

STANDARD SUMMARY PROJECT FICHE

1. Basic Information

1.1. Desiree Number: LE00.10.02

Twining Component Number: LE00/TB/JH-02

1.2. Title: Development and implementation of Latvian drug control and drug abuse prevention Masterplan in accordance with the EU recommendations.

1.3. Sector: Justice and Home Affairs

1.4. Location: Latvia, Drug Enforcement Bureau (Ministry of Interior), The State Centre for Drug Abuse Prevention and Treatment (Ministry of Welfare)

2. Objectives

2.1. Wider Objective:

Development of effective and efficient drug policy and measures to restrict drug supply and illicit trafficking of drugs and to reduce the demand on drugs.

2.2. Immediate Objectives:

Development of multidisciplinary and balanced approach for fight against drug addiction by improvement of National strategy on drug control and drug abuse prevention for five year period 1999-2003 (Masterplan) and designing the National Action Plan of Masterplan consistent with EU recommendations.

Development of National Focal Point in line with the standards of the European Monitoring Centre for Drugs and Drug Addiction (EMCDDA) to ensure the implementation and co-ordination of national drug policy in the country.

Reduction of drug supply by establishment of common drug intelligence system in Latvia and deeper co-operation among institutions involved into fight against illicit drug trafficking.

2.3. Accession Partnership and NPAA priority

Short term priorities

Justice and Home Affairs:

to upgrade law enforcement bodies and judiciary to continue the fight against organised crime, drug trafficking, corruption and trafficking in women and children;

to ensure better co-ordination between law enforcement bodies

Middle term priorities

Justice and Home Affairs:

to strengthen police co-operation mechanisms with Europol in fight against organised crime in particular money laundering, drugs and trafficking in human beings;

NPAA priority

fight against illicit drug trafficking and drug abuse prevention;

licit drug trafficking control and prevention of drug dependence in accordance with National Drug Control and Drug Abuse Prevention Strategy

3. Description

3.1. Background and justification:

Following the reinstatement of the independence of the State of Latvia there is a need to establish a system of drug control and drug trafficking and drug abuse prevention.

Since May 13, 1993 Latvia has joined three UN Conventions: the 1961 UN Single Convention on Synthetic Drugs as amended by the 1972 Protocol; the 1971 Convention on Psychotropic Substances; and the 1988 Convention against Illicit Trafficking of Narcotic Drugs and Psychotropic Substance. These Conventions helped to elaborate and establish harmonised legislation in Latvia related to:

- the fight against illicit trafficking of narcotic drugs and psychotropic substances;
- the control and observing of legal trafficking of drugs;
- the prevention, treatment and rehabilitation of drug addiction

According to these Conventions almost all the necessary laws on fight against drugs have been worked out and adopted by Parliament of Latvia (Saeima).

In compliance with prerequisites of the UN Conventions, inter-ministerial Drug Control and Drug Abuse Combat Prevention Co-ordination Commission has been approved by Cabinet of Ministers: in 1993 - in experts level; in 1997 - in political level (the Minister of Interior is the Head of Commission).

The Co-ordination Commission has the task to co-ordinate the control of illicit trafficking of narcotic and psychotropic substances and precursors, the fight against illicit trafficking of drugs and drug abuse prevention. The Co-ordination Commission operates on two levels – political and expert. At the political level, the Co-ordination Commission comprises the political leadership (ministers of relevant ministries and ministries of state) who draw up national political guidelines and render maximum political support to their implementation. At the expert level, five sub-commissions were established (see Annex 5).

The Drug Abuse Combat Prevention Co-ordination Commission (established at the Drug Enforcement Bureau- within Ministry of Interior; see Annex 5) has worked out the National drug control and drug abuse prevention strategy for five-year period 1999-2003 (Masterplan), with assistance of UN International Drug Control Programme (UNDCP). In 1998 the Cabinet of Ministers has approved the Masterplan as informative document. Only the draft of Action Plan of Masterplan has been worked out.

Taking into account the last tendencies in progress of drug abuse in Latvia the Masterplan should be revised and further fulfilled focusing exactly on development of drug policy and reduction of demand and supply of drugs. The new Action Plan of Masterplan has to be prepared and adopted by Cabinet of Ministers. So all acute areas requesting effective activities will be covered by additional instruments of implementation in all levels – governmental, municipal, public and non-governmental.

In general the tendencies observed in Latvia are the same as in other countries, especially in Europe. Drug trafficking and drug addiction still is a major threat to the citizens of Latvia:

- drug traffickers are exploiting trade and transportation networks as well as weaknesses in the border control;
- although, illicit drug production is limited, illegal manufacturing of synthetic drugs is rising;
- new types of drugs are entering the market, new and younger users groups are emerging;
- the crime related to the illicit trafficking of drugs has grown considerably, obtaining more the character of organised structures;
- expansion of heroine in illegal market of drugs has become overwhelming

These threats demand a response at all levels particularly related to policy development, reduction of drug supply and demand. In field of drug policy development the most important tasks should focus on:

- revision of national drug strategy (Masterplan) and design of adequate implementing structure (Action Plan) to develop effective policy to reduce drug supply and drug demand, and illegal internal distribution of drugs in Latvia;
- co-operation among involved institutions and fastening of the information exchange between different agencies at national and international level by further development of existing drug information system (National Focal Point);
- strengthen the system of control of persons and vehicles at the border crossing points, and improvement of operative information exchange between law enforcement bodies (Drug Intelligence System).

In spite of limited financial resources in the fight against drugs involved institutions various activities have been carried out to reduce drug supply and demand, drug abuse and illegal trafficking in Latvia:

- the structure of Drug Enforcement Bureau was strengthened (in each region of Latvia were established regional divisions);
- established special groups within the DEB for the work with different target groups (for example, prisoners, minors etc.);
- within the SRS Customs was established special division for control of drugs and psychotropic substances at the border crossing points;
- several activities for professional staff training;
- prepared and distributed training aids, including booklets and flyers on drug issues for teachers, pupils and parents;
- started educational projects and preventive programmes together with local governments (municipalities) for the information of young adults about drugs problem and effects of drugs use.

As the reduction of drug demand goes hand in hand with the reduction of drug supply, integrated approach have to be developed in the field of drug supply and demand reduction. The establishment of common drug intelligence system in Latvia would be a notable step to eliminate illegal drug trafficking in the country.

The implementation of this project gives possibility to make the stable base to initiate the process of realisation of national drug strategy through developing of net of related projects in future, when the great attention is paid to the reduction of the drug demand, and, especially, prevention of drug use.

