%
5. Other costs, services									
5.1 Publications		3	4000	12 000,00	1	4000	4 000,00	153,26	3,83%
5.2 survey									
5.3 Auditing costs									
5.4 Evaluation costs		1	9400	9 400,00	0	0	0,00		
5.5 Translation, interpreters	days								
Translations and interpreters in country	days	230	300	69 000,00	70	300	21 000,00	1 180,00	5,62%
abroad	days	20	600	12 000,00	5	600	3 000,00		
5.6 Financial services (bank guarantee costs etc									
5.7 Costs of conferences/seminars	seminars	20	4000	80 000,00	7	4000	28 000,00	3 110,00	11,11%
English language training	per course	150	320	48 000,00	75	320	24 000,00		
Subtotal Other costs, services				230 400,00			80 000,00	4 443,26	5,55%
6. Other									
6.1 Purchase of land									
6.2 Purchase of building									
6.3 Construction works									
Subtotal Real estate and works								0,00	
7. Other				6 467,00			0,00		
Subtotal Other				6 467,00			0,00	0,00	
8. Subtotal direct project costs (1-7)				1 570 093,00			633 183,00	0,00	0,00%
9. Administrative costs (maximum 7% of 8, eligible costs of the Action)	percent	0,07		109 907			44 323	4 742,28	10,70%
10. Total eligible project costs (8+9)				1 680 000			677 506	118 669,74	17,52%
11 Contingency reserve (5% of 10.)	percent								
12. Total costs (10+11)				1 680 000			677 506	118 669,74	17,52%

8 APPENDIX I - LOGICAL FRAMEWORK

Level	Description	Indicators	Sources of verification	Assumptions
Overall objective	To strengthen the capacities of Ukraine to fully implement European treaties on co-operation in criminal matters	<p>The level of ratification of:</p> <ul style="list-style-type: none"> - The Convention on Environment through Criminal Law (ETS 172) - The 2nd Additional Protocol to the European Convention on Mutual Legal Assistance in Criminal Matters (ETS 182) <p>The Protocol Amending the European Convention on the Suppression of Terrorism (ETS 190)</p> <ul style="list-style-type: none"> - The Council of Europe Convention on the Prevention of Terrorism (CETS 196) - The Convention on Laundering, Search, Seizure and Confiscation of the Proceeds from Crime and on the Financing of Terrorism (ETS 198) - The Council of Europe Convention against trafficking in human beings (CETS 197) <p>The quality of the national legislation (laws and by-laws) which permit implementation of these treaties.</p> <p>Tools provided and in use by practitioners (registration system, co-operation manual)</p> <p>The number of requests sent/received and the timeliness with which they are</p>	<p>Council of Europe office database</p> <p>Project reports</p> <p>Statistical data from the Ministry of Justice and the Office of the Prosecutor General</p>	

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Level	Description	Indicators	Sources of verification	Assumptions
Project objective 1	To strengthen the legal basis for international co-operation in criminal matters	processed. Ratification of Conventions and implementation into national law	Council of Europe Treaty office database	Laws and treaties will be applied in practice
Output 1.1	Draft laws for the ratification of the 2nd Additional Protocol to the European Convention on Mutual Legal Assistance in Criminal Matters (ETS 182), the Convention on Environment through Criminal Law (ETS 172), the Council of Europe Convention on Trafficking in Human Beings (CETS 197), the Protocol Amending the European Convention on the Suppression of Terrorism (ETS 190), the Council of Europe Convention on the Prevention of Terrorism (CETS 196), the Convention on Laundering, Search, Seizure and Confiscation of the Proceeds from Crime and on the Financing of Terrorism (ETS 198), available for submission to the Government and Parliament	Draft laws available [timing to be determined during the inception phase]	Project reports	Draft laws will be adopted by Parliament
Activity 1.1.1	Review of the legislation in view of the requirements of ETS 182 (2 nd Protocol) to be followed by a workshop and drafting of amendments			
Activity 1.1.2	Review of the legislation in view of the requirements of ETS 198 to be followed by a workshop and drafting of amendments			
Activity 1.1.3	Review of the legislation in view of the requirements of ETS 190 and CETS 196 (terrorism) to be followed by a workshop and drafting of amendments			
Activity 1.1.4	Review of the legislation in view of the requirements of ETS 172 (protection of environment through criminal law) to be followed by a workshop and drafting of amendments			
Activity 1.1.5	Review of the legislation in view of the requirements of CETS 197 (trafficking in human beings) to be followed by workshop and drafting of amendments			
Output 1.2	Proposals for amendments to the criminal legislation available for submission to the Government and Parliament	Draft laws available [timing to be determined during the inception phase]	Project reports	Draft laws will be adopted by Parliament

