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European Monitoring Centre
for Drugs and Drug Addiction

GENERAL REPORT OF ACTIVITIES

2003

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Rua da Cruz de Santa Apolónia 23-25, 1149-045 Lisbon, Portugal
Tel. (351) 218 11 30 00 • Fax (351) 218 13 17 11
info@emcdda.eu.int • http://www.emcdda.eu.int

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Foreword

The European Monitoring Centre for Drugs and Drug Addiction has great pleasure in presenting its ninth General report of activities to the European Parliament, the Council of the European Union, the European Commission and the Member States.

The report provides a retrospective account of the EMCDDA's activities and accomplishments in 2003 at the conclusion of its third three-year work programme (2001–2003) and nine years after its establishment in Lisbon.

In 2003, future planning was at the forefront of our work. In the context of preparing our next three-year work programme (2004–2006), we took stock of what had been achieved over the past 10 years and reflected on our contribution to improving knowledge on the drugs phenomenon. Investments made in the tools and infrastructure for data collection are now increasingly paying dividends and today we have a 'common language' for describing many important aspects of the European drug situation. We now have to concentrate on improving data quality, comprehensiveness and comparability and on exploiting fully the information available, to provide an informed, timely and policy relevant analysis that reflects the value of an EU level approach.

We paid particular attention to the prospective of enlargement and the consequences of it for our work and invested in preparing the candidate countries for full participation in the work of the EMCDDA through a range of institution and capacity building activities. A new operating framework and a revised reporting system for our Reitox focal points were approved and implemented to facilitate and streamline the network's activities and to prepare for managing an expanded data set.

Relationships with our EU partners intensified during the course of the year – in particular with the Committee on Citizens' Freedom and Rights, Justice and Home Affairs of the European Parliament. I was pleased to be able to inform them of our latest findings on the drugs problem prior to the official launch of our Annual reports on the state of the drugs problem in the EU and candidate countries during the plenary session of October in Strasbourg. Just prior to this, during the high-level conference we organised in Malaga on drugs and young people, I had the opportunity of discussing with some MEPs their main preoccupations with the drugs problem and their information needs in this area. I see these steps as very positive and will continue to encourage increased and improved communication with policymakers, our primary target public.

My first year as Chairman of the Management Board has been a challenging and exciting one. I would like to express my heartfelt thanks to the colleagues on the Management Board and the Bureau, the Director and staff of the Centre as well as the national focal point staff and members of the Scientific Committee for their support which has enabled the Centre to prepare thoroughly for the challenges ahead and to move forward in a focused direction.

Marcel Reimen
Chairman of the EMCDDA Management Board

Introduction

In 2003, we focused on completing the objectives set out in the EMCDDA's 2001–2003 work programme and on drawing up our fourth triennial work programme (2004–2006). The latter entailed reflecting on how the EMCDDA was fulfilling its remit to observe and analyse changes in the EU drug problem to inform the policy-making debate. The last ten years have seen big changes both in the nature of the problem and how Member States respond to it. These developments needed to be taken into account to shape a sound working framework that demonstrates the value of an EU perspective and a harmonised approach.

We have emerged from this reflection with a flexible and phased work programme that consolidates and develops the EMCDDA's achievements while facing the challenge of EU enlargement. It is a work programme that is flexible enough to cope with relevant EU priorities and any changes resulting from the expected modification to the EMCDDA's founding regulation, and a work programme that keeps in step with the capabilities of Member States and Reitox national focal points to finance and undertake national work in the drugs field.

Among the key developments that I would like to highlight is the work carried out this year on the issue of young people and drug and alcohol use. A detailed analysis was prepared for the 2003 Annual report and to inform discussions at a number of high-level international and EU conferences on this topic. European policy makers had indicated their concerns in this area and we were able to provide them with an opportunity to debate these issues in a conference organised in Malaga. It is just one example of how the EMCDDA is stepping up its services to policy makers and tailoring outputs according to their needs.

The five key harmonised indicators of drug prevalence and health consequences form the backbone of our data collection and analysis activities and work continued on their promotion and implementation. In addition, attention has continued to be directed at the conceptualisation and development of new indicators and information collection and analysis strategies in the relevant policy areas of drug crime, availability and markets and in drug use among young people and youth trends.

Achievements in this area are clearly reflected in improvements in both the quantity and quality of data reported to EMCDDA using the standard reporting formats. Significant progress has been made in this area and this is evident when considering the number of countries now providing good or adequate data in each indicator area, which has increased steadily during the work programme. In particular, the investment made in developing the Epidemiological Information System on Drug Data (EISDD) began to pay dividends in 2003, both in terms of improved handling of the 2003 data returns and in the enhanced capacity for managing the increased data flow occurring after enlargement.

In the responses area, the objective to implement core data sets in all subject areas of the programme was further developed with the introduction of a new system that will use standard tables as instruments for quantitative information collection and structured questionnaires for qualitative information collection.
Extensive analysis of the evidence base and the practice of selective prevention in the EU was carried out in order to prepare a policy briefing on drug use among vulnerable youth and an extensive report on selective prevention. Significant information collection and analysis of scientific reports preceded the final drafting of the comprehensive European report on drug consumption rooms. A high-level conference on treatment monitoring and the EU action plan in November 2003 provided the occasion for policy makers and experts from across Europe to debate this issue.

The Centre's risk-assessment work on new synthetic drugs remained high on the political agenda with the assessment of 2C-T-2, 2C-T-7 and 2C-I, and TMA-2. As a result, on its meeting on 27-28 November 2003, the Council adopted the Decision to submit 2C-I, 2C-T-2, 2C-T-7 and TMA-2 to control measures and criminal penalties in the 15 EU countries. In the meantime, discussion was launched on the possible extension of the remit of the Joint action – a discussion still underway in the Horizontal drugs group.

The EU action plan on drugs demonstrates the political commitment to developing effective responses to a shared problem. Participation in the monitoring and evaluation process of the EU action plan has been intensified and the year was dedicated to defining the evaluation apparatus, within the framework of an ad hoc steering group presided over by the European Commission. In particular, the EMCDDA's contribution to the evaluation process was consolidated.

The policy and analysis team also developed its activities with regard to responding promptly to policy makers needing information and analysis on specific issues of scientific and policy interest. As an example, an extensive overview was drafted for the French coordination body (MILDT) on the legal status of drug use (or possession for personal use) across European countries; this working paper was intended to contribute to the French officials' decision-making process concerning a possible modification of the French drug law.

The Reitox network, as ever, played a crucial role in the Centre's work in 2003. The 'Operating framework for the Reitox system' provides the new basis for the EMCDDA's technical and scientific cooperation and defines Reitox as a mechanism for collecting and exchanging information between 29 countries, the European Commission and the EMCDDA. The main result of this work is the new ten-module 'Reitox reporting structure' which takes into account the real information needs of the EMCDDA and the limited resources of all partners involved, provides strategic orientations, puts forward principles for reporting, clarifies reporting processes and defines new and revised reporting tools.

The Phare project, 'Participation of the Candidate CEECs in the EMCDDA', concentrated on preparing the CEECs for their full participation in our work. External interest in this area of the EMCDDA's work remains high and outputs focusing on these countries were well received, in particular the 2003 Annual report on the drugs problem in the acceding and candidate countries. Institution and capacity building activities for national focal points and their networks and Reitox academy training courses further boosted cooperation and progress.

The year culminated with the launch of our two Annual reports – on the state of the drugs problem in the EU and in the acceding and candidate countries. We were able to present the reports and their findings to the Committee on Citizens' Freedom and Rights, Justice and Home Affairs of the European Parliament prior to their launch. A concerted effort has been made to improve the structure and presentation of the reports in order to render the analysis more accessible to policy makers. Expanded online versions of the reports provide a more in-depth view of the problem and serve better the needs of our scientific audience. We will continue to strive to increase the value and utility of the reports for policy making.

The year 2003 has been a year of intensive preparation for enlargement and was demanding on us all. However, I am sure that we will reap the rewards of the investment made in the coming year with a smooth transition to working in an enlarged Union and with an enlarged dataset. I take this opportunity to thank all those who contributed to the results achieved.

Georges Estievenart

Executive Director, EMCDDA

Work programming

2001–2003 work programme

The 2001–2003 work programme focuses on:

- monitoring the drug situation;
- monitoring responses to the drug problem;
- implementing the 1997 joint action on new synthetic drugs; and
- monitoring national and Community strategies and policies and their impact on the drug situation.

These activities are supported by dissemination and administrative initiatives and by the Reitox network of national focal points. Special attention is also paid to EU enlargement, in accordance with the 'Enlargement strategy' adopted by the Board in September 2000.

The work programme is consistent with the targets of the EU action plan on drugs (2000–2004), with special attention paid to the tasks that the action plan has outlined for the EMCDDA. Its orientations reflect the reform plan through the implementation of activity-based management/ budgeting and a project-based approach.

The architecture of the work programme is summarised in two tables:

- a thematic matrix (see page 14) , which provides an overview of the core structure of the work programme showing the links between the EMCDDA's main working areas (monitoring the situation, responses and impact) and the strategy targets of the EU action plan on drugs (2000–2004); and
- a summary of the priority working areas (see page 15), which illustrates the working priorities and the role of the EMCDDA and its respective partners in each task.

2003 work programme

The 2003 work programme defines the projects to be undertaken in the various thematic areas outlined in the 2001–2003 work programme and continues to implement the goals and objectives set out therein. A budget of €10 220 750 was adopted for the implementation of the 2003 work programme. Of this, 33 % of the resources were earmarked for monitoring the drug situation, 28 % for monitoring responses, 15 % for the Reitox network, 15 % for monitoring strategies and their impact and 9 % for implementing the joint action on new synthetic drugs.

Thematic matrix of the 2003 work programme

EU target	P1 — Monitoring of the situation	P2 — Monitoring of the responses
T1 Reduce prevalence of illicit drug use, as well as new recruitment, especially among young people	Drug use in general population (ki) Prevalence of problematic drug use (ki) Emerging trends (cd)	Prevention responses (cd) Prevention in recreational settings (cd)
T2 Reduce incidence of drug-related health damage and drug-related deaths	Drug-related infectious diseases (ki) Drug-related deaths and mortality (ki)	Prevention of drug-related infectious diseases (cd) Prevention of heroin overdose (cd)
T3 Increase number of successfully treated addicts	Demand for treatment (ki)	Treatment facilities (cd)
T5 Reduce drug-related crime	Drug-related crime (cd) Drug-related social exclusion (cd)	Prevention of drug-related crime (cd) Social reintegration (cd)
T4 Reduce availability of illicit drugs	*Global availability of illicit drugs (cd)* *Availability of illicit drugs at street level (cd)*	*Prohibition measures (cd)*
T6 Reduce money laundering and illicit trafficking of precursors	*Drug-related financial flows (cd)* *Flow of diverted chemical precursors (cd)*	*Measures addressing money laundering (cd)* *Measures to count the diversion of chemical precursors (cd)*
P3 — Implementing the EU JA on new synthetic drugs: early warning system and risk assessment Monitoring situation and responses concerning NSD (cd)		
National and Community strategies and policies (T1, T2, T3, T4, T5, T6) EU action plan 2000–2004	P4 — Monitoring national and Community strategies and policies and their impact on the drug situation	
	National and community strategies and policies (cd)	Implementation of the EU action plan on drugs 2000–2004 (pi)

ki = key indicators cd = core data pi = performance indicators

Italic and grey font indicate where the EMCDDA acts as a secondary producer, collecting and disseminating the information from other relevant European and international partners who are the primary producers.

Priority working areas

EMCDDA added value	EMCDDA 3 working priorities / EMCDDA compulsory 6 priority areas	Data collection and comparative analysis of the drug situation in the EU and its MS	Data collection and comparative analysis of responses in the EU and its MS	Establishing tools for the analysis of the impact of responses in the EU and its MS
EMCDDA: primary information producer in the EU	(1) Demand and reduction of demand *	* Implementing the 5 harmonised epidemiological key indicators * Developing social core data	Developing and testing a core data set on demand reduction	Analysis of the impact of demand reduction on the drug situation
	(2) National and Community strategies and policies *	—	Developing and testing a core data set on: * international, bilateral and Community policies * action plans * legislation * activities and agreements	Analysis of the impact of international, bilateral and Community strategies on the drug situation
EMCDDA: secondary information producer in the EU. in partnership with European and international organisations	(3) International cooperation and geopolitics of supply *	Supporting the development and testing of a core data set on: producer and transit countries (UNDCP, INTERPOL, EUROPOL, WCO,CICAD)	Supporting the development and testing of a core data set on producer on: * cooperation programmes (UNDCP, WHO, CICAD, EC)	Analysis of the impact of international cooperation
	(4) Control of trade in narcotic drugs, psychotropic substances and precursors *	Supporting the development and testing of a core data set on law enforcement (EC, EUROPOL, WCO, INTERPOL, UNDCP)	Supporting the development and testing of a core data set on action against trafficking (EC, EUROPOL, WCO, INTERPOL, UNDCP)	Analysis of the impact of law enforcement
	(5) Implications of the drugs phenomenon for producer, consumer and transit countries (including money laundering) *	Supporting the development and testing of a core data set on: * market * illicit financial flows (EC, FATF, UNDCP)	Supporting the development and testing of a core data set on anti-laundering instruments and cooperation (EC, FATF, UNDCP)	Analysis of the impact of anti laundering measures
EMCDDA: Primary information producer in partnership with Europol and EU organisations	(6) Joint action of 16 June 1997 on new synthetic drugs ** ("Early Warning System")	Rapid collection and exchange of informationon new synthetic drugs	Risk assessment of the health and social consequences of new synthetic drugs	Assessment for the preparation of control measures to be implemented in MS; monitoring of these measures once taken
EMCDDA: primary information producer in the EU	Synthesis and review of the global situation in the EU and MS	Global synthesis of the drug situation in the EU and its MS	Global synthesis of drug responses in the EU and its MS	Analysis of the impact of global responses on the global drug situation in the EU and its MS

* According to EMCDDA Regulation of 8 February 1993
** According to the Joint action of 16 June 1997 on New synthetic drugs

Internal management coordination

Activities and results

The role of internal management coordination is to prepare and monitor the implementation of the work programmes, ensuring coordination between the different teams and global coherence in the work of the Centre.

In 2003, the internal management coordination focused on the following activities:

- Defining and implementing the partially decentralised management model adopted by the EMCDDA to decentralise the implementation of its work programme and budget. As a consequence and in accordance with the new financial regulation which entered into force in January 2003, both operational and financial decisions required for the implementation of the EMCDDA work programme and budget were decentralised by delegation to the EMCDDA programme coordinators. The administrative and internal coordination services provide support to operational managers with financial management and assure internal control, planning and monitoring functions in accordance with the rules and procedures applicable. In this context, all programme coordinators/deputy authorised officers received specific training regarding their role and responsibilities in the EMCDDA planning, reporting and implementation procedures.

- Preparing an action plan on a series of measures aimed at improving the working atmosphere, establishing rules of confidentiality and protection of administrative data, adopting deontological rules and establishing procedures for matters in dispute. This was done at the request of the EMCDDA Management Board and based on an assessment of the implementation of the EMCDDA internal reform launched in 2000.

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Chapter 1
Programmes, projects and transversal activities

Monitoring the drug situation
(Situation analysis, programme P1)

The objective of programme one is to provide a reliable analysis of the nature and dynamics of the European drug situation. A synthesis of data from ongoing monitoring exercises and focused research studies is used as the basis for this analysis. To support this, it is necessary to work with Member States to establish comparable methods for monitoring drug use in key areas (indicators) and to engage with national experts in an ongoing process of improving data quality and reliability. Many of the ongoing responsibilities of the programme reflect these needs and, to date, five key indicators have been formally agreed and significant progress has been made in developing comparable reporting standards in a number of complementary topic areas.

The specific aims of the programme can be summarised as:

- to provide an overview of the drug situation in the EU, based on collection and analysis of the best available data on drug use, supply and health and social consequences and correlates;
- to improve the comparability and quality of data on prevalence and health consequences through the implementation in Member States of five harmonised epidemiological indicators and through the development at EU level of structures and mechanisms to collect, validate, analyse and disseminate data;
- to identify and conceptualise potential indicators of social consequences and correlates of drug use and supply;
- to analyse and interpret the significance of quantitative and qualitative data on trends and differences in prevalence, patterns and consequences of drug use, and assess its implications for public health and social policies on drugs;
- to enhance the analytical insights that are provided by the data by placing them in a broader EU context;
- to collaborate with other projects, national focal points, Community bodies and programmes and other European and international bodies; and
- to disseminate results that are reliable and useful for decision-makers, scientists and professionals at Community and national levels.

Overview of progress made in 2003

Epidemiological data from national reports and other sources were analysed and synthesised to provide a comprehensive overview of the European epidemiological data for the EMCDDA's 2003 *Annual report.* Other outputs from this work included technical, policy-orientated and scientific reports and papers. These included policy briefings, meeting reports and contributions to conferences and technical meetings, and submissions to scientific journals.

