European Monitoring Centre
for Drugs and Drug Addiction

GENERAL REPORT OF ACTIVITIES

2005

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INCLUDING 'ANNUAL ACTIVITY REPORT OF
THE EMCDDA'S AUTHORISING OFFICER'

European Monitoring Centre
for Drugs and Drug Addiction

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Foreword

The European Monitoring Centre for Drugs and Drug Addiction has great pleasure in presenting its eleventh *General report of activities* to the European Parliament, the Council of the European Union, the European Commission and the Member States, following its adoption by the Management Board in July 2006.

The report provides a retrospective account of the EMCDDA's activities and accomplishments in 2005, mid-way through its fourth three-year programme (2004–2006). For the first time, it also includes the Authorising officer's report and declaration of assurance.

One of the most significant events during the year was the nomination of a new Director for the Centre. In May 2005, our Management Board elected Wolfgang Götz as Director. He has been working at the EMCDDA for many years in various responsible roles, first as Head of the Information Department and latterly as Coordinator of the Reitox network. On his appointment, he declared that his overriding objective was to ensure that the Centre served ever more effectively Member States' great and growing need for comprehensive and reliable information in the drugs field. I am delighted with the smooth transition to his leadership and I wish him every success in his work.

In 2005, our day-to-day business of drugs monitoring and analysis concentrated on the priorities set out in the triennial work programme. High on our agenda was continued assistance to the newer members of the European Union and we invested in capacity building and in training activities to support their data collection and analysis endeavours. To strengthen the Reitox network as a whole, we further implemented the agreed operating system with revised and rationalised reporting tools.

We continued to provide support to the EU institutions in their various activities in the drugs field. We contributed to the European Commission's work on the new Action plan on drugs (2005–2008) helping to draft the action plan itself and answering questions on the technical feasibility and scientific relevance of the indicators and tools mentioned therein. We assisted in elaborating the first roadmap for its evaluation and are contributing to annual review and impact assessment activities. The EMCDDA plays an important role in the implementation of the Council Decision on the information exchange, risk assessment and control of new psychoactive substances, adopted in May 2005, and we prioritised the tasks set out for us there in order to ensure a smooth shift from the Joint action to the new mechanism.

We enjoyed closer relations with the European Parliament through its Committee on Citizens' Rights Freedoms, Justice and Home Affairs with a successful presentation and launch of our *Annual report on the state of the drugs problem in Europe*. We also consolidated work initiated in 2004 in bringing representatives from national parliaments to Brussels for the launch and engaging in dialogue with them. We are pleased with the continued improvement of the contents and analysis that goes into our report. And also the progress made in improving our scientific credibility by making visible the data sets that underpin our work in the statistical bulletin. As we become more confident of the comparability of our data, we are able to give Member States a better picture of where

they stand in terms of drugs problems and this year we introduced country data profiles which enable them to see at a glance where they fit into the European situation.

At the close of this year, I would like to offer my heartfelt thanks to the colleagues on the Management Board and in the Bureau and staff of the Centre, Reitox national focal points and Scientific Committee for their constant support and dedication. I really do feel that the Centre has entered a new era with Mr Götz and look forward to seeing the results of the new impetus provided through his leadership.

Marcel Reimen
Chairman of the EMCDDA Management Board

Introduction

I took up my responsibilities on 1 May 2005 and set about ensuring continuity in meeting the objectives set out in the ongoing work programme. At the same time, I focused on setting some clear strategic priorities for the future direction of the EMCDDA that assure the increased quality of its work and more efficient use of resources. The Centre has achieved a great deal over the last 10 years, establishing the all-important networks, mechanisms and tools to gather sound and comparable drug data. We now need to build on these foundations and provide the evidence necessary for informed decision-making through sound information.

It is my aim to make the EMCDDA the recognised centre of excellence in European drug information and to develop it towards being one of the best managed EU agencies. In my first few months as Director I concentrated on three priority areas:

- improving the scientific quality of the Centre's work and outputs and enhancing its credibility;
- providing leadership and applying good management practice;
- building and improving partnerships.

In order to improve the scientific quality of the Centre's work, I found it necessary to review the organisational structure. The four scientific departments and the work processes in place did not facilitate thematic cross-departmental cooperation. After an internal consultation process among staff on possible alternative set-ups, I reorganised this area into two operational scientific programmes, and I also introduced a new scientific support programme. The new scientific support programme is responsible for managing EMCDDA relations with European and national research partners and the EMCDDA Scientific Committee; coordinating the EMCDDA's presence at scientific conferences and the publication of articles in scientific journals; and providing proactive documentary support to the abovementioned operational programmes.

Managing our enlarged data set in an efficient way is crucial to freeing up the time of our scientific staff for in-depth, high-quality analysis. It is with this in mind that I turned my attention to the development of our information storage and retrieval system – a priority project in our 2004–2006 work programme. This project had fallen behind schedule and I allocated the necessary funds and human resources to launch it into full developmental phase.

I also took steps to make the EMCDDA Scientific Committee – until now an underused resource – more active in helping us improve scientific quality. In the future it will be more involved in tasks such as defining scientific standards and quality control of our outputs.

With regard to providing leadership and applying good management practice, I focused on human resources management, an area that was highlighted as weak in the last internal audit report of the European Commission. Recruitment procedures had lagged over the last year, so I concentrated on filling vacant posts and getting the working capacity of the Centre back to its full strength. I also launched the selection procedure for the key post of Head of human resources. I have set about developing new approaches

for staff appraisal as well as introduced initiatives to engender team spirit and increase staff motivation.

Based on the findings and recommendations of the audit report of the Internal Audit Service of the European Commission, I developed an action plan for improving administrative and financial processes. I also established close cooperation with Portuguese Authorities and with EMSA (the European Maritime Safety Agency) on matters such as the new building and to identify possible synergies.

With regard to building and improving partnerships, it was necessary first of all to bring clarity to our role as information provider and to imbue in the agency the importance of service provision. I intensified relations with the European institutions and agencies ensuring that our remit towards them and the results expected were clear. I also focused on strengthening ties with the Member States.

I would like to thank the members of the Management Board for the confidence they have expressed in electing me as Director. I would also like to thank my staff for the willingness they have shown to share in my vision to be an exemplary Monitoring Centre that delivers ever better and more relevant results.

Wolfgang Götz
Director, EMCDDA

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Chapter 1
Synthesis of main results compared with objectives of 2005 work programme

The 2005 work programme continued to implement the EMCDDA's three-year work programme (2004–2006) and its objectives were necessarily consistent with the longer-term strategy. Work focused on three priority areas:

• to integrate fully the 10 new Member States into EMCDDA structures and activities;

• to develop the EMCDDA's information management capacity through a more efficient system for information storage and retrieval; and

• to improve the monitoring, reporting and dissemination of data through better tools, analysis and identification of client needs.

All activities were supported by a set of underlying principles which comprised: improving scientific standards; improving the visibility and recognition of the EMCDDA; focusing on core, cross-programme priorities and evaluating the relevance of these on an ongoing basis; increasing networking activities to draw out the potential of partners expertise; and improving relations with key partners, European institutions and bodies.

The main results are set out below by priority. A more detailed description of activities by programme area can be found in Chapter II.

Priority 1

Core tasks essential to implementing, developing and maintaining the existing instruments and mechanisms for data collection and analysis in the enlarged EU

Under this priority increased effort was required to process and analyse the data submitted to the Centre which has grown considerably both because of the increased number of countries providing data and because the quantity of data provided by each country has grown as reporting capacities have increased. Nevertheless, all routine reporting needs were addressed. And, although time for developmental tasks was less, the ongoing process of improving data comparability and reliability advanced.

Particular attention was given to fully incorporating the 10 new Member States into EMCDDA activities. At each key indicator meeting, a special assessment was made of the needs of the new countries and this was supported with specific training activities and workshops. For example, statistical methods and collecting data on drug-related deaths were identified as a particular need for some countries and addressed in a Reitox academy workshop in Thessaloniki in June. A special workshop on estimation of problem drug use was held in Krakow in August with the specific aim of stimulating data collection.

The Reitox reporting system, which delineates the basic conditions for data monitoring and analysis, was further implemented in close collaboration with the Reitox community. New structured questionnaires agreed and implemented in 2005 included 'Policy and

institutional frameworks', 'Reduction of drug-related deaths', 'Universal community prevention' and 'Selective and indicated prevention'. Sustained efforts were made to support members in meeting their reporting tasks through continued refinement of reporting tools and quality feedback on the information submitted.

Support was also provided to the candidate countries (Bulgaria, Romania and Turkey) to prepare them for participation in EMCDDA activities within the framework of the EU pre-accession strategy and in accordance with the relevant EU instruments (PHARE) and agreements with the concerned countries.