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Level	Description	Indicators	Sources of verification	Assumptions
Activity 1.2.1	Review of the existing instruction on the execution of European conventions in criminal matters and elaboration of proposals for improvement to be followed by workshop			
Activity 1.2.2	Expert advice to the drafting of by-laws required to implement European treaties (in particular following the adoption of the new Criminal Procedure Code)			
Activity 1.2.3	Expert advice to the drafting of a law on the execution of foreign sentences			
Activity 1.2.4	Expert advice to the drafting of a law on legal assistance and co-operation with the International Criminal Tribunal for the Former Yugoslavia			
Project objective 2	To strengthen the human and institutional capacities of the Ministry of Justice and the Prosecution Service for international co-operation in criminal matters	<p>The number of requests sent/received and the timeliness with which they are processed</p> <p>Tools provided and in use by practitioners (registration system, co-operation manual)</p> <p>Level of participation in training in terms of quantity and quality</p> <p>Quality and timeliness of the training delivered</p>	<p>Project reports</p> <p>Statistical data from Ministry of Justice and Office of the Prosecutor General</p> <p>Training materials and evaluation reports</p>	<p>The skills acquired and the tools provided will be applied in practice</p>
Output 2.1	System for efficient registration and follow up to requests for assistance established at the Ministry of Justice (accessible to Courts, the Prosecution and the Ministry of Interior)	System installed and functioning	Project reports Statistical data from Ministry of Justice and Office of the Prosecutor General	System will be used by all concerned
Activity 2.1.1	Review the current systems of registration and control of requests at the Ministry of Justice and the Office of the Prosecutor General and			

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Level	Description	Indicators	Sources of verification	Assumptions
	European best practices and prepare a proposal (TOR) for automated systems			
Activity 2.1.2	Elaborate a system for the Ministry of Justice and the Office of the Prosecutor General adapted for needs of all relevant institutions			
Activity 2.1.3	Implement the system at the Ministry of Justice and the Office of the Prosecutor General, including procurement of software, hardware and training			
Output 2.2	40 Ministry of Justice officials and up to 40 prosecutors (central level and regional administrative divisions) trained	Level of participation in training in terms of quantity and quality Quality and timeliness of the training delivered	Project reports. Evaluation of training activities Statistical data from Ministry of Justice and Office of the Prosecutor General	Officials trained will remain in their positions and apply the skills acquired
Activity 2.2.1	Organise up to 5 training seminars for prosecutors and justice officials at central level and regional administrative divisions on the requirements of relevant European treaties (each seminar to include workshops on the drawing up of requests for assistance)			
Activity 2.2.2	Organise a national level seminar for justice officials, prosecutors and judges on the relevant case law of the European Court of Human Rights, in particular with regard to extradition			
Activity 2.2.3	Arrange in-country English language training for up to 35 justice officials and 35 prosecutors responsible for international co-operation			
Output 2.3	Co-operation at the national level enhanced between the Ministry of Justice, the Office of the Prosecutor General, Courts and the Ministry of Interior through joint training and a common co-operation manual and website.	Level of participation in terms of quantity and quality Quality and timeliness of the training delivered Quality of the co-operation manual and the website Frequency of consultations of the website	Project reports Analytical project report on the functioning of the judicial co-operation chain	Officials responsible within the judicial co-operation chain are prepared to cooperate with each other Officials make use of the website