The main focus of the programme's contribution to the *Annual report* can be found in:

- Overview of the drug situation, which provided a review of trends and developments in the use of different drugs in the European Union.
- Chapter 1, which described and compared prevalence, characteristics and trends in drug use and its major health consequences, as well as law-enforcement data and indicators of drug supply and availability.
- Chapter 3, which included a special issue feature on drug and alcohol use among young people.
- Complementary statistical tables and accompanying graphics, which were compiled from standard core data from the Member States and made available online.

Data for the EMCDDA's 2003 *Annual report* were collected from the national focal points, and the process of validation and synthesis was started. This included special preparatory work to begin the process of assembling the necessary information for the key issues that will be addressed in the 2004 report. In this context, two background studies on specific issues linked to cannabis were launched (one analysing treatment demand and one exploring dose and potency issues).

Improving data comparability and quality

Work continued in 2003 on the promotion and implementation of the five key harmonised indicators of drug prevalence and health consequences, formally adopted in September 2001 by Member States ([1]). In addition, attention has continued to be directed at the conceptualisation and development of new indicators and information collection and analysis strategies in the relevant policy areas of drug crime, availability and markets and in drug use among young people and youth trends.

The investment made in developing the Epidemiological Information System on Drug Data (EISDD) began to pay dividends in 2003, both in terms of improved handling of the 2003 data returns and in the enhanced capacity for managing the increased data flow occurring after October, which reflects the enlarged data set requirement for the 2004 *Annual report*. This has led to increased efficiency in processing data and has also had a positive effect on data quality. As well as improving the data handling process (validation, entry, cleaning and manipulation), the EISDD has also allowed real-time tracking of the data submission process, thereby improving the overview of where any individual data table is within the overall system. Work has begun on developing the capacity for remote entry and checking of data by national focal points.

Five key epidemiological indicators

A range of activities was carried out in partnership with Member States to continue supporting the implementation of the five key indicators. Achievements in this area are clearly reflected in improvements in both the quantity and quality of data reported to EMCDDA using the standard reporting formats. Significant progress has been made in this area and this is evident when considering the number of countries now providing good or adequate data in each indicator area, which has increased steadily during the work programme. Specific development activities

([1]) The five indicators are: extent and patterns of drug use in the general population; prevalence of problem drug use; demand for treatment by drug users; drug-related deaths and mortality of drug users; and drug-related infectious diseases.

conducted during 2003 included:

- continued coordination, monitoring and feedback on the progress of implementation by Member States, including the organisation of EU-level expert groups;

- continued development of central epidemiological databases and electronic infrastructures for collecting, analysing and disseminating data, including developing the architecture for specific key indicator databases under the EISDD umbrella. Enhanced rules and mechanisms for validity checking, archiving and data management were introduced and key tables expanded to cover routinely collected crime data;

- discussions to identify synergies with Eurostat and Sanco (DG Public Health – health monitoring) continued; and

- work on guidelines for reporting on key indicators. Progress made in 2003 includes: the development of complementary guidelines (ICD-10) for reporting on drug-related deaths (in partnership with Eurostat and WHO), their integration into a revised protocol and the further refinement of guidelines on the reporting of drug-related infectious diseases.

Development of core data on social indicators

Work continued on conceptualising potential indicators and core data in new areas of the EMCDDA's work programme, involving collaboration with Europol and other relevant partners.

- Drug-related crime: Work on the conceptualisation of this area continued and a draft definition of drug-related crime was elaborated, as explicitly requested in the EU action plan. The Information Maps on data sources from law enforcement agencies and the criminal justice system were analysed. Data on drug-law offences and drug users in prison were collected and analysed. A technical workshop was held to help identify the next steps for work in this area.

- Drug-related social exclusion: Work continued on devqedeloping a conceptual framework for exploring the relationship between drug use and social exclusion. Special attention was focused on drug use among ethnic minority groups and a report was prepared on this issue.

- Availability of illicit drugs: Data on drug markets and drug availability were collected and analysed. Model core questions for universal adoption in the area of drug availability were identified and testing processes initiated.

Analysis and interpretation: qualitative and quantitative

Young people, trends and the QED

Emerging trends in drug use and drug problems continued to be reviewed and 'leading-edge' indicators developed, with particular emphasis on analysis of youth issues. In this context, data for the youth media project was collected and analysed by participating countries. A detailed analysis of young people and drug and alcohol issues was prepared for the 2003 *Annual report* and to inform discussions at a number of high-level international and EU conferences on this topic. Epidemiological data and analysis were prepared to provide information for the risk assessment exercises conducted under the joint action on new synthetic drugs (see programme 3). A study was launched to map the available data on drug use among young people in the acceding countries to inform the establishment of a more systematic and comprehensive database on young people and drug information across the EU.

The QED website (Qualitative European Drug Research Network), which acts as a tool for networking researchers and exchanging information on qualitative research on patterns and trends in drug use and related behaviours, especially amongst youth, was enlarged to incorporate the acceding countries.

Cooperation

There has been cooperation with other European and international bodies, including: the UNODC for streamlining international reporting, treatment demand and development of international epidemiological systems; ESPAD, for developing a better and more inclusive data set on young people and drugs; the Pompidou Group, on indicator development and polydrug use; WHO, for the drug-related deaths indicator; the Drugs Coordination Unit of the European Commission for coordination on legal matters; Eurostat, for indicators on drug-related deaths and prevalence of drug use in the general population (surveys); DG Public Health (Sanco) for the health monitoring programme; EuroHIV for the drug-related infectious diseases indicator; Europol for drug-related crime, availability and seizure; and, in preparation for the progressive participation of candidate countries in the activities of the EMCDDA, ONDCP and SAMSHA participated in meetings related to analysing treatment demand data.

Projects

The different areas covered by the situation analysis programme are separated into projects and are each the responsibility of a project manager.

Prevalence and patterns of drug use among the general population

Objectives

- To promote the implementation of the key indicator in the Member States
- To assess the situation of and perspectives on the key indicator in the CEECs
- To produce an overview of drug prevalence and patterns among the general population
- To consolidate the EU survey databank as part of the EMCDDA epidemiological information system (EISDD)
- To identify policy needs and draft relevant analytical proposals
- To plan objectives and tasks for the indicator during 2004 (and 2004–2007)

Activities

- Furnishing technical advice to Member States and acceding countries on the methodological aspects of population surveys; participation in SCAD seminars for Azerbaijan, Georgia, Armenia, Rumania and Bulgaria
- Collection, validation and inclusion in the EISDD database of population survey information provided by Member States through Reitox standard tables and national reports
- Analysis of information on drug use in the general population for the EMCDDA's *Annual report*

- Revision and contribution to further analysis of the EMCDDA databank on population surveys (age of first drug use)

- Preparation, launch and evaluation of a call for tender for analysis of the EMCDDA databank ('Assistance to the EMCDDA for analysis of drug use profiles from the EMCDDA databank on surveys on the drug use profiles of drug users across countries')

- Collaboration in the preparatory work for a specific focus on cannabis (2004 *Annual report*) to decide the terms of reference for the project 'Cannabis problems focused on clients asking for treatment for cannabis' and meeting of the scientific advisory groups' presentation, 'Cannabis: Patterns and prevalence'

- Draft work plan on the key indicator for 2004–2007 and 2004

- Contributing to the coordination of the scientific contents of the conference on 'Young people and drug use' (Malaga, 30–31 October) organised by the European Parliament, the EMCDDA, Plan Nacional sobre Drogas, Junta de Andalucia and the Council of Malaga; coordination of EMCDDA and external expert contributions and of the methodological aspect of the conference:

    - o Participation in planning sessions

    - o Chairing a session on 'Availability, marketing and information'

    - o Assisting in the coordination of the sessions 'Drug use among young people in Spain' and 'Current situation and interrelations'

- Participation in the 'Conferencia europea sobre estratetias integradas en la lucha contra el tráfico de cocaína' (Santiago de Compostela, 30 June to 3 July) with the lecture 'Perfil epidemiológico de la cocaína en Euroepa'

Outputs

- A section on drug use among the general population in the EMCDDA *Annual report*, and statistical tables in the online report

- A scientific article, 'Cannabis use in France, West Germany, Greece and Spain: has age of first experience shifted towards younger ages?', by L. Kraus, R. Augustin, D. Korf, S. Kunz-Ebrecht and B. Orth (submitted for publication)

- In collaboration with EMCDDA members, determining the scientific agenda of the Malaga Conference and compiling abstracts produced by experts (members of the Centre and external experts)

Further information on this project is available online.

Prevalence and patterns of problem drug use

Objectives

- To finalise guidelines for estimating prevalence
- To finalise guidelines for estimating incidence and commence implementation
- To analyse and report data for the 2003 *Annual report*
- To organise an expert meeting on prevalence and incidence estimates
- To review standard table and reporting procedures

Activities

- Finalisation of guidelines for estimating prevalence, both for the multivariate indicator method (MIM) and national prevalence estimation in general
- A project to implement and consolidate the MIM method, focusing on expansion to more countries, inclusion of social and demographic indicators and development of an EU MIM model
- Finalisation of guidelines for incidence estimation
- A project to implement and consolidate incidence estimation, with a focus on its extension to more countries
- Two working group meetings, on MIM and incidence, in May 2003 and two meeting reports
- Analyses and contributions to the 2003 *Annual report*
- An EU expert meeting (November 2003) focusing on the definitions of problem drug use, EMCDDA guidelines, national estimation methods, the MIM method and incidence estimation, with the participation of accession countries
- Finalisation of the project report, 'National prevalence estimates of problem drug use in the European Union, 1995–2000' (CT.00.RTX 23)
- Review and update of the standard table and reporting procedures

Outputs

- Updated guidelines for national prevalence estimation
- New guidelines for application of the multivariate indicator method (MIM)
- Updated guidelines for incidence estimation
- Section in 2003 *Annual report* on prevalence of problem drug use
- Report of the incidence working group meeting (Lisbon, 22 May 2003)

- Report of the MIM working group meeting (Lisbon, 23 May 2003)
- Report of the general EU expert meeting on the key indicator 'prevalence of problem drug use'
- Final report on the state of implementation of the key indicator (CT.00.RTX 23)
- Draft of the final report, 'Synthetic estimation of problem drug use prevalence in the European Union' (CT.02.P1.58)
- Draft of the final report, 'Estimating incidence of problem drug use in the European Union' (CT.02.P1.55)
- Kraus, L., Augustin, R., Frischer, M., Kümmler, P., Uhl, A. and Wiessing, L., 'Estimating prevalence of problem drug use at national level in countries of the European Union and Norway', *Addiction*, 98, 2003, pp. 471–485
- Smit, F., Toet, J., van Oers, H. and Wiessing, L., 'Estimating local and national problem drug use prevalence from demographics', *Addiction Research and Theory*, 11, 2003, pp. 401–413
- Kraus, L., Sapinho, D. and Wiessing, L., 'Estimating the prevalence of problem drug use using city data: the multivariate indicator method (in preparation)

Further information on this project is available online.

Drug treatment demand

Objectives

- To promote and coordinate the implementation of the key indicator in the Member States through:
    - o A meeting of the EU experts
    - o Monitoring the progress of implementation in the Member States
    - o Assessment of data quality in the first two extended data collection rounds
    - o The EU epidemiological database
- Basic analysis of data collected (assessment of data quality, descriptive statistical analysis, routine procedures for data analysis)
- To develop technical collaboration and networking with international organisations in the area of treatment demand data

Activities

- Collection, checking and entry of treatment demand data provided by the Member States and acceding countries according to the TDI (Treatment Demand Indicator) protocol
- Data quality assessment of 2000 and 2001 data

- Data analysis and report on treatment demand for the 2003 *Annual report* in the sections on health consequences, infectious diseases and social exclusion and youth – drug and alcohol use
- Working group meeting on data coverage by centre type
- Working group meeting on analysis of client profiles, in particular clients demanding treatment for cannabis use
- Guidance to the national focal points for covering the selected issue, cannabis problems, in national reports
- Annual expert meeting on treatment demand, involving 15 Member States, Norway and six acceding and candidate countries
- Meeting with international organisations (ONDCP, SAMHSA, UNODC, Canada) focused on cannabis
- Launch of the project on cannabis problems (to focus on clients requesting treatment for cannabis as the primary drug)
- One advisory group meeting on cannabis problems
- Participation in the annual CICAD meeting on demand reduction, with a presentation of the European experience on treatment demand
- Initiation of collaboration with UNODC regarding the definition of a tool kit for collection and analysis of treatment demand data
- Meeting with international experts on the definition of a tool kit on treatment demand
- Launch of the project for editing the tool kit (with a European expert)
- Presentation of the main concepts and results of the TDI data at a meeting on target 3 of the EU action plan on treatment evaluation

Outputs

- Assessment of data quality of the 2000 and 2001 TDI data
- A section on treatment demand and social exclusion among the treated population for the *Annual report*
- Contributions to the sections on infectious diseases (IDU) and drug and alcohol use among young people
- Reports on working group meetings on data coverage and analysis in respect of cannabis clients
- Specific guidelines targeted at NFPs for producing the selected issue on cannabis

- Report on the expert meeting
- Reports on the meeting with international organisations
- Report on the findings of the advisory group on cannabis
- Presentation and mission report of the CICAD meeting on treatment demand
- Report on the collaboration with UNODC for the production of a tool kit

Further information on this project is available online.

Drug-related infectious diseases

Objectives

- To finalise the Scientific Monograph (no. 7) on the impact, costs and policy options for hepatitis C
- To analyse and report data for the 2003 *Annual report*
- To organise an expert meeting on drug treatment infectious diseases data
- To expand the standard table (behavioural surveillance, non-IDUs)
- To hold a data analysis workshop on existing seroprevalence studies
- To develop guidelines for seroprevalence studies
- To represent the EMCDDA at major scientific conferences (International Harm Reduction Conference)

Activities

- Finalisation of the EMCDDA Scientific Monograph no. 7, *Hepatitis C and injecting drug use: impact, costs and policy options*
- Extended analysis of hepatitis C prevalence data as a chapter in the hepatitis C monograph
- Production of an EMCDDA policy briefing on hepatitis C (with programme 2)
- Data analysis and preparation of text and graphs for the 2003 *Annual report*
- Data collection and cleaning for inclusion in the EISDD database
- The yearly key indicator expert meeting (all new countries attended), focusing on three tracks: using treatment data for (behavioural) surveillance; developing a protocol for new seroprevalence studies and preparing a joint analysis of existing studies; and laboratory surveillance of the hepatitis C virus

- A preparatory workshop for joint data analysis (held at the expert meeting) and agreeing a format for potential collaboration between studies
- Agreement was reached at the expert meeting on the development of EU guidelines for seroprevalence studies
- The format of standard table 9 was updated – the inclusion of non-IDUs and behavioural data was postponed
- Three abstracts were accepted at the International Conference on the Reduction of Drug-related Harm (Chiang Mai, 2003)
- Presentation of the key indicator at various internal and external meetings
- Liaison with other key institutions, notably WHO and EuroHIV

Outputs

- Section on drug-related infectious diseases in the 2003 *Annual report*
- Policy briefing on hepatitis C (with programme 2)
- Abstracts and presentations at various conferences and meetings
- Wiessing, L. and Kretzschmar, M., 'Can HIV epidemics among IDUs "trigger" a generalised epidemic?' *International Journal on Drug Policy*, 14, 2003, pp. 99–102
- Jager, J. C., Limburg, W., Kretzschmar, M., Postma, M. and Wiessing, L. G. (eds.), *Hepatitis C and injecting drug use: impact, costs and policy options*, Scientific Monograph no. 7, European Monitoring Centre for Drugs and Drug Addiction, Lisbon, 2004 (in press)
- Wiessing, L., Sapinho, D., Roy, K., Hay, G., Taylor, A., Goldberg, D. and Hartnoll, R., 'Surveillance of hepatitis C infection among injecting drug users in the European Union', in J. C. Jager, M. Kretzschmar, M. Postma, L. G. Wiessing and W. Limburg (eds.), Hepatitis C and injecting drug use: impact, costs and policy options, Scientific Monograph no. 7, European Monitoring Centre for Drugs and Drug Addiction, Lisbon, 2004 (in press)
- Kretzschmar, M. and Wiessing, L. G., 'Modelling of transmission of hepatitis C in injecting drug users', in J. C. Jager, M. Kretzschmar, M. Postma, L. G. Wiessing and W. Limburg (eds.), Hepatitis C and injecting drug use: impact, costs and policy options, Scientific Monograph no. 7, European Monitoring Centre for Drugs and Drug Addiction, Lisbon, 2004 (in press)
- Postma, M. J., Wiessing, L. G. and Jager, J. C., 'Health-care cost estimates for drug-related hepatitis C infections', in J. C. Jager, M. Kretzschmar, M. Postma, L. G. Wiessing and W. Limburg (eds.), *Hepatitis C and injecting drug use: impact, costs and policy options*, Scientific Monograph no. 7, European Monitoring Centre for Drugs and Drug Addiction, Lisbon, 2004 (in press)

Further information on this project is available online.

