

SUPPORT IS OUR MISSION

OPERATING PLAN AGREED BY EASO AND ITALY

Valletta Harbour and Rome 15th December, 2017





Having regard to Articles 8, 10 and 13 to 23 of Regulation (EU) No 439/2010 of the European Parliament and of the Council of 19 May 2010 establishing a European Asylum Support Office (hereinafter 'EASO Regulation'),

the Executive Director of the European Asylum Support Office (hereinafter 'EASO')

and

the Head of Department of Public Security (Ministry of Interior), the Head of Department of Civil Liberties and Immigration (Ministry of Interior) and the Ombudsperson for Children and Adolescents of Italy (hereinafter 'Italy')

Hereby agree on the Operating Plan (hereinafter 'the Plan') for the deployment of Asylum Support Teams and the provision of technical, material and operational assistance to Italy for the duration of 1 year, from 1st January 2018 until 31st December 2018.

Any amendments or adaptations of this Plan shall be agreed in accordance with Article 18(2) of the EASO Regulation.

EASO shall share a copy of the Plan with the Members of the EASO Management Board for information.

Valletta Harbour and Rome

15th December, 2017

Executive Director of the European Asylum Support Office [SIGNED]

José Carreira

Head of Department of Public Security [SIGNED] Franco Gabrielli

Head of Department of Civil Liberties and Immigration [SIGNED] Gerarda Maria Pantalone

Ombudsperson for Children and Adolescents [SIGNED] Filomena Albano





1. INTRODUCTION

1.1 Legal Framework

Article 13 of the EASO Regulation states:

- 1. A Member State (or Member States) subject to particular pressure may request EASO for deployment of an Asylum Support Team. The requesting Member State or Member States shall provide, in particular a description of the situation, indicate the objectives of the request for deployment and specify the estimated deployment requirements.
- 2. In response to such a request, EASO may coordinate the necessary technical and operational assistance to the requesting Member State(s) and the deployment, for a limited time, of an Asylum Support Team in the territory of that Member State(s) on the basis of an Operating Plan.

1.2 Operational Situation and Needs Assessment

Over the last years, Italy has witnessed a dynamic migratory situation. The unprecedented influx of migrants to Italy observed in 2014 (170 100 arrivals) and 2015 (153 842 arrivals) continued in 2016 (181 436 arrivals). To date, Italy recorded 115 159 arrivals in 2017 as reported by the Department of Civil Liberties and Immigration of the Italian Ministry of Interior, which despite the relative drop (-32%) compared to the same period last year, represents a significant number.

Italy remains one of the main receiving countries in Europe due to the high volume of irregular migration flows on the Central Mediterranean route, mainly departing from Libya and consisting of nationals from Nigeria, Guinea, Ivory Coast, Bangladesh, as well as from Mali. Most disembarkations of arriving migrants happen in the Sicilian ports of Augusta, Catania, Pozzalo and Lampedusa.

The number of applicants for international protection in Italy has been steadily rising since 2014, when Italy noted 64 625 applicants, followed by 83 540 applicants recorded in 2015 and 122 960 in 2016. In 2017, Italy reported 120 729 registered applicants. That ranks Italy in second place as a receiving country among EU+ countries and, according to data available to EASO, accounts for approximately one-fifth of the applications registered in EU+ in 2017.

Similar trends have been observed with regard to arrivals of unaccompanied minors – with numbers rising from 12 360 in 2015 to 25 846 in 2016; 14 579 unaccompanied minors having arrived in 2017. Moreover, the number of unaccompanied minors applying for international protection has grown reaching 6 020 applications in 2016, compared to 4 070 in the preceding year, as reported by Eurostat. In 2017, 8513 unaccompanied minors applied for international protection.

Continued high numbers of arrivals and applications put a significant pressure on the reception system in Italy, which is already accommodating a substantial number of applicants received in previous years whose cases are still pending at different stages of the procedure. Altogether, according to the Department of Civil Liberties and Immigration data, there were 175 764 persons in reception in Italy as of 18 November 2016, compared to 103 792 at the end of 2015 and 66 066 at the end of 2014. The current occupancy in various types of reception centres in Italy is 190 971 on 31 October 2017.

In parallel to the developments in terms of arrivals and applications for international protection, the Italian legal system was significantly amended in the course of 2017. On 29th March 2017, the Italian Parliament passed the so-called *Zampa* law on protection measures for unaccompanied minors (UAMs). The new law aims at reinforcing the protection of unaccompanied minors by specifically



introducing: a) the prohibition of rejecting unaccompanied minors at the national borders, b) procedures for the acceleration of identification of unaccompanied minors, c) the guarantee of medical assistance, and d) the establishment of a roster for voluntary guardians for UAMs. Italian Presidential Decree 234/2016 entered into force on 6 January 2017 setting out a procedure for age assessment of unaccompanied children that are victims of trafficking.

The new legal decree on immigration and asylum (so-called *Minniti-Orlando* law) entered into force on 19 April 2017, amending the appeal system by eliminating second appeal instance, and introducing specific measures to speed up administrative and judicial procedures for the recognition of international protection. The new legal decree 13/2017 came into force, providing for, inter alia, the establishment of specialised sections on immigration and international protection in 14 local or regional courts.

EASO support to Italy

EASO has been providing support to the Italian authorities since 2013 establishing good working cooperation in several areas. On 4 June 2013, EASO and Italy signed the first Special Support Plan for the period to the end of 2014. The plan covered a number of prioritized areas, such as data collection and analysis, Country of Origin Information (COI), Dublin system, reception system and emergency capacity, and training of independent judiciary, as well as further professional development of the National Asylum Commission. In March 2015, EASO and Italy signed an extension to this plan, the Special Support Plan - Phase 2, which continued until the end of March 2016. Based on that plan and its amendments, activities continued in a number of areas, such as capacity-building in the field of COI and operational support to Italian Territorial Commissions for administrative preparation of the files by technical ICT support; support to the Italian Dublin Unit to enhance its capacity to handle pending cases; professional development activities and study visits.