Priority 2

Further developing the EMCDDA data storage and retrieval system for quantitative and qualitative information reported by the national focal points and other relevant information providers

Work was stepped up on the data storage and retrieval system – a project pivotal to the future success of the Centre. An effective data management system is a prerequisite to moving towards a more efficient, output-driven approach and the system being developed will serve the strategic needs of the EMCDDA in data collection, information management and dissemination channels. This transversal project implies key changes in working methods within the EMCDDA and with the national focal points.

During 2005, programme teams provided input on the definition and functions that such an information system should have and a full-time project manager was assigned to coordinate this project. In October, the Bureau approved a transfer of funds to boost the project's implementation. A detailed set of technical specifications was elaborated and a call for tender launched in the Official Journal. The resulting offers were analysed and a contract signed with an IT company for its technical development.

Priority 3

Improving EMCDDA data reporting and dissemination on the drugs phenomenon

Work continued to promote an integrated approach to reporting, to improve the analytical quality of outputs and to produce products targeted at identified key information needs and audiences.

The 2005 annual reporting package – the most comprehensive ever – reflected a better use of resources and more joined up approach to dissemination. The package comprised:

- the *Annual report on the state of the drugs problem in Europe* in 22 languages (printed and website);
- Selected issues (printed and website) on drug-related public nuisance, alternatives to imprisonment, and buprenorphine;
- Statistical bulletin (PDF and website) presenting the full set of source tables on which the statistical analysis is based, the methodology used and over 100 additional statistical graphs;
- Country data profiles providing a top-level, graphical summary of key aspects of the drug situation for each country;

• National reports of the Reitox focal points giving a detailed description and analysis of the drugs problem in each country;

• Powerpoint presentation (22 languages) highlighting the main findings of the report.

Further web-based resources were introduced and better systems of tracking their use were implemented. New products in this area included the Drug treatment overviews, a more user-friendly country and thematic presentation of EDDRA products and the Prevention and Evaluation Resources Kit (PERK). Content of existing websites was improved and further developed.

The EMCDDA's findings on the drugs phenomenon were also disseminated through studies, scientific articles and abstracts, participation at international conferences and organisation of technical meetings. A full list of outputs can be found in Annex 3.

The impact of enlarged data sets from the newer Member States did mean that the regular out-turn of some products suffered. This had been set out as a possible scenario in the 2005 work programme. Despite this, we nevertheless managed to carry out much groundwork to improve data collection and quality and to invest in products that will come on stream in 2006 (cannabis monograph, policy briefings and thematic papers).

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Chapter 2
Overview of activities by programme

Monitoring the drug situation

Objectives

The role of this programme is to collect information and report on the magnitude, patterns and trends in the drug situation. A range of epidemiological data sources, together with data from supply reduction measures and information on the illicit drug market, are used to provide an analysis of the nature and dynamics of the European drug situation. Collecting reliable data in this area requires ongoing work to improve the quality and comparability of the information on illicit drug use submitted to the Centre. The activities of the programme therefore are split between analytical and reporting activities, and more developmental tasks aimed at improving methodology and data collection approaches.

During 2005, considerable efforts were required to meet the growing challenge of processing and analysing the data submitted to the Centre. The volume of information now submitted has grown considerably both because of the increased number of countries providing data and because the quantity of data provided by each country is also growing as reporting capacities have increased. Thus a major activity is the cleaning and analysis of data submitted as part of the annual reporting exercise of the Centre. As well as information from routine monitoring findings, ad hoc research studies are also analysed to allow a more comprehensive basis for reporting on the drug situation.

The other major area of work for this programme is to support the development of 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. The five key epidemiological indicators, which have been formally adopted by the Member States are the principal responsibility here ([1]). These information domains are the foundations for much of the EMCDDA's work to track trends in drug use in Europe over time. The implementation of the key indicators is also an explicit goal of the EU action plan on drugs (2005–2008). Progress has been made in developing reporting standards for core data on other important indicators for monitoring drug use including crime and supply data, market information, measures of drug availability, and surveys of drug use in special populations and the detection of emerging trends.

Activities and results

Overview

Epidemiological data from national reports and other sources concerning 29 countries (all Member States of the European Union, candidate countries and Norway) were analysed and synthesised to provide a comprehensive overview of epidemiological data for the EMCDDA's 2005 Annual report. To support the top-level analysis presented in the Annual report, all data tables used, methodological notes, more detailed analysis and supporting

(1) The five indicators are: Prevalence and patterns of drug use among the general population – population surveys; prevalence of problem drug use; demand for treatment by drug users; drug-related deaths and mortality among drug users; and drug-related infectious diseases.

graphics were made available in an accompanying statistical bulletin containing over 200 data tables. The statistical bulletin allows the data collected by the EMCDDA to be available to a wide European and international audience and it is now being used as a resource for scientists and students.

In 2005, the Annual report maintained and further developed the integrated approach launched in 2004. Chapters were structured either around substantive topics or around specific drugs. The programme contributed to the overview of the drug situation, chapters 3 to 8 (cannabis, amphetamine-type stimulants, LSD and other synthetic drugs, cocaine and crack cocaine, heroin and injecting drug use, crime and prison issues) and to the selected issue on buprenorphine.

Preparatory work was undertaken to assemble the necessary information for the selected issues that will be addressed in the 2006 Annual report. This included a data analysis exercise on gender differences in drug use and a special data-collection exercise focused on cocaine.

In 2005, particular attention was given to the further integration of the newer Member States and the candidate countries into the reporting activities of the Centre. At each key indicator meeting, a special assessment of the needs of the new countries was made and this was supported with some specific training activities and workshops, which were closely coordinated with the Reitox academy. Statistical methods and collecting data on drug-related deaths were identified as a particular need for some countries and addressed in a Reitox academy workshop in Thessaloniki (in June). In Krakow (8–9 August), a special workshop on estimation of problem drug use was held with the specific aim of stimulating data collection. Detailed assessment of national reports and standard tables delivered by Bulgaria, Romania and Cyprus was also undertaken as preparation for a Reitox academy workshop on crime/supply aimed at facilitating improvements in national reporting on these topics. A Reitox academy on collecting treatment demand data was also organised with the Romanian focal point.

Data analysis: improving efficiency and developing new approaches and tools

The data collected, validated and processed for the Annual report were incorporated into the Epidemiological Information System on Drug Data (EISDD). In parallel, work continued on defining and setting up a computer-based data storage and retrieval system for qualitative and quantitative information in different formats. The EISDD meta-database was restructured to provide a better communication interface with the new, subsequent link-up to Reitox website and uploads. The old system for linkage to internal server bases with physical copies of standard tables disappeared completely in the 2005 data collection exercise, and was replaced with a new interactive data accessing facility. For the first time data introduction interfaces for crime/prison data were made available and these data sets moved into the EISDD, which also benefited from the development and implementation of a new table-update system. The new online interface for data collection for the Centre was fully implemented for standard table 1 (population surveys) and used as a basic model for informing the design of the new set of online interfaces that will be developed from 2006 onwards within the new data storage and retrieval system. As part of the work to improve the statistical bulletin, a set of visual basic programmes for automatic production of graphs and tables were developed. And for the first time a set of specific data profiles for each country was produced. As part of the work to

assist countries with developing analytical capacity, work was started on a spreadsheet calculator for capture-recapture estimation of drug-using populations.

Key indicator: Prevalence and patterns of use among the general population (population surveys)

Data from this indicator is a mainstay of the EMCDDA reporting exercise so a particular priority in this area was to collect, improve and analyse information from the new Member States so that they could be better represented in the 2005 reporting exercise. This was facilitated by the new online interface for data collection, the standardisation of the survey methodology in general, and the high level of implementation of the European Model Questionnaire EMQ) by the new Member States.

The improvement of analysis was promoted by the presentation of the final results of the project CT.03.P1.200 (Sumnall, H.) during the annual expert meeting. A detailed analysis of data available in the EMCDDA epidemiological database (EISDD) was conducted for the forthcoming EMCDDA monograph on cannabis.

Key indicator: Problem drug use

Work on the problem drug use (PDU) indicator has concentrated on further developing the conceptual framework of problem drug use (including the EMCDDA definition). This is necessary in the light of recent changing trends in other indicators, such as population surveys and treatment demand that indicate strong increases in some drugs that may presently not be adequately measured by the agreed methods and guidelines from the EMCDDA on PDU. In addition, national definitions and coverage of estimates were analysed and have allowed problem drug use estimates to be separated into estimates of problem heroin use and problem stimulant use (as far as available), in addition to the estimates of overall problem drug use.

This ongoing developmental process has also resulted in an update of standard data reporting tables 7 and 8, which now explicitly ask for separate PDU estimates to be provided by main group of drugs and route of administration (opiates versus stimulants, non-injecting versus injecting).