According to the needs mentioned above the project has been divided into three components:

Project component 1:

Improvement of National strategy for drug control and drug abuse prevention for five year period 1999-2003 (Masterplan) and designing of the National Action Plan of Masterplan consistent with EU recommendations.

The National Drug Control and Drug Abuse Prevention Masterplan for five year period 1999-2003 has been prepared by Drug Control and Drug Abuse prevention Co-ordination Commission with the assistance of UNDCP experts. Cabinet of Ministers adopted the strategy as informative document on December 1998. The strategy has been realised within the framework of resources of the responsible ministries (Ministry of Interior, Ministry of Education, Ministry of Welfare). The strategy was included in National Progress Report, pursuant to the European Commission's resolution on the Latvian application to join the European Union.

Masterplan reflects strict and balanced policy of the state in the field of fight against drugs related to reduction of drug supply and demand by appropriate system of measures, instruments and tools. Now the Masterplan has to be checked thoroughly against EU standards and customised according the current situation on drug abuse in Latvia.

Action Plan of Masterplan will be accepted in the Cabinet of Ministers as normative document and legislative base, which will be binding for all institutions involved in the drug control and drug abuse prevention in Latvia. This plan will include all necessary activities to be carried out in the field of drug control and drug abuse in Latvia, and will be financially supported from the state budget.

An Action Plan of the Masterplan has to be elaborated according to EU recommendations and provide comprehensive and significant programme for drug prevention, treatment, rehabilitation and reduction of supply.

Action Plan foresees four main directions of activities:

- national drug policy, legislation and administration, inter-ministerial co-ordination;
- drug supply reduction by fighting against illicit drug trafficking and money laundering;
- collaboration of law enforcement institution in national and international level;
- reduction of drug demand by treatment, rehabilitation and drug abuse prevention; involvement of civil society; the research on drug abuse prevalence;
- chemical precursors and new synthetic drugs.

Project component 2:

Strengthening of the Drug National Focal Point in line with the standards laid down by the European Monitoring Centre for Drugs and Drug Addiction (EMCDDA) to ensure the implementation and co-ordination of national drug policy in the country.

Since 1992 the establishment of drug information systems at national and multi-national levels were one of the Phare Drug Programme priorities. In 1994 Latvia joined the project of Drug Information Systems. Since 1996, the Centre for Drug Abuse Prevention and Treatment fulfils the functions of Phare Drug Information system (National Focal Point (NFP) in frame of Phare Drug Information Project). It was the decision of the Drug Control and Drug Abuse Prevention Co-ordination Commission to address the tasks of the National Focal Point to the State Centre for Drug Abuse Prevention and Treatment. The Centre is the institution acting under supervision of the Ministry of Welfare. The National Focal Point works in close co-operation with the Drug Enforcement Bureau, which is responsible for data collection for the network of the drug supply institutions. The main task of National Focal Points is to furnish overall information which will help to provide National Institutions and - in later stage – other CEEC, European countries and the EMCDDA with overall view of the national drug and drug addiction phenomena.

The information is collected on drug demand and supply reduction issues. Information on drug demand was collected from several sources. It is essential to establish more comprehensive network of sources of information and the best mechanism for co-ordination of flow of information between National Focal Point and involved institutions.

The Drug abuse and prevention treatment centre ensures the confidentiality of all information about its patients in accordance with the law “Protection of data of physical persons”, drafted on 23 March 2000 and Regulations of Cabinet of Ministers No.106/2000, Protocol No.13 “Regulations about security of information systems”.

However, existing data collection and analysis do not provide an accurate picture of the nature and extent of the drug situation in Latvia. It also lacks proper research and analysis. The process of data collection and quality of the data provided need further improvement by investment of necessary human resources, professional training, appropriate governmental funding, technical equipment etc.

This project will improve the level of the data collection, analysis and dissemination of relevant information to local and European network and monitoring of national drug policy implementation in the country.

Project component 3:

Development of modern drug intelligence system in Latvia

There is no central intelligence service supporting all law enforcement agencies in Latvia. Only DEB and Intelligence Unit of the State Police carry out intelligence activities related to drugs.

On the 4th of November 1999 the Agreement on collaboration between Drug Enforcement Bureau and the National Customs Board was been signed.

The collaboration between Drug Enforcement Bureau and Border Guard is carried out in frame of membership of Ministry of Interior.

DEB, Customs and Border Guard are taking active part in work of sub-commissions of the Drug Control and Drug Abuse Prevention Commission:

- Sub-commission for illicit trafficking of drugs
- Sub-commission for information selection, processing, analysis and liaison, external communication.

“Analyst’s Notebook” is a brand name for the analytical software for criminal investigative market produced by i2 – leading company in the provision of visualisation and analysis tools to law enforcement agencies and commercial organisations throughout the world. “Analyst’s Notebook” provides a range of powerful visualisation and analysis tools helping to explore and interpret the information collected during investigations. It is used by more than 1000 users in 60 countries, including Interpol, Europol, US FBI, D.E.A., French Gendarmerie, Belgian Gendarmerie, all Swedish, Dutch and UK Police forces etc.

In Latvia “Analyst’s Notebook” is successfully used by Finances Police of the State Revenue Service, and it will provide the possibility to initiate the co-operation with Finances Police to make finance analyses on crimes connected with drugs (in context of money laundering).

There already exists exchange network of intelligence information between State Police, SRS Customs and State Border Guard, but due to lack of modern software the information exchange is not so fast and qualitative as needed. Improvement of existing common intelligence system with special modern software “Analyst’s Notebook” will improve the capacity of the network and fasten information exchange between State Police, SRS Customs and State Border Guard, which is necessary for effective fight against drugs, with crimes connected with drug using and other crimes. The development of modern common intelligence system in Latvia is also a part of integrated border management strategy.

3.2. Linked activities:

The past Phare activities and projects:

Drug Information Systems and Networking – Final Phase (ZZ-9616);
Drug Information Systems and Networking – Bridging Phase (ZZ- 9726);
Co-operation EMCDDA/CEECs – Preparatory Phase (ZZ-9616);
TECHNICAL Assistance to Drug Demand Reduction – Follow up Phase (ZZ-9616 and ZZ-9316);
Joint UNDCP-Phare Program for Strengthening Drug Law Enforcement Capacities – Preparatory Phase (ZZ-9616)
Joint UNDCP-Phare Programme for Strengthening Drug Law Enforcement Capacities in South Eastern - Phase I (ZZ-9726, ZZ-9814 and Customs)
Money Laundering Project – Phase II (ZZ-9726)
Council of Europe Mutual Evaluation Program for Anti-Money Laundering (ZZ-9616)
Baltic Sea Region Money Laundering and Asset Tracing Project (ZZ-9616)
Police Personnel Exchange Project – Preparatory Phase (ZZ – 9726)
Police Personnel Exchange Project – Implementation Phase (ZZ-9814)
Licit Drug Control and Illicit Synthetic Drugs (ZZ – 9316)

Linked activities by national level:

- The inter-ministerial (including Customs) Drug Control and Drug Abuse Combat Co-ordination Commission was established in 1996, and the National Drug Control and Drug Abuse Prevention Masterplan for five year period 1999–2003 was elaborated by the Commission.
- Bilateral agreements with Baltic and Scandinavian states in fight against drugs.
- Programme of Riga City Dome (Municipality) “Fight against drugs in Riga city”.
- Council of Europe (Pompidou Group) “Drug Demand Reduction Staff Training Project II” in the city Jelgava.