EASO's activities in Italy were significantly extended in line with the European Agenda – on Migration, envisaging special measures in support of frontline Member States, within the hotspot approach and relocation. In September 2015, based on two decisions issued by the European Council, a relocation programme from Italy started whereby applicants in clear need of international protection were to be transferred from Italy to other Member States to have their application for international protection determined there. Italy drafted a roadmap and launched a "hotspot" approach whereby arrivals by sea were to be directed to selected locations of disembarkation (hotspots) to channel migrants in a coordinated manner into the respective appropriate procedures (including relocation), based on their legal status and needs. EU agencies (EASO, Frontex and Europol) were part of the hotspot approach, in line with their mandates. The EASO Hotspot-Relocation Operating Plan to Italy (HROP), signed by EASO and Italy on 17 December 2015, outlined the conditions and objectives of EASO's specific technical and operational support to Italy in the context of hotspots and relocation programme for 2016. Support was provided in particular by joint processing of asylum cases of applicants eligible for the relocation programme by Asylum Support Teams (ASTs), composed of national experts deployed by EASO.

In December 2016, an Operating Plan to Italy was signed encompassing in a comprehensive manner all technical and operational assistance to Italy in the course of 2017 and outlining the following areas of support: support with information provision and registration of potential applicants for international protection; support with handling outgoing Dublin take charge requests; strengthening reception capacity especially with regards to unaccompanied minors; support in the professional development



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of the staff of the Department of Civil Liberties and Immigration, within the Italian Ministry of Interior, as well as in activities in the field of COI.

At the end of July 2017, the European Asylum Support Office and the Italian authorities signed anAmendment to the EASO Operating Plan to Italy. Based on that, EASO started its cooperation with the Italian Ombudsperson for Children and Adolescents (Autorità garante per l'infanzia e l'adolescenza) implementing further support measures related to the guardianship system in Italy, support for a national awareness-raising campaign aimed at recruitment of volunteer guardians, support in their selection and training in targeted regions, as well as development of relevant practical tools and counselling, as well as exchange of best practices.

EASO has built up a significant presence on the ground in Italy, with locations covered by ASTs (supported by cultural mediators as required) and the presence of EASO staff in Italy. Starting from2016, EASO has established and gradually expanded the presence of EASO ASTs in several locations throughout Italy, including in the European Regional Task Force (EURTF) in Catania, in the operating hotspots (Lampedusa, Trapani, Taranto, Pozzallo and Messina), regional reception and registration centres/questure (in Villa Sikania/Agrigento, Crotone, Bari, Trapani, Milan, Monza, Torino and Rome area) as well as in the Dublin Unit in Rome.

In parallel, EASO became increasingly mobile by introducing roving and mobile teams. Roving teams were swiftly deployed on an ad hoc basis to register applicants in locations indicated by the Italian authorities, and to build the capacity of the local Police by on-the-job coaching and support. In addition, teams providing information became mobile in their area of deployment, also covering local reception centres to ensure follow up.

An EASO Operational Office was established in Rome in 2016 to coordinate the relations with the host Member State, to manage operations on the ground, including coordination of ASTs, to strengthen the capacity to host and organize capacity-building events, and provide administrative support to activities in Italy. A comprehensive hosting agreement was signed between EASO and the Italian Ministry of Foreign Affairs in November 2017.

To-date EASO has developed a number of operational tools and resources facilitating the activities of both the EASO ASTs and Italian stakeholders.

For information provision, in cooperation with the Italian Ministry of Interior and the European Commission, information leaflets were drafted and translated on relocation, on Dublin procedure, as well as a leaflet aimed at children. EASO also developed a number of videos explaining the relevant processes and presenting testimonies of migrants and their success stories. A hotline was established in the Rome office, offering live information on the relocation process and, if needed, performing the follow up on the status of individual cases, in cooperation with the Dublin Unit in Rome.

To support the registration process in Vestanet (Italian electronic system for registration of applications for international protection), with input from experienced deployed experts, EASO elaborated specific instructions on how to perform registration in the system. Annexes for the collection of additional information necessary to support the relocation process were also developed, with instructions on how to be filled in. Similar guidance on the handling of Dublin 'take charge requests' in DubliNet was developed as a manual. This guidance facilitates quick on-boarding of newly deployed experts, ensures consistency in approach among individual experts, teams and locations and allows continuous building and expansion of operational know how, preventing potential loss of expertise and institutional memory.



The current EASO Operating Plan for Italy lays down the conditions and objectives of EASO's specific technical and operational support for the processing of asylum cases in Italy. It also sets out the conditions for participation of Asylum Support Teams in these specific EASO activities, as stated in Article 18 of the Regulation 439/2010, of 19 May 2010, establishing EASO (EASO Regulation).

Italy and EASO will provide the members of Asylum Support Teams with information on the general state of play with regard to the procedure for international protection and the reception system in Italy and specific information about the state of play of the deliverables as described in the specific measures. Every effort will be made to provide a suitable working place for the Asylum Support Teams participating in the activities to implement the Plan. EASO will provide the technical equipment required for the work of the Asylum Support Teams and will reimburse costs incurred by persons participating in the activities, according to the applicable EASO rules.

1.3 Flexibility Clause

The Plan aims to provide timely, active and flexible support to the identified needs of Italy. The foreseen activities will be implemented in consideration of the changing circumstances of the international protection and reception systems in the Member States, as well as any specific circumstances on the ground, and subject to the availability of financial resources and experts.

The schedule of the measures and tasks in the Plan is a forecast and may change. Any change will be subject to a discussion between EASO and Italy. The Executive Director of EASO is authorised to make changes that may be accommodated within the objectives of a measure without requiring an amendment of the Plan, provided that they do not affect the overall budget and that Italy is timely informed in writing.

The Plan may be amended at any time in order to reflect the new operational developments in accordance with Article 18(2) of the EASO Regulation.