Drug-related deaths and mortality among drug users

Objectives

- Drug-related deaths (DRD)
    - o To promote and coordinate implementation of the key indicator by Member States
    - o To assess the situation and perspectives of the key indicator in CEEC countries
    - o To produce an overview of drug-related deaths and mortality
    - o To continue development of an EMCDDA data collection system (detailed data) on DRD
    - o To identify further policy needs (including EU action plan) and analysis proposals
    - o To plan objectives and tasks for the indicator during 2004 (and 2004–2007)
- Mortality among drug users (MADU)
    - o To promote and coordinate implementation of the key indicator by Member States
    - o To produce an overview of drug-related deaths and mortality
    - o To transfer the project database to the EMCDDA
    - o To identify further policy needs (including EU action plan) and analysis proposals
    - o To plan objectives and tasks for the indicator during 2004 (and 2004–2007)

Activities

- Detailed technical advice to Member States and some acceding countries on the key indicator (both drug-related deaths and mortality among drug users); participation in the SCAD seminar
- Collection and validation of data on drug-related deaths from national reports and statistical tables, and incorporation in the EISDD database
- Analysis of information on drug-related mortality for the EMCDDA *Annual report* and expert meeting
- Organisation of the annual meeting of the EMCDDA expert group on drug-related deaths (11–12 December), in coordination with WHO and Eurostat
- Organisation of a training workshop for acceding and candidate countries on the key indicator (10 December)
- Preparation, launch and evaluation of call for tender ('Assistance to the EMCDDA in data collection on drug-related deaths following the EMCDDA protocol for the key indicator')
- Coordination and steering of projects related to mortality among drug users:

  - o Assistance to the EMCDDA to facilitate and monitor implementation on mortality cohorts
  - o Expansion of the handbook on mortality cohorts among drug users

- Organisation of an EMCDDA expert meeting on mortality cohorts (Rome, 10–11 April), in collaboration with the project contractor
- Collaboration on updating the database on mortality cohorts and including it in the EMCDDA epidemiological database
- Organisation of an analysis workshop on mortality cohorts, in collaboration with the Biostatistics Unit of the MRC (Medical Research Council), Cambridge, and the Epidemiology Department of Rome E Health Authority

Outputs

- A section on drug-related deaths and mortality among drug users in the EMCDDA *Annual report* and statistical tables for the online version
- The annual expert meeting on key indicator drug-related deaths (Lisbon, 11–12 December)
- A training workshop for acceding and candidate countries (Lisbon, 10 December)
- Assistance to the WHO International Classification of Diseases (ICD-10) revised guidelines on codification of drug-related deaths
- A report on 'Assistance to the EMCDDA to facilitate and monitor implementation of mortality cohort studies following EMCDDA guidelines and to collect information produced by them'
- A report on 'Expansion of the handbook on mortality cohorts among drug users (key indicator drug-related deaths and mortality among drug users)'
- An expert meeting of the EMCDDA collaborative group on mortality cohorts (Rome, 10–11 April)
- An analytical workshop at the MRC Biostatistics Unit, Cambridge, 3–7 November; first drafts of papers from the Cambridge workshop (1. Description of cohorts included in the collaboration; 2. Comparative analysis of mortality between drug users and the general population (SMRs); 3. Incubation time for drug-related deaths among problem drug use recruited in the cohorts)

Further information on this project is available online.

Drug trends in youth

Objectives

The aim was to describe and analyse drug use among youth, especially under 18 years of age, in the framework of target 1 of the EU action plan. The project draws on the five key

epidemiological indicators as well as on research data and qualitative information. Specifically:

- To collect quantitative data and other information on drugs used, patterns of use, trends, vulnerable groups, and initiation into drug use among young people
- To pilot an instrument for collecting comparable data to test a theoretical framework for interpreting and predicting drug trends
- A contexual analysis of drug trends in youth, to include:
    - o the drug-specific context and social trends in youth
    - o the potential for the diffusion of drug use and harm

Activities

- Collection and analysis of quantitative and qualitative data on drugs and youth for the *Annual report*, including the selected issue, a policy briefing, a discussion paper and meetings
- Improvement of guidelines for the Reitox national focal points
- Incorporation of acceding countries through participation in a Reitox Academy workshop
- Collection and analysis of quantitative and qualitative data on 2C-T-2, 2C-T-7, 2C-I and TMA-2 for risk assessment under the joint action on new synthetic drugs
- Youth media data processing, SPSS analysis, synthesis and reporting
- Call for tender for contract to assess youth data in acceding countries
- Presentations on drugs and youth at a UNODC inter-parliamentarian meeting and the Malaga youth conference and on qualitative research at an ELISAD meeting

Outputs

- Text and tables for the *Annual report*; selected issue: drug and alcohol use among young people
- Policy briefing on drug use amongst vulnerable young people
- Draft report on youth media pilot project
- Discussion paper on patterns of polydrug use in Europe
- Technical annexes C and D for a joint action risk assessment of 2C-T-7
- Technical annexes C and D for a joint action risk assessment of 2C-T-2
- Technical annexes C and D for a joint action risk assessment of 2C-I
- Technical annexes C and D for a joint action risk assessment of TMA-2

Further information on this project is available online.

QED – European Qualitative Drug Research network and website

Objectives

- To maintain dissemination of information on the QED (Qualitative European Drug Research) website
- To provide continuity of goodwill by low-level external support (grant)
- To develop directories for CEEC countries and an inventory of drug-related research

Activities

- Collection of information from drug researchers in the EU
- Ongoing electronic dissemination of information
- Creation of new pages to integrate acceding countries into online directories

Outputs

- Continuous dissemination of updated material from over 700 bibliographical references, 430 researchers, more than 100 recent and current projects plus Member State profiles and other website areas
- Average statistics show more than 200 visitor sessions per day, with almost 20 % visiting more than once
- Acceding countries integrated into online directories

Further information on this project is available online.

Drug-related crime

Objectives

- To analyse data on drug law offences
- To analyse existing information on drug users in prison
- To adopt a common definition of 'drug-related crime' and review (internally) methods of estimating crime related to drugs and drug users, particularly psychopharmacological crimes and economic compulsive crimes
- To contribute to the evaluation of the EU action plan 2000–2004

Activities

Data on drug law offences and drug users in prison, as well as related information on drug-related crime, were extracted from the national reports and standard tables of the EU Member States and Norway and verified and analysed. Texts were written and tables and graphs generated for the *Annual report*.

Historical quantitative data on drug law offences and drug users in prison that have been submitted by the Member States since 1995 were checked for consistency and validity. They were then entered into the EISDD.

A consensus was reached with Europol on a common definition of drug-related crime. This definition was proposed for discussion at the horizontal working party on drugs as Cordrogue 92.

An international expert meeting to review methods of estimating drug-related crime – in particular, psychopharmacological crimes and economic compulsive crimes – was organised. Options for the development of new indicators of drug-related crime at EU level and in the Member States were identified.

Discussions took place with Europol in relation to the data provided to be included in the 1999 and 2003 snapshots to evaluate target 5 of the EU action plan on drugs 2000–2004.

Outputs

- An EMCDDA–Europol common definition of drug-related crime (Cordrogue 92)
- A report on an internal meeting on drug-related crime (methods developed in various countries)
- A section on drug-related crime in the *Annual report* 2003

Further information on this project is available online.

Drug-related social exclusion

Objectives

- To analyse qualitative and quantitative data from the 2002 national reports in order to produce the selected issue on social exclusion in the 2003 *Annual report*
- To conceptualise the issue of drug-related social exclusion, especially in relation to the TDI, and to define potential indicators and options for future work

Activities

- A literature review on social exclusion and its relation with drug use in both directions: drug use among socially excluded people and social exclusion among drug users

- Analysis of the 2002 national reports: a section on social exclusion, social problems and socio-demographic information among the treated population
- A section on social exclusion for the 2003 *Annual report*
- Initiating the conceptualisation of the social exclusion area, identifying separate dimensions and collaboration with the programme on responses, in particular regarding social reintegration
- Participation in the meeting on social reintegration

Outputs

- The selected issue, social exclusion and reintegration, for the *Annual report*

Further information on this project is available online.

Availability of illicit drugs

Objectives

- To develop a standard module of questions on drug availability to include in population survey questionnaires; to test a draft module of questions
- To analyse drug seizures, price and purity, contents of tablets and data on drug availability and drug markets from the national focal points
- To contribute to the evaluation of the EU action plan 2000–2004

Activities

The expert group on questions on drug availability in population surveys – formed in 2002 – met to discuss a set of draft questions on drug availability to be included in the EMQ (European Model Questionnaire). Some of these questions have been included for testing purposes within the surveys carried out by the participants in 2003.

Data on drug seizures, price, purity, contents of tablets and other information related to the drug market were extracted from the national reports and standard tables of the EU Member States and Norway and verified and analysed. Texts were written and tables and graphs generated for the *Annual report*.

Historical quantitative data on drug seizures, price, purity and contents of tablets, submitted by the Member States since 1995, were checked for consistency and validity. They were then entered into the EISDD.

A study was launched for providing an overview of the situation regarding cannabis purity – issues, levels and trends – in the European Union and acceding countries. It is being carried out between December 2003 and April 2004.

Discussions took place with Europol in relation to the data provided to be included in the 1999 and 2003 snapshots to evaluate target 4 of the EU action plan on drugs 2000–2004.

International literature on the relationship between drug availability and drug use was searched, reviewed and analysed in order to produce a conference presentation on that issue (Malaga, 30–31 October 2003).

Outputs

- Report on an internal meeting on developing a module of questions on drug availability within the EMQ – including draft questions to be tested
- Contributions to the 2003 *Annual report* on drug markets and availability

Further information on this project is available online.

EMCDDA Epidemiological Info System on Drug Data – EISDD

(Database support for implementation of the key indicators)

Objectives

- To introduce telematics into drug epidemiology; i.e. using telecommunications in combination with information technology in order to improve data management (collecting, archiving, retrieval and analysis of epidemiological information)
- To develop the EISDD indicator-related database
- To create a data dictionary in order to generate an internal translation of commonly used codes in all databases
- To collect data online – pilot project for aggregated data on drug prevalence surveys in the general population
- To carry out data analysis, producing subsets from specific indicator-related databases for statistical elaboration

Activities

The further development of the EISDD during 2003 followed a very practical route by paying attention to the most urgent issues related to improving data collection, data archiving, data checking and quality control.

Thus, from January until May, the data checking and updating of incoming qualitative and quantitative information of the 2002 data collection was continued, as well as the continuous updating of older material from the past.

During the summer, the EISDD internal quality control calculation procedure was improved in order to allow for status evaluation of the data that have been registered in the central archive. The set of system steering variables was enlarged in order to allow for more detailed reports on data management tasks. These EISDD internal evaluation procedures facilitated the presentation of a data quality report in early November 2003.

For the 2003 data collection, the EISDD input procedures changed considerably compared to the previous years, since all incoming data went through a commonly organised upload function via the Reitox website. For the first time, this approach allowed the data deliverers to keep track of their transfer activities.

It is now possible to state that the system is fully operational regarding its core task of being the EMCDDA's internal archiving and dissemination base for quantitative epidemiological information. In early November 2003, the concept for the output system was finished and the new EISDD export database received its first input from the central system. EISDD-EXPORT will become the future interface for analytical data-mining, as well as a portal for the outside world.

Monitoring responses to drug use
(Responses analysis, programme P2)

Overview of main achievements

Annual report **2003, policy briefings and other publications**

P2 staff analysed the Reitox national reports and drafted Chapter 2, 'Responses to drug use', of the EMCDDA *Annual report* 2003: the state of the drugs problem in the European Union and Norway. The programme contributed substantially to the two selected issues of the report: 'Drug and alcohol use among young people' and 'Social exclusion and reintegration'. Complementary material was presented online. P2 also consulted the authors of the EMCDDA *Annual report* 2003 on the acceding and candidate countries.

Extensive analysis of the evidence base and the practice of selective prevention in the EU was carried out in order to prepare the *Drugs in focus* policy briefing on drug use among vulnerable youth and an extensive report on 'Selective prevention in the European Union and Norway'. Significant information collection and analysis of scientific reports preceded the publication of the comprehensive 'European report on drug consumption rooms'. Other thematic analyses have been published on the EMCDDA website.

Meetings and conferences

Apart from project-related expert meetings, P2 organised a high-level conference on treatment monitoring and the EU action plan in November 2003. Members of the EMCDDA Management Board and national experts discussed state-of-the-art drug-related treatment in the EU and EMCDDA monitoring. P2 also actively participated in a high-level conference during the Greek Presidency, 'Towards an effective policy on drugs', and the conference 'Drug use and young people', in cooperation with the European Parliament and the Spanish authorities.

National reporting

The main objective of the 2001–2003 EMCDDA work programme for P2 was that it should implement core data sets in all subject areas of the programme. At the Reitox meeting in November 2002, it was decided that the Reitox national reporting system should be thoroughly revised. An EMCDDA/Reitox working group, including the P2 programme coordinator, presented a proposal, which was adopted by the heads of focal points in May 2003. The new system will use standard tables as instruments for quantitative information collection and structured questionnaires for qualitative information collection, whereas the national reports will be restricted to new developments only.

In November 2003, two standard tables ('Treatment availability' and 'Syringe exchange') and two structured questionnaires ('School prevention programmes' and 'Prevention of infectious diseases') were prepared and approved at a meeting of the Reitox heads of focal points. At the same time, preparation for future standardised instruments continued. The new reporting system will lead to improved objectivity, reliability and comparability of information. Planning has begun for new structures for information management at the programme level.

EDDRA

An internal evaluation of the EDDRA information system in 2002 was followed by initiation of a thorough revision of its different components in 2003. This process will include improving the visibility and user-friendliness of EDDRA, as well as its quality assurance procedures, in order to enhance its potential for exploitation by policy-makers and professionals. The technical maintenance of EDDRA was internalised.

Networking

Cooperation with European NGOs (e.g. the European Network on Drug Services in Prison [ENDSP], PrevNet, the European Foundation of Therapeutic Communities [EFTC] and IREFREA) continued, as well as cooperation with the institutional partners (UNDCP, WHO and the Pompidou group). Specific cooperation arrangements with Europol, Interpol and WCO in the field of supply reduction were continued.

The EMCDDA and P2 co-sponsored (without financial implications) several conferences in 2003 – including Measuring 'Addiction' in Europe (SoRad/NAD), the European Congress on Addictive Disorders (EFTC), The Effectiveness of Interventions for Addictions (Cochrane/Italian National Institute of Health) – and served on various scientific committees.

Enlargement

The imminent enlargement of the EU necessitated the expansion of information collection and information analysis to the acceding and candidate countries. The national reports and the standardised information received from both the EU and the acceding and candidate countries at the end of 2003 are all analysed together for the 2004 annual reporting process. Specific training was conducted for future EDDRA managers from acceding countries.

Projects

The different areas covered by the responses programme are divided into projects and are each the responsibility of a project manager.

Prevention responses

Objectives

- To analyse the national reports and write up the *Annual report*
- To compile drug education material for prevention in the area of families
- To further develop common core data on school-based prevention in terms of intensity, quality and delivery in the Member States and candidate countries
- To expand comparable information on implementation trends in prevention policy: coverage of problem areas, and prevention in the family and the community
- To advise on which models and strategies policy-makers and practitioners should favour for funding

Activities

The online tables for the 2003 *Annual report* were compiled from the national reports and the standard table on coverage of school-based prevention (table 19). These give an improved comparative overview of activities in the prevention field according to several variables and also list relevant web-based resources.

Two expert meetings within the European drug abuse prevention trial contributed to the development of the first European controlled trial on school-based prevention. A structured questionnaire on selective prevention and community-based prevention has been developed for the Reitox reporting system. It includes both selective and universal family-based prevention.

During an expert seminar in June 2002, expert questionnaires and analyses from 13 Member States on selective and indicated prevention, as well as on community-based prevention, were discussed and compiled. This led to the first ever overview of the state of selective prevention in the EU, and this was presented at the EMCDDA conference in Malaga (October 2003).

The abovementioned expert meeting on community-based prevention and selective and indicated prevention and the Malaga conference on drugs and youth concentrated most of the 2003 resources on analysing prevention responses for vulnerable youth. An EDDRA analysis of community-based prevention shed new light on the range of activities and contents available in this area.

Extensive work was carried out on ensuring the quality of both new and updated EDDRA entries.

The material collected was compiled into policy briefing no. 10 ('Drug use among vulnerable young people'), which summarises positive experiences in selective prevention policy in the EU.

Outputs

- Analysis of the standard table on school-based prevention
- An article entitled 'Drug use amongst vulnerable young people' in issue no. 10 of the EMCDDA's *Drugs in focus*
- A report entitled 'Selective prevention in the European Union'
- A report entitled 'Community-based prevention in the European Union' (EDDRA analysis)
- A prevention section and online tables for the EMCDDA Annual report

Further information on this project is available online.