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Level	Description	Indicators	Sources of verification	Assumptions
Activity 2.3.1	Support a working group (comprising prosecutors and officials from the Ministry of Justice) in the drafting of a co-operation manual			and the co-operation manual
Activity 2.3.2	Organise 3 workshops for prosecutors, officials from the Ministry of Justice, judges and officials from the Ministry of Internal Affairs on the basis of the co-operation manual			
Activity 2.3.3	Organise up to 4 study visits for officials from the Ministry of Justice, the Office of the Prosecutor General, the Ministry of Internal Affairs and courts to benefit from the experience of other European countries in judicial co-operation and in particular in view of the roles and responsibilities of different bodies in the judicial co-operation chain			
Activity 2.3.4	Support the development of a website on judicial co-operation			
Project objective 3	To promote networking and direct contacts between Ukrainian Ministry of Justice officials and prosecutors with those of neighbouring countries and other European countries	Number and timeliness of requests sent and received between Ukraine and the other participating countries Level of ratification of relevant conventions by participating countries The frequency of direct contacts between Ukrainian authorities with those of other countries	Project reports Statistical data from Ministry of Justice and Office of the Prosecutor General Database of the Council of Europe Treaty Office	
Output 3.1	Direct co-operation strengthened and experience exchanged with up to ten other European countries	Level of participation in meetings in terms of quantity and quality Quality and timeliness of the meetings organised	Project reports	Participants in the meetings follow up on the contacts established and the skills acquired

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Level	Description	Indicators	Sources of verification	Assumptions
Activity 3.1.1	Organise up to 4 international meetings on topics of priority interest (such as co-operation in matters related to cybercrime, trafficking in human beings, or implementation of the 2nd Additional Protocol to the European Convention on Mutual Legal Assistance in Criminal Matters)			
Output 3.2	Co-operation manual and web-site on international co-operation in criminal matters prepared with the participation of other European countries	Quality of the co-operation manual and the website Frequency of consultations of the website	Project reports	Institutions responsible in different countries make use of the co-operation manual and website
Activity 3.2.1	Within the framework of the international meetings, on the basis of the Ukrainian national co-operation manual (and using the examples of the PACO Networking Manual and the European Judicial Network) develop a manual and website for participating countries			

9 APPENDIX II - WORKPLAN OF ACTIVITIES (UPDATED)

Time	Activity	Description of activity	Responsible	Inputs required
01.12.05 – 31.03.2006	0.0.0	Inception phase	<ul style="list-style-type: none"> - Council of Europe - Ministry of Justice - Office of the Prosecutor General - Ministry of Interior 	
01.12.05 – 31.03.2006	0.0.0	Recruitment of project staff and preparation of the project office in Kyiv	<ul style="list-style-type: none"> - Council of Europe Strasbourg - Ministry of Justice 	<ul style="list-style-type: none"> - Activity funding (vacancy announcement, missions / interviews) - Funding of purchase of project office furniture and equipment - Settlement of procedures for running costs
By 20.02.2006	0.0.0	Finalisation of the logical framework, detailed workplan and of the inception report	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Council of Europe Strasbourg 	<ul style="list-style-type: none"> - Coordination by project management team of inputs for the finalisation of workplan - Translation of documents
24.02.2006	0.0.0	Start up event to present the project and workplan to all stakeholders	<ul style="list-style-type: none"> - Ministry of Justice - Council of Europe - Team leader 	<ul style="list-style-type: none"> - Activity funding - 2 international experts - Translation/ interpretation funding - Project management team coordination