1.4 Lawfulness and Respect for Fundamental Rights

Support related to the participation in EASO activities under this Plan must be carried out in a way that fully respects human dignity. All personnel involved in operational support activities shall maintain the highest standards of ethical conduct, professionalism, respect and promotion of fundamental rights and international protection. This particularly applies vis-à-vis persons who are in need of international protection. Personnel is expected to meet obligations imposed upon them by the provisions of this Plan, in compliance with the requirements of the CEAS.

Whilst taking part in the EASO operational support activities, all personnel shall respect the applicable International law, European Union law and the national law of Italy. They shall maintain the highest standards of integrity and conduct. They are to act responsibly and proportionally to current objectives. Whilst carrying out supporting functions, all personnel must not discriminate persons on grounds of sex, race, religion, ethnic origin, age or sexual orientation. All persons are expected to treat every person with courtesy, respect and due consideration for the nature of any legitimate activity in which they are engaged. To perform their duties properly, they shall serve the public interest and refrain from any activities that could undermine or compromise their independence and the appropriate performance of their duties.

During the implementation of this Plan, all personnel must apply a zero tolerance attitude with respect to the infringement of fundamental human rights. All persons in EASO operational support activities shall act in accordance with the Code of Conduct.



1.5 Confidentiality and Data Protection

Without prejudice to the public right of access to documents, as laid down in Regulation (EC) 1049/2001¹ and the EASO implementing rules on access to documents², all versions of this document shall be made available to the competent authorities in each EU Member State, as well as the associate countries, Iceland, Liechtenstein, Norway and Switzerland.

This Plan shall be made publicly available once it has been signed by EASO and Italy.

Personal data will be processed in accordance with Regulation (EC) 45/2001 of the European Parliament and the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. EU data protection legislation applicable to EASO that may enter into force during the implementation period of this Plan shall likewise apply as of the date of entry into force.

Whenever processing personal data during the activities agreed within current Operating Plan, EASO will act on behalf of Italian competent authorities, following the EU and national applicable laws and regulations, as well as the instructions received from the host member state as a data controller. EASO will implement the necessary technical and organizational measures to ensure the security and confidentiality of the personal data processed by it on behalf of the Italian authorities. This is to prevent any unauthorized disclosure or access to this information. EASO will not retain any personal information. Only statistical and anonymised information relevant for further EASO activities, such as monitoring of the results of activities, will be further used by EASO after the closure of each individual case.

2. GENERAL CONDITIONS

This chapter of the Plan describes the various measures to support the authorities of Italy in the field of international protection and reception.

EASO will provide technical support to the members of Asylum Support Teams participating in this Plan with the aim of ensuring that all deliverables make good use of the expertise and information already available to EASO. All intellectual property rights of the work of the experts performed in the context of the Plan are vested in EASO. Selected deliverables developed under this Plan may be published.

2.1 Key Stakeholders

Italy's stakeholders involved in this Plan are the following.

Stakeholders	Responsibilities
Department for Civil	The Department for Civil Liberties and Immigration is responsible for
Liberties and Immigration	the organisation of the assistance/reception of irregular migrants (including vulnerable and trafficked persons), and the assistance/reception of applicants for international protection

¹ Regulation (EC) 1049/2001 of the European Parliament and of the Council of 30 May 2001, regarding public access to European Parliament, Council and Commission documents

² Decision No. 6 of the Management Board of EASO of 20 September 2011 laying down practical arrangements regarding public access to the documents of EASO.

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Stakeholders	Responsibilities
- Central Directorate for immigration and asylum	(including persons in the Dublin procedure) and beneficiaries of international protection.
services – Central Directorate for immigration and asylum policies	The National Asylum Commission (NAC) is responsible for the coordination of the Territorial Commissions (TCs), for COI, provision of guidelines and training of TC staff and for the management of the database on applicants for international protection.
 Mission Strcture for the reception of UAMs (Struttura di missione per l'accoglienza dei MSNA) 	Determination of international protection is carried out by the Territorial Commissions, while status revocation and termination decisions are issued by the National Asylum Commission under the Department for Civil Liberties and Immigration.
- National Asylum Commission	The Department for Civil Liberties and Immigration authorizes access for external stakeholders to the Hotspots. The authorised
- Territorial Commissions for the recognition of the international protection	organisations provide support to the Italian authorities in the timely identification of vulnerable persons with special needs, and carry out information activities according to their respective mandates.
	The Department is responsible for the organisation of the assistance for/reception of unaccompanied minors (UAMs). Particular attention for unaccompanied minors and other individuals with specific needs is guaranteed in the Hotspot procedures and facilities, including in the identification phase. These persons receive specific information on their legal status and the procedural requirements in subsequent phases and are accommodated in dedicated first reception facilities.
Department SecurityforPublic-Central Directorate for Immigration Border Policeand and Questure-	The Department for Public Security coordinates all activities related to the management of order and public security, technical and operational coordination of the police forces, management and administration of State Police, management of technical support.
	The Police Commissioner is the person responsible for public security in each province as the Provincial Public Security Authority. The State Police are the direct expression of this authority. In addition, for profiles that relate to public order, the Police Commissioner also has the technical responsibility for other law enforcement agencies.
	Each landing, therefore, involves the competent Police Headquarters in the area where the Hotspot is located, for issues of public order and security. Thus, the State Police Provincial Authority ensures that all phases of management of the flow of third country nationals or stateless persons takes place without disruption of public order and security. It delegates subsequent phases of the process to the relevant divisions of the State Police, from the landing of third country nationals or stateless persons, to their identification, determination of their legal status and subsequent treatment. Standard Operating Procedures are also applied in locations other than formally identified





Stakeholders	Responsibilities
	Hotspots (such as disembarkation ports that are not operational Hotspots).
	The Police Commissioner is the delegated person for the management, accountability and coordination at the technical operational level of public order and security. For this purpose, services of the police and any other forces within Hotspots are at the Police Commissioner's disposal.
Italian Ombudsperson for Children and Adolescents	The Italian Ombudsperson for Children and Adolescents is an independent institution created by Law No. 112/2011 aimed at protecting and promoting children's rights including migrant children. It plays a fundamental role in the monitoring and implementation of child-related policies at local level through, amongst other, the so-called "Conferenza nazionale per i diritti dell'infanzia" which is composed of the regional and autonomous provinces' Ombudspersons. The Italian Ombudsperson furthermore guarantees the uniform application of policies for children and adolescents at national, regional and local level, by means of recommendations, and through active participation in the drafting of legal bills in this area.
Prefectures	The Prefectures are based in 105 provinces throughout the country and are responsible for the management of all reception centres in those provinces where centres are present, guaranteeing suitable reception facilities for applicants for international protection.