Prevention in recreational settings

Objectives

- To analyse national reports and write up for the *Annual report*
- To further develop the common core data on intensity and delivery of prevention in recreational settings in Member States and candidate countries
- To advise on which models and strategies policy-makers and practitioners should favour for funding

Activities

The online tables for the 2003 *Annual report* were compiled from the national reports and the relevant standard table. They give an enhanced overview of activities in this field.

Standard tables tracing the extent of outreach work in recreational settings were analysed. However, as the relevant standard table is going to be taken out of the Reitox reporting system in 2004, no further action was taken. The quality of new EDDRA entries was assured.

Two specific seminars on the evaluation of projects in recreational settings (in Palma de Mallorca and Hanover) were participated in and contributions were made to a monograph about ecstasy use (Addicciones).

Contributions were made to policy briefing no. 10 ('Drug use among vulnerable young people') and to the EMCDDA website.

Outputs

- Standard tables on prevention in recreational settings
- A chapter in a monograph on ecstasy use and appropriate prevention responses (Addicciones)

- Reports on the EMCDDA website about:
    - o Quality models and approaches for prevention in recreational settings
    - o Evaluation indicators for prevention in recreational settings (also in Spanish)
    - o Online tables for the *Annual report*

Further information on this project is available online.

Prevention of drug-related infectious diseases

Objectives

- To collect information from EU Member States and Norway on responses to reduce infectious diseases among drug users
- To analyse this information and produce a section for the *Annual report* and a set of corresponding online tables
- To develop and refine data collection tools on responses to reduce infectious diseases among injecting drug users
- To analyse what access to treatment is available in EU countries and Norway for the treatment of hepatitis C infection in drug users

Activities

Relevant data on responses for preventing infectious diseases among drug users were assessed and extracted from the national reports (and standard table 10) and entered on an internal database. The section of the EU 2003 *Annual report* dealing with measures taken in Member States to prevent infectious diseases and corresponding online tables were produced. The project manager provided editorial input to chapter 3 ('Infectious diseases') of the *Annual report* on the drugs situation in acceding and candidate countries. The new data collection tools in the area of infectious diseases were finalised for assessment in May 2003, piloted with the national focal points during the summer and adopted for inclusion in the 2004 reporting exercise at the Reitox meeting in November.

Cooperation has been initiated with DG SANCO to develop an inventory of risk-reduction measures in order to monitor the responses in the Member States to the Council Recommendation of 18 June 2003 (2003/488/EC) on the prevention and reduction of health-related harm associated with drug dependence.

A study by a group of consultants on the availability of HCV treatment guidelines (see the feature article in Drugnet 43) was launched at an expert meeting in July 2003. The work of the consultant group was continuously overseen and supervised.

The project manager actively participated in a project meeting of the Phare networking facility (Budapest, 12–14 June 2003), which brought together managers of central and eastern European NGOs and networks with managers of EU networks working in the field of demand reduction.

Outputs

- A section on harm reduction responses in the *Annual report* and online tables 6 to 10
- Member of the editorial board of the *Annual report* on the acceding and candidate countries drug-related infectious diseases chapter
- Standard table 10: 'Syringe availability' (Reitox website)
- A structured questionnaire (number 24): 'Harm reduction measures to prevent infectious diseases' (Reitox website)
- Contribution to policy briefing no. 8: 'EU enlargement and drugs – challenges and perspectives'
- Contribution to policy briefing no. 11: 'Hepatitis C – a hidden epidemic'

Presentations and publications

- Hedrich, D., 'Monitoring and evaluation as a tool for building knowledge and improving effectiveness – the example of harm reduction', presentation at the Demand Reduction Conference of the Phare Networking Facility Programme, Budapest 12–14 June 2003
- Kimber, J., Dolan, K., van Beek, I., Hedrich, D. and Zurhold, H. (2003), 'Drug consumption facilities: an update since 2000', *Drug and Alcohol Review*, 22, Harm Reduction Digest, 2003, pp. 227–233
- Hedrich, D., 'Evaluation helps projects grow', *Dialogue and Information Newsletter*, 1, Phare Networking Facility Programme (2003), p. 2.

Reduction of drug-related deaths

Objectives

- To collect information from the national reports of EU Member States and Norway on measures taken to reduce the number of drug-related deaths
- To develop a structured data-collection tool to assess the policies and interventions aimed at reducing overdose deaths among heroin injectors
- To discuss, during a workshop at an international conference (CLAT 2), the feasibility of the data-collection tool with regard to prevention of heroin overdose

- To document and describe the operation of supervised drug consumption facilities and the results of new evaluation studies

- To provide an overview of current information on drug consumption rooms (postponed from 2002)

Activities

Relevant data on responses for reducing drug-related deaths were assessed and extracted from the national reports and standard table and entered on an internal database. The section of the EU 2003 *Annual report* dealing with measures taken in Member States to reduce drug-related deaths and the corresponding online tables were produced. Progress reports on the work undertaken so far were delivered to the national focal points in January and November.

A new standardised data collection tool for inclusion in the 2005 reporting exercise was developed. This involved organising a small expert group meeting on 9–10 October 2003. The project manager participated in the CLAT 2 conference in Perpignan, where she presented an overview of responses to drug-related deaths and an update on the development of the data-collection tool (a structured questionnaire).

Newly published evaluation studies and research reports (up to August 2003) on drug consumption rooms were included in the summary of evidence on consumption rooms, which was finalised at the end of the year (published January 2004). The database of consumption rooms and the bibliography were continuously updated.

Outputs

- 'Stratégies et réponses pour réduire les décès liés à la drogue' (Strategies and responses to reduce drug-related deaths), presentation at the Southern European Harm Reduction Conference, CLAT 2, Perpignan, 22–24 May 2003

- 'European report on drug consumption rooms'

- Ballotta, D., Merino, P. P. and Hedrich, D., 'Politicas de reducción de riesgos desde una perspectiva europea', *Journal of the Instituto Vasco de Criminología*, San Sebastian, Instituto Vasco de Criminología (forthcoming)

Further information on the overdose prevention project is available online.

Further information on the consumption rooms project is available online.

Treatment facilities

Objectives

- To analyse the national reports and write up a section for the *Annual report*

- To assess quality and standards in treatment related to illegal drugs

- To monitor/map the availability of treatment related to illegal drugs, including EDDRA analyses
- To identify and select instruments for assessing treatment quality

Activities

The national reports were analysed and used as background information for writing up the section on treatment for the *Annual report*. This section presented the latest developments in the field of drug-related treatment and on measures taken to assure the quality of services in the Member States. Furthermore, a quantitative table of clients in substitution treatment over the last four to five years was presented for the first time.

Similarly, based on the 2002 national reports, an overview of standards and quality controls and mechanisms in each of the EMCDDA Member States and Norway, as well as information on European cross-country projects in the field, was published on the EMCDDA website in April 2003.

A standard table on the availability of drug-related treatment was tested at a number of national focal points. Through this process, the standard table was further developed and the final version eventually approved at the Reitox meeting in November. This standard table will be used for data collection and will help in the monitoring and mapping of drug-related treatment availability in the EU.

Around 20 instruments for evaluating responses to drug use were published in the Evaluation Instruments Bank. Approximately 10 of these were exclusively for evaluating drug-related treatment, whereas some of the others could be used not only for treatment but also for other sub-areas within the overall area of responses. Use of the Evaluation Instruments Bank rose significantly in the first half of the year, from around 2 000 page views in January to more than 8 000 in July.

Outputs

- A section on treatment and on social reintegration in the *Annual report*
- Writing and publication of the web report, 'Standards and quality assurance in drug-related treatment and social reintegration in the EU Member States and Norway'
- Publication of the article (a revised version of an earlier article published in the '*International Journal of Drug Policy*) 'An overview of opiate substitution treatment in the European Union and Norway' in the journal *Harm Reduction in CEE/NIS* (written in cooperation with Gregor Burkhart and Margareta Nilson)
- New instruments contributed to the Evaluation Instruments Bank

Further information on this project is available online.

Social reintegration

Objectives

- To analyse the national reports and write up a section for the *Annual report*
- To assess the availability of social reintegration, including EDDRA analyses
- To monitor/map the availability of social reintegration measures in candidate countries

Activities

The sections in the national reports on social exclusion and reintegration served as a basis for writing the relevant section in the *Annual report* describing the different kinds of social reintegration services. A map is included showing the main provision modes of social reintegration in the Member States.

An overview of standards and quality assurance in social reintegration in the EU Member States and Norway was published on the EMCDDA website in April 2003. This publication provided an overview of quality controls and mechanisms in each of the EMCDDA Member States, as well as information on European cross-country projects in the field.

An 85-page publication, Social reintegration in the European Union and Norway, was published in March describing the availability of social reintegration. This was written in collaboration with an external expert. One of the conclusions of the report was that data comparability across the European countries is low. The process was initiated for developing a structured questionnaire in the field of social reintegration, in the framework of the new Reitox reporting system. An expert meeting was held and the first draft of the questionnaire was produced. This will be tested in 2004 with the national focal points and implemented as a data collection tool in 2005.

One specific instrument for evaluating social reintegration was published in the Evaluation Instruments Bank. This was in Greek and carried the translated title 'Evaluation questionnaire of the services in social rehabilitation'. However, a number of other evaluation instruments published were also applicable for social reintegration.

Outputs

- A section on social reintegration in the *Annual report*
- A report on 'Social reintegration in the European Union and Norway'
- A report on 'Standards and quality assurance in drug-related treatment and social reintegration in the EU Member States and Norway'

Further information on this project is available online.

Prevention of drug-related crime

Objectives

- To analyse the sections in the national reports reporting on responses in the various criminal justice systems
- To monitor interventions targeting drug-dependent offenders in the Member States and candidate countries that offer alternatives to prosecution and imprisonment
- To disseminate information to policy-makers on alternatives to imprisonment
- To monitor social and health policies and measures concerning drug users in prison in the Member States and candidate countries
- To assess lessons learned at local and national levels in criminal justice settings on how to tackle drug-using offenders in the EU and candidate countries

Activities

Interventions in the Member States' criminal justice systems were analysed for inclusion in the EMCDDA *Annual report*. The national focal points contributed towards producing standard table 20.

A policy briefing on drug treatment in prisons was published in 2003. This drew on the relevant parts of the EMCDDA study on 'Assistance to drug users in prisons' as well on the Reitox national reports.

Terms of reference were drafted and a call for tender launched to carry out a survey on health and social measures targeting drug users in EU prisons. The survey is being carried out by the European Network of Drug Services in Prisons (ENDSP) and its finalisation is foreseen by spring 2004.

The project participated in the steering group meeting (Brussels, February) and the annual European conference (Warsaw, October) of the ENDSP. This conference presented the work of the EMCDDA in the field of offering alternatives to prison.

The project participated in the national conference of the Spanish National Association of Neuropsychiatry (Oviedo, June). The EMCDDA wrote a chapter on helping drug users in prison, which was published in the book *La atención a la salud mental en la población reclusa*.

A structured questionnaire on alternatives to prison that target drug users was developed. A meeting was held on the 23 and 24 October aimed at improving the questionnaire. The meeting was attended by representatives of the Irish, German and Portuguese focal points as well as of the ENDSP, the Comité Européen pour la Probation and the Quasi Compulsory Treatment European project.

Outputs

- A contribution to the *Annual report*: 'Responses targeting drug users in criminal justice settings'
- A contribution to *Drugs in focus*, issue no. 7: 'Treating drug users in prison – a critical area for health-promotion and crime-reduction policy'
- Ballotta, D., Merino, P. P. and Hedrich, D. (forthcoming) 'Politicas de reduccion de riesgos desde una perspectiva europea', *Journal of the Instituto Vasco de Criminología*, Instituto Vasco de Criminología, San Sebastian
- Márkez, M., 'La atención a drogodependientes en la población reclusa', in *La atención a la salud mental en la población reclusa*, Sociedad Española de Neuropsiquiatría
- Violence and insecurity related to the consumption of psychoactive substances. Sousa Vicente, Merino. Pompidou Group Report.

Further information on this project is available online.

Exchange on Drug Demand Reduction Action (EDDRA) information system

Objectives

- To enter all new project descriptions into the database according to the Reitox contract
- To develop and support EDDRA expertise and skills in the CEECs
- To ensure that EDDRA data is accessible
- To update the EDDRA system according to the evaluation results of the 2002 internal study
- To promote the use of EDDRA data in the EU

Activities

During 2003, EDDRA received 82 files, of which 58 were new entries and 24 were updates. There has been active communication with all EDDRA managers.

To date, three EDDRA managers have been confirmed from the new Member States. Six of the new Member States attended the 8th Coordination meeting in December 2003. IT preparations are under way to incorporate the new Member State entries into the database during 2004.

During 2003, EDDRA was upgraded to more modern software, which has increased the reliability of the service. An updated version of the offline tool was produced and in addition a number of software bugs were detected for which solutions were developed. EDDRA statistics, alongside other EMCDDA statistics, are also now available on the web on a monthly basis.

An updated project description, marketing, quality and performance plan have been developed for implementation in 2004. This was discussed at the 8th Coordination meeting in December 2003.

The EDDRA web page has been updated and all new entries and updates are now publicised here and in the EMCDDA News section. In addition, a monthly newsletter will be sent out to over 700 contacts.

Outputs

Further information on this project is available online.

Interventions for drug supply reduction

Objectives

- To analyse information from the national reports and international partners
- To compile a selection of data from EU and international partners databases
- To agree on a set of core data involving all EU Member States

Activities

Following the results of the Reitox heads of focal points meeting in 2002, it was decided to revise the whole project approach. A new work programme was drafted based on three main activities: first, compiling a selection of data from EU and international partners databases on prohibition measures and on measures to counter the diversion of controlled chemicals and to address money laundering; second, contributing to the final evaluation of the EU action plan; third, contributing to a monograph on cannabis, based on the specific focus on this substance in 2003.

A questionnaire on cannabis supply reduction was adopted and submitted to a number of national and international authorities. The answers may require an expert meeting to be convened in 2004 to contribute to the monograph on cannabis that is planned for 2004.

Information on measures addressing money laundering was obtained through cooperation with the FATF General Secretariat. This contact may also lead, at a later stage, to a bilateral meeting focusing on increased cooperation. Increased EMCDDA visibility led to participation in a number of third-party activities, including one organised by Interpol, and to having access to valuable information on drug supply reduction.

Outputs

- A contribution to the EMCDDA *Annual report* on drug supply issues
- A questionnaire on reducing cannabis supply

Further information on this project is available online.

Implementing the EU joint action on new synthetic drugs (programme P3)

Objectives

- To rapidly collect and exchange information on new synthetic drugs (NSD) through the early warning system (EWS) – Art. 3 JA
- To develop guidelines on the EWS in order to strengthen the Reitox and acceding/candidate countries' networking capacity in the EWS and the EMCDDA's role in coordinating data collection and processing, monitoring and feedback
- To develop a prototype of the EMCDDA's information system on synthetic drugs (database/website)
- To carry out risk assessments on new synthetic drugs – Art. 4 JA
- To strengthen the technical support to the Scientific Committee in its risk-assessment tasks
- To follow up on the conclusions of the evaluation of the joint action as foreseen in the EU action plan
- To integrate the acceding and candidate countries into the joint action (Art. 3)

Activities

This project involves the continuous collection, analysis and exchange of information on synthetic drugs (MDMA, PMA, 'Yaba', DOB, DMT) and new synthetic drugs (2C-T-2, 2C-T-7, 2C-I, TMA-2, PMMA, GHB, Ketamine, 5MeO-DiPT, 5MeO-DMT, BZP, AMT, Ibogaine) through the EWS partners (the Reitox focal points, Europol, the European Commission, and the European Agency for the Evaluation of Medicinal Products) in accordance with Art. 3 of the 1997 joint action. Structured feedback to the EWS progress reports of the national focal points was also provided, as well as technical assistance for the launch of the Polish early warning system.

The joint action team provided regular feedback to the Commission on the preparation of the new Council Decision to replace the 1997 joint action on new synthetic drugs.

A prototype of the EMCDDA's information system on synthetic drugs (European synthetic drugs database and website) was developed and discussed during the third EWS workshop, which took place on 8 December in Lisbon, with the participation of the new Member States. Another objective of the workshop was to contribute to the improvement of the national early warning systems in preparation for the extension of the EWS to the new Member States and in view of the forthcoming Council Decision to replace the 1997 joint action on new synthetic drugs. Furthermore, networking between the EWS partners at European level was enhanced.

The joint action team prepared the technical annexes for the risk assessment of 2C-T-2, 2C-T-7, 2C-I, TMA-2 and organised a meeting of the enlarged Scientific Committee (31 March to 1 April) to carry out the risk assessments.