At the EU expert meeting of 20–21 October, sessions were held on prevalence estimation, estimation of incidence and analysis of drug careers and the EMCDDA data quality/data entry system. In addition, national representatives presented a range of national level analyses such as how to link data from general population surveys to the PDU estimates from indirect methods.

Considerable efforts were also made in 2005 to clean and reorganise the historical database on PDU, which resulted in a significant improvement in quality and efficiency of data processing.

Key indicator: Treatment demand

The activities carried out in 2005 concerning the Treatment demand indicator (TDI) focused on enhancing data quality, with particular attention paid to improving data coverage and harmonising of data collection between the countries. Efforts were also made in the integration of the new European Member States and the candidate countries into data collection and reporting systems.

The annual expert meeting on TDI was organised on 22–23 September 2005 in three sessions: the first on data quality and methodological aspects, the second on proposals for future developments, and the last was devoted to updates on ongoing projects. In addition, as has been the case for the last four years, there was a session with international organisations where experience and data results from Latin American countries were presented.

The main outputs from data collected through the TDI were the sections on treatment demand in the Annual report and the statistical bulletin and the selected issue on buprenorphine. The background work for data analysis included data checking, data cleaning and data entry into the EISDD. Two further analyses of TDI data concerned a breakdown of treatment data by gender, which was published in a technical data sheet, and an analysis of living conditions among treatment clients, which will be disseminated in a policy briefing in 2006.

Preparatory work for the cannabis monograph was undertaken. A contract with an external consultant was launched in December 2004 and the first draft was ready at the end of 2005. Data from the eastern countries was analysed with countries experts, which will result in a technical data sheet in 2006. A toolkit on the TDI, carried out in collaboration with the UNODC and targeted at professionals and scientists working on treatment demand information in Europe and outside Europe was prepared. A working group on gender data was set up in order to analyse data on gender among treatment clients. The working group is composed of five countries that will contribute to a scientific article on treatment data with a breakdown by gender (Austria, Czech Republic, Greece, the Netherlands, Switzerland).

Key indicator: Drug-related deaths (DRD) and mortality among drug users

During 2005, considerable emphasis was placed on consolidating data collection from the new Member States, and on implementing the common definitions. This work focused along two lines: the annual Reitox data collection, which required extensive discussions with focal points and experts, and the detailed data collection of cases foreseen in the DRD protocol (through external contract CT.04.P1.359).

In addition, the DRD protocol was updated to harmonise the ICD classification with Reitox standard tables regarding substances involved in the fatalities recorded. Furthermore, to meet the need to have more precise information on toxicology in drug deaths a specific extra table was developed in cooperation with several experts and its field trial approved by the Heads of focal points.

In the annual expert meeting (23–25 November) considerable stress was put on improving analysis of drug-related mortality in two areas. One was the total mortality related to drug use (overdoses and other causes) within a particular country by combination of information from mortality cohorts, mortality registries and estimations of prevalence of problematic use. A workshop was dedicated to this topic. The other area was based on an analysis of the impact of overdose mortality at population level in all the EU Member States, and proportional mortality of overdoses and AIDs deaths (Vicente, J. and Matias, J.). This analysis required combination of data from the EMCDDA, Eurostat (causes of deaths) and EuroHIV.

In several cases, the link between epidemiology and interventions was reinforced (Reitox academy, DRD expert meeting, Belfast conference on the reduction of drug-related harm).

Key indicator: Drug-related infectious diseases

In 2005, activities on the drug-related infectious diseases (DRID) indicator focused on consolidating and improving the basic data collection system. This entailed reviewing and updating guidelines, data collection instruments and data organisation, storage and retrieval. An important part of the work consisted of ongoing detailed communication with the individual Member States on the data provided. The latter included the organisation of a two-day Reitox academy workshop in Malta.

An important activity was the organisation of the annual EU DRID expert meeting on 10–11 October, which convened over 50 experts who discussed common activities (see below) and presented their national work within the framework of the EU DRID indicator. The expert meeting was organised in the same week as the expert meeting on problem drug use, thus allowing exchange of experiences and experts between both projects.

During 2005, the existing basic draft guidelines (EMCDDA 2000) were further developed by starting work on a more detailed protocol. This protocol provides more guidance on the primary data collection process than the draft guidelines. This work was done in close collaboration with the Greek national focal point (contractor) and the EU expert group on DRID. As an important part of the protocol, a draft questionnaire was developed with core item sets for both routine data collection (reduced set) as well as for surveys among IDUs (expanded set). A planning meeting was held from 30 June to 1 July at the EMCDDA with a small editorial group of key experts. The protocol was further discussed during and after the EU expert meeting on 10–11 October. This work also resulted in an important update of standard table 9, which included the introduction of a new data sheet on risk behaviour (test version).

A project on 'laboratory surveillance of HCV in young people' was initiated, which is expected to provide data on HCV as an indicator of infection as well as of injecting drug use in the general population (contractor HPA, UK). These data should become an important complement to the currently available data on HCV-ab prevalence in IDU samples and notifications of cases of viral hepatitis C.

Additional activities involved the start of a study on 'identifying protective factors in countries with low HIV/AIDS prevalence rates in drug users', following a request to the EMCDDA by the Member States through the EU drugs action plan (2005–2008; objective 43 point 2). Initial format and funding possibilities for the study were explored at the EU expert meeting and through a call for interest to which experts from nine countries and from WHO responded and which is being further developed during 2006.

Much effort has been invested in cleaning and reorganising the historical database at the EMCDDA resulting in a significant improvement in quality and efficiency of data processing.

Crime, markets and supply data

Topics of interest in this area are crime, prison, global situation on production/trafficking, overview on trafficking, national level data on seizures, price, and purity of street drugs. Data are collected through the Reitox network (standard tables 11 to 16) and during 2005 reporting tools were under review resulting in the revision of the guidelines 12, 14 and 16. In addition to information provided by Reitox data, the EMCDDA maintains a close working relationship with Europol, and also uses the data available from UNODC, CND and INCB in order to inform its reporting.

An expert meeting on drug availability from population surveys was held on 29 June which led to the drafting of a final report of the EMCDDA project to develop a new module on drug availability in population surveys (4 volumes). Also during 2005, a review of all historic data submitted on price and purity/potency (standard tables 14 and 16) was undertaken as part of the work to validate and check the historical data set data prior to entry into EISDD. A review of all historic data submitted on seizures of cannabis products, by product and by seizing agency; validation and checking; construction of time series for all cannabis products (plants, herb, resin) and by seizing agency (all agencies, police, customs) was also undertaken as part of the preparatory work for the EMCDDA cannabis monograph.

European youth epidemiology data

Work in this area describes and analyses emerging trends and drug trends among youth. Data are assembled from youth and school surveys reported by Reitox or identified through other networks, international reports and journals.

In 2005, data from youth and school surveys were analysed for the Annual report. Collaboration with ESPAD (the European School Project on Alcohol and Other Drugs) was intensified, and a joint project to analyse gender differences among school students was set up. The E-POD (European Perspectives on Drugs) project to detect, monitor and track emerging trends was elaborated and a reporting form and literature review for an E-POD case study on hallucinogenic mushrooms were introduced. Also in 2005, the results of an exploratory study on the potential of youth media as a new source of information to improve capacity to understand and quickly respond to emerging drug trends were published in a thematic paper.

Cooperation

There has been cooperation with other European and international bodies, including:

• Eurostat and Sanco (DG public health – health monitoring) of the European Commission. Activity was continued, in particular in the area of population surveys, drug-related deaths and mortality among drug users, and drug-related infectious diseases. The EMCDDA also participated in meetings to help SANCO with the development of a new pan-European public health portal.

• The ESPAD survey group. In 2005, closer cooperation was realised with the ESPAD network who were reporting on the new round of their study. EMCDDA conducted a number of joint meetings with ESPAD and included an analysis of the new ESPAD data in the 2005 Annual report.

• The UNODC (United Office on Drugs and Crime) for streamlining international reporting, treatment demand and development of international epidemiological systems, and for collaboration and coordination on activities related to drug-related data on crime and supply and on a manual on treatment demand data collection.

• WHO (World Health Organisation), for drug-related deaths, treatment demand and drug-related infectious diseases indicators.

• The Pompidou Group of the Council of Europe, on indicator development and polydrug use.

• Europol for crime and supply data (see section on Joint action for further information on collaboration with Europol).

• EuroHIV and UNAIDS for the drug-related infectious diseases indicator.

Monitoring responses to drug use

Objectives

The main objective of this programme is to collect, analyse and disseminate information on national policies, availability and quality of interventions and services related to:

- prevention of drug use, including universal and selective prevention;
- harm-reduction responses to the drug situation, i.e. prevention of infectious diseases and acute drug-related deaths;
- prevention of drug-related crime, in particular assistance to drug users in prisons and alternatives to prison.

