



EUROPEAN UNION
THE COUNCIL

Brussels, 17 March 1999

SEMDOC

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affairs in the European Union

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CIREFI 13

TRANSLATION SUPPLIED BY THE PRESIDENCY

NOTE

from :	The Presidency
to :	CIREFI
No. prev. doc.:	5529/99 CIREFI 3
Subject :	Establishment of round-the-clock document advisor bureaus at problem airports with alternate participation of EU Member States

Enclosed delegations find additional information of the Presidency relating to the above subject, as was announced at the CIREFI meeting on 25 February 1999.

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**The establishment of round-the-clock document advisor bureaux
at problem airports with alternate participation
of EU Member States**

Where persons are carried by air, it is extremely important that forged or falsified documents are recognised as such. Thus, successful steps may be taken to prevent the illegal entry into the EU States. Document advisors make a valuable contribution to air carrier staff being able to identify forged documents.

The goal of establishing document advisor bureaux is to ensure the permanent presence of experts at so-called problem airports. It is not necessary, however, to rent offices at the airports in question. The document advisors need to be present when passengers are processed for flights which are important for the Member States in connection with illegal entries, and that they advise the relevant staff.

The airport eligible for the pilot project will be selected from among the five problem airports to be designated by each Member State. It must be ensured that this is in line with Schengen procedures in the same matter.

It is recommendable to link document advisors to the diplomatic representation of their country. Thus, they will have access to logistic facilities, in particular to encryption-capable telecommunications, which they may need to communicate sensitive information to authorities/organisations of the Member States. Furthermore, document advisors serve as points of contact for the EU representations and for the staff of local air carrier offices.

Experts should at least be deployed for four months. They may need a considerable length of time to clarify organisational matters before taking up their activities as such. This includes being able to get an overall picture of the situation on the ground and of the prevailing document situation. Another reason is that it will generally take document advisors and the local authorities and organisations more than a few weeks to build mutual trust.

The experts should advise staff of all carriers serving Europe, so that problems are not shifted onto other air carriers. For this reason at least two document advisers need to be present simultaneously, because it is not possible for one officer to attend passenger processing for several airlines as departure times will overlap.

The following preparations need to be made before document advisors are deployed and advisor bureaux are established:

- selection of officers having the necessary personal and technical skills,
- comprehensive vaccinations,
- medical checks to find out whether officers can cope with the tropical climate,
- the relevant office has to instruct the officers as regards the situation on the ground,
- the diplomatic representations of the countries concerned must be informed in advance about the planned deployment of document advisors (embassy or consulate general),
- it must be found out from the diplomatic representations whether the necessary logistics are available (i.a. making available a car, obtaining suitable and secure accommodation/offices, use of communications, mobile phone operators in the relevant country/area),

- where necessary, document advisors must be equipped with notebooks, printers, mobile phones, fax.

The responsibility of document advisors comprises the following activities:

- simultaneous presence of document advisors from several EU Member States in the passenger processing and gate area of the airport,
- determining on which flights to Europe advisory measures will focus on the day of departure,
- continuous exchange of information among document advisors and identifying advice priorities,
- summing-up intelligence regularly in the form of "information letters for air carriers" to prevent further illegal transports,
- participation in monthly meetings of the law and consular departments of the diplomatic representations of the EU Member States and exchange of topical information concerning falsified/forged documents presented by visa applicants,
- regular participation in AOC meetings to inform the local control authorities, air carriers and passenger processing companies represented in the meeting about the identified modi operandi and other intelligence,
- organising joint training events for the staff of EU Member State diplomatic representations and air carrier and passenger processing staff.