3.3. Results.

Project component 1

- The Masterplan and the Action Plan for five year period 2002- 2006 have been prepared in compliance with EU recommendations and adopted as National Programme by Cabinet of Ministers.
- Developed effective drug policy and set up prior areas in the field of fight against drugs in Latvia.
- Prepared a complex of all necessary activities for effective implementation of drug policy, especially to reduce drug supply and drug demand in Latvia.
- Improved co-operation network between institutions involved in fight against drug global phenomena.

Project component 2

- National Focal Point developed as node for effective functioning of networking, providing policy makers with aggregate information for making decisions in state drug policy;
- National Report on drug situation in country has been updated using a common framework. This one involves following guidelines provided by the EMCDDA covering national structures and policies on drugs and information collection, the epidemiological situation (including standard tables), demand reduction activities and other responses;
- The Information Map (sources and information flow) has been expanded and improved by updating, using a standard questionnaire, the Informational Map, an analytical report of the national drug-information system. This includes completing and annual updating of an electronic questionnaire on sources of epidemiological information, the data available, definitions, and data quality and information flow. It also includes a section describing documentation centre on drugs;
- Electronic transmission of information and key indicators to EMCDDA has been improved;
- EMCDDA information at national and local level has been disseminated through national networks;
- Reliable information on situation of drug abuse prevalence in Latvia;
- Monitoring of implementation of drug policy in Latvia has been improved;
- Ensure confidentiality of patients of drug abuse prevention and treatment centre;
- Specific legal bases for function of National Focal Point has been developed (NFP is institutionalised and mandated, role and functions are clarified).

Project component 3

- Modern drug intelligence system “Analyst’s Notebook” in Latvia has been purchased and installed and the relevant staff have been trained;
- Strengthened system of control of persons and vehicles at the border crossing points;
- Ensured effective function of drug intelligence system in Latvia;
- More effective control over drug trafficking into, out of and within Latvia, including types of drugs, trafficking routes, involvement of organised crime, degree street availability, and likely future trends;
- Improved framework among Drug Enforcement Bureau, including other Police units combating against drug trafficking, Customs and Border Guard.

3.4. Activities and Inputs:

Project Component 1

- to revise the Masterplan and to elaborate the Action Plan, and submit them for adaptation as National Programme to the Cabinet of Ministers:
 - to check the Masterplan against EU standards;
 - to evaluate the Action Plan for five year period 2002-2006 in inter - ministerial level, according to the current situation in Latvia;
 - to elaborate the financial management plan (governmental, international and private donors, funds etc.) for implementation of Action Plan;
- To strengthen the capacity of inter-ministerial co-ordination;
- Development of sector strategies in the field of drugs;
- Translation and publishing of Masterplan and Action Plan, and dissemination among responsible institutions.

Inputs:

Twinning assistance which includes:

- Short -term international expert for two months. Location of the expert will be in Drug Control and Drug Abuse Prevention Co-ordination Commission.
- Training and best practices by separate sectors: governmental, administrative, public and non-governmental, private.

Short term international expert’s profile:

- at least 10 years experience in drug policy development;
- skills in designing of national drug strategies;
- experience in organising of inter-ministerial co-operation;
- fluency in English

Technical assistance:

2 local experts;

Organization of translation of Masterplan and Action Plan;

Organization of seminars on the implementation of Masterplan and Action Plan.

- *Detailed activities also see Annex No.7*

Project Component 2

Activities:

- To develop and strengthen the capacity of the National Focal Point in order to carry out the following tasks laid down by EMCDDA:
 - updating the annual National Report using a common framework;
 - updating, using a standard questionnaire, the Informational Map, an analytical report of the national drug-information system;
 - data on the demand for treatment by the drug users;
 - data on mortality and causes of death among drug users
- To ensure the further development of the Resource-Documentation Centre: - established in frame of Project on Technical Assistance on Drug Demand reduction of Phare Multi-beneficiary Drug Programme in order to support existing national information system during the interruption of Drug Information System project.
- To research collected information, including survey of drug abuse prevalence.
(Title of the survey: “Prevalence of drugs in Latvia”; The main objective: Promotion of fight against drug prevalence in Latvia, paying special attention to the young people; Target groups of the survey are: population of Latvia, pupils, students and young people – drug users; Tasks of the survey:
 - to develop the methodology for evaluation of drugs prevalence, which would be adapted for the situation in Latvia;
 - using this methodology to accomplish a quantitative and qualitative surveys about drug prevalence and the mechanisms of drug prevalence in Latvia; based on the results to perform the comparative analyse of drug prevalence in Latvia;
 - to inform society about the results of survey and organise the seminars on drug issues for young people.
- -Improvement of information system to ensure the confidentiality of patients.
- To develop legal base for institutionalisation of the National Focal Point.
- To translate and publish essential documents to ensure the work of local practitioners: annual National Report, the Informational Map, Exchange on Drug Demand-Reduction Action (EDDRA), Joint Action on New Synthetic Drugs, instruction on implementation of 5 harmonised indicators (demand of treatment, mortality, infections diseases, prevalence estimation, surveys).
- Study tour for 7-10 persons for 5 days to EU country on effective function of National Focal Point and data collection and analyses issues.

Inputs:

Twinning assistance which includes

PAA for 12 months. Location of the expert will be in the State Centre for Drug Abuse Prevention and Treatment; and short term international expert for 1 month;

- Training will include selection of target groups and preparation and implementation of training programmes for the staff dealing with data collection and analysis on drug issues with aim to develop:
 - skills in EMCDDA administration procedures on programming and project's development;
 - overall skills in development of strategies;
 - practical experience in data collection and analysis
- Training and best practices for policy makers and staff.