2.2 Acceptance of Deliverables

Operational Plans address the operational needs of Member States under particular pressure that have requested support from EASO. Such Plans give directions on the delivery of EASO's technical and operational assistance and the deployment of Asylum Support Teams.

EASO shall ensure quality control of the agreed deliverables. Where practical and applicable, steps shall be taken to document the Italian authorities' formal acceptance of the deliverables.

2.3 Conditions for Deployment

General rules and conditions for Asylum Support Teams' deployment as well as special instructions for Asylum Support Team members (including databases that they are authorised to consult and the equipment that they may carry in Italy, as well as practical information concerning location of deployment and related workflows) are published on the following platforms:

- EASO Asylum Intervention Pool's National Contact Point platform (EASO AIP NCP);
- EASO country-specific online platforms developed as part of the EASO Information and Documentation System (EASO IDS Italy Operations Platform). These platforms are made available to experts upon deployment, allowing for preparation for deployment;
- Relevant thematic pages of the EASO IDS concerning the asylum and reception system of Italy, including information on relevant practices, legislation, case law and statistical background.





Specific Asylum Support Team deployment details are provided under each measure, where applicable.

2.4 Organisational Pre-Conditions

Italy shall grant appropriate access rights for the Asylum Support Team members to all relevant databases and commits to provide the Asylum Support Teams with the required information and data in the context of this Plan.

Italy shall designate a Plan Coordinator, as well as a Measure Coordinator for each measure stipulated in the Plan.

As far as operationally feasible, the working files shall be made available by Italy in Italian and/or English.

2.5 Implementation Period

The implementation period of this Plan is from 1st of January 2018 until 31st of December 2018.

The Plan, including the implementation period, may be amended at any time in order to reflect new operational developments.

2.6 Monitoring, Reporting and Communication

The Executive Director shall designate the Union contact point under Article 20 of the EASO Regulation, who acts as an interface between EASO, Italy, and the Asylum Support Team members. The Union contact point provides assistance, on behalf of EASO, on all issues relating to the conditions of deployment of the Asylum Support Teams, monitors the correct implementation of the Plan, and reports to EASO on all aspects of Asylum Support Teams' deployment.

A reporting system will be established for monitoring of the implementation of the Plan to assess any further needs or changes. In particular, at the end of their deployment, Asylum Support Team members will provide a Final Report to EASO using the template available on EASO IDS Italy Operations Platform.

During the implementation of this Plan, experts as well as other personnel deployed as part of the Asylum Support Teams will be briefed regularly on the current situational and operational developments to address challenges and identify improvements.

Particular attention shall be paid to the need to continuously develop, improve and make available EASO support tools. Should such need be identified or changed during the plan implementation, it shall be communicated to EASO for further consideration.

Italy and the Union contact point will manage the exchange of information concerning the tasks and budget availability under the Plan.

EASO will maintain close cooperation and communication with the relevant stakeholders. EASO will also provide information to its partners (i.e. the European Commission, concerned EU Agencies, and international organisations) about the operational activities, as appropriate and in line with EASO transparency and communication policies. If envisaged, the timing and content of communication with the media shall be agreed upon between EASO and Italy.





2.7 Incident reporting

Participants in EASO activities who have reason to believe that a violation of the Code of Conduct has occurred or is about to occur, are obliged to report the matter to the Executive Director of EASO and to the Host Member State Coordinator for the Plan via the appropriate channels.

Any incidents that may occur during the deployment of an expert in the Asylum Support Teams shall be reported through the same channels. Incident reporting templates can be found on the EASO IDS Italy Operations Platform.

2.8 Evaluation

Feedback from the deployed Asylum Support Team members shall be gathered on the completion of their deployment and prior to reimbursement of expenses.

A periodical or mid-term review may be carried out in case of a need for significant extension or substantial amendment of the current EASO Plan.

A final evaluation aims to ensure that the EASO support processes are constantly refined by assessing EASO's performance in implementing the Plan, identifying the lessons learned and recording good practice. It may be performed by EASO preferably prior to completion of the implementation of this EASO Plan. Italy and other stakeholders shall be involved.

Periodical and mid-term review and final evaluation results, as applicable, shall be shared with Italy and communicated to the EASO governance structure (e.g. Management Board members and National Contact Points).

3. SPECIFIC PROVISIONS

3.1. Cooperation with the European Commission and EURTF

All activities under this Plan will be closely coordinated with Italy and with the steady support of the European Commission, as well as with the other Agencies party to the EURTF. To this end, the Union contact point will be in charge of ensuring appropriate coordination with the other players. The operational presence of EASO in the EURTF will be ensured throughout the duration of the Plan.

3.2. Cooperation with UNHCR

In accordance with Article 50 of the EASO Regulation, EASO aims at a coherent and complementary continuation of the fruitful cooperation with UNHCR. The Union contact point will liaise with the UNHCR office in Italy for a continuous cooperation and coordination of practical activities agreed with the Host Member State under the current Plan.