The focus in 2005 was to improve and consolidate the quality of information via specific reporting instruments. Quality control and feedback, training and competence development – particularly in evaluation of interventions – were other aspects of the 2005 work on quality assurance. Accordingly, the expected outcomes were more and better online and paper reports, web publications and thematic analyses, as well as presentations in different fora.

Activities

Data collection and analysis

The 2004 Reitox national reports as well as standard tables and structured questionnaires were processed and analysed for the 2005 annual reporting package. Structured questionnaires on 'Reduction of acute drug-related deaths', 'Universal community prevention' and 'Selective and indicated prevention' were implemented for the first time. The overview on the coverage, organisation and quality of school-based prevention improved in most Member States.

A structured questionnaire on alternatives to prison for drug using offenders was prepared and approved by the Reitox focal points. An expert meeting on low-threshold data collection, in collaboration with the EU-funded 'Correlation project' included a review of availability of data from low-threshold agencies and of reporting tools used.

A survey on health and drug services in prisons in the 10 new EU Member States was implemented by a contractor, the German Wissenschaftliches Institut der Ärzte Deutschlands (WIAD). The results were fed into a prototype database on prison and health, developed as a joint project of the EMCDDA and WHO, Regional Office for Europe.

The programme contributed to the qualitative evaluation of national reports and cooperated with Reitox and other programmes to streamline information collection within the Centre. It contributed to preparatory work on the development of an electronic data collection and retrieval system. Two Reitox academies – on collection of harm-reduction data and on collection of information on selective prevention and universal school-based prevention – were organised.

A technical contract with CRPHT was concluded, which updated the EDDRA offline tool and database to include the Member States that joined the EU in 2004. An updated version of the EDDRA questionnaire was produced and distributed and the national EDDRA reporting guidelines for 2005 updated accordingly.

Outputs and visibility

Annual reporting

The 2004 Reitox national reports as well as standard tables and structured questionnaires were processed and analysed for the EMCDDA annual reporting exercise. Information from other sources was collected, classified and analysed. Texts, tables, graphics and maps were drafted for the Annual report printed and online versions as well as a selected issue on 'Alternatives to prison'.

Websites

The part of the website dedicated to these activities was continuously updated. A range of reports, online articles, tables and graphics, as well as external links were put on the web. New prevention definitions (universal-selective-indicated) and evidence-based criteria were promoted through the website.

A call for submission of hepatitis C prevention projects and supporting their inclusion in EDDRA database was initiated and a new web-based 'hepatitis resource area' was conceptualised.

Visits to the Evaluation Instruments Bank (EIB) increased substantially with a proactive promotion strategy. EDDRA expanded considerably and 88 entries and 41 updates were processed. EDDRA online information was regularly updated, a monthly e-newsletter distributed and a marketing fact sheet on EDDRA launched. The annual meeting of national EDDRA managers was held in September. A survey among Management Board members confirmed that reliable information on good practice such as that presented in EDDRA is important for decision makers.

The Prevention Evaluation Resources Kit (PERK) is a web-based training module that links prevention models and components to the principles of prevention quality and evaluation (EDDRA) and to the according evaluation variables (EIB). It was published in the EMCDDA website at the end of 2005 and immediately attracted a high level of interest. It is being translated into Greek, French, Bulgarian, German and Portuguese by the respective focal points.

Cooperation with external partners

Programme staff participated in the coordination group of the DG Sanco project on the evaluation of implementation of Council recommendation on reduction of drug-related harm of 18 June 2003. Considerable technical input was given to the project: identification and provision of relevant EMCDDA datasets; advice about the interpretation of these data; feedback to all products related to the implementation of the project; participation at project meetings; hosting a consultant visit as well as provision of advice on further data sources and scientific research literature.

The close cooperation with WHO, Regional Office for Europe, was maintained and a common action plan in the framework of the existing Memorandum of Understanding was signed. Cooperation with this programme is mainly in the area of prison and health with a joint database (see above) and participation in the WHO Health in Prison Project (HIPP) Task Force. Staff also participated at the joint WHO/DG Sanco Ministerial conference on mental health and follow-up events. Together with the epidemiology team,

two meetings on HIV and hepatitis co-infection clinical protocols and treatment protocols for IDUs were co-organised with WHO.

Other partnership activities included:

- participation in the Pompidou Group platform on ethics;
- advisor to the first 'European drug abuse prevention trial' (DAP), with eight European partners. Development of a new state-of-the-art European prevention programme, evaluation instruments and research design;
- advisory board of the DG Sanco project on health and social exclusion (Correlation network); hosting pre-launch meeting in June;
- advisory board of the ROVAID project for integrated assistance for women drug users during pregnancy or with children;
- member of the European Network on Drug Services in Prison (ENDSP) and Central and Eastern Europe Network on Drug Services in Prison (CEENDSP) steering groups;
- drug prevention seminars for the SCAD (Southern Caucasus against drugs) programme in Tbilisi, Georgia and for the BUMAD (Belarus, Ukraine and Moldova against drugs) programme in Chisinau, Moldova.

Implementing the 1997 EU joint action on new synthetic drugs and Council Decision 2005/387/JHA

In May 2005, Council Decision 2005/387/JHA of 10 May 2005 on the information exchange, risk assessment and control of new psychoactive substances ([2]) (the Decision) entered into force. This Decision established a mechanism for the rapid exchange of information on new psychoactive substances appearing on the European drug scene. This Decision replaced and broadened the scope of the 1997 Joint action on new synthetic drugs.

Objectives

The priority objective was to ensure that the specific tasks stipulated by the new Council Decision were given a high priority in order to achieve a smooth transition from the Joint action to the mechanism set up by the Decision.

Activities and results

To ensure a smooth transition from the Joint action to the mechanism set up by the Decision, and to operationalise its implementation, specific arrangements were made to facilitate the exchange of information between the responsible institutions and their respective networks. These included a new reporting form, definition of criteria, and cooperation with the European Medicines Agency (EMEA) and the UN system.

As requested by Article 3(g) of the Decision, an EMCDDA–Europol reporting form was designed as an official reporting tool for notification of a new psychoactive substance

(2) Council Decision 2005/387/JHA on information exchange, risk assessment and control of new psychoactive substances was published in the Official Journal of the European Union on 20 May 2005 (L 127/32-37) and took effect the following day, i.e. on 21 May 2005.

under the Decision. The reporting form is a concise document, appropriate both for the Reitox national focal points and for the partner Europol national units. The EMCDDA and Europol have pledged that, as a rule, all information that they officially receive from Member States through reporting forms shall be immediately transmitted to all partners.

To provide for a consistent approach and to help ensure a high degree of transparency of the decision-making process under the information exchange mechanism of the Decision, the EMCDDA and Europol have elaborated a set of criteria to be considered in order to justify the collection of further information that will lead to the production of a Joint report (Article 5 of the Decision).

The EMCDDA and the EMEA agreed to establish stronger cooperation with the pharmacovigilance system. In addition, it was agreed that it was the responsibility of the national focal points to establish links with the relevant national competent authorities (NCAs) in their country to initiate cooperation with the pharmacovigilance system at a national level.

To obtain the information requested in Article 5.2(e), the EMCDDA established a permanent communication channel with the Department of Medicines Policy and Standards, which prepares the Expert Committee on Drug Dependence (ECDD) of the World Health Organization (WHO) Article 5.2(e).

During 2005, 14 new psychoactive substances were officially notified within the early-warning system. These were all psychotropic substances (synthetic drugs) similar to those listed in Schedule 1 and 2 of the 1971 UN Convention. The substances notified by the Member States to the EMCDDA/Europol after the Decision came into effect, i.e. after 21 May 2005, would have been notified under both the current and the previous legal instrument – the 1997 Joint action and Council Decision 2005/387/JHA.

In August 2005, Europol and the EMCDDA examined the information collected on mCPP through a joint assessment based on the predefined criteria. It was agreed that the information collected so far merited the production of a Joint report as stipulated by Article 5.1 of the Decision. The conclusions and recommendations of the Joint report were prepared by the two responsible organisations – the EMCDDA and Europol – in consultation with the EMEA. Thus, the first Joint report under the new legal framework was submitted to the Council, the Commission and the EMEA on 28 October 2005 within the deadline stipulated by the Decision.

In view of the new experiences and the lessons learned through the implementation of the 1997 Joint action and the Decision, the EMCDDA has undertaken to prepare new guidelines for the information exchange/early warning system. The guidelines aim to assist the early warning system partners in introducing the new working methods taking into account the individual countries' specific needs and situations. In this context, the EMCDDA is attempting to develop a more integrated approach with Member States to enable the collection, monitoring and exchange of information on emerging trends in the use of existing substances and on possible public health-related measures. To explore the feasibility of implementing an emerging trends monitoring system, a specific cross-programme pilot project 'Detecting, tracking and understanding emerging trends' was launched.