Outputs

Reports

- Report on the risk assessment of 2C-T-2 in the framework of the joint action on new synthetic drugs
- Report on the risk assessment of 2C-T-7 in the framework of the joint action on new synthetic drugs
- Report on the risk assessment of 2C-I in the framework of the joint action on new synthetic drugs
- Report on the risk assessment of TMA-2 in the framework of the joint action on new synthetic drugs

Publications (in print)

- Report on the risk assessment of 2C-T-2, 2C-T-7 and 2C-I in the framework of the joint action on new synthetic drugs
- Report on the risk assessment of TMA-2 in the framework of the joint action on new synthetic drugs

Further information on this project is available online.

Monitoring national and Community strategies and their impact
(Strategies and impact analysis, programme P4)

Overview of main achievements

The year 2003 has been marked by the consolidation and continuation of work that had been launched by P4 in previous years. In the area of public expenditure, the activity of conceptualisation was continued and an expert proposal for a European common methodology was delivered to the EMCDDA and will be assessed (as far as scientific relevance and feasibility are concerned) by the Centre and other economic experts in this field in 2004.

In the area of coordination and strategies, a policy briefing was drafted and disseminated and a presentation was made at the National Coordinator meeting in Greece in May 2003. This policy briefing echoed the main findings of the report that was published in November 2002 on this topic. The study was also updated so as to include the acceding and candidate countries and

some of the new content reflected in the *Annual report* on these countries. The programme also contributed to the draft communication of the Commission on this issue.

Much fine-tuning and improvement of data was carried out on the ELDD legal database – a routine but crucial activity – and data from the acceding and candidate countries continued to be added. Legal analysis, both at national and European levels, remained one of the key activities, with the production of four comparative studies ('The role of quantity in the prosecution of drug offences', 'Drugs and driving', 'Young people and drugs – a legal overview' and 'Non-criminal punishment') and the preparation of a review of EU acquis on drugs that will be released in early 2004.

Participation in the monitoring and evaluation process of the EU action plan on drugs has been intensified and the year was thus dedicated to defining the evaluation apparatus, within the framework of an ad hoc steering group presided over by the Commission. In particular, the EMCDDA's contribution to the evaluation process was consolidated with the introduction of the 'snapshot' model. It was also decided that, in 2004, along with the snapshots, P4 will produce several thematic papers shedding light on topics relevant to the EU action plan's objectives, aims and targets. These topic-focused papers will serve as background documents for the Commission as it drafts the final evaluation.

The team also developed its activities with regard to responding promptly to policy-makers who need information and analysis on any issue of scientific and policy interest. Thus many Member States were provided with short overviews of European legal or policy-related topics at their request. As an example, an extensive overview was drafted for the French coordination body (MILDT) on the legal status of drug use (or possession for personal use) across European countries; this working paper was intended to contribute to the French officials' decision-making process concerning a possible modification of the French drug law.

The team continued to lead a strategic reflection on the scientific methods and other tools that could be relevant, feasible and useful for contributing to the monitoring, analysis and evaluation of national strategies and policies. In December 2003, an expert meeting took place in Lisbon bringing together scientists and professionals who have specialised in the field of drug policy analysis with the purpose of helping P4 to determine which characteristics of drug policies to monitor on a routine basis and which could be the topical issues that need to be studied in depth in the years to come.

Finally, P4 has developed specific expertise that allows it to give a policy-focused dimension to EMCDDA activities and products when called upon to do so.

Projects

The different areas covered by the programme are separated into projects and are each the responsibility of a project manager.

National strategies

Objectives

- To describe strategies and coordination arrangements on drugs in the CEECs as a basis for assessment and analysis and keep up-to-date reports on western countries (2002)

- To increase awareness about strategic approaches to drug policies in the CEECs
- To contribute to P4 planning and identification of objectives in the area of drug policy and economic assessment of drug policies, in order to work towards evolving a methodology to collect data on the costs of drug policy

Activities

- Drafting of reports on national strategies, coordination and drug laws
- Presentations and lectures on drug strategies/laws/costs in Brussels, Budapest, Milan, Malaga, Lisbon
- Contribution to other conferences and presentations
- Articles for the media and other external publications: Fuoriluogo IT, Videoline IT, Politiken DK, Radio France Culture FR, Newsweek PL, Fuoriluogo IT, Le Figaro FR, Ottawa Citizen CA, Radio K Centrale IT, Review of Law faculty Lisbon
- A contribution to the Italian national report to parliament on the drug situation
- A contribution to the Commission's 'Communication on coordination in the field of drugs'
- Contribution to defining the new Reitox guidelines
- Coordination of a research project on public expenditure (Reuter)
- Fine-tuning of online reports (Casselman and Kopp) and web information on national drug strategies and coordination

Outputs

- A chapter on the characteristics of national strategies for the 2003 *Annual report* on acceding and candidate countries
- A contribution to part 2 'responses' and a selected issue on public expenditure in the area of drug demand reduction for the EU *Annual report*
- An article on 'Coordination: a key element of national and European drug policy' in *Drugs in focus* no. 9
- A report on drug use and the law in the EU, drafted at the request of the French MILDT
- A report (presentation) to the Belgian parliament on the status of the drug laws in EU countries
- Access to online studies: 'Public spending on drugs in the European Union during the 1990s – retrospective research' and 'Legal aspects of substitution treatment: an insight into nine EU countries'
- Reorganisation of website pages for national strategies, coordination and public expenditure

EU action plan – focus on evaluation

Objectives

- Supporting the evaluation of the EU action plan
- To improve the quality of the baseline of the EU action plan on drugs
- To contribute to P4 planning and to identifying objectives in the area of evaluation methodologies

Activities

- Drafting an EMCDDA overview of the tools available for the evaluation of the EU action plan on drugs
- Revision, in collaboration with Europol, of the structure of the snapshots for the EU action plan on drugs 2000–2004 and adaptation of the 1999 baseline
- Management of the preparation of the second snapshot
- Launching of a study on the evaluation methodologies implemented in selected Member States
- Coordination with the European Commission's drug coordination unit on evaluation strategy and management of the evaluation pilot group of the Commission
- Contribution towards the revision of the scoreboard questionnaire for Member States
- Contribution to the draft EMCDDA 2004–2006 work programme
- Contribution to the organisation of presidency conferences (Athens)
- Coordination of activities and follow-up of the drug prevention programme of the Health and Consumer Protection Directorate of the Commission (SanCo), including participation in the elaboration of the joint initiative for the development of key indicators
- Follow-up of the preparation of the European Commission's draft proposal for a consolidated EMCDDA regulation
- A contribution to the EMCDDA 2003 *Annual report*
- Participation in two international drugs conferences
- Back-up activities for the head of programme

Outputs

- Draft working document 1999–2004 'Snapshots for an evaluation of the European Union Strategy on Drugs (2000–2004)' by the Commission. Version 28 August 2003 (EMCDDA File NR 0302GEPR3)

- Final evaluation of the EU action plan on drugs 2000–2004: 'Overview of available products/ tools: An EMCDDA perspective' (working document, Steering Group, May 2003 (Rev 7))

For further information on the Snapshot please click here

Further information on this project is available online.

European legal instruments on drugs

Objectives

EU legislation

- To contribute to the collection and analysis of the EU legal and political framework on drugs in the context of the convention/IGC
- To contribute to the collection and analysis of the EU 'acquis' on drugs in the context of enlargement and the convention
- To contribute to the project to extend the ELDD to comply with EU law
- To contribute to P4 planning and identification of objectives and tools in the area of drug policy

Activities

- Collection of EU legislation to be integrated into the ELDD and co-writing of the abstract on EU legislation in the ELDD
- Participation in a high-level conference and presentation of an academic article on the stakes in Turkey's accession to the EU with regard to the fight against drugs
- A note on the framework for drugs in the euro-Mediterranean partnership
- Continuous updating of the literature list
- Follow-up of the constitutional development (work of the convention)
- A contribution on the European initiatives in focusing on drugs among young people presented at the Malaga conference
- A working paper on the single market and the drug phenomenon
- Organisation of a workshop on drug policies

Outputs

- An academic article (to be published)
- Contribution to the *Drugs in focus* briefing: 'Coordination: a key element of national and European policy'
- Contribution to the *Drugs in focus* briefing: 'Drug use among vulnerable young people'
- Contribution to the 2003 *Annual report*
- Contribution to the report on cannabis

Drug legislation

Objectives

Monitoring drug laws

- To maintain and fine-tune information sources for the European Legal Database on Drugs (ELDD)
- To improve the quality of the data presented in the ELDD
- To expand the ELDD to comply with EU law and to continue integrating data from the candidate countries
- To produce a series of comparative analyses on key issues to publish in the ELDD
- To bring the ELDD to a wider audience in order to disseminate legal and policy information
- To monitor and evaluate the impact of the promotion strategy
- To contribute to P4 programme planning and identification of objectives in the area of evaluation

Activities

- Organisation of the annual legal correspondent meeting held in June 2003, expanded to include a number of legal correspondents from the candidate countries due to the assistance of the Phare programme
- Researched and published four comparative studies: 'The role of quantity in the prosecution of drug offences', 'Drugs and driving', 'The laws on drugs relevant to young people' and 'Non-criminal punishments'
- Entered Bulgaria, Lithuania and Cyprus on the ELDD and finalised preparations to include EU drug legislation
- Sections were drafted on national legislation for the EMCDDA's *Annual reports* for both the EU and the candidate countries

- Reviewed last year's promotional campaign, when 504 emails were sent to appropriate individuals and institutions in 12 countries
- Promotion of the ELDD at the 46th session of the CND in April at the invitation of the UNODC
- Presentations on national drug laws to the Pompidou Group and the Western Balkan countries

Outputs

- http://eldd.emcdda.eu.int
- Four comparative studies:
  http://eldd.emcdda.eu.int/databases/eldd_comparative_analyses.cfm
- Three candidate countries published on the ELDD:
  http://eldd.emcdda.eu.int/databases/eldd_search.cfm
- Contribution to chapter 2 of the 2003 *Annual report*:
  http://annualreport.emcdda.eu.int/en/page047-en.html
- Contribution to chapter 4 of the 2003 *Annual report* on the candidate countries:
  http://candidates.emcdda.eu.int/en/page44-en.html

Reitox and enlargement

Overview of main achievements

In January 2003, the Management Board adopted the new 'Operating framework for the Reitox system'. This new basis for the EMCDDA's technical and scientific cooperation defines Reitox as a mechanism for collecting and exchanging information between 29 countries, the European Commission and the EMCDDA. It stresses that the EMCDDA and the Member States share the responsibility for the facilitation of Reitox work processes and the assurance of high-quality outputs. The national focal points are described as information interfaces between the EMCDDA and its Member States and, as such, play a dual role. On the one hand, under the responsibility of their governments, they are the 'national authorities' for providing drug information to the agency. On the other, under EMCDDA guidance, they are 'ambassadors' representing and promoting Reitox at home. Through the definition of a new approach for capacity development and training, the operating framework provides a formal base for the 'Reitox Academy'.

Based on the new operating framework, an ad hoc working group on Reitox reporting (with participants from the national focal points, the Scientific Committee and the EMCDDA) revised the contents, tools and processes of Reitox reporting. The main result of this work, the new ten-module 'Reitox reporting structure', was adopted during the May 2003 meeting of the heads of the focal points. This document, which takes into account the real information needs of the EMCDDA and the limited resources of all partners involved, provides strategic orientations, puts forward principles for reporting, clarifies reporting processes and defines new and revised reporting tools. The reporting tools consist of: standard tables for standardised quantitative information which is regularly reported; structured questionnaires for qualitative information which does not change very often; and national reports summarising the national situation, main trends and new developments and giving notification of major national studies and reports.

The implementation of the new operating framework also resulted in the formalisation of the involvement of the national focal points in the establishment of the EMCDDA's three-year and annual work programmes, as well as in the introduction of a new grant agreement model for the participation of the EMCDDA in financing the activities of the national focal points.

Meetings of heads of focal points, including all 29 partner countries, the Commission and the relevant EMCDDA programmes, took place in Lisbon in February, in Athens in May and in Cagliari in November 2002.

The main achievements of the new Phare project, 'Participation of the Candidate CEECs in the EMCDDA', which was launched in December 2002, include: political awareness-raising through a high-level conference; national reports from the CEECs (their quality was assessed by EMCDDA staff); the 2003 *Annual report* on the drugs problem in the acceding and candidate countries; the policy briefing 'EU enlargement and drugs – challenges and perspectives' and a study on 'Characteristics of drug strategies and national coordination in the beneficiary countries'. Further project results concern: institution and capacity building activities for NFPs and their networks through the co-financing of national actions; Reitox Academy training courses; the participation of CEEC experts in EU expert meetings; EMCDDA reassessment missions to the CEECs; and updating and expansion of http://candidates.emcdda.eu.int/en/home-en.html through the inclusion of country profiles of the drug situation.

Staff of the focal points of Cyprus, Malta and Turkey, which were not covered by the Phare project, participated in meetings of heads of focal points and Reitox seminars. The EMCDDA conducted a reassessment mission to Cyprus.

In early 2003, the Commission decided to discontinue negotiations with the 10 acceding countries for EMCDDA membership because of their forthcoming EU membership. The negotiations with Bulgaria, Romania and Turkey will continue; their EMCDDA membership is expected later in 2004.

Reitox

Reitox data and information quality and improvement

Objectives

- To harmonise guidelines for national reports (the general part and selected issues)
- To provide coordinated feedback from national reports (Reitox feedback, EMCDDA staff, the Scientific Committee, external contractors)
- To develop feedback on standard tables (to develop harmonised criteria for evaluation, to extend the quality evaluation to all existing standard tables and to coordinate feedback from internal staff)

Activities

- Further development and implementation of mechanisms for improving data quality concerning Reitox core tasks

- Ongoing contact with national focal points on reporting guidelines and ways to improve national reports
- Definition of a new reporting structure for the national focal points, including guidelines for national reports, standard tables and structured questionnaires
- Working group meetings with national focal points, EMCDDA staff and Scientific Committee members on the definition of a new reporting structure
- Coordination of the process of assessing the new reporting tools for the 2004 reporting exercise
- Meetings with three heads of Reitox NFPs (Cyprus, Malta and Turkey)

Outputs

- Feedback on national reports and standard tables, including input from the Scientific Committee
- Minutes of the working group on the new reporting structure
- Documents on the new reporting structure
- Guidelines for the 2004 national reports, standard tables and structured questionnaires

Further information on this project is available online.

Reitox network management

Objectives

- To manage, on a daily basis ('waking state'), the Reitox system, including the execution of the Reitox work programme, in liaison with the head of programme
- To continuously develop the network's communication and managerial components
- To put in place an effective grant-based system between the EMCDDA and the NFPs
- To integrate, progressively and effectively, the candidate countries' NFPs into routine Reitox activities

Activities

Daily management of the Reitox system:

- Management and running of the network's 'waking state' interface
- Coordination and provision of support to the national focal points to facilitate their daily work for the EMCDDA

- Follow-up and coordination of external reports and information delivery from the NFPs, as well as internal dissemination of Reitox activities and findings
- Coordination of the Centre's information flow towards the NFPs
- Formulation, in cooperation with the programme coordinator, of networking strategies and policies
- Formulation, execution and follow-up, in cooperation with the programme co-ordinator, of the 2003 Reitox work programme

Continuous development of the network:

- Implementation of the Reitox operating framework
- Improvement of the interactivity and content-related aspects of the Reitox Extranet website
- Coordination and preparation of the meetings of heads of focal points, of which two out of three were organised outside Portugal (Greece in May and Italy in November)

Grant-based system between the EMCDDA and NFPs:

- To put in place and improve an EC grant-based system with the NFPs
- To put into place an effective and transparent financial follow-up and auditing system
- To manage and follow up all financial and contractual aspects of Reitox activities internally and externally

Candidate countries' NFPs:

- Contribution to the process of integrating the NFPs of the acceding and candidate countries into the general Reitox network's activities

Outputs

- The operating framework of the Reitox system (adopted by the Management Board in January)
- The 2003 grant agreement with 15 EU national focal points (established in May)
- Minutes and working documents of the meetings of the Reitox heads of focal points (26 February, 27 May and 28 November)

Further information on this project is available online.