PAA profile requested:

- experience in fulfilling tasks of NFP;
- familiar with Decision of the EMCDDA Management Board on the Role and the Financing of National Focal Points;
- skills in practical implementation of above mentioned document;
- skills and experience of strengthening of inter-ministerial co-ordination;
- fluency in English

Short term international expert's profile:

- at least 5 years experience related to the EU legislation in drug policy
- familiar with Decision of the EMCDDA Management Board on the Role and the Financing of National Focal Points;
- skills and experience in legal aspects of administration and strengthening of inter-ministerial co-ordination;
- fluency in English

Technical assistance:

- 1 local expert;
- Translation and publishing of methodological and scientific documentation and most essential literature;
- Survey of drug abuse prevalence;
- Organising of seminars;
- Preparation of study materials.

- *Detailed activities also see Annex No.7*

Project Component 3

Activities:

to purchase the "Analyst's Notebook" - international standard for investigative analysis; technical design and development of the "Analyst's Notebook"; study visit of 8-10 persons for 5 days to EU country on insurance of effective function of the intelligence system in the field of drugs.

Inputs:

- training for "Analyst's Notebook" IT computer analysts and programme users in Latvia;
- twinning assistance and network training: short term expert for 3 months period- expert will be located in Drug Enforcement Bureau;

Short term international expert profile:

- at least five years experience in work with information systems;
- experience in visualisation and analysis, technical design and development of "The Analyst's Notebook";
- experience to work with institutional information networks;
- fluency in English

❖ *Detailed activities also see Annex No.7*

4. Institutional Framework

The overall responsible Ministry of the project will be the Ministry of Interior – Mr. Juris Labis, Under-State Secretary of Ministry of Interior.

In the implementation of this project the following institutions are involved:

- Drug Control and Drug Abuse Prevention Co-ordination Commission;
- Ministry of Welfare: State Centre for Drug Abuse Prevention and Treatment;
- Ministry of Interior: Drug Enforcement Bureau.

In the revising of Masterplan and Action Plan and development of sector strategies in the field of drugs are involved other ministries:

Ministry of Finances is the supervisor about the activities of SRS Customs;

Ministry of Education is responsible about the preparation of training aids for schools and development of educational programmes of drug issues;

Ministry of Justice is responsible for preparation of legislation acts to ensure the legal base for effective implementation of drug policy.

The Steering Committee will be headed by Mr. Mr. Juris Ļabis, Under-State Secretary of Ministry of Interior. The project Steering Committee meetings will take place at least once in 4 month.

The technical co-ordinator of the project components on day to day basis will be:

For the Components 1 and 3- Ms. Kristine Vesma, SPO Ministry of Interior; for the Component 2- Ms. Leonora Eglite, Head of the Medical Treatment Unit within the Ministry of Welfare

Responsibility for implementation of the separate components lies within respective institutions:

Component 1 (Improvement of National strategy for drug control and drug abuse prevention for five year period 1999-2003 (Masterplan) and designing the National Action Plan of Masterplan consistent with EU recommendations)- The Drug Control and Drug Abuse Prevention Co-ordination Commission (Headed by Minister of Interior) is responsible for elaboration of Action Plan of Masterplan and control over the implementation of the Action Plan;

Component 2 (Strengthening of the Drug National Focal Point in line with the standards laid down by the European Monitoring Centre for Drugs and Drug Addiction (EMCDDA) to ensure the implementation and co-ordination of national drug policy in the country)- State Centre for Drug Abuse Prevention and Treatment (Mr. Janis Caunitis, the Head of Methodical Department) is responsible for the setting up the Drug National Focal Point in line with the standards laid down by the European Monitoring Centre for Drugs and Drug Addiction;

Component 3 (Development of modern drug intelligence system in Latvia)- Drug Enforcement Bureau (Mr. Vilnis Kipens, the Head of Drug Enforcement Bureau) is responsible for developing of common drug intelligence system in Latvia and ensuring the collaboration with National Customs and State Border Guard. Drug Enforcement Bureau acts as sub-focal point at drug supply field to aggregate information for the National Report.

5. Detailed Budget

	Phare	Support				
	Investment Support	Institution Building	Total Phare (=I+IB)	National Cofinancing *	IFI*	TOTAL
Contract 1		435 190	435 190	43 519		478 709
Contract 2	320 000		320 000	80 000		400 000
Contract 3		244 810	244 810	24 481		269 291
Total	320 000	680 000	1 000 000	148 000		1 148 000

6. Implementation Arrangements

6.1. Implementing Agency

Central Financing and Contracting Unit, PAO- Ms. Valentina Andrejeva, State Secretary, Ministry of Finance.

The technical implementation will be the responsibility of the Ministry of Interior, Mr. Juris Labis, Under-State Secretary.

6.2. Twinning

The twinning covenant will comprise three above described components.

The contact persons for the Twinning covenant within the project components are as follows:

- Components 1 and 3- Mr. Vilnis Kipens, the Head of Drug Enforcement Bureau, Tel: 371 7075339, Fax: 371 7379171;
- Component 2- Mr. Janis Caunitis, the Head of Methodical Department, State Centre for Drug Abuse Prevention and Treatment Tel 371 7312307, Fax 371 7312307)

6.3. Contracts:

- Contract No.1: Twinning covenant (435 190 EUR)
- Contract No.2: Supply contract (320 000 EUR)
- Contract No.3: Technical assistance (244 810 EUR)

7. Implementation Schedule

	Start of tendering	Start of project activity	Completion
Contract 1	II Quarter 2001	III Quarter 2001	III Quarter 2002
Contract 2	IV Quarter 2001	IV Quarter 2001	II Quarter 2002
Contract 3	I Quarter 2001	II Quarter 2001	II Quarter 2002

8. Equal Opportunity

There will be equal regulations for men and women for participation in this project.

9. Conditionally and sequencing.

Project component 1:

- Establishment of inter-ministerial working groups;
- Selection of necessary experts for revising of Masterplan and Action Plan;

- Assessment of Masterplan according to the newest tendencies in the field of drugs;
- Analysis of achieved results of performed activities to tackle drug phenomena;
- Assessment report about the current situation in Latvia in field of drugs;
- Sufficient support from the government of Latvia.
- Provision of adequate staff.

Project component 2:

- Assessment of the legal basis for institutionalisation of the National Focal Point;
- Preparation of National Report containing the information on current status of the Drug Information Systems;
- Starting of institutionalising process of NFP on the bases of State Centre for Drug Abuse Prevention and Treatment under supervision of Ministry of Welfare;
- Selection of key experts and professionals for training;
- Selection and updating of contact persons from information sources according existing Information Map version.
- Provision of adequate staff.