In order to raise the awareness of the new legal instrument and its added value, an awareness-raising promotional brochure was prepared.

The EMCDDA database on new drugs was internally installed and operationalised, thereby providing structured access to the specific information collected through the EWS and enhancing the internal capacities to store/retrieve data and to produce reports.

Through training activities, special attention was given to assist the new Member States and the accession countries in the development of their national EWSs.

Monitoring national and Community strategies and their impact

Objectives

This programme's work aims to monitor and describe policies, their framework and their relevant context, to contribute to policy analysis, and to contribute to policy evaluation. Two main groups of activities have been developed in order to achieve this. Monitoring and analysis activities concentrate on coordination mechanisms, national strategies, European and national legislation, public expenditure and evaluation schemes and tools, and treatment and social integration responses. The second group of transversal activities focus on coordinating and designing the EMCDDA's contribution to the evaluation of the EU strategy and action plan.

Activities and results

In 2005, effort focused on consolidating work launched in earlier years and the continued development of the areas mentioned above. The programme provided a substantial input to the Annual report – in particular, Chapter 1 on policy developments and the sections on treatment responses. It also drafted the selected issue on 'Public nuisance'. Staff from the team were also fully involved in the launch of the Annual report across Europe.

National policies, coordination mechanisms and public expenditure

In the area of national policies, one of the most significant achievements was the consolidation and streamlining of the data collection process. This comprised the testing and adoption of the structured questionnaire on 'Policy and institutional framework', which is a new standardised and pan-European tool for data collection and implemented in the latest Annual report guidelines (thus results are expected in November 2006).

Further outputs included a paper on the confiscation of assets, which was prepared for the National Drug Coordinators meeting and a chapter on policy and laws drafted for the EMCDDA monograph on cannabis.

To consolidate the work in the coordination area, an external study on the effects of coordination in the field of drugs in four countries was coordinated and revised. In preparation for work in 2006, a call for tender for a literature review on the impact of the modification of drugs laws was launched and contractor selected.

Demonstrating the capacity of the EMCDDA to respond to high-level external requests, a 'Position paper on the modification of the Italian law' was prepared and delivered to the Italian Senate. In December, following publication of the post, a new project manager was selected to concentrate on this area of work from 2006.

One of the main accomplishments in the area of public expenditure was the drawing up of a matrix on all aggregates of public expenditure (direct, indirect, supply, demand) relating to the drugs phenomenon in the EU. Using this matrix, a preliminary document was written to present the principal issues and subjects to be discussed when developing a methodology for collecting standardised data on public expenditure on drugs. A paper on drugs expenditure in Europe was also revised and finalised for publication in the scientific journal Addiction. Thus, after a long but fundamental phase of conception and study, the EMCDDA is now ready to begin drafting an agreed standardised data collection instrument for national focal points. The selection procedure for the new project manager for this area was also completed.

National and EU legal developments

With regard to the activities of the legal team, there was continued improvement of data collected and presented by the European Legal Database on Drugs (ELDD). The ELDD now holds over 750 original legal texts at EU and national level; the publication of Slovenia in 2005 completes the representation of all 26 EMCDDA member countries in ELDD. To streamline the processes of data collection and updating studies, the database was restructured to provide the more user-friendly sections of 'Topic overviews' and 'Legal reports'. At a glance, the topic overviews give both textual and tabular synopses of the most frequently demanded topics within the sphere of drug law, at international, European and national levels, and are essential tools for policymakers, researchers and the media. Four of the topic overviews (covering classifications, possession, trafficking, and treatment alternatives to prison) were fully updated and a completely new overview was published on needle and syringe programmes. More have been drafted, for example on cannabis, drugs and the Internet, mushrooms, and workplace drug testing; the latter was the central theme of the year's annual Legal correspondents meeting. At the request of the Legal correspondents, the comprehensive substances table is also being updated.

In line with these improvements of data presentation, a new information system on EU drug activities was designed and will be available online in 2006. The objective of this tool is to gather in one place information on EU legal instruments, adopted or pending, on EU activities and on EU policies towards the various aspects of the drug phenomenon and the control of illicit substances. The information system will also provide relevant information on the evaluation process of the EU action plan on drugs and on the tools developed and implemented at EU level. For the first time, information on the action of the EU in the field of drugs will be gathered in an organised structure and will provide users easy access to complete, detailed and synthesised information.

Legal information gathered by the ELDD was used to answer the increasing needs of external enquiries. The close cooperation between the legal team, the network of Legal correspondents, and the Drugs coordination unit of the European Commission, has proven to be a rapid and efficient method of providing information on drug asset funds for the National coordinators meeting, legal hemp cultivation following a request from Cyprus, recreational facilities licensing for the Lithuanian national focal point, legal status of mushrooms for the British Government, etc. The team provided regular analysis and follow up of the proposals made on the recast of the EMCDDA regulation, and answered ad hoc internal requests, including briefings on programmes implemented by DG Justice Freedom and Security and on recent EU legislation on drugs.

The considerable increase in the legal team's contribution is also visible in the EMCDDA Annual report process. In 2005, the team played a significant part in the two selected issues on public nuisance and alternative to prisons, and it was central to the drafting of the 2006 selected issue on licit and illicit drug policies. In preparation for the selected issues for the 2007 Annual report, it drafted guidelines on drugs and driving and made a significant contribution on drug use among very young people. Finally, cooperation has continued with relevant partners, with the legal team taking part in several important meetings, such as the Horizontal Drugs Group, Pompidou Group (testing in schools, and road safety), Europol ('2005 organised crime threat assessment report') and Eurojust (European criminal intelligence model).

Drug-related treatment and social reintegration

In the areas of drug-related treatment and social reintegration, the two new structured questionnaires were completed to a generally high standard by 27 countries, following the resolution of various problems. Both information sets were comprehensively analysed, and as a result two overview reports were drafted. These reports, making full use of data provided by the Reitox network, will be further developed and published, allowing for the first time a complete overview of the situations of drug-related treatment and social reintegration in the enlarging European Union.

28 'Drug treatment overviews' (presented by country) were harmonised according to a new template that was developed at the start of the year. After finalisation in consultation with the national focal points, the new EMCDDA web area covering treatment and social reintegration was launched on 26 June, International day against drugs – six months earlier than planned.

The EMCDDA manual 'Drug treatment evaluation guidelines' was finalised. This is an invaluable tool for researchers and professionals, and is of assistance to policymakers, who wish to evaluate treatment programmes in order to improve their treatment policies, availability, and coverage.

In 2005, 23 new entries were published in the EIB (Evaluation Instruments Bank) to assist in evaluating responses to drug use. Although some entries were translations of instruments already published, they included seven completely new instruments, including the 'Blood borne virus transmission risk assessment questionnaire'. This is particularly significant, being the first instrument in the EIB contributing to the evaluation of harm-reduction measures. Entries also included instruments in three languages, which had not earlier been present at the EIB site, increasing its usefulness at the local level. Another enhancement was the new linkage of entries between the EIB and EDDRA. For the first time, the instruments used to evaluate an EDDRA entry ('Searching family treasure', from Portugal) were published in the EIB, with reciprocal hyperlinks in each database to allow the user to easily consult both the project and its evaluation tools. During the year, 10 EIB newsletters were submitted to the EIB mailing list, keeping subscribers regularly updated about the publication of new instruments and/or other news.

Contribution to the EU action plan (2005–2008) and interinstitutional representation

Transversally, the programme coordinated the EMCDDA's contribution to the work of the European Commission on the evaluation of the new action plan on drugs (2005–2008). To begin with, assistance was given in the drafting of the action plan itself, answering

questions from Member States and the European Commission within the Horizontal working party on drugs on the technical feasibility and scientific relevance of the indicators and evaluation tools mentioned therein. Since then, the programme has worked with the Commission on establishing the first roadmap for the evaluation of the action plan, in the framework of the annual review of implementation, for which the Commission is responsible. The EMCDDA is also already involved in the contribution to the final impact assessment scheduled for 2008.

Furthermore, the report on the evaluation processes and methodologies established in six Member States to assess their strategies or action plans, which is to be published in 2006 was fine-tuned. This is a tool to help Member States evaluate their own strategy and/or for policymakers considering evaluating their policy.

Other aspects of inter-institutional representation included making presentations at four meetings of the Council's Horizontal working party on drugs, and also at a number of related meetings, showing increased visibility and consultation of the EMCDDA on drugs matters in Europe.

Reitox and Enlargement

The Reitox and Enlargement unit underwent some significant changes in 2005 that has had an impact on its mission and activities. As a consequence, the unit launched an internal reflection process aimed at redefining its mission and tasks within the framework of the new organisational structure of the Centre. The new organisation of the work of the unit is a direct result of this process and is reflected in the presentation of its activities below.