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Project objective 1 – To strengthen the legal basis for international co-operation in criminal matters					
Output 1.1					
Draft laws for the ratification of the 2nd Additional Protocol to the European Convention on Mutual Legal Assistance in Criminal Matters (ETS 182), the Convention on Environment through Criminal Law (ETS 172), the Council of Europe Convention on Trafficking in Human Beings (CETS 197), the Protocol Amending the European Convention on the Suppression of Terrorism (ETS 190), the Council of Europe Convention on the Prevention of Terrorism (CETS 196) and the Convention on Laundering, Search, Seizure and Confiscation of the Proceeds from Crime and on the Financing of Terrorism (ETS 198) available for submission to the Government and Parliament					
2007	Activity 1.1.1	Review of the legislation in view of the requirements of ETS 182 (2 nd Protocol) to be followed by a workshop and drafting of amendments	- - -	Ministry of Justice Team Leader Council of Europe	Written expert opinions (2) Workshop funding 2 international experts /consultants 1-2 national experts Translation/ interpretation funding
01.03.2006- 01.06.2006	Activity 1.1.2	Review of the legislation in view of the requirements of ETS 198 to be followed by a workshop (15 May 2006) and drafting of amendments	- -	Ministry of Justice State Committee for Financial Monitoring (FIU) Council of Europe Team leader	Written expert opinions (2) Workshop funding 2 international experts /consultant 1-2 national experts Translation/ interpretation funding
2007	Activity 1.1.3	Review of the legislation in view of the requirements of ETS 190 and CETS 196 (terrorism) to be followed by a workshop and drafting of amendments	- - -	Ministry of Justice Team Leader Council of Europe	Written expert opinions (2) Workshop funding 2 international experts /consultants 1-2 national experts Translation/ interpretation funding
November 2006 – early 2007	Activity 1.1.4	Review of the legislation in view of the requirements of ETS 172 (protection of environment through criminal law) to be followed by a workshop and drafting of amendments	- - -	Ministry of Justice Team Leader Council of Europe	Written expert opinions (2) Workshop funding 2 international experts /consultants 1-2 national experts Translation/ interpretation funding
01.06.06- 15.07.2006	Activity 1.1.5	Review of the legislation in view of the requirements of CETS 197 (trafficking in human beings) to be followed by workshop and drafting of amendments	- -	Ministry of Justice Council of Europe	Written expert opinions (2) Workshop funding 2 international experts /consultants 1-2 national experts Translation/ interpretation funding

Project on International Co-operation in Criminal Matters in Ukraine (UPIIC)

Output 1.2 Proposals for amendments to the criminal legislation available for submission to the Government and Parliament					
2007	Activity 1.2.1	Review of the existing instruction on the execution of European conventions in criminal matters and elaboration of proposals for improvement to be followed by workshop	- - -	Ministry of Justice Team Leader Council of Europe	Written expert opinions (2) Workshop funding 2 international experts /consultants 1-2 national experts Translation/ interpretation funding
2007	Activity 1.2.2	Expert advice to the drafting of laws required to implement European treaties (in particular following the adoption of the new Criminal Procedure Code)	- -	Ministry of Justice Team Leader Council of Europe	Workshops funding 2 international experts /consultants Report 1-2 national experts Translation/ interpretation funding
September 2006 – June 2007	Activity 1.2.3	Expert advice to the drafting of a law on the execution of foreign sentences	- - -	Ministry of Justice Team Leader Council of Europe	Workshop funding 2 international experts /consultants Report 1-2 national experts Translation/ interpretation funding
2007	Activity 1.2.4	Expert advice to the drafting of a law on legal assistance and co-operation with the International Criminal Tribunal for the Former Yugoslavia and the International Criminal Court	- - -	Ministry of Justice Team Leader Council of Europe	Workshop funding 2 international experts /consultants 1-2 national experts Report Translation/ interpretation funding
Project objective 2 – To strengthen the human and institutional capacities of the Ministry of Justice and the Prosecution service for international co-operation in criminal matters					
Output 2.1 Systems for efficient registration and follow up to requests for assistance established at the Ministry of Justice and the Office of the Prosecutor General					
01.06.2006 – 31.07.2006	Activity 2.1.1	Review the current systems of registration and control of requests at the Ministry of Justice and the Office of the Prosecutor General and European best practices and prepare a proposal (TOR) for automated systems	- - -	Ministry of Justice Office of the Prosecutor General Team Leader Council of Europe	2 international experts /consultants 2 national experts Translation/ interpretation funding
01.09.2006 – 30.11.2006	Activity 2.1.2	Elaborate a system for the Ministry of Justice and Prosecution adapted for needs of all relevant institutions	- - -	Ministry of Justice Office of the Prosecutor General Team Leader Council of Europe	2 international experts /consultants 2 national experts Translation/ interpretation funding