Project component 3:

- Collection and evaluation of necessary information on “The Analyst’s Notebook” in Latvia and other countries;
- Establishment of work group for improvement of network system between State Police, SRS Customs and State Border Guard and Drug Enforcement Bureau;
- Assessment of technical preconditions to establish “The Analyst’s Notebook” in the Drug Enforcement Bureau, Border Guard and Customs;
- Initiation of co-operation with Finance police of State Revenue Service (to make finance analyses for crimes connected with drugs);
- Selection of officers for training and seminars foreseen in this project;
- Provide the necessary software in the Drug Enforcement Bureau, Border Guard and Customs to establish “The Analyst’s Notebook”;
- Sign the co-operation agreement with responsible institutions about the common use of “Analyst’s Notebook”.
- Provision of adequate staff.

Annexes to the project fiche

1. Logical framework matrix in standard format.
2. Contracting and disbursement schedule.
3. Detailed implementation schedule .
4. Implementation scheme.
5. Institutional framework.
6. Legal framework.
7. Activities of experts.
8. Detailed description of expert activities

Annex 1 to Project Fiche			Programme name and number:	Date of drafting:
Logframe Planning Matrix for Development and implementation of Latvian drug control and drug abuse prevention Masterplan in accordance with the EU recommendations			Contracting period expires:30.11.2002	Disbursement period expires: 30.11.2003
<i>Project Number LE00.10.02</i>			Total Budget – 1 148 000 EUR	Phare contribution: 1 000 000 EUR
Wider Objective	Indicators of Achievement*	How, When and By Whom Indicators Will Be Measured	Assumptions and Risks	
<ul style="list-style-type: none"> Development effective and efficient drug police and measures to restrict drug supply and illicit trafficking of drugs, and to reduce drugs demand. 	<ul style="list-style-type: none"> Effective and efficient drug policy and measures to restrict drug supply and illicit trafficking of drugs and reduce drug demand in Latvia 	Cabinet of Ministers Progress report Drug Control and Drug Abuse Prevention Co-ordination Commission	Change in the structure and functions of the involved institutions Outflow of employees from the system due to low level of salaries Government's support to the process	
Immediate Objectives	Indicators of Achievement*	How, When and By Whom Indicators Will Be Measured	Assumptions and Risks	
<ul style="list-style-type: none"> Development of multidisciplinary and balanced approach for fight against drug addiction by improvement of National strategy for drug control and drug abuse prevention for five year period 1999-2003 (Masterplan) and designing the National Action Plan of Masterplan consistent with EU recommendations. Development of National Focal Point in line with the standards of the European Monitoring Centre for Drugs and Drug Addiction (EMCDDA) to ensure the implementation and co-ordination of national drug policy in the country. Drug supply reduction by establishment of common drug intelligence system in Latvia and deeper co-operation among institutions involved into fight against illicit drug trafficking. 	<ul style="list-style-type: none"> Designed National Action Plan in accordance with EU recommendations; Increased capacity of National Focal Point in data collection, analysis and processing; Established common drug intelligence system in Latvia; 	Cabinet of Ministers Progress report Drug Control and Drug Abuse Prevention Co-ordination Commission Ministry of Welfare Ministry of Interior	Effective co-operation of involved institutions Sufficient financial support from the state budget Qualified staff is retained	
Outputs	Indicators of Achievement*	How, When and By Whom Indicators Will Be Measured	Assumptions and Risks	
<ul style="list-style-type: none"> Improved inter-ministerial co-ordination in the field of drug abuse prevalence; Masterplan and Action Plan designed in compliance with EU recommendations; National report on drug situation; Faster information exchange through local and national network; Developed specific legal base for NFP; Established drug intelligence system in Latvia; Improved framework among Drug Enforcement Bureau, including other Police units combating against drug trafficking, Customs and Border Guard. 	<ul style="list-style-type: none"> Improved Masterplan and Action Plan in accordance with EU recommendations; Improved information systems quality; Drug intelligence system 	Drug Control and Drug Abuse Prevention Co-ordination Commission Ministry of Welfare Ministry of Interior	Change in the structure and functions of the involved institutions Outflow of employees from the system Sufficient financial support from state budget	
Inputs	Indicators of Achievement*	How, When and By Whom Indicators Will Be Measured	Assumptions and Risks	

Twinning Local experts Training Software	Timely and adequate advice provided to all involved institutions; Institutions trained and capacity enhanced; Information system improved	Drug Control and Drug Abuse Prevention Co-ordination Commission Ministry of Welfare Ministry of Interior	Change in the structure and functions of the involved institutions Training is relevant, timely and consistent
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CUMULATIVE CONTRACTING and DISBURSEMENT SCHEDULE (EUR million)