3. MEASURES

Measure IT 1.0: Support for the provision of relevant information to potential applicants for international protection and identification of persons with special needs

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	Department of Public Security
Description and Assessment of the Situation	Within the Hotspot and other assigned disembarkation ports, operations are carried out using standardised procedures for initial screening, which are aimed at early identification of persons in need of international protection and/or persons eligible for the potential voluntary relocation scheme when agreed and put in place, individuals with special needs or persons who do not intend to apply for international protection.
	Information on the possibility of submitting an application for international protection has to be provided to all third country nationals and stateless persons who reach European Union territory. Where available, specific support instruments will be used to identify vulnerable persons. Information also has to be provided on the obligations of newly arrived migrants, in particular with respect to their identification and fingerprinting.
	Asylum seekers belonging to nationalities eligible for the potential voluntary relocation scheme are informed of the programme by EASO ASTs and immediately channelled into a dedicated procedure in which they provide support aimed at ensuring the potential voluntary relocation of applicants as quickly as possible.
	Applicants for international protection to whom the provisions of the Dublin Regulation are applicable are channelled into a dedicated procedure. Effective channelling of such cases into Dublin procedure would decrease the pressure experienced by the asylum and reception systems in Italy.
	Early identification of unaccompanied minors allows the Italian authorities to prioritize this vulnerable group into a specific procedure.
Operational Objectives	 Provision of accurate information to potential applicants for international protection on the procedure for international protection. Early identification of vulnerable persons, including in particular unaccompanied minors, and their referral to the Italian authorities to be channelled to specific procedures and dedicated centres of accommodation. Early identification and provision of information to potential applicants for international protection to whom Dublin criteria (including family unity under Dublin) would be applicable, as well as their referral to the Italian competent authorities to be channelled into the dedicated procedure. Early identification and provision of
	 information to potential applicants for international protection to whom the potential voluntary relocation scheme would apply, as well as their referral to the Italian competent authorities. Targeted support to the Central Directorate for Immigration and Border Police to ensure the development and interconnection of its operating systems used for data management.



	Stakeholders:
Stakeholders and	- Prefettura – Immigration Unit
Beneficiaries	- Questura – Immigration Police Unit
	- FRONTEX
	- EUROPOL
	- UNHCR
	- IOM
	- CSOs
	- Hotspot and reception centres management authorities
	Main beneficiaries:
	- Migrants
	- Migrants with special needs
	- Unaccompanied minors
Pre-condition(s)	- Access to the disembarkation area and reception centres granted to
	EASO ASTs
	- Updated individual information on transfers between hotspots,
	disembarkation areas and reception centres is made available to ASTs
	to allow for tracking of individual cases
	- Office space is made available at each hotspot site for ASTs, wherever
	feasible
	- Nomination of a local contact person by the Italian authorities
Deliverable(s)	1 Information provided to nowly arrived migrants in Italy and
Deliverable(s)	 Information provided to newly arrived migrants in Italy on: international protection, Dublin Regulation (including the family unity criteria under Dublin Regulation) and voluntary relocation scheme (to eligible candidates only) together with an indication as to where and how applications may be lodged, as well as about the obligation to cooperate with the authorities and possible consequences of non-cooperation. Information is provided with the help of a cultural mediator in a language that the person concerned understands or is reasonably supposed to understand. Early identification of unaccompanied minors and referral to the Italian competent authorities. Early identification of persons with special needs and referral to the Italian competent authorities. Information on Dublin Regulation (including the family unity criteria under Dublin Regulation) and on voluntary relocation scheme provided in relevant locations on the mainland to eligible persons who contact the Questure, with the help of a cultural mediator in a language that the person concerned understands or is reasonably supposed to understand. All persons who express the intention to apply for international protection are referred to the responsible Questura for registration of their application. Organization of operational trainings for the EASO deployed experts in particular on access to the asylum procedure, identification of porters with concil paode and identification of Dublin Careor
	persons with special needs and identification of Dublin Cases.
	7. Provision of operational support where required for EASO activities.



	8. Equipment, material and operational support, including works, services, communication/promotional materials and infrastructure items, provided where required for the joint EASO and Italian authorities activities.
Implementation and Support	 Implementation period – January –December 2018 Support (subject to demand): An average of 2 experts per hotspot site / min. 60 days per deployment An average of 6 experts in the mobile team based in Catania / min. 60 days per deployment An average of 2 experts per team in 3 mobile teams tasked to liaise with the Prefecture and reception centres assigned to it / key locations identified by the Italian authorities (e.g. Reggio Calabria, Vibo Valentia) / min. 60 days per deployment An average of 30 cultural mediators for EASO ASTs 8 interim staff for operational support
	 Envisaged place of deployment: Italian Hotspot sites (gradually, depending on their operationalization) Other disembarkation locations indicated by the Italian authorities Reception centres EASO Operational Office in Rome

Measure IT 2.0: Support for handling registration of applications for international protection	
Responsible Authority	Department of Public Security
Description and Assessment of the Situation	Following their transfer to a reception centre, persons who have expressed their intention to submit an application for international protection are photo-fingerprinted and recorded in Eurodac under category 1.
	Their application for international protection is formalized by filling in a standard "C3" form. In the form, all information about the applicant is included, from personal data, ethnicity, religion, family members and travel route to the reasons for leaving the country of origin.
	Once the C3 form is filled out, the application is uploaded into the Vestanet system and submitted to the Dublin Unit in Rome (when the provisions of the Dublin Regulation are applicable or for the potential voluntary relocation cases) or otherwise to the competent Territorial Commission.
	All activities can be carried out with the support of EASO ASTs assigned to the Immigration Police Office.