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From 01. 12. 2006	Activity 2.1.3	Implement the system at the Ministry of Justice and the Office of the Prosecutor General, including procurement of software, hardware and training	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Team Leader - Council of Europe 	<ul style="list-style-type: none"> - IT experts - Funding for development and purchase of equipment, hardware - 2-3 trainers - Funding of training activity
Output 2.2				
40 Ministry of Justice officials and up to 40 prosecutors (central and regional administrative divisions) trained				
	Activity 2.2.1	Organise up to 5 training seminars for prosecutors and justice officials at central level and regional administrative divisions on the requirements of relevant European treaties (each seminar to include workshops on the drawing up of requests for assistance)		
September 2006	Activity 2.2.1.1	1 st training seminar for practitioners on mutual legal assistance and extradition aspects	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Courts - Team leader - Council of Europe - Prosecution Academy 	<ul style="list-style-type: none"> - 2 international experts /consultants - 2 national experts - Funding of training seminar - Translation/ interpretation funding - Training materials
2007	Activity 2.2.1.2	2 nd training seminar (topic to be determined)	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Courts - Team leader - Council of Europe - Prosecution Academy 	<ul style="list-style-type: none"> - 2 international experts /consultants - 2 national experts - Funding of training seminar - Translation/ interpretation funding
2007	Activity 2.2.1.3	3 rd training seminar (topic to be determined)	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Team leader - Council of Europe - Prosecution Academy 	<ul style="list-style-type: none"> - 2 international experts /consultants - 2 national experts - Funding of training seminar - Translation/ interpretation funding

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2008	Activity 2.2.1.4	4 th training seminar (topic to be determined)	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Courts - Team leader - Council of Europe - Prosecution Academy 	2 international experts /consultants 2 national experts Funding of training seminar Translation/ interpretation funding
2008	Activity 2.2.1.5	5 th training seminar (topic to be determined)	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Courts - Team leader - Council of Europe - Prosecution Academy 	2 international experts /consultants 2 national experts Funding of training seminar Translation/ interpretation funding
2007	Activity 2.2.2	Organise a national level seminar for justice officials, prosecutors and judges on the relevant case law of the European Court of Human Rights related to extradition	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Courts - Team leader - Council of Europe - Prosecution Academy 	2 international experts /consultants 2 national experts Funding of seminar Translation/ interpretation funding
From September 2006	Activity 2.2.3	In-country English or French language training for up to 35 justice officials and 35 prosecutors responsible for international co-operation	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Team leader 	Funding of language training course

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Output 2.3		Co-operation at the national level enhanced between the Ministry of Justice, the Office of the Prosecutor General, Courts and the Ministry of Interior through joint training and a common co-operation manual.	
From October 2006	Activity 2.3.1	Support a working group (comprising prosecutors and officials from the Ministry of Justice) in the drafting and publication of a co-operation manual	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Team Leader <p>Facilitating the working group meetings</p> <p>Expert support to the drafting exercise</p> <p>Funding of publication</p>
2007 - 2008	Activity 2.3.2	Organise 3 workshops for prosecutors, officials from the Ministry of Justice, judges and officials from the Ministry of Internal Affairs on the basis of the co-operation manual	<ul style="list-style-type: none"> - Ministry of Justice - Office of the Prosecutor General - Courts - Ministry of internal affairs - Team leader - Council of Europe - Prosecution Academy <p>Funding of 3 workshops</p> <p>2 international expert</p> <p>3-4 national experts</p>
	Activity 2.3.3	Organise up to 4 study visits for official from the Ministry of Justice, the Office of the Prosecutor General, the Ministry of Internal Affairs and courts to benefit from the experience of other European countries in judicial co-operation and in particular in view of the roles and responsibilities of different bodies in the judicial co-operation chain	
October 2006	Activity 2.3.3.1	1 st study visit (The Netherlands)	<ul style="list-style-type: none"> - Council of Europe - Team Leader - Ministry of Justice - Office of the Prosecutor General - Ministry of Internal Affairs - Courts <p>Funding of 10 participants to the study visit</p>

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2007	Activity 2.3.3.2	2 nd study visit (location to be determined)	<ul style="list-style-type: none"> - Council of Europe Team Leader - Ministry of Justice Office of the Prosecutor General - Ministry of Internal Affairs Courts 	Funding of 10 participants to the study visit
2007	Activity 2.3.3.3	3 rd study visit (location to be determined)	<ul style="list-style-type: none"> - Council of Europe Team Leader - Ministry of Justice Office of the Prosecutor General - Ministry of Internal Affairs Courts 	Funding of 10 participants to the study visit
2008	Activity 2.3.3.4	4 th study visit (location to be determined)	<ul style="list-style-type: none"> - Council of Europe Team Leader - Ministry of Justice Office of the Prosecutor General - Ministry of Internal Affairs Courts 	Funding of 10 participants to the study visit
From 01.06.2006	Activity 2.3.4	Support the development of a website on judicial co-operation	<ul style="list-style-type: none"> - Team Leader - Ministry of Justice Office of the Prosecutor General - Ministry of Internal Affairs 	Funding of activity