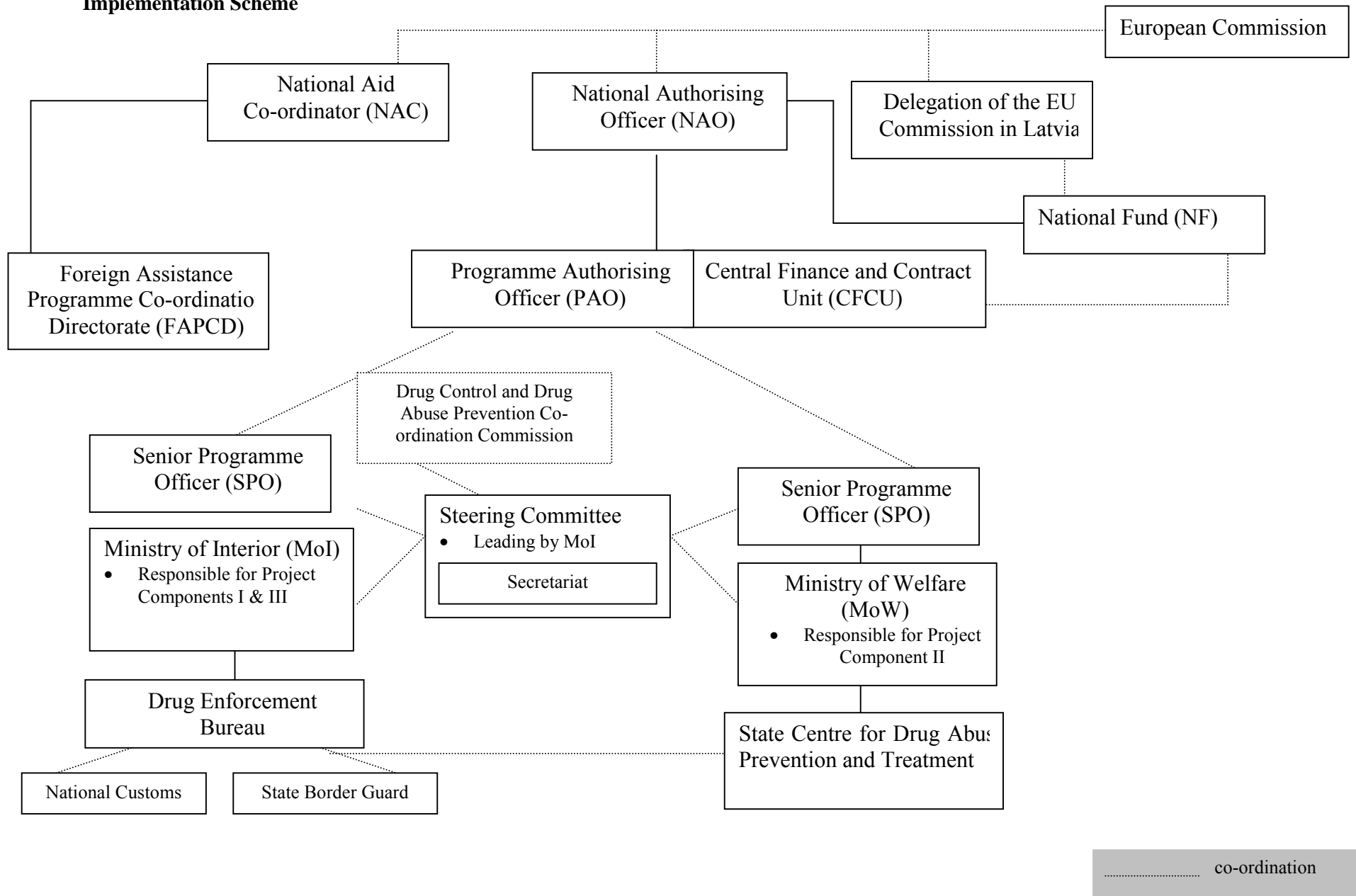
	30.09.19 99	30.12.19 99	31.03.20 00	30.06.20 00	30.09.20 00	31.12.20 00	31.03.20 01	30.06.20 01	30.09.20 01	31.12.20 01	31.03.20 02	30.06.20 02	30.09.20 02	31.12.20 02
Contract 1														
Contracted									0,435					
Disbursed									0,087	0,174	0,261	0,348	0,435	
Contract 2														
Contracted										0,3	0,32			
Disbursed											0,3	0,32		
Contract 3														
Contracted								0,245						
Disbursed								0,008	0,016	0,016	0,130	0,245		

DETAILED IMPLEMENTATION SCHEDULE OF ACTIVITIES

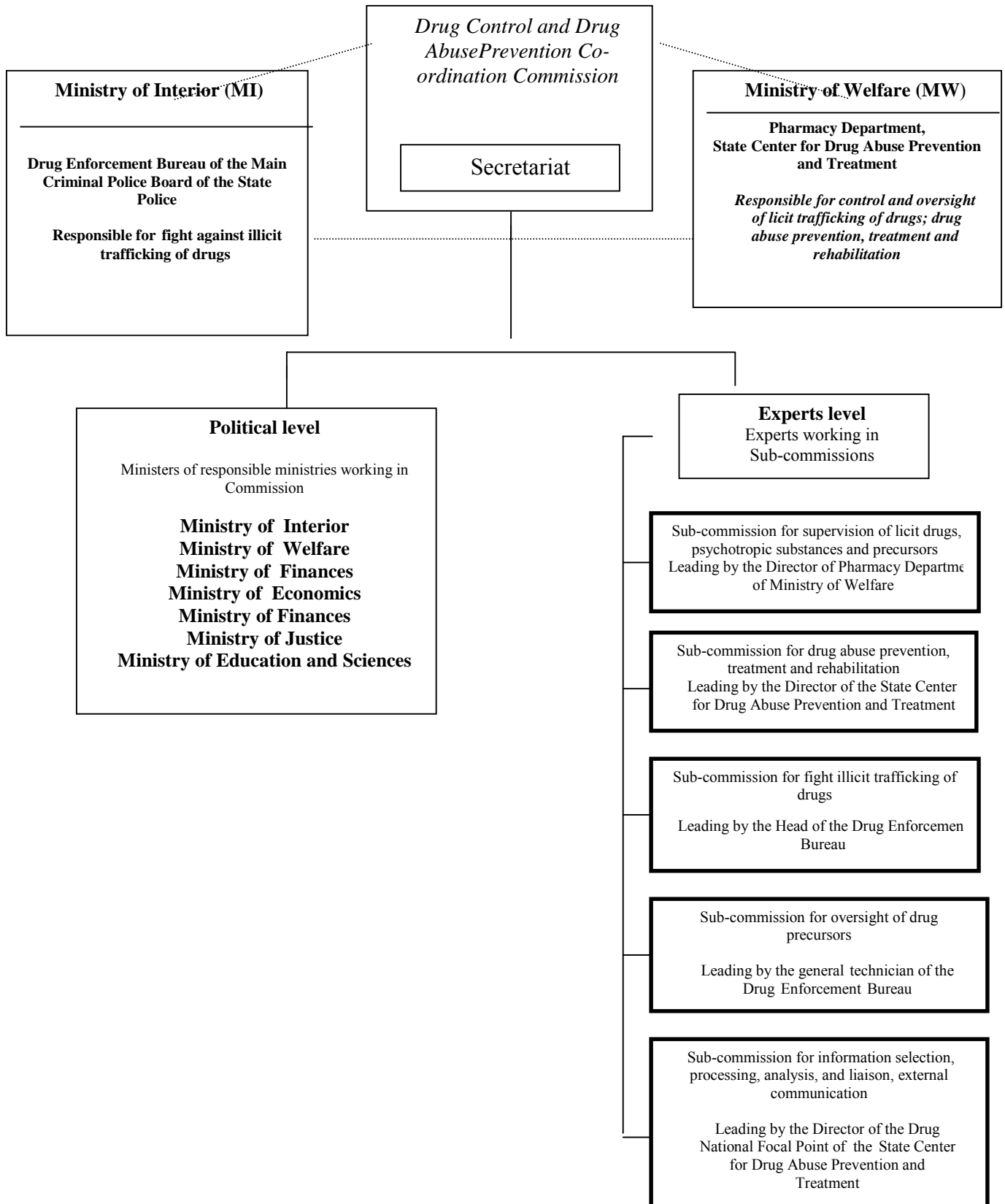
	2001												2002											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Institutional Building																								
Component 1																								
Short term international expert (2 m/m)																								
Checking the Masterplan against the EU standards															X									
Identification of the problems																X								
Analyzing of the existing legal framework																X								
Evaluation of the Action Plan															X	X								
Participation in the seminars for officials involved from the responsible institutions about the implementation of the Masterplan and Action Plan																X								
Local experts (2 m/m)																								
Preparing of terms of reference for short term expert for project Component 1							X																	
Organizing of the seminars with participation of the external expert for the officials from responsible institutions																X								
Organizing translation and publishing of Masterplan and Action Plan																X								
Participation with external expert in revising of the Masterplan and in elaboration of the Action Plan																X								
Institutional Building																								
Component 2																								
Local expert (2 m/m)																								
Preparing of terms of reference for short term expert for project Component2						X																		
Organizing seminars for local experts and NFP staff members													X											
Participation with external experts in preparing recommendations for Cabinet decision on DIS and the Role of the NFP;													X											