Operational Objectives Stakeholders and Beneficiaries	 Applicants for international protection who potentially fall under Dublin Regulation or are eligible for the potential voluntary relocation scheme have their application for international protection registered in a timely manner and the complete file is uploaded in Vestanet. Capacity support and practical assistance is given to the local Questura to address the backlog in registration of applications for international protection, as indicated by the measure coordinator. Capacity support and practical assistance is given to the competent Territorial Commission through file preparation during the registration of the application for international protection. Training for Immigration Police and Border Police operators on access to the asylum procedure, identification of vulnerabilities and Dublin procedure is provided. Uniformity of procedural activities of different EASO ASTs is ensured. Stakeholders: Questura – Immigration Police Unit – 4th Section Questura – Border Police National Asylum Commission – Territorial Commission Reception centre management authority
Pre-condition(s)	 Applicants for international protection Office spaces and adequate equipment are made available at each working location by the Italian competent authorities wherever feasible. Access to Vestanet and any other relevant database is provided by the Italian competent authorities, including credentials for each member of the EASO ASTs. Nomination of one contact person and her/his back-up from the Italian Immigration Police Office for each EASO ASTs.
Deliverable(s)	 Drafting and agreeing with the Italian authorities templates required for file preparation. Registration of applications for international protection in the Vestanet system in agreed working locations, with the help of a cultural mediator in a language that the person concerned understands or is reasonably supposed to understand. This includes prioritisation of registration of applicants identified as vulnerable. File preparation including identification of potential vulnerabilities, gathering and recording the main characteristics of the case to assist in preparation of the interview, as well as adding country of origin information of the applicant where relevant. Referral to the Immigration Police of potential issues concerning identity and/or nationality claimed by the applicant. Helpdesk to facilitate the work and to ensure uniformity of procedures applied in practice by different EASO ASTs, including support with COI.

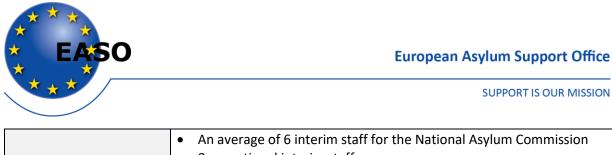


	 Organisation of operational training for Immigration Police officers on access to international protection procedure, identification of vulnerabilities, and registration for national asylum procedure and Dublin procedure. Equipment, material and operational support, including works, services, communication/promotional materials and infrastructure items, provided where required for the joint EASO and Italian outbarities activities
Implementation and	authorities activities. Implementation period – January –December 2018
Support	Support (subject to demand):
	 An average of 40 experts on a yearly basis / min. 60 days per deployment
	An average of 100 interim staff
	An average of 115 cultural mediators
	 An average of 4 experts for Helpdesk on a yearly basis / min. 90 days per deployment
	An average of 2 interim staff for Helpdesk
	8 interim staff for operational support
	 10 operational trainings of 2 days each / 35-40 participants per training
	Envisaged place of deployment:
	 The offices of the Border Police or Police Headquarters (Questure) EASO Operational Office in Rome

Measure IT 3.0: Support t	o the National Asylum Commission and Territorial Commissions
Responsible Authority	National Asylum Commission
Description and Assessment of the Situation	Under Italian law, the, Territorial Commission for the Recognition of International Protection (Territorial Commissions) are responsible for conducting procedures for international protection at first instance. The National Asylum Commission provides guidance and general orientation at central level for the Territorial Commissions. There is an increasing backlog of cases to be processed by the Territorial Commissions, due to the high number of applications submitted in recent years in Italy, related workload and limited capacity to tackle the volume of cases. In view of the challenge, the National Asylum Commission requested EASO's support to remedy the situation by providing the Territorial Commissions with on-the-spot pre- and post- interview assistance.
Operational Objectives	 Enhance pre-interview capacity within the Territorial Commissions. Enhance post-interview capacity within the Territorial Commissions. Enhance the capacity of the Territorial Commissions - in view of file preparation for their representation in view of 2nd instance stage.



Stakeholders and Beneficiaries	 Enhance the capacity of the staff of the National Asylum Commission, of the Territorial Commissions and Sections to implement the Common European Asylum System and to strengthen the cooperation at local/regional level between the different actors. Enhance the capacity of the Country of Origin Information Unit in the National Asylum Commission. Stakeholders: National Asylum Commission Territorial Commission COI Unit Special judiciary asylum dedicated sections Main beneficiaries: Applicants for international protection
Pre-condition(s)	 Office spaces and adequate equipment are made available at each working location by the Italian competent authorities, wherever feasible. Access to Vestanet and other relevant databases is provided by the Italian competent authorities, including credentials for each member of EASO ASTs. Nomination of one contact person and her/his back-up from the Territorial Commission for each EASO ASTs.
Deliverable(s)	 File check for identification of possible vulnerabilities performed and language to be used during the interview identified. File preparation including general COI background. According to internal procedures, interviews scheduled through prioritisation of vulnerable persons, scheduling of cultural mediators, summoning applicants for interview. File preparation after the interview to support the decision-making process. Following the issue of the decision, updating of the file in Vestanet through uploading of the relevant documents and inputting of procedural status of the case. Support with file preparation in view of second instance stage 6 workshops organised, based on the needs identified at local/regional level. 2 COI factsheets drafted, focusing on key countries of origin relevant for Italy. 2 international conferences on relevant countries of origin organised. Equipment, material and operational support, including works, services, communication/promotional materials and infrastructure items, provided where required for the joint EASO and Italian authorities activities.
Implementation and Support	Implementation period – <i>January –December 2018</i> Support (subject to demand):
	An average of 100 interim staff



 8 operational interim staff 6 workshops / 2 days each / 25 participants per workshop
Envisaged place of deployment:
The Territorial Commissions and Sections
EASO Operational Office in Rome

Measure IT 4.0: Enhancing capacity for processing of Dublin cases	
Responsible Authority	Department of Civil Liberties and Immigration - Dublin Unit
Description and Assessment of the Situation	Third country nationals are first registered as applicants for international protection in the Vestanet database. The registration form (C3) contains information on the identity of the applicant, but also Dublin relevant information, data on previous applications for international protection, route taken by the applicant, family members in other EU countries and on issues relevant to the current application.
	Following the registration process, when circumstantial evidence and proof are available regarding a possible outgoing request to be sent to another Member State, the Questura refers the case to the Dublin Unit in Rome by forwarding the electronic file. It includes the registration form and other relevant documents submitted by the applicant (e.g. consent for reunification, documents from family members residing in other Member States).
	All information and scanned documents are uploaded in Vestanet and electronically transferred in DubliNet.
	A relocation mechanism was put in place based on two Council Decisions, making use of the emergency response mechanism under Article 78(3) of the Treaty on the Functioning of the European Union, setting up an emergency scheme to assist frontline Member States whose asylum and reception systems are under pressure. After 26 September 2017, such mechanism can be used only in the context of the potential voluntary relocation scheme.
Operational Objectives	 Provide support for processing of Dublin cases and possibly to relocation cases under the potential voluntary relocation scheme. Provide support for the provision of information to third country nationals on the possibilities to restore the family unit according to the provisions of the Dublin Regulation. Enhance the capacity of local competent authorities to identify and swiftly process Dublin cases.
Stakeholders and Beneficiaries	Stakeholders: Dublin Unit Prefectures Questure