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Project objective 3 : To promote networking and direct contacts between Ukrainian Ministry of Justice officials and prosecutors with those of neighbouring countries and other European countries			
Output 3.1			
Direct co-operation strengthened and experience exchanged with up to ten other European countries			
Activity 3.1.1	Organise up to 4 international meetings on topics of priority interest (such as co-operation in matters related to cybercrime, trafficking in human beings, or implementation of the 2nd Additional Protocol to the European Convention on Mutual Legal Assistance in Criminal Matters)	- Council of Europe - Team Leader - Ministry of Justice	Funding of international meeting Translation/ interpretation funding 3 international experts/consultants
November 2006	Activity 3.1.1.1 1 st meeting on the 2 nd Additional protocol to the European Convention on mutual legal assistance in criminal matters (ETS 182)	- Council of Europe - Team Leader - Ministry of Justice - Office of the Prosecutor General	Funding of international meeting 3 international experts /consultants Translation/ interpretation funding
2007	Activity 3.1.1.2 2 nd meeting (topic to be determined)	- Council of Europe - Team Leader - Ministry of Justice	Funding of international meeting 3 international experts /consultants Translation/ interpretation funding
2007/8	Activity 3.1.1.3 3 rd meeting (topic to be determined)	- Council of Europe - Team Leader - Ministry of Justice	Funding of international meeting 3 international experts /consultants Translation/ interpretation funding
2008	Activity 3.1.1.4 4 th meeting (topic to be determined)	- Council of Europe - Team Leader - Ministry of Justice	Funding of international meeting 3 international experts /consultants Translation/ interpretation funding
Output 3.2			
Co-operation manual and web-site on international co-operation in criminal matters prepared with the participation of other European countries			
2007 - 2008	Activity 3.2.1 Within the framework of the international meetings, on the basis of the Ukrainian national co-operation manual (and using the examples of the PACO Networking Manual and the European Judicial Network) develop a manual and website for participating countries	- Team Leader - National expert	4 international experts / consultants funding of manual and website development funding of publication

10 APPENDIX III - CALENDAR OF ACTIVITIES IN 2006 (UPDATED)

Note: this document is flexible, due to changes in time and place of certain planned events. However this document reflects all activities planned for 2006 in accordance to the outputs of the workplan of the project document.

10.1 Completed activities

TIMING	ACTIVITY	VENUE	PARTICIPANTS/ NUMBER	COE INVOLVEMENT/INPUTS
December – January 2006				
	Screening of applications for the position of Team Leader	N/A		
	Recruitment of the project staff based in Strasbourg and project assistant based in Kyiv			Staff funding
18-23.01.2006	Interviews of candidates for the position of Team Leader	Strasbourg		
25-26.01.2006	Working mission	Kyiv		Mission funding
	Visibility activities and preparation of project reports			
End January	Submission of monthly report			Report
February 2006				
9-17.02.2006	Vacancy announcements for the position of national expert for institution building and judicial cooperation	Kyiv		Posting funding
	Finalisation of the draft logical framework, draft workplan and preparation of the start up conference	Strasbourg/ Kyiv		
24.02.2006	Start Up conference	Kyiv	97	Mission funding Activity funding
End February	Submission of monthly report			Report

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TIMING	ACTIVITY	VENUE	PARTICIPANTS/ NUMBER	COE INVOLVEMENT/INPUTS
March 2006				
March 2006	Screening of applications of candidates for the position of national expert and organisation of interviews	Strasbourg/ Kyiv		
March 2006	Activity 1.1.2 – Review workshop CETS 198: translation of the Convention and explanatory report	N/A		Translation funding
March 2006	Activity 1.1.5 - Review workshop CETS 197 (trafficking in human beings): translation of explanatory report	N/A		Translation funding
29-31.03.2006	Briefings of the Team leader on financial procedures, budgetary matters, general cooperation aspects between the Council of Europe and the Ukraine	Strasbourg	Team Leader Council of Europe staff	
March 2006	Organisation of purchase of office equipment and furniture	Kyiv	N/A	Funding of IT expert Funding of furniture and equipment
End March	Submission of monthly report			Report
April 2006				
3-5 April	Working meetings with IT specialist, officials, etc	Kyiv		Mission funding
4 April	Interviews for the selection of the national expert for judicial cooperation and project assistant	Kyiv	Pre-selected candidates	Mission funding
(continued)	Organisation of purchase of office equipment and furniture	Kyiv	N/A	Funding of IT expert Funding of furniture and equipment
April	Activity 1.1.5 – Review workshop CETS 198: logistical organisation	Kyiv/ Strasbourg		Activity funding Logistical arrangements Preparation of working documents