Enlargement

Cooperation with candidate countries
(including implementation of the Phare–EMCDDA project)

Objectives

- To further develop the technical assistance project with the candidate countries of the CEECs
- To prepare the integration of the candidate countries into the activities of the EMCDDA
- To support and further develop cooperation with Cyprus, Malta and Turkey
- To develop and extend the concept of a 'Reitox Academy' in respect of Reitox reform (capacity development)

Activities

- A new contract with the Phare programme, 'Phare project: participation of the candidate CEECs in the EMCDDA', which has been running since December 2002
- Raising political awareness in order to obtain a higher level of commitment from the acceding and candidate countries' decision-makers, through a high-level meeting and reassessment missions to those countries
- Progressive integration of all acceding and candidate CEECs into the activities of all departments of the Centre, with priority given to the five key epidemiological indicators, the ELDD and the JANSD
- Inclusion of Cyprus, Malta and Turkey into all meetings and training activities, collaborating in the preparations for twinning projects in the three countries and organising a reassessment mission in Cyprus in November 2003
- Expansion, organision and implementation of the Reitox Academy with the participation of Reitox NFPs, including those in acceding and candidate countries; implemention and evaluation of a foundation course, intensive courses and specialised courses

Outputs

- *Annual report* 2003 on the drugs problem in the acceding and candidate countries
- New website of the candidate countries (http://candidates.emcdda.eu.int/en/home-en.html), including eight country profiles and nine national reports
- Four national training activities
- A special session on 'Building a national drug information system and EU practices, standards in drug information collection' for policy-makers from the acceding countries at a high-level conference organised in cooperation with the Greek Presidency (Athens, 5–7 March 2003)

- Activity reports to the EC (monthly, quarterly, inception and intermediary reports)
- Updated scoreboard on the state of development of national focal points and national drug information networks in acceding and candidate countries (for preparating the regular reports of the European Commission – DG JHA)
- *Drugs in focus* no. 8, 'EU enlargement and drugs – challenges and perspectives'

Reitox Academies

- Reitox Academy SCAD foundation course on national focal points and national drug information networks (at the request of DG EuropeAid of the EC) (Lisbon, 14–17 July 2003)
- Reitox Academy on qualitative research (Warsaw, 9–10 October 2003)
- Reitox Academy national conference (Ljubljana, 23–24 October 2003)
- Reitox Academy national conference (Cyprus, 20 November 2003)
- Reitox Academy specialised course on EDDRA (Lisbon, 3–5 December 2003)
- Reitox Academy specialised course: 'EU Affairs and EU fund management' (College of Europe, Bruges, 10–12 December 2003)
- Reitox Academy specialised seminar: 'The challenges of enlargement for the EMCDDA and the Reitox network' (Centre for European Studies, Strasbourg, 16–17 December 2003)

Training materials on CD and on a semi-public website http://academy.emcdda.eu.int/

Further information on this project is available online.

Communication and dissemination

Offline publications

Objectives

- To produce printed publications addressing the most important aspects of the drugs phenomenon in the EU and Norway and the acceding and candidate countries
- To produce a printed publication reflecting the main results and achievements of the EMCDDA in 2003
- To publish the EMCDDA budget in the EU official journal
- To produce publications in the framework of the joint action
- To consolidate and improve the EMCDDA specialised series (Monographs, Insights and Manuals)
- To provide a high-quality editorial service

Activities

The *Annual report* 2003: the state of the drugs problem in the European Union and Norway was coordinated, edited and published in the 11 EU languages and also in Norwegian. A concerted effort was made to improve the structure and presentation of the report in order to render the information more accessible to the reader. An expanded online version in 12 languages was also prepared with supplementary graphics, references and statistical tables.

The *Annual report 2003*: the state of the drugs problem in the acceding and candidate countries to the European Union was edited and produced (in English only) and was also accompanied by a dedicated website.

In 2003, the EMCDDA published its General report of activities 2002 and a risk assessment report, and a monograph is in the final stages of production.

The website is increasingly used for the dissemination of project reports and summaries and an extensive amount of time was spent on editing such material for online dissemination.

Outputs

- EU *Annual report* 2003
- Acceding and candidate countries *Annual report* 2003
- *General report of activities* 2002
- EMCDDA budget 2003
- Risk assessment reports
- Technical reports and executive summaries

Details of all the EMCDDA's publications can be found here

Online publications

Objectives

- To further develop a common strategy for online publications at the EMCDDA, based on a study of electronic dissemination in project management and development methodology
- To work on a content management application (CMA) for more general use with EMCDDA sites
- To work on the public website and the new 2003 versions of the *Annual report* online for the European Union and the acceding and candidate countries
- To continuously develop and maintain several EMCDDA project sites

Activities

The online publications project covers an increasing number of EMCDDA sites and works in close cooperation with both electronic dissemination (IT support) and several separate projects dealing with specific contents and information systems.

The most important strategic work is related to the ongoing development of a content management system for general use at the EMCDDA. The project further promotes environment and application standards, and thus fits into the online strategy from a technical point of view. It also has to implement that strategy from a user perspective, namely to facilitate website integration and end user participation in the publication process. This covers website projects with delegated responsibilities, such as the Intranet, Reitox Extranet or QED, and their further development.

Furthermore, specific in-house developments were carried out to the prototype or test phase. A new site layout was designed and approved and this will be implemented together with the content management solution.

This year, extended online versions of the 2003 *Annual report* for the European Union and Norway and of the 2003 *Annual report* for the acceding and candidate countries were prepared, with a new focus on more interactive graphics. The online version of the EU report was again published in 12 languages, and special attention was paid to creating a truly multilingual interface, including language-specific searches.

Outputs

- Publication of the extended online versions of each *Annual report* (http://annualreport.emcdda.eu.int and http://candidates.emcdda.eu.int), which have become the major web-based resource for the EMCDDA's findings on the drug problem in Europe and the Centre's main multilingual online product (they are also a showcase for the EMCDDA's future website layout)

Further information on this project is available online.

Media relations, marketing and communication
(including *Drugnet Europe***)**

Objectives

- To raise the profile of the EMCDDA as a European authority in the drugs field via activities and services in the areas of media relations, marketing and communication:

    - o to manage and implement the EMCDDA media relations programme in accordance with the EMCDDA dissemination and communication strategy and action plan, to further develop strategic policy in the area of media relations, and to maintain a proactive and dynamic service offering quality information to journalists

    - o to further develop strategic policy in the area of marketing (follow-up to the 2002 EMCDDA marketing strategy)

    - o to launch, and ensure implementation of, a new EMCDDA corporate identity

Activities

Media relations

News materials: Seventeen news releases, one special feature article and one fact sheet (in the form of an online quote bank) were produced in the course of the year. A full range of press materials (templates, press packs, etc.) was launched in January in the context of the new EMCDDA corporate identity, thus enhancing the visual appeal of the Centre's press output. A revised media relations strategy (and user manual) was produced in April. The 'News and media services' section of the website was updated in the autumn and evaluated by an external consultant. Articles were written periodically for external journals. *Drugnet Europe* was published on a bimonthly basis in five languages.

News contacts: In cooperation with the Reitox network, extensive press lists for the acceding and candidate countries to the EU were compiled in March. Editors-in-chief in these countries were contacted in the spring via a press mailing focusing on EU enlargement and the EMCDDA's forthcoming CEEC report. Press lists for the USA and Canada were also drawn up in 2003. Throughout the year, on a daily basis, the media helpdesk responded to journalists' requests.

News events: On 26 June (International Drug Day), the EMCDDA participated in a day-long programme of events organised by the Portuguese focal point, IDT. The Centre hosted a promotional stand at the event and produced three news releases marking the occasion. A press briefing and conference were held on 21 and 22 October in Strasbourg launching the 2003 *Annual reports*. Media relations support was provided for the two EMCDDA conferences held in 2003 in Athens and Malaga (news releases, contacts, targeted mailing to youth media).

News monitoring: Four internal quarterly press reviews were produced to measure the impact of the EMCDDA's interaction with the media. A press review of approximately 900 pages was prepared following the launch of the *Annual reports* in Strasbourg and all previous records of press coverage of the reports were broken. Press reviews were also produced on the issue of enlargement and International Drug Day. Contacts were made with ISPRA to explore options for daily press monitoring (European Media Monitor Service). A comprehensive list of key words was developed at the end of the year in order to use the service in 2004 (to better serve EMCDDA staff with regular press alerts).

Marketing

A new range of EMCDDA promotional literature was produced in 2003, including: presentation flyers and brochures; publications catalogues and a joint EU agencies brochure produced in collaboration with the EU Publications Office (see 'Outputs').

New EMCDDA products and services were promoted via *Drugnet Europe*, the public website and promotional mailings to scientific and academic book reviewers.

A proposal made in 2002 to market the EMCDDA via its staff on mission was followed up with the training department and will be translated into an EMCDDA training initiative in 2004. The Centre participated in the Frankfurt Book Fair in October. The first EMCDDA client survey was launched in November, focusing on printed publications.

Communication (visual)

A new EMCDDA corporate identity was launched on 16 January. An EMCDDA corporate identity manual was released on that day, along with a news release and a selection of new products (stationery, promotional items, display material). Internal guidelines on implementation were distributed to staff, and feedback was collected on user problems. The corporate identity CD-ROM was released in April, ending phase 1 of the project. Phase 2 was concluded in October on completion of a full range of promotional items from the manual.

Outputs

Media relations

- A new media relations strategy and user manual (April)
- 17 news releases (various languages)
- A fact sheet (EN) in the form of an online quote bank (June)
- An updated 'News and media services' section on the website (October)
- An external evaluation of the 'News and media services' section of the website (November)
- Four quarterly press reviews
- A multi-volume *Annual report* press review of approximately 900 pages (November)
- International Drug Day: participation in IDT events (26 June) in Lisbon
- *Annual report* launch: press briefing and conference (21–22 October) in Strasbourg
- Media support for the two 2003 EMCDDA conferences
- *Drugnet Europe*: six editions (39, 40, 41, 42, 43, 44) in five languages (ES, DE, EN, FR, PT); 30 publications in all (in printed form and as downloadable PDFs)

Marketing

- Overview: a brochure in 11 EU languages plus Norwegian (January)
- 'European agencies – working across Europe for you': a brochure in 11 EU languages; a joint EU agencies project in collaboration with the Publications Office (March)
- Publications: a catalogue of offline publications in English published to coincide with the Frankfurt Book Fair (October)
- Publications: a catalogue of online publications in English (December)
- 'European Monitoring Centre for Drugs and Drug Addiction': a new presentation brochure in 12 languages published in the run-up to the next EMCDDA three-year work programme 2004–2006 (autumn)
- EMCDDA participation at the Frankfurt Book Fair (October)
- A client survey focusing on printed publications (November)
- Promotional mailings to book reviewers: six mailings were dispatched in 2003 launching new EMCDDA products (the client survey mentioned above was also sent to this group)
- EMCDDA staff on mission: a proposal made in 2002 to market the EMCDDA via its staff on mission was followed up with the training department and will be translated into an EMCDDA training initiative in 2004

Communication (visual)

- Corporate identity manual (January; the culmination of the 2001–2002 project)
- Launch of the new image to the Management Board, plus staff guidelines (January)
- Corporate identity CD-ROM (April)
- Overhaul of the entire EMCDDA image, including the production of a full range of stationery and presentation, press, promotional and display material. Approximately 97 % of all materials outlined in the manual were produced in the course of 2003 and used for promotional purposes

Web information

Media relations

News media

Drugnet

Marketing

Overview

Joint agencies brochure

Publications catalogue

Presentation brochure

Communication

Corporate ID manual

High-level information services to European, national and international institutions

This project has involved the conceptualisation, implementation and management of an EMCDDA inter-institutional information exchange mechanism in accordance with the EMCDDA dissemination and communication strategy and work programmes, in order to ensure that the relevant institutions are provided in a timely fashion with tailored information on drugs. Special attention has been paid to legislators within the target group of policy-makers – members of the European Parliament as well as members of the relevant committees of the national parliaments.

Objectives

- To ensure that the information produced by the Centre is tailored to the needs of its main target group (policy-makers), with a special focus on EU institutions (i.e. ensuring that the information is relevant, analytical, up-to-date, concise and in the right format)
- To raise awareness within this target group of the European drug problem in general, and the role of the EMCDDA in particular
- To promote the EMCDDA as a centre of excellence in the field of drugs in Europe

Activities

- Presentation of the *Annual reports* to the European Parliament
- Organisation of high-level conferences, responding to the interest expressed by policy-makers (organised by the EMCDDA in partnership with the European Parliament, the European Commission and other partner organisations and Member States)
- Ensuring that the EMCDDA is represented at events organised by partners
- Organisation of political visits to the Centre

- Planned provision to the relevant European Parliament committees, EC commissioners concerned with drugs and Council groups of a progress report on EMCDDA work
- Production of series of bimonthly EMCDDA policy briefings – *Drugs in focus* – offering a tailor-made product to the Centre's primary target group (policy-makers)

Outputs

- Five issues of *Drugs in focus*
- Conferences in Athens and Malaga

Distribution and information

Objectives

- To develop an online tool focusing on two main objectives: a) facilitating continuous updating of policy-maker contacts and b) providing easy access to and easy handling of internal contacts (the IT team to propose the tool)
- To manage the distribution of EMCDDA publications, ensuring a rational and professional service
- To ensure accuracy of address records and to assess new audiences
- To manage and monitor stock
- To participate in marketing actions involving distribution
- To supply background information on the Centre's activities to European citizens and worldwide, ensuring a rapid, good-quality response

Activities

The distribution of new publications was managed and coordinated according to target groups. Furthermore, publications to conferences and events were dispatched on request. Mailing lists of the Centre's target groups were continuously updated and new subscriptions logged. Levels of stocks were monitored and invoices processed. Responses were provided to requests on a daily basis.

Outputs

- A central management address system was proposed and a preliminary prototype of a central address repository was developed with the IT team's input
- Mailing lists of EMCDDA target groups, including policy-makers by countries
- Statistical reports on publications distributed

- An inventory of stock levels
- Responses to requests

Documentation

Objectives

- To manage and develop the Documentation and Information Centre
- To provide a high-quality internal information service on drugs and drug addiction covering all EMCDDA working areas
- To stimulate and support specific information needs – dissemination of selective information (DSI) – and to contribute to the successful completion of in-house research projects
- To promote EMCDDA visibility by offering an accurate reference service on the drugs phenomenon at European level to target external scientific and professional audiences

Activities

Activities in the area of documentation constitute a set of permanent tasks organised in a coherent chain. The main achievements during 2003 were focused in the following working areas:

- Selection, acquisition and dissemination of documentary material (monographs, journals, specialised articles, references, newspapers)
- Electronic management and dissemination of the journals
- New electronic tools were created:
    - The EBSCO Electronic Journals Service (a gateway providing access to the full text of the journals subscribed to by the Centre and to thousands – over 7 000 titles – of other scientific electronic journals was made available to staff, offering a range of advanced search features and allowing printing, e-mailing or downloading of articles)
    - Acquisition and customisation of new document software – WinLIB2000 – for research and management of EMCDDA documentary holdings; new customisation of the BIBLIODATABASE is being implemented on Intranet and the Internet
- Users' services: bibliographic retrieval from internal and external databases, loans, dissemination of publications and specialised catalogues, monthly publication of 'Journals contents'
- External users: replying to the increasing number of information requests and bibliographic retrieval requests and assistance from the library with research and copies and supply of documents

- Preparation of working documents related to: the EMCDDA working programme; working reports; activities and progress reports; technical documents; market predictions
- Management of the budget

Outputs

- Publication of the monthly journal, with a table of contents (TOC) of the EMCDDA journals collection
- Intranet: development of a proposal concerning the Documentary Intranet to make available to staff in an organised and user-friendly way the electronic tools (created and subscribed to by the Documentation and Information Centre).
- Customisation of the WinLib2000 document software; qualitative evaluation of the database structure and its export capability
- Creation of an English version of the research software module of WinLib2000 (all the screens were translated and adapted to internal user needs)

Further information on this project is available online.

2

Chapter 2
Supporting activities

Administrative support

Human and material resources

Objectives

- To implement an internal reform process in the area of human resources, to ensure the daily management of human resources and to continue implementation of the EMCDDA's human resources policy as adopted by the Management Board in 2001

- To ensure the daily management of material resources

Activities and outputs

During 2003, a number of key posts were filled. These included strengthening the scientific teams through the recruitment of a statistician and two data management assistants. Among the transversal activities, a project coordinator was recruited for enlargement to assist with the integration of the new Member States. An IT security officer was also recruited and an English-language editor joined the communication team in order to facilitate the internalisation of editing work previously done by external freelance editors. Furthermore, six permanent posts were filled following the internal competition exercise of 2001.

The training programme continued along the lines established in 2001 and 2002, emphasising language skills (English, Portuguese, French and Russian), communication and basic IT proficiency. The planning and monitoring team followed a special course on evaluation and monitoring, and programme coordinators attended management training. Three staff members are successfully following Open University degree programmes aimed at strengthening their technical competence.

In the area of material resources, the effective daily management of the EMCDDA's material resources was assured.

Financial and accounting management

A budget of € 10 220 750 was adopted for implementation of the 2003 work programme.

The budgetary figures for 2003 are presented in the following tables.