	ludicion
	 Judiciary Main beneficiaries:
	 Applicants for international protection
Pre-condition(s)	 Office spaces and adequate equipment made available in the Dublin Unit by the Italian competent authorities. Access to Vestanet and DubliNet is provided by the Italian competent authorities, including credentials for each member of EASO ASTs. Nomination of one contact person and her/his back-up from the Dublin Unit for the EASO ASTs.
Deliverable(s)	 Provide support for handling of Dublin and relocation (under the potential voluntary relocation scheme) cases. Organise trainings at regional/provincial level for local competent authorities on indicators and procedural steps to be taken to identify potential Dublin cases. Hotline for provision of information on provisions of the Dublin Regulation to migrants in the most common languages of the third country nationals disembarking in Italy. Provide equipment and operational support where required for EASO activities.
Implementation and Support	 Implementation period – January –December 2018 Support: An average of 10 experts / min 60 days + 2 travel days per deployment An average of 6 interim staff An average of 6 cultural mediators for the Hotline 4 operational interim staff Free phone line (0-800 type) available for the Hotline 10 operational trainings (1 per month from February to November) – 1 day / 35 participants Envisaged place of deployment: Dublin Unit
	EASO Operational Office in Rome

Measure IT 5.0: Strengthening the reception capacity	
Responsible Authority	Department of Civil Liberties and Immigration - Central Directorate of Services for Immigration and Asylum
Description and Assessment of the Situation	The reception system in Italy is managed at both central and local level. The First reception centres (ex CARA, CDA, CPSA) are managed directly by the Ministry of Interior, whereas the Temporary Reception Centres (CAT) and projects of the Protection System for Refugees and Asylum Seekers (SPRAR projects) are managed locally, at Prefecture and Municipality



	level. Based on various and subsequent law provisions, the Italian Reception System comprises: reception facilities in the hotspots (Centres for First Aid and Reception - former CPSA - <i>Centri di Primo Soccorso e Accoglienza</i>), Reception Centres (<i>Centri di Accoglienza</i>) serving as first/initial reception Centres (former CARA, Reception Centres for Asylum Seekers (<i>Centri di Accoglienza per Richiedenti Asilo</i>), CAT, Temporary Reception Centres (<i>Centri di Accoglienza Temporanea</i>): serving as local first reception centres and SPRAR, System for the Protection of Asylum Seekers and Refugees composed of regional and local second line reception centres). Temporary Reception Centres (CAS) are put in place by Prefectures in case there is no capacity available in the first line or second line accommodation centres.
	The authority responsible for providing reception is the Italian Ministry of Interior and its local branch offices, the Prefectures, along with the Municipalities that host asylum seekers. Currently, reception in the CAT is managed by third-sector actors, tasked by the Prefectures, and in coordination with more than 2,800 Municipalities that adhered to the scheme. The management of these centres is assigned on a basis of on a Call for Procurement issued by the Prefectures. Municipalities are directly responsible for SPRAR projects instead, whose management is shared with third-sector (CSOs) actors.
	Since 2013, the number of persons in reception in various types of facilities in Italy has been growing, putting a significant pressure on the system.
Operational Objectives	 Ensure uniformity in the rules related to accommodation of applicants for international protection between the different entities managing the reception centres. Enhance the operational capacity of the Central Directorate of Services for Immigration and Asylum.
Stakeholders and Beneficiaries	 Stakeholders: Central Directorate of Immigration and Asylum Services Prefectures Municipalities Reception centres Main beneficiaries: Applicants for international protection
Pre-condition(s)	 Office spaces and adequate equipment is made available in the Central Directorate by the Italian competent authorities. Access to the relevant databases of the Department of Civil Liberties and Immigration is provided by the Italian competent authorities, including credentials for each member of EASO ASTs. Appointment of one contact person and her/his back-up from the Central Directorate for the EASO ASTs.



Deliverable(s)	 Draft the regulation of internal rules for residents, including their rights and obligations in Extraordinary Accommodation Centres (CAS). Enhanced operational capacity of the Central Directorate of Services for Immigration and Asylum in the area of reception. Equipment, material and operational support, including works, services, communication/promotional materials and infrastructure items, provided where required for the joint EASO and Italian authorities activities.
Implementation and Support	 Implementation period – January –December 2018 Support: An average of 14 interim staff 2 interim staff for operational support Envisaged place of deployment: Central Directorate of Services for Immigration and Asylum

Measure IT 6.0: Strengthening the capacity for reception of unaccompanied minors	
Responsible Authority	Department of Civil Liberties and Immigration - Central Directorate of Services for Immigration and Asylum – Mission Structure for Reception of Unaccompanied Minors.
Description and Assessment of the Situation	Unaccompanied minors have the right to reception provided by the municipalities and by the Ministry of Interior in tailored facilities. In practice, there is a wide range of arrangements for unaccompanied minors, which may lead to a difference in standards and poses a challenge in managing the system, also in view of the high numbers of unaccompanied minors arriving in Italy. Initial reception of minors may be provided in the first reception facilities only for a limited time for the duration of identification and other related processes (including age assessment and first interview) and to provide minors with the necessary information. After that period, UAMs, whether they be asylum seekers or not, are to be transferred to a SPRAR facility, and when there is no availability, to a facility maintained by a local municipality. In times of high influx, unaccompanied minors can also be hosted in tailored temporary centres, provided by Prefectures.
Operational Objectives	 Increase the sharing of best practices and tools at regional/local level with different stakeholders involved in reception of unaccompanied minors. Enhance the operational capacity of the Mission Structure for Reception of Unaccompanied Minors.