10.2 On-going and forthcoming activities

TIMING	ACTIVITY	VENUE	PARTICIPANTS/ NUMBER	COE INVOLVEMENT/INPUTS
May 2006				
15 May	Activity 1.1.2 – Workshop to discuss the review of legislation in relation to ETS 198 and the drafting of amendments	Kyiv	Members of the working group/ up to 19	Workshop funding 2 international experts /consultant Interpretation funding
	Preparations for the Assessment of training needs for the purpose of organising training activities	Kyiv and regions	Target audience of training	Questionnaire developed, distributed and collected Analysis of replies to questionnaire
	Preparations for the Assessment of language training needs for the purpose of organising language courses	Kyiv and regions	Target audience of training	Questionnaire developed, distributed and collected Analysis of replies to questionnaire
May 2006	Missions of Team leader to regions to discuss the project with counterpart beneficiaries	Selected regions	Team Leader Officials involved in project activities	Funding of missions
31 May 2006	1 st Progress report			Report drafting
June 2006				
Dates tbc	Activity 1.1.5 – Workshop to discuss the review of legislation in view of the requirements of CETS 197 (trafficking in human beings) and drafting of amendments	Kyiv	Members of the working group/ up to 20	Workshop funding 2 international experts /consultants 1-2 national experts Interpretation funding
01.06.2006 – 31.07.2006	Activity 2.1.1 – Launching of review the current systems of registration and control of requests at the Ministry of Justice and the Office of the Prosecutor General and European best practices	Kyiv	IT specialists Selected international and national experts	Questionnaire developed to assess current systems

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TIMING	ACTIVITY	VENUE	PARTICIPANTS/ NUMBER	COE INVOLVEMENT/INPUTS
From 01.06.2006	Activity 2.3.4 - Support the development of a website on judicial co-operation	Kyiv	Working group & national expert on judicial cooperation	Funding of activity
(continued)	Missions of Team leader to all regions to discuss the project with counterpart beneficiaries	Selected regions	Team Leader/ national expert Officials involved in project activities	Funding of missions
	Launching of selection of participants for language training courses	Kyiv and regions	Team Leader and contact points	
July 2006				
(continued)	Activity 2.1.1 - Review the current systems of registration and control of requests at the Ministry of Justice and the Office of the Prosecutor General and European best practices and prepare a proposal (TOR) for automated systems	N/A	Selected international and national experts	2 international experts Analysis of the replies to the questionnaire Analysis of best practices and report drafting Working meeting funding
	Finalisation of selection of participants (up to 35 justice officials and 35 prosecutors responsible for international co-operation) for language training courses	Kyiv and regions	Team Leader and contact points	
	Development of training curricula for language training courses	Kyiv and regions	Team leader and selected training provided	
August 2006				
(continued)	Activity 2.1.1 – Finalisation of proposal (TOR) for automated systems	N/A	Selected international and national experts	2 international experts Activity funding
	Preparatory organisation of forthcoming training activities			