Budgetary provisions and appropriations, 2003		
Title	Description	EUR
1.	Expenditure relating to persons working with the office	
	Staff in active employment	5 300 072
	Other staff-related expenditure (exchange of officials, etc.)	0
	Total under Title 1	**5 300 072**
2.	Buildings, equipment and sundry operating expenditure	
	Investment in immovable property, rental of buildings and associated costs	247 216
	Data processing	294 082
	Movable property and associated costs	113 100
	Current administrative expenditure+ Postal charges and telecommunications	190 862
	Socio-medical infrastructure	43 360
	Total under Title 2	**888 620**
3.	Expenditure resulting from special functions carried out by the institution	
	Publishing	893 628
	Studies, surveys, consultations	184 598
	European Network on Drugs and Drug Addiction Reitox	1 650 000
	Missions	267 588
	Statutory Meetings	248 242
	Expenditure on formal and others meetings +Representative expenses	288 002
	Total under Title 3	**3 532 058**
	Total core budget	**9 720 750**
4.	Expenditure relating to other subsidies	
	EC financing of specific projects	
	PHARE financing for implementing pre-accession strategy	500 000
10.	Other expenses (reserve)	
	Total budget	**10 220 750**

Execution of the budget: Credit consumption, 2003 (Commitments)		
Title	Description	% consumption of available credits
1.	**Staff** Staff salaries, allowances, etc.	99.76 %
2.	**Buildings, equipment and sundry operating expenditure**	99.04 %
3.	**Operating expenditure**	99.78 %
4.	**Expenditure relating to other subsidies**	96.05 %
	Total consumption (Titles 1, 2, 3)	**98.66 %**

EMCDDA balance sheet for the financial years 2002 and 2001: assets				
		Heading	2002	2001
I.	**START-UP COSTS**	I.		
II.	**INTANGIBLE FIXED ASSETS**	II.	31 372.04	34 107.98
III.	**TANGIBLE FIXED ASSETS**	III.	2 736 777.02	3 195 372.74
A.	Land and buildings		2 420 250.72	2 950 000.00
B.	Installations, machinery and furniture		33 494.85	42 089.42
C.	Vehicle fleet		31 557.65	22 076.40
D.	Computer equipment		251 473.80	181 206.92
IV.	**FINANCIAL ASSETS**	IV.		
V.	**LONG-TERM RECEIVABLES**	V.		
VI.	**STOCKS**	VI.	28 466.10	10 467.53
A.	Office supplies and other consumables		28 466.10	10 467.53
VII.	**SHORT-TERM ASSETS**	VII.	101 182.89	142 460.14
B.	Current assets			
	1. Advances to Member States			
	2. Amounts receivable from the Member States			
	a. (...)			
	b. VAT paid and to be recovered from the Member States		83 625.52	27 796.97
	c. Other amounts receivable from the Member States			
	3. Amounts receivable from EU bodies			
	4. Sundry accounts receivable		17 557.37	76 891.29
C.	Miscellaneous amounts			
	1. Amounts receivable [due?] from personnel			
	2. Other amounts			37 771.88
	ASSETS UNDER TREASURY MANAGEMENT	VIII.		
IX.	**LIQUID ASSETS**	IX.	3 478 498.88	3 925 473.80
X.	**TRANSITIONAL ACCOUNTS**	X.	23 632.58	
	TOTAL ASSETS		**6 399 929.51**	**7 307 882.19**

EMCDDA balance sheet for the financial years 2002 and 2001: liabilities				
		Rubr.	2002	2001
I.	**OWN CAPITAL**	XI.	4 523 701.89	3 976 938.42
A.	Net capital resulting from financial adjustments			
	Capital		3 224 492.74	3 792 155.23
	Out-turn of budgetary implementation for the financial year			
	EMCDDA		502 659.09	590 802.48
	Norway		27 646.25	32 494.14
	Phare		450 013.21	15 945.23
	Other earmarked revenue		6 343.44	
	Out-turn of adjustments			
	Fixed assets and stocks		–427 877.58	–557 194.96
	Established entitlements (EMCDDA)		93 203.22	102 736.30
	Established entitlements (Phare)		7 979.67	
B.	Balance for the previous financial years			
	EMCDDA		590 802.48	
	Norway		32 494.14	
	Phare		15 945.23	
	Other earmarked revenue			
II.	**PROVISIONS FOR CONTINGENCIES**	XII.		
III.	**LONG-TERM LIABILITIES**	XIII.		
IV.	**CURRENT LIABILITIES**	XIV.	1 607 717.34	3 183 822.88
A.	Long-term liabilities due during the year			
B.	Other current financial liabilities			
C.	Current liabilities			
	1. Member States			
	2. Community bodies			
	3. Appropriations to be carried over			
	4. Sundry accounts receivable		18 278.56	44 242.21
D.	Other liabilities			
	1. Non-differentiated appropriations automatically carried over		1 377 024.02	2 185 426.59
	2. Non-differentiated appropriations carried over by the Management Board		212 414.76	270 300.00
	3. Differentiated appropriations in respect of contributions by third parties			
	Phare			640 767.34
	Tser			43 086.74
V.	**TRANSITIONAL ACCOUNTS**	XV.	268 510.28	147 120.89
	Re-use accounts		264 551.94	100 660.58
	Deferred revenue		3 958.34	46 460.31
	TOTAL		**6 399 929.51**	***7 307 882.19***

Out-turn account Revenue and expenditure for the financial years 2002 and 2001				
		Heading	2002	2001
A.	**REVENUE**	XVI.1.		
	1. Own resources			
	Subsidies			
	European Commission subsidy		9 000 000.00	8 750 000.00
	Norway participation		412 500.00	398 750.00
	Revenue earmarked			
	Revenue earmarked under Phare* (+ RO balance carried over)		1 384 628.34	1 056 139.00
	Other earmarked revenue		56 155.30	96 387.33
	2. Surplus available			
	3. Other revenue			
	Financial revenue (bank interest)		79 778.87	83 247.18
	Financial revenue under Phare (bank interest)		761.14	15 945.23
	Balance of European Commission subsidy for 2000 received in 2002		36 350.00	
	Total revenue (A)		10 970 173.65	10 400 468.74
B.	**EXPENDITURE**	XVI.2.		
	Staff – Title 1			
	C1 payments		4 881 598.45	4 026 978.36
	C1 appropriations automatically carried over		79 946.84	311 090.49
	C2 appropriations not automatically carried over			116 626.00
	RO Phare payments		130 198.21	146 828.77
	RO Phare appropriations automatically carried over			61 711.23
	Administrative activities – Title II			
	C1 payments		586 783.85	560 480.83
	C1 appropriations automatically carried over		402 211.69	571 915.17
	C2 appropriations not automatically carried over		106 414.76	24 427.00
	RO Phare payments<0}		73 231.67	59 019.17
	RO Phare appropriations automatically carried over			27 580.83
	Operational activities – Titles III & IV			
	C1 payments		2 337 207.96	1 882 740.07
	C1 appropriations automatically carried over		894 865.49	1 302 420.93
	C2 appropriations not automatically carried over		106 000.00	129 247.00
	RO Phare payments		739 587.45	209 523.88
	RO Phare appropriations automatically carried over			551 475.12
	Other RO earmarked revenue payments		49 811.86	53 300.59
	Other earmarked revenue appropriations automatically carried over			43 086.74
	Total expenditure			
	Subsidies		9 395 029.04	8 925 925.85
	Phare		943 017.33	1 056 139.00
	Other earmarked revenue		49 811.86	96 387.33
	Total expenditure (B)		**10 387 858.23**	**10 078 452.18**
	of which:			
	Appropriations paid:		8 798 419.45	6 938 871.67
	Appropriations carried over:		1 589 438.78	3 139 580.51

Out-turn for the financial year (A – B)			
Out-turn for the financial year – subsidies		133 599.83	306 071.33
Out-turn for the financial year – PHARE earmarked revenue		442 372.15	15 945.23
Out-turn for the financial year – other earmarked revenue		6 343.44	
Total out-turn for the year (C)		582 315.42	322 016.56
Balance carried over from the previous year	XVI.3.		
EMCDDA		590 802.48	
Norway		32 494.14	
Phare earmarked revenue		15 945.23	
Cancelled appropriations carried over for re-use			
Cancelled C2 appropriations, not committed or paid		1 603.85	28 001.69
Cancelled C8 appropriations carried over, not paid		361 851.27	265 408.25
C5 appropriations for re-use carried over from 2001, not used		28 736.26	7 922.31
EMCDDA budget revenue		1 556.91	17 463.94
Phare budget revenue		7 641.06	
Exchange-rate differences			
Exchange-rate differences for the year (+)		–117.87	–2 047.20
Exchange-rate differences for the year (–)		3 075.09	476.30
Balance for the financial year			
Balance for the financial year – subsidies			
Balance for the financial year – European Commission subsidy		1 023 461.57	590 802.48
Balance for the financial year – Norway participation		60 140.39	32 494.14
Balance for the financial year – PHARE earmarked revenue		465 958.44	15 945.23
Balance for the financial year – other earmarked revenue		6 343.44	
Total balance for the year (D)		**1 625 903.84**	**639 241.85**
For your information:			
Out-turn of the balance sheet for 2001 (a)			82 046.89
Depreciation for 2001 (b)			557 194.96
Out-turn for 2001 (c) = (a)+(b)			639 241.85

Planning, evaluation and legal matters

Objectives

- To ensure the preparation, management and development of EMCDDA tools for planning, monitoring, reporting and evaluation
- To ensure technical support to the internal coordination management
- To ensure in-house legal assistance and advice
- To consolidate and develop the EMCDDA project-based ABM/ABB system
- To revise EMCDDA rules and procedures for implementation of the new financial regulation, in accordance with the partially decentralised EMCDDA management model

Activities

- Application of project-based planning procedures to EMCDDA support and management activities and revision of the structure of the EMCDDA budget to better comply with the EMCDDA project-based ABM/ABB system
- Codification of EMCDDA project-based procedures for planning, monitoring, reporting and assessing the EMCDDA work programme
- Preparation of revised rules, procedures and tools for implementation of the new financial regulation applicable to the EMCDDA, including training material and information packages for the relevant actors
- Providing technical support to the internal coordination management:
    - o to analyse the priorities for 2004–2006, with a view to defining the key content of the EMCDDA work programme for the relevant period
    - o to assess the implementation of the EMCDDA internal reform plan adopted in 2001
- Provision of legal assistance for defining solutions aimed at coping with the inadequacy of the EMCDDA's current premises

Outputs

- The EMCDDA work programme and projects for 2003; the 2003 budget (published in the EU OJ); draft work programmes for 2004–2006 and for 2004; a draft budget for 2004; a preliminary draft budget for 2005
- Rules, procedures and tools (draft legal acts, operational guidelines and tools) for implementation of the new financial regulation as applicable to the EMCDDA
- Input to the relevant pages of the EMCDDA Intranet site

Information technology

Overview of main achievements

The main theme for information technology in 2003 was consolidation of operations at a higher level, thus further implementing the medium-term strategy for the IT team and the IT infrastructure as previously determined. The implementation activities were mainly concerned with upgrading existing servers, improving their management and organisation, upgrading existing software solutions and enhancing security.

Many of these activities are not very obvious to an onlooker. However, one clearly observable result was the new facility for EMCDDA colleagues to access their own mailbox from anywhere in the world via web-mail. The web-mail represents just one small part of the software and server-related activities that made this service possible.

At the end of 2003, partly due to staff changes and partly due to increasing expectations on the part of users, under-staffing was again hindering further growth in the necessary IT key competencies within the team that will be required to ensure stable development.

IT infrastructure and services

Objectives

Permanent tasks

- To provide continuous advice on several projects
- To administer information systems
- To ensure a very high level of availability and reliability of the EMCDDA IT infrastructure
- To plan effectively for the future development of all database, networking, external communication, security and desktop computing systems
- To assure the availability and reliability of services

Time-bound tasks

- To review licensing schemes for every software product
- To consider the ergonomics of the computer-based workplace
- To ensure annual renewal of maintenance contracts
- To internalise EDDRA's IT system
- To review/upgrade the software base

- To ensure e-mail privacy
- To define a process for supporting users
- To provide specific training for the new B post
- To develop reusable software modules for system integration and migration purposes
- To consolidate redundant architecture for online projects
- To acquire miscellaneous items of hardware and software

Activities

- Upgrade of the SUN servers' operating systems and a fresh installation with Solaris 8 in order to facilitate support issues (Solaris 2.8 is now the reference installation for the EMCDDA SUN systems); the main web server hardware was upgraded to handle the increasing number of requests
- Upgrade of desktop PCs to Windows 2000; initiation of an upgrade of the critical Windows servers, to be finished by the end of the year
- A major undertaking in the area of possible disaster recovery
- Initiation of the process of transforming Windows servers to virtual machines, to facilitate the previous activity (both the Teleponto server and the new printer server are already virtual machines)
- Improvement of the general settings and electrical appliances for the data centre and development of an uninterruptible power supply system
- Upgrade of network equipment to improve stability
- Streamlining of maintenance contracts to speed up further support requests; review of software licensing schemata (further action required in 2004)
- Purchase of special monitors to improve ergonomics and of new PCs with noise-reduced hard disks to reduce the noise level
- Installation of E-support, a new web-based software that allows users to submit their requests and monitor the ensuing solution

Outputs

- Updated Solaris server operating systems, with Solaris 2.8 as a reference
- Upgraded Windows servers
- Upgraded PC clients
- Rearranged data centre with improved electrical appliances

- E-support interface
- New ergonomic hardware

Electronic dissemination systems

Objectives

Time-bound

- To prepare a methodology for internal and outsourced software development for EMCDDA projects
- To migrate to eu.int
- To rearrange services on Solaris servers to improve the balance of services
- To test Cold Fusion MX

Permanent

- To provide continuous project advice on several projects
- To ensure a very high level of reliability and appropriate development of EMCDDA electronic dissemination systems
- To plan effectively for future developments in all online products and groupware
- To improve the functionality of the software systems used
- To provide technical maintenance of websites
- To provide server-side e-mail and groupware maintenance
- To provide Unix server maintenance

Activities

- A major upgrade of the operating system and web-related services on different Solaris servers and consolidation of the servers, including updates of groupware, directory and mail software and migration to the open source web server Apache as the main web platform
- Progression towards more dedicated servers in order to have a better separation between data repositories (directories, databases) and web and application software, and thus to improve load balancing; upgrade of hardware for the machine that became the main web server to support this
- Initiation of the process of migrating both the data and web contents to Unicode versions, and associated upgrade of the main database platform, Oracle, and the web application server, ColdFusion

- Establishment of emcdda.eu.int, which demonstrates the Centre's connection to the European institutions, as the main domain name for the EMCDDA (emcdda.org continues to be a valid domain that is well known as an access point for drug-related information)

- Orientation of development towards a light methodology

Outputs

Many of the activities described above do not have an obvious output for end users.
Among the umprovements they can now experience are:

- EMCDDA users can now access their e-mail from everywhere via 'webmail'

- To advertise the migration to emcdda.eu.int, all users connecting to any emcdda.org site are now automatically redirected to the corresponding emcdda.eu.int page, and emails are sent using the new domain by default

- Most of the EMCDDA websites are now already based on or are in the process of migrating to Unicode, so that a single page can contain different languages that in principal need different character sets (i.e. Greek, plus French, plus Polish keywords); this will facilitate the expansion to new languages that will result from enlargement of the Union.

3

Chapter 3

Management activities

Statutory bodies and executive management

Management Board

Activities and main decisions

At the 25th meeting of the Management Board in Lisbon on 15–17 January 2003, the Board adopted, amongst others: the 2003 work programme; the operating framework of the Reitox system and the final EC model of a grant agreement for national focal points; the *General report of activities* 2002; a budget of € 9 720 750 for 2003; a carry over of € 140 000 from the year 2002 to 2003; and the redrafting of the EMCDDA financial regulation. At the meeting, the Board examined a preliminary draft budget for 2004 of € 12 900 000, which was adopted by written procedure after the meeting. The Board took note of the document on the implementation progress and perspectives on the five key indicators and decided to invite the 10 accession countries as observers to the next Management Board meeting. The Board also authorised the Director to implement the 2002 budget, subject to competence. It was decided, as an interim arrangement for 2003, to increase the number of representatives of the Member States in the Bureau to three. Ms Garzón, Mr Brunson and Mr Negrão were elected as members of the Bureau for one year.

Acceding countries participated, for the first time, as observers at the 26th meeting of the Management Board in Lisbon on 2–4 July. They presented the implementation of their national focal points. Mr Reimen (Luxembourg) was elected Chairman and Mr Löfstedt (Sweden) Vice-Chairman for the coming three years (2004–2006). By competence of delegation, the Budgetary Committee and the Bureau were mandated to prepare the answers to the preliminary observations of the Court of Auditors on the 2002 accounts. The Board decided to maintain the current composition of the Scientific Committee and to take a decision on this issue in July 2004, when the acceding countries will be full members of the Board. The Board confirmed that the building situated opposite the Gulbenkian Foundation is an option as new premises for the EMCDDA. It adopted rules related to missions, the status of national experts and in-service training. A preliminary work programme for 2004–2006 was thoroughly discussed, and this should be submitted to the Board in January 2004 for final approval.

Bureau

Activities and main decisions

In 2003, the Bureau met three times in Lisbon, once in Brussels and once in Málaga ([2]).