Stakeholders and Beneficiaries	 Stakeholders: Mission Structure for Reception of Unaccompanied Minors Prefectures Municipalities Questure Centres for accommodation of unaccompanied minors Ministry of Labour Ministry of Health – INMP Ministry of Justice UNHCR IOM Main beneficiaries: Unaccompanied minors
Pre-condition(s)	 Office spaces and adequate equipment made available in the Mission Structure by the Italian competent authorities. Access to the relevant databases of the Department of Civil Liberties and Immigration is provided by the Italian competent authorities, including credentials for each member of EASO ASTs. Nomination of one contact person and her/his back-up from the Mission Structure for the EASO ASTs.
Deliverable(s)	 Organise trainings on reception standards for unaccompanied minors, put in place tools and create local networks for local authorities and managing authorities for centres of accommodation. 3 regional workshops to gather and share best practices organised. Draft a Handbook on best practices on reception of unaccompanied minors. Provide support to increase the operational capacity of the Mission Structure. Equipment, material and operational support, including works, services, communication/promotional materials and infrastructure items, provided where required for the joint EASO and Italian authorities activities.
Implementation and Support	 Implementation period – January –December 2018 Support: 10 operational trainings organised with up to 50 participants / 2 days 3 workshops organised with up to 50 participants / 2 days An average of 3 interim staff 2 interim staff for operational support Envisaged place of deployment: Mission Structure for reception of unaccompanied minors EASO Operational Office





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Measure IT 7.0: Strengthen the capacity of the Ombudsperson for Children and Adolescents to implement protection measures for unaccompanied children	
Responsible Authority	Ombudsperson for Children and Adolescents
Description and Assessment of the Situation	The Law No 47/2017 on protection measures for unaccompanied children was adopted on 29 April 2017, and entered into force on 6 May 2017. According to Article 11, Ombudspersons for Children and Adolescents have to establish in each Juvenile Court, within 90 days from the entry into force of the new Law, a list of volunteer guardians, following a proper selection and training. The National Ombudsperson for Children and Adolescents is responsible for this activity in the 3 Regions where no regional Ombudsperson is appointed yet (Abruzzo, Toscana and Valle d'Aosta). The Italian Ombudsperson for Children and Adolescents has a very limited number of staff, as well as very limited budgetary means and structural tools. This affects its operational capacity on the ground. The implementation of this procedure also calls for information to be shared with the public on opportunities to become volunteer guardians, as well as their role. There is also the need for guaranteeing professional training, support and systematic supervision to volunteer guardians once appointed.
Operational Objectives	Support the implementation of the provisions of Law No 47/2017 with awareness-raising activities at national level aimed at recruitment of volunteer guardians and by providing operational support in selection and training of volunteer guardians, with a focus on the regions under the direct responsibility of the Italian independent authority.
Stakeholders and Beneficiaries	 Stakeholders: Italian Independent Authority for Children and Adolescents Ombudspersons for Children and Adolescents of the regions and autonomous provinces UNHCR Main beneficiaries: Unaccompanied minors Voluntary legal tutors
Pre-condition(s)	 Office spaces made available in the Ombudsperson Office by the Italian competent authorities. Nomination of one contact person and her/his back-up from the Ombudsperson Office for the EASO ASTs.
Deliverable(s)	 Awareness raising campaign on volunteer guardians disseminated at national level e.g. via television (national channels), testimonials, brochures and posters, awareness raising events, advertisements in the newspapers. Support provided during the selection procedure of the volunteer guardians in the regions under the Italian Independent Authority



	 Support provided with the training (in particular in asylum related matters) of volunteer guardians in the regions under the Italian Ombudsperson's authority, and, if so requested by Regional
	 Ombudspersons, in other regions. 4. Draft one handbook for trainers and one handbook for the participants to the trainings 5. Provide equipment and operational support where required for EASO activities.
Implementation and Support	 Implementation period – January –December 2018 Support: 6 trainings organised/4 days each with up to 50 participants An average of 8 interim staff 2 operational interim staff 1 handbook for trainers 1 handbook for participants to the trainings Envisaged place of deployment: Ombudsperson for Children and Adolescents office EASO Operational Office in Rome

Measure IT 8.0: Professional development activities	
Responsible Authority	Department of Civil Liberties and Immigration
	Department of Public Security
Description and Assessment of the Situation	The Italian authorities underline the importance of updating their senior management's legal expertise in the field of international protection. They would like to benefit from the experience of other Member States and to network with their counterparts. To that end, professional development seminars, workshops, thematic meetings and study visits are planned to take place, Sweden agreeing already to receive the Italian delegation.
Operational Objectives	 Enhance the capacity of the staff of the National Asylum Commission, as well as members of the Territorial Commissions and Sections to implement the instruments of the Common European Asylum System and to strengthen their cooperation with other Member States. Enhance the capacity of the staff of the Department of Civil Liberties and Immigration (e.g. National Asylum Commission, Special Unit for reception of UAMs and the Dublin Unit) to enhance the quality and harmonisation in the area of international protection, by appropriate professional training using EASO Training Curriculum modules, ultimately contributing to harmonized implementation of the Common European Asylum System.



Stakeholders and Beneficiaries	 Main beneficiaries: Department of Civil Liberties and Immigration Department of Public Security
Pre-condition(s)	 Nomination of one coordinator and her/his back-up from the Ministry of Interior
Deliverable(s)	 15 Italian experts are trained in the EASO Training Curriculum modules, attending the training courses organised in 2018. One study visit organised in a Member State and/or associated country. 50 Italian experts participate in EASO activities related to the implementation of the Common European Asylum System, attending meetings, workshops, seminars organised by EASO.
Implementation and Support	 Implementation period – January –December 2018 Support: 1 study visit organised for up to 10 participants / 2 days 2 operational interim staff Envisaged place of deployment: EU Member States and associated countries EASO Operational Office in Rome