Activities in 2005 covered two main areas: management of the Reitox network and Enlargement activities (which were extended at a later stage to include international cooperation and relations with international organisations).

Reitox network

Network management and grant agreements

Work in this area concentrated on implementing the grant agreements, which required particular attention, as it was the first time that the 10 new Member States submitted financial and activity reports. Another factor that influenced implementation of the grant agreements was the decision to follow the recommendations of the Court of Auditors and to allow the payment of the first instalment of the 2006 grant only after the closure of the 2005 grant file. Although most countries provided the Centre with satisfactory reports and documents, for some countries it took more time than expected. As a consequence, the Reitox unit, in cooperation with the EMCDDA financial section, has taken measures to ensure the situation is better monitored, and to improve the speed and quality of the processes.

Quality assurance and capacity development

Extensive quality feedback was prepared and presented to the national focal points in May 2005, and served as background for the technical meeting organised 18–20 May

2005 on national reporting. The objective of the meeting was to receive feedback from focal points on the format of the quality feedback and discuss any changes, as well as to familiarise focal points with the new Reitox extranet. In addition, focal points were introduced to the new reporting tools for the 2006 reporting cycle.

In September 2005, the Quality assurance manager proposed and discussed with project managers new quality criteria to be used for the validation phase of standard tables. These were agreed upon and subsequently incorporated into the EISDD.

Ongoing reflection on the reporting guidelines and processes was followed up at the Head of focal points meeting in November 2005. Working groups were organised to discuss any problems/requests for changes in the national report guidelines as well as any changes to existing standard tables and structured questionnaires. The new selected issue guidelines were introduced and reviewed, and the guidelines for 2006 reporting were adopted. The reporting guidelines were improved in 2005 through a revision of the first chapter and the inclusion of a chapter on interpretation of trends and survey results in order to better instruct and orient focal points.

A quality assurance policy document, which includes the various activities carried out at the Centre within the framework of quality assurance, was drafted for adoption by the Directorate of the EMCDDA.

The new online information source presented in the form of 'Country situation summaries' (http://profiles.emcdda.eu.int), which are illustrated via an enlarged European Union and individual country maps were updated and published in November 2005. These brief and concise overviews on the drug situation in the old and new EU Member States and Norway are published in the respective national languages as well as in English. They are compiled from national reports and standard tables, submitted through Reitox and produced in collaboration with the national focal points. The country situation summaries include all 25 Member States and Norway.

Capacity development activities were also refined in 2005. According to the proposal made in the February meeting of the Heads of focal points, Reitox academy activities were reorganised as follows: a limited number of academies at European level involving all countries; some update sessions reserved for national experts participating in the EU expert working groups; and the promotion of cluster training initiatives and of national academies. This new approach was adopted also for the training activities organised in the framework of the Phare project with Bulgaria and Romania.

In order to improve the quality and relevance of training activities organised within the framework of the Reitox academy and the Phare project, a project manager from a scientific department is closely associated to each academy to assist with the contents, methodology and selection of trainers.

After an analysis of the training needs for all 26 national focal points, combined with a screening of the areas of work where reporting instruments still had to be presented, three Reitox academies were organised at European level (all materials are available on the Reitox academy extranet, http://academy.emcdda.europa.eu):

- Reitox academy on 'Relations with the media', Budapest, 1–3 June 2005
- Reitox academy on 'Harm reduction core data', Lisbon, 26–28 September 2005
- Reitox academy on 'Prevention core data', Lisbon, 14–16 December 2005

The following national Reitox academies were organised in Valletta:

- Reitox national academy on the 'Early warning system', October 2005
- Reitox national academy on the 'Drug-related infectious diseases indicator', November 2005.

The Reitox academy on 'Relations with the media' was organised in close cooperation with the Communication unit and one of the practical workshops was more specifically dedicated to the preparation of the launch of the EMCDDA Annual report, including the preparation of some national launches.

Enlargement activities

With the extension of the scope of the Reitox unit's work, activities implemented in this area covered international cooperation and technical cooperation.

The coordination of international cooperation aims to help the EMCDDA to better achieve its objectives within the area of international relations. A better-balanced approach coordinates internal information and data requirements, necessary external presence and visibility, enlargement needs and, finally, ad hoc requests from third countries and organisations. The unit is also responsible for the coordination of official visits paid to the Centre. 14 such visits took place between May and December.

A revision of the cooperating frameworks with the key international partners was launched. New cooperating provisions were agreed with Europol and with the Pompidou Group of the Council of Europe. The Centre participated in several statutory meetings convened by these organisations and by Interpol, the WCO and CICAD-OAS. The Centre also participated in the high-level meeting of the 'Cooperation and coordination mechanism on drugs' between the EU and Latin American and Caribbean countries in Lima, and took part in the first international meeting of monitoring centres held in Caracas in association with 11 national focal points.

With regard to enlargement activities, negotiations between the Commission and candidate or third countries for participation in the EMCDDA were followed up and support to the Commission provided on an ad hoc basis. The role and activities of the EMCDDA were presented to candidate countries and formal relations with candidate or third countries having officially applied for membership to the EMCDDA were established.

Activities included follow-up of the evolution of the pre-accession instruments, including the programmes supporting the Western Balkans, and the preparation of a technical assistance programme on the model developed by Phare.

The unit also followed up action of the EU towards third countries in fields where a contribution of the EMCDDA was expected or in fields that form an integrated part of the EU policy on drugs. An information flow between the EMCDDA and the Community programmes responsible for implementing the EU policy on drugs in these countries was also set up.

Following the Decision of the Commission of 3 November 2004 to approve a multi-beneficiary programme on the participation of Romania and Bulgaria in certain Community agencies in 2004 and 2005, the Reitox unit prepared the technical proposal (Phare III) for the new project, which started in May for a duration of 18 months with a budget of EUR 300,000.

To implement this project, re-assessment missions were organised in Bulgaria and Romania, and resulted in a re-assessment report for each country and a work programme for 2005–2006. The recommendations made by the EMCDDA were included to a large extent in the 'Comprehensive monitoring report' presented by the Commission on 25 October 2005.

The 'Inception report' presented by the EMCDDA was approved by the project's steering committee in September 2005. For the first time, the national reports and available standard tables and structured questionnaires were delivered by the two countries on time, and the information provided will be included in the 2006 Annual report. For the first time also, the Annual report was translated into Bulgarian and Romanian, and a special event was organised in each country for the national launches of the report, with good press coverage in both countries.

The following training activities were organised in 2005:

- Reitox academy workshop on 'National reporting' (with the kind support of the Greek national focal point) and with the participation of Bulgaria, Romania, Cyprus and Greece – Thessaloniki, 27–29 June 2005;
- Reitox national academy on the 'Early warning system' – Romania, Bucharest, November 2005;
- Reitox national academy on 'Treatment Demand Indicator' – Romania, Bucharest, 13–14 December 2005.

On 9 December 2005, the European Commission decided to establish a multi-beneficiary programme on the participation of Turkey and Croatia in certain Community agencies, including the EMCDDA (Phare IV).

The main objective of the project was to establish and/or strengthen the national focal points and national drug information networks in Croatia and Turkey and to integrate them further into the Reitox network. The budget earmarked for this activity is EUR 500,000.

In the perspective of the Communication of the Commission on the participation of the Western Balkans in some EU Agencies and at the request of the European Agency for Reconstruction, the Reitox unit was invited to participate in a meeting in Serbia-Montenegro, in the framework of a project organised by the CARDS programme. This meeting offered the possibility to obtain a picture of the drugs situation and of the drug-related data available, as well as to present the work of the EMCDDA.

Communication and dissemination

Publications

The objective of the publications programme is to produce both printed and online publications addressing the most important aspects of the drugs phenomenon in Europe. During 2005, the most significant step forward was to internalise some of the processes to do with the Annual reporting package, with a continued emphasis on fine-tuning products to fit with the needs of target audiences.

The objectives of the programme included producing a printed publication reflecting the main results and achievements of the EMCDDA in 2005; publishing the EMCDDA budget in the official EU journal; consolidating and improving the EMCDDA specialised series (Monographs, Insights, Manuals and Risk Assessments); and providing a high-quality editorial service.

The 2005 Annual report was coordinated, edited and published in 22 languages (all EU languages except Maltese plus Norwegian, Bulgarian and Romanian). A concerted effort was made to improve the structure and presentation of the Annual reporting package, which comprised: the Annual report in 22 languages (printed publication and website); the Selected issues (printed publication and website); the Statistical bulletin (PDF and website); Country data profiles; Reitox national reports; and a PowerPoint presentation summarising the key findings (22 languages). The Statistical bulletin, which provides the data sets underlying the report, methodological commentary and notes was produced with a new tool facilitating scaleable tables and interactive graphics.