At its meeting on 14 March 2003, at the suggestion of the Budgetary Committee, the Bureau decided to send the preliminary draft budget for 2004 for approval by silent procedure to the members of the Management Board. It commented on the draft work programme for 2004–2006 and discussed the state of the art concerning the building issue. The Bureau supported a request from the spokesperson for the national focal points that he should be invited to participate as an observer in the Management Board meetings for the agenda items concerning the Reitox network.

([2]) 14 March (Lisbon), 6 June (Lisbon), 11 September (Brussels), 29 October (Málaga), 26 November (Lisbon).

On 6 June 2003, the Bureau prepared for the July Management Board meeting and fine-tuned the revised three-year work programme for 2004–2006. It was agreed to hold a Bureau meeting in Málaga at the same time as the European Conference on 'Drug use and young people' at the end of October. The Bureau decided to ask the Management Board to confirm its position of January 2003 on the building option.

A joint meeting of the Bureau and the Budgetary Committee took place on 11 September 2003, during which the annual accounts for 2002 were adopted. The preliminary observations of the Court of Auditors on the 2002 accounts, as well as the budget procedure for 2004 and budgetary needs for 2004–2006, were examined. The Bureau asked the EMCDDA to prepare a detailed proposal for renting additional space for some of the staff before the end of 2003.

The main business of the meeting of 29 October 2003 was to prepare a first draft agenda of the Management Board meeting to be held in January 2004. On the same day, Bureau and Management members participating in the European Conference had the opportunity to meet with several members of the European Parliament.

At the joint meeting of the Bureau and the Budgetary Committee, on 26 November 2003, positions on the 2004 budget and the preliminary draft of the 2005 budget were debated. The Bureau noted the inability of the Portuguese government to support financially the EMCDDA's plan to purchase new premises. It also noted the submission by the EMCDDA of a request for additional funding for purchasing a building in 2004. It discussed the preliminary draft of the 2004 work programme and draft documents on the impact and visibility of the *Annual report* and a series of statutory questions related to the impact of enlargement, all of which would come before the Management Board in January 2004.

Scientific Committee

Activities, main discussion points and results

The EMCDDA Scientific Committee held two regular meetings in 2003. In addition, the enlarged Scientific Committee met on 31 March and 1 April 2003 to carry out a risk assessment on four new synthetic drugs (see the section of the report on the joint action).

During its 19th regular meeting, on 12 May, the Scientific Committee provided preliminary feedback on the Centre's three-year work programme 2004–2006. Furthermore, the Committee welcomed the revision and reconceptualisation of the Reitox reporting system and noted that this and other aspects of the new work programme would be dependent on the future development of information management resources at the EMCDDA. The Committee recommended that the issue of adequate development of information management tools, including the epidemiological database, needs to be addressed in the framework of the new reporting guidelines.

The Scientific Committee welcomed the EMCCDA initiative to strengthen the importance of scientific publications as one of the main outputs of the Centre, adding that the Centre should not only publish valuable findings in scientific reviews but should also forward them in the appropriate language to policy-makers.

The main objective of the 20th meeting, on 24–25 November, was to provide a formal response to the Centre's three-year (2004–2006) work programme and the 2004 annual work programme. The Scientific Committee gave a positive response to the EMCDDA's three-year work programme, noting that the priorities and working framework were appropriate and fully in line

with the EMCDDA's mission. At the same time, the Committee stressed that there is a need to harmonise the Centre's three-year work plan with overall EU planning on drugs (e.g. the 2005–2009 action plan on drugs).

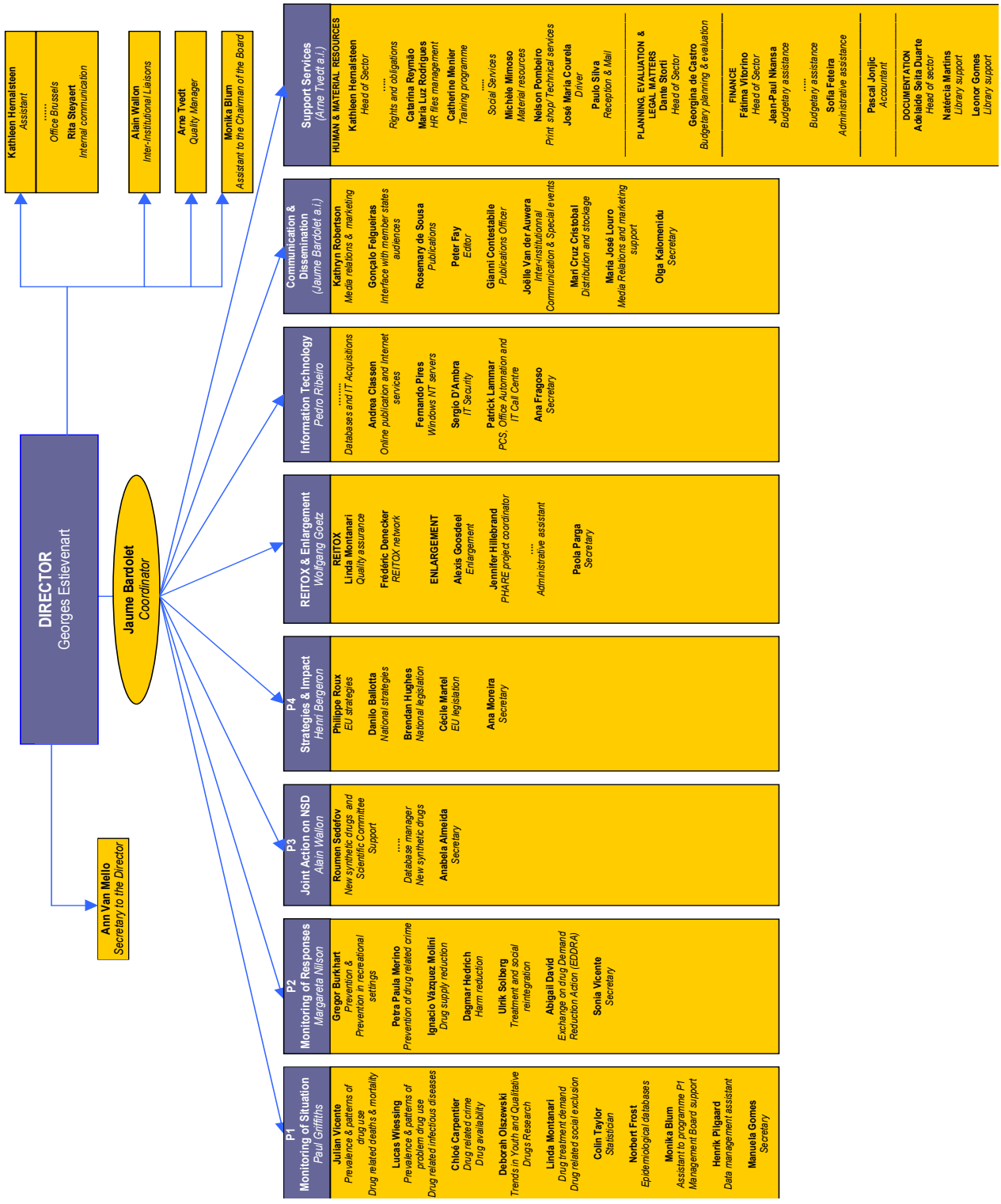
Furthermore, the Committee welcomed the overall approach and the four transversal cross-programme priority projects defined for 2004. They acknowledged the Centre's progress in better integrating issues of scientific standards and quality assurance into the work programme. The Committee welcomed the fact that stronger cross-programme cooperation and analyses are being promoted, which is seen as important for improving the quality of the EMCDDA's activities and outputs.

The Committee recognised that both the 2004–2006 and 2004 work programmes place great importance on scientific rigour and reiterated its readiness to support EMCDDA staff in this respect. It was, however, stressed that enlargement will be a challenge to scientific rigour and, if the highly focused objectives of the 2004 work programme are to be achieved, additional scientific staff will be needed, in particular to support the establishment of the key indicators and core data in the acceding countries, and for data management and analysis.

Finally, the Committee recommended that high scientific standards are essential for sound evidence-based policy briefings and reporting and that the ideal would be to be able to provide comparable baseline 2002 data for the EU action plan for 2005–2009 from the acceding countries as well as from the current Member States.

Annexes

Organigramme



Management Board Members

Member	Country	Alternate
Mr Franz PIETSCH	Austria	Ms Johanna SCHOPPER
Mr Willy BRUNSON	Belgium	Mr Claude GILLARD
Mr Mogens JØRGENSEN	Denmark	Mr Mads HYLDGAARD OLSEN
Dr Tapani SARVANTI	Finland	Mr Kari HAAVISTO
Mr Didier JAYLE	France	Mr Patrick SANSOY
Mrs Marion CASPERS-MERK	Germany	Ms Elfriede KOLLER
Ms Anna KOKKEVI	Greece	Mr Nestoras KOURAKIS
Mr David MOLONEY	Ireland	—
Ing. Mariano MARTONE	Italy	Dr Giuseppe MAMMANA
Mr Marcel REIMEN *Chairperson*	Luxembourg	Mr Armand WAGNER
Mr Fernando NEGRÃO	Portugal	Mr Fernando MENDES
Mrs Elena Garzón OTAMENDI	Spain	Ms Ana ANDRÉS BALLESTEROS
Mr Ralf LÖFSTEDT	Sweden	—
Mr AAM (Fons) VLOEMANS	The Netherlands	Mr L ERKELENS
Mr Nick LAWRENCE	United Kingdom	Mr Gabriel DENVIR
Mr Luis Romero REQUENA	European Commission	Mr Matti RAJALA
Mr Carel EDWARDS	European Commission	Mr Gérard EMION
Sir Jack STEWART-CLARK	European Parliament	Mrs Carla ROSSI
Mr S DE TORRES SANAHUJA	European Parliament	Mrs Wilmya ZIMMERMANN
Prof Salme AHLSTRÖM	Scientific Committee	—
Mrs Nasra HASSA	United Nations (UNDCP)	—
Mr Klaus FUCHS	Council of Europe - Pompidou Group	Mr Matti RAJALA
Mr Philip LAZAROV	World Health Organisation (WHO)	Mr Gérard EMION
Mrs Inger GRAN	Norwegian representatives	Mrs Merethe REIN

ABM presentation of the EMCDDA 2003 budget in accordance with the content and costs of the EMCDDA 2003 WP

REVENUES

E. C. SUBSIDY (Under Budget Line B5-830)	9 300 000
NORWAY CONTRIBUTION	420 750
VAT Recovery - C4 Credits	231 232
TOTAL	9 951 982

	2002+2003
PHARE EMCDDA PROJECT	500 000

EXPENDITURE (Direct Costs by Programmes-Commitments)

PROGRAMME	TITLE 1 SALARIES Allocated		TITLE 1 SALARIES Executed	TITLE 3** ACTIVITIES Allocated		TITLE 3** ACTIVITIES Executed	TOTAL Allocated		TOTAL Executed
	Initial Budget	Final Budget		Initial Budget	Final Budget		Initial Budget	Final Budget	
P1: Monitoring Situation	742 106	709 720	768 358	166 800	158 101	155 822	908 906	867 821	924 180
P2: Monitoring Responses	710 512	679 504	728 295	148 760	133 986	133 763	859 272	813 490	862 058
P3: Implementation EUJA on NSD	246 111	235 370	214 589	75 020	87 515	87 515	321 131	322 885	302 104
P4: Monitoring strategies and policies and their impact	501 659	479 766	440 324	74 938	66 438	66 437	576 597	546 204	506 761

REITOX SUBVENTION	1 650 000	1 650 000	1 650 000

PROGRAMME	TITLE 1 SALARIES Allocated		TITLE 1 SALARIES Executed	TITLE 2 FUNCTIONING Allocated		TITLE 2 FUNCTIONING Executed	TITLE 3** ACTIVITIES Allocated		TITLE 3** ACTIVITIES Executed	TOTAL Allocated		TOTAL Executed
	Initial Budget	Final Budget		Initial Budget	Final Budget		Initial Budget	Final Budget		Initial Budget	Final Budget	
DISSEMINATION	638 142	610 293	535 070	0	0	0	802 230	982 899	977 239	1 440 372	1 593 192	1 512 309
ENLARGEMENT	246 161	235 418	190 547	0	0	0	11 116	11 183	11 183	257 277	246 601	201 730
REITOX	227 781	217 840	284 978	0	0	0	107 821	94 564	94 564	335 602	312 404	379 542

PROGRAMME	TITLE 1 SALARIES		TITLE 1 SALARIES Executed	TITLE 2 FUNCTIONING Allocated		TITLE 2 FUNCTIONING Executed	TITLE 3** ACTIVITIES Allocated		TITLE 3** ACTIVITIES Executed	TOTAL Allocated		TOTAL Executed
	Initial Budget	Final Budget		Initial Budget	Final Budget		Initial Budget	Final Budget		Initial Budget	Final Budget	
MANAGEMENT	796 032	761 293	728 333	0	0	0	262 354	318 629	317 294	1 058 386	1 079 922	1 045 627
ADMINISTRATION	908 332	868 692	885 924	779 520	707 092	694 183	46 784	50 650	49 729	1 855 136	1 738 046	1 743 344
ADMINISTRATION (Formation+Recrut.)	120 500	111 612	113 508									
IT	426 618	408 000	409 040	245 000	282 100	246 958	17 685	14 985	14 985	689 303	705 085	670 983

Expenditure for the PHARE-EMCDDA Project (2002+2003) (Specific Appropriations)

PHARE - EMCDDA PROJECT	TITLE 1 SALARIES Allocated	TITLE 1 SALARIES Executed	TITLE 2 FUNCTIONING Allocated	TITLE 2 FUNCTIONING Executed	TITLE 3 ACTIVITIES Allocated	TITLE 3 ACTIVITIES Executed	TOTAL PROJECT DIRECT COSTS Allocated	TOTAL PROJECT DIRECT COSTS Executed
	58 800	50 524	7 920	2 981	433 280	223 547	500 000	277 052

Internal management and control system

In January 2003 the EMCDDA Management Board adopted the new financial regulation applicable to the EMCDDA, which transposes integrally the text of the Framework financial regulation n°2343/2002.

On this basis the EMCDDA has revised its internal procedures for budget execution and internal control, while defining and implementing a partially decentralised management model. As a consequence both operational and financial decisions required for the implementation of the EMCDDA work programme and budget were decentralised by delegation to the EMCDDA Programme Coordinators. The administrative and internal coordination services provide the support to operational managers for financial management and ensure the internal planning and monitoring, as well as the ex ante verification of the transactions.

The revised internal procedures have been codified and all the Programme coordinators/deputy authorised officers have received specific training on their role duties and responsibilities, in accordance with the relevant provisions of the financial and staff regulations.

The key actors and steps of the EMCDDA procedures for budget execution can be summarised as follows:

Project Manager: initiative and operational input for the administrative and financial operations required to implement projects (technical specifications for tendering procedures, cost estimate, 'certified correct' for payments)

Financial helpdesk team: preparation of the required administrative and contracting supporting documents with the input of the concerned Project manager.

Planning, evaluation and legal matters team: checking of compliance with adopted work programme and budget and legal assessment of the operation.

SI2 initiating officers: SI2 operations in the EMCDDA SI2 electronic management and accounting system to prepare the decision of the Authorising officer.

Verifying officer: ex ante verification.

Programme Coordinator: authorisation of the required budgetary and legal operations, acting as deputy authorising officer for the execution of the concerned programme.

Accountant: execution of the required financial transactions.

The abovementioned procedures are consistent with the EMCDDA project-based working methods aimed at integrating activities and resources management, in accordance with the ABM/ABB principles.

In this context, the Centre has established procedures for planning, monitoring and reporting, with a clear indication of the actors involved, their role and responsibilities. An Internal Management Coordination Committee, composed of the EMCDDA senior management staff, assists the EMCDDA executive Director in the planning, monitoring and assessment of the execution of the EMCDDA WP and Budget, ensuring the overall coordination of the activities of the Centre.

On June 1, 2003 the EMCDDA put in production a Procurement and Contract database. This tool, which includes a system to track the financial execution of contracts, should also enhance the EMCDDA's capacity to monitor and improve the execution of its WP and Budget.

Following the adoption by the EMCDDA Management Board, in January 2003, of the new 'Operating framework for the Reitox system' a new grant agreement model has been introduced for the annual co-financing of the activities of the Reitox National Focal Points, which fully complies with the relevant provisions of new financial regulation applicable to the EMCDDA. This agreement requires that an external annual audit has to be carried out by an independent body or expert officially authorised to carry out audits of accounts in order to certify that the financial documents submitted to the EMCDDA by the beneficiary comply with the financial provisions of the agreement, that the costs declared are the actual costs, and that all receipts have been declared.

The European Court of Auditors and the European Anti-Fraud Office (OLAF) enjoy the right of access for the purposes of checks and audits

Taking into account the current dimension of the EMCDDA's activity and structure and considering the budgetary constraints, the EMCDDA has not set up its own internal audit capability, relying for this function on the Commission's Internal Auditor, in accordance with the applicable financial regulation.

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