	2001												2002											
<i>Institutional Building</i>	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Adapting translations and organizing publishing of the essential documents to ensure the work of local participation													X											
Survey													X	X	X	X	X							
Long term international expert PAA (12 m/m)																								
Participation in preparing recommendation for development and organization of NFP								X	X	X	X	X	X	X	X	X	X	X	X					
Training NFP staff and relevant experts in carrying out the NFP’s core tasks													X	X										
Assistance in NFP current tasks during constancy period								X	X	X	X	X	X	X	X	X	X	X						
Development instructions and training for implementation of 5 harmonized indicators														X	X	X								
Short term international expert (1 m/m)																								
Development of the legal base for institutionalization of the NFP														X										
Consultations with National Drug Information Systems network institutions contact persons and administrators														X										
Consultations with responsible persons in ministries involved														X										
Preparing recommendations for proposal of the Cabinet decision on functioning Drug Information System and the Role of the National Focal Point														X										
Study tour																	X							
<i>Component 3</i>																								
Short – term international expert (3 m/m)																								
Technical design and assistance in the preparation of the terms of reference for “Analyst’s Notebook”								X																
Training the IT users in Latvia															X	X								
Consultation about the use of the purchased program															X	X								
Investments																								
Supply of the “Analyst’s Notebook”													X	X	X									

Implementation Scheme



Institutional Framework



Legal Framework: Laws and Regulations related to drug control

International

- UN Single Convention on Drugs, 1961; —
- UN Convention on Psychotropic Substances, 1971;
- UN Convention against Illicit Trafficking in Narcotic Drugs and Psychotropic Substances, 1998

(all ratified by the Parliament of the Republic of Latvia on 11 May 1993).

- Law on the Convention on Laundering, Search, Seizure and Confiscation of the Proceeds from Crime

National

- Law on Medical Treatment 1997;
- Law on Procedures for the Legal Trade of the Narcotic and Psychotropic Substances 1996 (Amendment 1998);
- Pharmacy Law 1997;
- Epidemiological Surveillance Law 1997;
- Law on Protection of data of physical persons, (passed on 23 March 2000);
- Regulations of Cabinet of Ministers No.106/2000, Protocol No.13 “Regulations about security of information systems” (passed on 21 March 2000);
- Cabinet Regulations 249 is the bases for the Drug Control and Drug Abuse Prevention Commission 1996;
- Cabinet Regulations on Ministries responsibilities in Licit Drugs and International Activities 1997;
- Cabinet of Ministers Regulation “Regulations on Graduation of Narcotic and Psychotropic Substances and Medicines Being in Illicit Trafficking per Quantity” (passed on December 28, 1999);
- “Agreement on Mutual Exchange of Intelligence Information and Cumulative Activities” (signed between the Drug Enforcement Bureau and the National Customs Board on November 4, 1999);
- Terms of reference of the Anti-smuggling Co-ordination Centre (passed on October 19, 1999 according to the “Customs Law”).
- Law on Procedures for the Legal Trade of the Narcotic and Psychotropic Substances and Drugs (passed on May 5, 1996; into force since June 6, 1996)

- Cabinet of Ministers Regulation on schedules of narcotic and psychotropic substances, drugs and precursors under supervision of the Ministry of Welfare (into force since January 18, 1997)
- Cabinet of Ministers Regulations on licit cultivation of cannabis; passed accordingly to the Article 6 of the Law on Procedures for the Legal Trade of the Narcotic and Psychotropic Substances and Drugs (in force since October 23, 1996)
- Cabinet of Ministers Regulation on arrangement how the permissions have to be imparted for using of narcotic and psychotropic substances for medical, scientific and study purposes; passed accordingly to the Article 7 of the Law on Procedures for the Legal Trade of the Narcotic and Psychotropic Substances and Drugs (into force since August 21, 1996)
- Cabinet of Ministers Regulation on transit order of narcotics and psychotropics (in force since August 21, 1996).
- Amendment to the Regulations of narcotic and psychotropic substances and drugs August, 1999
- Law on Medical Treatment, part X “Treatment of drug and alcohol addicts and users of toxic substances” (1997)
- Cabinet of Ministers Regulation on prescription forms for narcotic drugs (into force since July 18, 1998)
- Law on Precursors (passed in June 12, 1997; into force June 6, 1996)
- Cabinet of Ministers Regulation on registration order of operators involved in precursors trade (January 14, 1997); Amendments on September 29, 1998)
- Cabinet of Ministers Regulation on map of registered operators of precursors (in force since January 14, 1997).
- Cabinets of Ministers Regulation on circulation order of narcotics and psychotropics in Chemical and Pharmaceutical Enterprises, Wholesales and Chemistries (passed on July 4, 1995; in force July 19 1995). Amendments: January 14, 1997.
- Cabinet of Ministers Regulation on procedures for turnover of medical drug in treatment establishments (in force July 19, 1995). Amendments: on July 14, 1998).
- Pharmacy Law (passed in April 10, 1997; in force May 8, 1997). Amendments: on March 3, 1998 and on December 17, 1998
- Cabinet of Ministers Regulation on procedures how the influence of using alcohol, narcotic and psychotropic substances have to be tested (passed in December 22, 1998; in force since December 25,1999)
- Warrant of the Ministry of Welfare about permissions for treatment establishments to purchase narcotic and equalised to them precursors (in force since January 14, 1997)