Four editions (49, 50, 51, 52) of Drugnet Europe were published. The first two editions were in 5 languages (ES, DE, EN, FR, PT), and then, for budgetary reasons, it was decided to produce the newsletter in English only.

The various EMCDDA websites are increasingly used for the dissemination of studies, project reports and summaries and a considerable amount of time was spent on editing such material for online dissemination. Online publications included the thematic papers on 'Youth media' and 'Illicit drug use in the EU: legislative approaches'. A website with drug treatment overviews was published and PERK (Prevention Evaluation Resources Kit). Work on further thematic resource areas got underway. (A full list of outputs is provided in Annex 3).

Media relations and marketing

Media relations

EMCDDA media relations activity in the first quarter of 2005 centred around three evaluation exercises. These covered: the 2004 Annual report launch; 2004 national events coinciding with the Annual report launch; and the newsletter Drugnet Europe. Based on responses to questionnaires sent to the national focal points (NFPs) in February, three in-depth evaluation reports were drawn up containing practical recommendations for implementation throughout the year in these three areas.

In line with the EMCDDA Media relations strategy, attention was also given at this point to developing a press section on the Intranet as a document repository and internal press service alerting staff to new press actions and their impact.

The focus of the second quarter of the year was a press action for 26 June (International day against drug abuse and illicit trafficking) on the youth media, and the conception – in cooperation with an external trainer and the Reitox department – of a training module for a Reitox Academy on relations with the media. The latter, hosted by the Hungarian national focal point in Budapest, allowed an exchange of views on working with the media in over 20 countries and offered NFP staff useful guidelines for maximising contacts with journalists. The course also took into account the above evaluation reports and resulted in further practical recommendations ahead of promotional events in the Autumn.

In the wake of this, NFPs assisted the EMCDDA in drawing up, updating or expanding, across 29 countries, contact lists of: top drug-specialised journalists; national press; national news agencies and scientific journals.

Efforts in the third quarter focused on the launch of the 2005 Annual report on the state of the drugs problem in Europe, held in Brussels on 24 November. Six news releases were produced in 22 languages as well as other promotional items and materials. A press briefing and conference were held on 23 and 24 November respectively following a presentation to the European Parliament. National events were organised, largely by the NFPs, in eight EU Member States (Cyprus, Denmark, Estonia, Greece, Finland, Lithuania, Poland and Portugal) and in Bulgaria and Romania. These events led to unprecedented coverage on the report.

Producing high-quality media relations materials and monitoring impact in the press continued to be priorities in 2005. A total of 14 news releases, 6 facts sheets and 10 press reviews were produced in the course of the year.

In the second half of the year press actions were organised around two VIP visits to the EMCDDA: Commissioner for Justice, Freedom and Security Franco Frattini and President of the Portuguese Republic Jorge Sampaio.

Marketing

In the first quarter of 2005, EMCDDA marketing activity focused on the follow-up and consolidation of the project 'Representing the EMCDDA' following the training course on the subject in September 2004. Three reports were finalised: 'Project development and course follow-up', 'Minutes/proceedings', and 'Staff review' (written up in final report).

Attention was given at this point to developing a marketing section on the Intranet to house these documents and remaining training course materials and to serve as an internal service for staff. It provides staff with access to strategic EMCDDA marketing documents and new promotional items designed for their use. Among the items available are the EMCDDA Marketing strategy; a new repository of marketing items (e.g. promotional checklist, PPT presentations, links to brochures etc); 'Representing the EMCDDA' (full course content and follow-up) and a Corporate Identity section offering key items and guidelines.

The range of EMCDDA promotional literature launched with the new corporate identity in 2003 was further developed in 2005. This included the publication of a publicity brochure on the EMCDDA Monograph series, produced for distribution on the EU stand at the Frankfurt Book Fair (October), and an updated brochure EMCDDA Online

displayed at the exhibition 'Online Information 2005' in London (December) where the EMCDDA participated with other EU agencies on the EU stand. At the end of the year a new promotional brochure entered production describing the workings of the May 2005 'Council decision on the information exchange, risk assessment and control of new psychoactive substances'.

The joint EU agencies' brochure, European agencies – working across Europe for you, updated at the end of 2004, was printed and disseminated in 23 languages in the Spring. The EMCDDA also participated in the annual EU agencies meeting at the EU Publications Office (EUR-OP) in July.

Three promotional mailings were dispatched in 2005 to publicise EMCDDA products to book reviewers (scientific press). New products were also promoted via Drugnet Europe and the public website.

At the end of the year, at the request of the EMCDDA Management Board, a series of graphic banners were designed for use by the Reitox network. These were then integrated into a new Corporate identity section on the Reitox extranet along with logos and other visual communication tools.

Documentation

The principal objective of the Library and Documentation Centre is to provide a high quality internal information service on drugs and drug addiction covering all EMCDDA working areas.

In 2005, the main activities focused on the following areas:

- selection, acquisition, cataloguing, indexing and dissemination of documentary material (monographs, journals, specialised articles, reference, newspapers, CD-ROM's, etc), making available useful information in either paper or electronic format to EMCDDA staff;
- intranet service: electronic dissemination of the journals collection and updating and launching of the new software version of Bibliodatabase, the EMCDDA bibliographic catalogue, managed by WinLib2000;
- users' services: circulation of publications, bibliographical retrieval in internal and external databases, management of loans, DSI (dissemination of information by profile) and monthly publication of the 'Journals' table of contents';
- external users: reply to information and documentation requests thereby offering to the target external scientific and professional audiences a reference service on the drug phenomenon at European level;
- participation in networking projects and activities with European partners.

3

Chapter 3
Supporting activities

Administration

Administrative support

Following the appointment of the new Director in May 2005, a new organisational structure for the EMCDDA was adopted which aimed at streamlining and clarifying the EMCDDA's working organisation and the role of the different actors to better achieve its objectives. Within this context, the structure of the administrative support services (Administration unit) was reorganised and strengthened in order to enhance the EMCDDA's ability to function as a best-practice, knowledge-based and service-oriented public administration, with special attention paid to the area of human resources management.

Planning, evaluation and legal matters

In 2005, work in this area focused on further improving the procedures for budget planning and management, with particular attention given to: the operations for budgetary transfer and the use of dissociated appropriations; the legal aspects concerning the implementation of the reform of the staff regulation; the regulation on public access to documents; and the necessary measures taken to cope with the inadequacy of the EMCDDA's current premises. The EMCDDA participated actively in the interagency legal network, involving the legal services of the Community regulatory agencies.

In February 2005, the Internal audit service of the European Commission conducted an audit of the EMCDDA's internal control system. The audit report was issued in July and presented by the Audit manager at the meeting of the Management Board in January 2006. Some of the recommendations of this report were addressed in the second semester of 2005, while other measures are in progress or planned for the coming months, as part of an action plan endorsed by the EMCDDA Management Board (see Part II below).

Human resources management

Human resource management activities focused on implementing the reform of the EU staff regulation that entered into force on 1 May 2004. The EMCDDA participated in the activities carried out by all Agencies in cooperation with the European Commission for the implementation of the reform.

The internal capacity for human resources management was strengthened and the processes for staff recruitment, appraisal and promotion were improved. The recruitment procedure for a Head of human resources was only successful second time around. The EMCDDA's capacity in human resources should be enhanced when the appointee takes up post.

The selection procedure for the appointment of the new EMCDDA executive Director was completed and the newly appointed Director took up his duties on 1 May 2005, for a

five-year renewable term. Furthermore, twenty-two selection processes were successfully carried out (see Annex 2 for a breakdown by category, grade, nationality and sex of staff employed by the EMCDDA at the end of 2005).

Financial management and accounting

Internal capacity in this area was strengthened and rationalised so as to better cope with the increasing workload in terms of procurement operations and to better reflect the separation of duties between the accountant and the authorising officer. A first implementation of the new rules and procedures for accrual accountancy was carried out. Specific measures were taken to improve the processes for financial and contractual management and internal control (see Part II below).

Infrastructures and logistics

A new infrastructure and logistics manager was recruited to better manage the current premises (split across two sites) and to deal with operations relating to the new EMCDDA premises. The contract for renting an EMCDDA 'bureau de passage' in Brussels was terminated mid-2005. The internal rules for inventory and assets management were revised, in accordance with the relevant regulations.

In mid-2005, a steering group was set up for the project relating to the construction of new headquarters for the EMCDDA and EMSA (on a plot of land located in Lisbon, Cais do Sodré, under the jurisdiction of the Lisbon Port Authority). The remit of the steering group is to monitor the construction of the premises and the implementation of the memorandum of understanding (MOU) signed in July 2004 with the Portuguese Authorities. The group meets every two months at political/management level, and at technical level whenever deemed necessary. It is composed of the member of the Portuguese Government in charge of the project – currently the Secretary of State for National Defence and Maritime Affairs; the Directors of both EU agencies; a representative of the Mayor of Lisbon; and the President of the Lisbon Port Authority (APL). At the technical level, it is comprised of one permanent representative from each of the bodies composing the steering group.