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TIMING	ACTIVITY	VENUE	PARTICIPANTS/ NUMBER	COE INVOLVEMENT/INPUTS
September 2006				
September 2006 – June 2007	Activity 1.2.3 - Expert advice to the drafting of a law on the execution of foreign sentences	Kyiv	Members of working group (up to 15) Team leader	Workshop funding 2 international experts /consultants Report 1-2 national experts Translation/ interpretation funding
01. 09. 2006 – 30. 11. 2006	Activity 2.1.2 - Elaborate a system for the Ministry of Justice and Prosecution adapted for needs of all relevant institutions	Kyiv	Relevant specialists from the Ministry of Justice and the Office of the Prosecutor General	2 international experts /consultants 2 national experts Translation/ interpretation funding
September 2006	Activity 2.2.1.1- 1st training seminar for practitioners on mutual legal assistance and extradition aspects	Outside Kyiv	Number to vary depending on target audience and level of training (basic or specialised)	2 international experts /consultants 2 national experts Funding of training seminar Translation/ interpretation funding Training materials
From September 2006	Activity 2.2.3- In-country English or French language training for up to 35 justice officials and 35 prosecutors responsible for international co-operation	Kyiv and regions	Up to 70 participants	Funding of language training course
October 2006				
(Continued)	Activity 2.1.2 - Elaborate a system for the Ministry of Justice and Prosecution adapted for needs of all relevant institutions	Kyiv		2 international experts /consultants 2 national experts Translation/ interpretation funding
From October 2006	Activity 2.3.1 -Support a working group (comprising prosecutors and officials from the Ministry of Justice) in the drafting and publication of a co-operation manual	Kyiv	Team leader National experts and participants of working group	Facilitating the meetings Expert support to the drafting exercise Funding of publication

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TIMING	ACTIVITY	VENUE	PARTICIPANTS/ NUMBER	COE INVOLVEMENT/INPUTS
October 2006	Activity 2.3.3 - Study visit for official from the Ministry of Justice, the Office of the Prosecutor General, the Ministry of Internal Affairs and courts to benefit from the experience of other European countries in judicial co-operation and in particular in view of the roles and responsibilities of different bodies in the judicial co-operation chain	The Netherlands	Up to 10	Funding of 10 participants to the study visit
November 2006				
(Continued)	Activity 2.1.2 - Elaborate a system for the Ministry of Justice and Prosecution adapted for needs of all relevant institutions	Kyiv		2 international experts /consultants 2 national experts Translation/interpretation funding
November 2006 - - early 2007	Activity 1.1.4- Review of the legislation in view of the requirements of ETS 172 (protection of environment through criminal law)	N:A	2 experts	Written expert opinions (2) 2 international experts /consultants Translation funding
November 2006	Activity 3.1.1.1 - 1 st meeting on the 2 nd Additional protocol to the European Convention on mutual legal assistance in criminal matters (ETS 182)	Location tbc	Up to 40	Funding of international meeting Translation/interpretation funding 3 international experts/consultants
December 2006				
From 01. 12. 2006	Activity 2.1.3 - Implement the system at the Ministry of Justice and the Office of the Prosecutor General, including procurement of software, hardware and training	Kyiv		IT experts Funding for development and purchase of equipment, hardware 2-3 trainers Funding of training activity

11 APPENDIX IV – AGENDA OF THE REVIEW WORKSHOP ON CETS 198 (15 MAY 2006)

- 09h30 **Opening and Workshop Objectives**
- Mr. Ruslan Ryaboshapka - Director of Legal Affairs, Ministry of Justice
 - Mr. Pzemek Musialkovski – Council of Europe Representative
- 09h45 **New Legal Obligations of the Convention**
- Mr. Simon Regis - Team Leader, UPIC
- 10h30 **EU experiences relating to implementation of Convention Obligations – General and Specific**
- **The French Perspective** - M. Emmanuel Barbe - French Liaison Magistrate to Italy
- 11h00 **Break**
- 11h15 ➤ **The United Kingdom Perspective** – Mr. Simon Regis - Team Leader, UPIC
- 11h45 ➤ **The Austrian Perspective** – Mag. Josef Mahr - Head of the Financial Intelligence Unit, Austria
- 12h30 **Lunch**
- 13h30 **Ukrainian perspective in relation to the implementation of the Convention**
Outline of the current Ukrainian money laundering provisions and amendments to the relevant Ukrainian legislation
- Ms Kateryna Sakharenko - the State Committee Financial Monitoring
 - Mr Anatoly Ezhov - Head of the Anti-Money Laundering Section at the National Bank of Ukraine
- 14h10 **Roundtable discussion** – the Convention: possible difficulties and issues (legal, institutional and practical) arising in practice in relation to its implementation.
- 15h10 **Next Steps**
- Mr. Ruslan Ryaboshapka - Director of Legal Affairs, Ministry of Justice
 - Mr. Simon Regis – Team Leader, UPIC
- 15.30 **Close**