- Warrant of the Ministry of Welfare about schedule of treatment establishments carrying out the tests on influence of using alcohol, narcotic and psychotropic substances (passed on January 29, 1999; in force since December 2, 1997)
- Warrant of the Ministry of Welfare about implementation of therapeutically methadone programme (passed in May 6, 1996; in force since May 6, 1996)
- Cabinet of Ministers Regulation “Regulation on the Drug Control and Drug Abuse Prevention Co-ordination Commission” (passed in July 02, 1996; in force since July 11, 1996). Amendments on July 11, 1996.
- Law on the Prevention of the Laundering of Proceeds Derived from Criminal Activity (December 18, 1997)
- Customs Law (passed in June 11, 1997; in force since 27 June, 1997)
- Law on Operative Activity (December 16, 1993)
- Criminal Law of the Republic of Latvia (into force since April 1, 1999)

ACTIVITIES

Contract No. 1 (Twinning Covenant)

Component 1

1. Short-term international expert for two man/month

Activities and sub activities

- ◆ **Assistance for the revising of the Masterplan and for the elaboration of the Action Plan:**
 - Checking the Masterplan against EU standards;
 - Identification of the problems;
 - Analysing of the existing legal framework;
 - Evaluation of the Action Plan;
 - Participation in the seminars for officials involved from the responsible institutions about the implementation of the Masterplan and the Action Plan.

Results summary

- Draft Masterplan and Action Plan in compliance with EU recommendations for accepting in cabinet of Ministers as National Programme;
- 1 seminar/workshop 1-day for 10-15 high policy makers on development and practical implementation of Masterplan and Action Plan;
- 1 seminar/workshop 1-day for 10-15 high policy makers on interministerial co-ordination in the fight against drugs;
- 3 seminars/workshops for 8-15 professionals on new tendencies in the EU in the fight against drugs.

Component 2

1. Long term international expert for 12 man/month

Activities and sub activities

- ◆ **Participation in preparing recommendations for development and organisation of NFP:**
 - relationship from EMCDDA to country /NFP,
 - form of NFP,
 - participation in CEEC DIS network and links with the REITOX Network;
- ◆ **Training NFP staff and relevant experts in carrying out the NFP's core tasks:**
 - obtaining the best information from different national sources,
 - maintaining and reviewing a network of national sources,
 - analysing, interpreting and synthesising before submission to the EMCDDA and local institutions,
 - developing networking activities,
 - seeking to improve the quality of national information,
 - seeking to implement at national level standards developed by the EMCDDA,
 - disseminating EMCDDA information at national and local level through national networks,
 - Study tour for 7-10 persons for 5 days to EU country on effective function of National Focal Point and data collection and analyses issues.
- ◆ **Assistance in NFP current tasks during consultancy period:**
 - annual National Report,
 - updating information Map by using a standard questionnaire,
 - devising the Exchange on Drug Demand Reduction Action (EDDRA) – identification, selection and insertion of DDR programmes,
 - preparing for implementing the Joint Action on New Synthetic Drugs.
- ◆ **Development instructions and training for implementation of 5 harmonised indicators:**

- indicator of the demand for treatment by drug users,
- indicators of mortality and causes of death among drug users,
- indicator of the incidence of infectious diseases in drug addicts,
- improving the comparability of prevalence estimates.

Results-summary

- Draft document Role and responsibilities of National Focal Point for accepting in Cabinet and Interministerial Drug Commission;
- 10 seminars/workshops (with preparing training materials) including:
- 2 seminars/3-day for 6-7 staff members of NFP on management and networking;
- 1 seminar/workshop 1-day for 10-15 high level policy makers;
- 5 seminars/workshops 1-day for 8-10 professionals on 5 new harmonised indicators;
- 1 seminar/workshop 1-day for 8-10 professionals on EDDRA;
- 1 seminar/workshop 1-day for 8-10 professionals on implementing the Joint actions on new synthetic drugs;
- Ensured effective function of National Focal Point.

2. Short term international expert for 1 man/month

Activities:

- Development legal base for institutionalisation of the NFP,
- Consultations with National Drug Information Systems network institutions contact persons and administrators,
- Consultations with responsible persons in ministries involved,
- Preparing recommendations for proposal of the Cabinet decision on functioning Drug Information System and the Role of the National Focal Point.

Results-summary

- Recommendations on legal aspect (international, European, national) and networking of Drug Information System and role of the NFP.

Component 3

1. Short-term international expert for 3 man/month

Activities and sub activities

- ♦ **Assistance in the technical design and development of the “Analyst’s Notebook”:**
 - Training of the IT analysts and programme users in Latvia about the use of the “Analyst’s Notebook”;
 - With responsible officials from responsible institutions in Latvia technically design the “Analyst’s Notebook”;
 - Study visit of 8-10 persons for 5 days to EU country on insurance of effective function of the intelligence system in the field of drugs.

Results summary

- Installed modern drug intelligence system “Analyst’s Notebook”;
- 1 seminar/workshop 2-day for 8-12 high level officers on co-ordination of information exchange in the frame of this system;
- 4 seminars/workshops for professionals on practical use of this programme in the daily work;
- 1 seminar/workshop for professionals on use of this programme for the fight against drugs in other countries;
- Ensured effective function of drug intelligence system in Latvia.

Contract No. 3 (Technical Assistance)

Component 1

2. Two Local experts for two man/ month

Activities and sub activities

- ◆ Preparing TOR for international expert (component 1)
- ◆ Organising seminars with participation of the external expert for the officials from responsible institutions:
 - the implementation of the Masterplan;
 - the implementation of the Action Plan.
- ◆ Organising translation and publishing of Masterplan and Action Plan.
- ◆ Participation with external expert in revising of the Masterplan and in elaboration of the Action Plan.

Results summary

- TOR for international expert;
- Revised Masterplan and elaborated Action Plan;
- Adapting 4 seminars/workshop materials.

Component 2

Local expert for 2 man/month

Activities:

- Preparing TOR for international experts (component 2)
- Organising seminars for local experts and NFP staff members:
 - a. Responsibilities of the NFP,
 - b. Obtaining the best information available from different national sources (licit drugs turnover, illegal drugs trafficking, drug abuse prevention, treatment and rehabilitation, precursors control),
 - c. Links between the National Focal Points, the EMCDDA and the Management Bodies.
- Participation with external experts in preparing recommendations for Cabinet decision on DIS and the Role of the NFP.
- Assistance to the PAA.
- **Adapting translations and organising publishing of the essential documents to ensure the work of local participation:**
 - a. guidelines for National report and Information Map,
 - b. Exchange on Drug Demand Reduction Action (EDDRA),
 - c. Joint Action on New Synthetic Drugs,
 - d. Instructions on implementation of 5 harmonised indicators (demand of treatment, mortality, infections diseases, prevalence estimations and surveys).

Results-summary

- TOR for international experts;
- Updated national Information Map;
- Adapting 8 training materials and 2 seminars/workshop materials.