At its first political-level meeting, held on 14 July 2005, the Portuguese Government distributed a draft time plan which foresaw the signature of the renting contract between the agencies and APL by April 2006 (after the public procurement phase) and the inauguration of the headquarters in November 2007, under the Portuguese Presidency.

Information technology

IT infrastructures and services

In 2005, the principal focus of the IT team was on services. Changes were introduced in terms of staff roles, work processes and technology, in order to progressively adopt market-place best practices in managing electronic services. A services catalogue, service desk, incident management, as well as a project management office and security officer role are being gradually introduced and defined.

The expansion of the second EMCDDA site continued, requiring the upgrade of the data and voice connectivity. This was the subject of a public procurement announced in the Official Journal of the European Union, consisting of Internet access, inter-building data link, and business continuity components. Three important hardware renewal projects were concluded, the first concerning workstations, the second electronic notebooks and finally the local area networking switching.

With regard to the extension of some of the services to a mobility context, upgrade and consolidations were made to the existing platform for running remote applications, opening the possibility to start operating these services from 2006.

Electronic dissemination systems

Multiple projects in this area were driven by the preparations required for the data storage and retrieval system project. This project will provide a new information system covering the EMCDDA needs in terms of scientific data collection, data validation, and the framework for data mining. The procurement was done in the last trimester of the year, through an Official Journal competition and concluded with a contract signature. This contract will be executed in 2006 and the first semester of 2007.

Another main area of work on aspects of the data storage and retrieval system concerned tools for production of online publications. A significant step forward was the in-house production of Annual report and related products. For the web content management system (CMA) good progress was made in the migration of existing web sites, including adaptation to integrate information systems. The system was also upgraded both in functional and in technical terms. Although some of the components of this system are continuously under development, it was decided that the services to users should also be integrated with the ICT service desk, providing a more coherent response to incidents and requests.

Adoption of open source software, not only in terms of operating system but also for specific application and system needs, has continued to develop as a very promising trend.

4

Chapter 4
Statutory bodies and executive management

Management Board

At the 29th meeting of the Management Board in Lisbon on 19–21 January 2005, Mr António Maria Costa, Executive Director of the United Nations Office for Drugs and Crime (UNODC) in Vienna, addressed the members of the Board to share his views on the European drug situation in a global picture, on the eve of the launch of the new EU strategy and action plan on drugs. Operational contents of the Memorandum of Understanding between UNODC and the EMCDDA will be examined to strengthen the collaboration between both organisations.

The Management Board adopted a budget of EUR 12,515,625 for 2005 (25 Member States + Norway), on the basis of an EC subsidy of MEUR 12. It reached a compromise on the EMCDDA budget with view to ensuring an EMCDDA annual financing of EUR 105,000 per Reitox national focal point, without modifying the current 50%-50% EMCDDA + Member State co-financing system. Also, the Management Board decided to reduce expenditure on statutory meetings and reimbursements of transport costs of its members. As a consequence, only one representative per Member State was reimbursed, from the July meeting, instead of two. Reimbursements for Scientific Committee members and experts were harmonised.

At the meeting, the Management Board adopted the 2005 work programme and a preliminary draft budget for 2006 on the basis of an EC subsidy of EUR 12,360,000.

The Management Board mandated the Director of the EMCDDA to manage the building project to house both the EMCDDA and the European Maritime Safety Agency (EMSA) in the same location, in close contact with the Bureau, in particular to discuss the terms of the contract foreseen in the Memorandum of Understanding with the Portuguese Government. The Board mandated the Chair and the Director to sign the contract within the budgetary limits endorsed by the Budgetary Authority in September 2004. Also, it was decided by two-thirds majority to cease the renting contract of the office in Brussels.

The Board renewed the mandate of Mr Brunson (BE) and Mr Lawrence (UK) as members of the Bureau for 2005. The Management Board bestowed the title of 'Honorary Director' on Mr Georges Estievenart, whose second term came to an end in December 2004, for a decade of service at the EMCDDA's helm. Mr Jaume Bardolet was appointed as acting Director until the new Director was nominated and had taken up his duties. The Management Board adopted a revised version of its internal rules of procedure, together with an annex on the electoral procedure for the election of the new Director and rules for the audition of the candidates.

In an extraordinary meeting on 19 April 2005, the Management Board elected, by two-thirds majority and secret ballot Mr Wolfgang Götz (Germany) as Director of the EMCDDA for a renewable five-year term, starting on 1 May 2005.

Representatives of the acceding countries Bulgaria and Romania, and the acceding country Turkey participated, for the first time, as observers in the Management Board meeting of 6–7 July 2005. The Management Board had an exchange of views with the

new Director, in which he outlined his main priority areas. It decided to discuss the Reitox financing from 2007 on at the meeting in January 2006.

Mr Pietsch (AT) and Mr Veresies (CY) were elected members of the Bureau from July 2005 to July 2006. As they had been members of the Budget Committee, the Board elected as their replacements Ms Astrauskiené (LT) and Mr Pérez Pérez (ES) for a three-year mandate. Since matters to do with the new premises project would be recurrent, it was decided that Portugal would be invited to participate as an observer at Bureau meetings.

Given that the remit of the Scientific Committee had already been extended twice since the end of 2003, and considering that the timing of the recast of the EMCDDA founding regulation was difficult to foresee, the Management Board decided to dissolve the Scientific Committee and to launch a nomination procedure for a new Scientific Committee under the current regulation. The Chairman addressed a letter to the permanent representations of the 25 EU Member States and Norway to ask for nominations.

Further to the decision taken in the January meeting, the Board agreed on the structure of a questionnaire on the overview of 2005 EMCDDA activities to be completed by its members with a ranking between 4 (high priority) and 1 (no priority). The conclusions would be discussed in the next Board meeting.

The Board was informed about the preparations for the presentation and launch of the 2005 Annual report at the European Parliament in Brussels end of November, and an exchange of letters between the Directors of the EMCDDA and WHO/Europe to better structure common work areas and profit from synergies.

The meeting was dedicated to the memory of Mr Willy Brunson (BE) and Mr Armand Wagner (LU). Both passed away in the first half of the year.

Bureau

In 2005, the Bureau met four times in Lisbon, and once in Brussels ([3]).

At its meeting of 19 January, the Bureau mainly prepared the forthcoming Management Board meeting. The Bureau was informed that the EMCDDA was undergoing an internal audit by the services of the European Commission, and that the supervisor for the audit of European agencies would present the final report of this audit to the Management Board.

On 18 May in Brussels, the new Director outlined his vision and priorities for the Centre. The Bureau commented on a first draft agenda for the Management Board meeting of July 2005. It further discussed possible options for the Reitox financing as from 2007 on, which were forwarded to the Budget Committee. It adopted by written procedure after the meeting a proposal for the re-allocation of non-used 2005 Reitox funds mainly for Reitox academies, the development of the EMCDDA data storage and retrieval system and activities linked to the production of the 2005 Annual report. The Bureau agreed by written procedure, after the meeting, to bring forward Management Board meetings from January to December to allow for a more timely adoption of the Centre's annual budget.

(3) 19 January (Lisbon), 18 May (Brussels), 6 July (Lisbon), 13 October (Lisbon).

On 6 July, the Chair of the Budget Committee reported on the meeting held on the same day. The Bureau mainly prepared the forthcoming Management Board meeting and commented on draft documents.

At its meeting of 13 October, the Bureau was informed about the new organisational chart of the Centre. The Bureau commented in general terms on the final report of the internal audit, which will be transmitted to the Management Board for its meeting in January 2006. The draft agenda for this meeting was revised further to the comments of the Bureau, and it was decided that Bureau meetings should take place five to six weeks before Management Board meetings, in order to allow discussions on the basis of all draft working documents for the Board meeting. The Chair reported on the visit of Vice-President Frattini of the European Commission to the EMCDDA on 23 September 2005. The Bureau further adopted a budget transfer for an amount of EUR 396 000 from Title 1 to Title 2 mainly for supplementary needs entailed by the execution of the electronic data processing tool project to boost the implementation of the EMCDDA information storage and retrieval system. On the basis of the proposal of the European Commission to advance the July Board meetings to June because of the deadline for the adoption of the EMCDDA's final accounts of the preceding year, the Bureau decided, with the abstention of the European Commission, to organise the Management Board meetings from 2006 on during the first week of July.

Scientific Committee

Throughout the year, the EMCDDA staff sought advice from the Scientific Committee on various occasions. The Scientific Committee was consulted on the draft 2005 Annual report and their comments were taken into account as far as possible.

The Committee held its 23rd meeting on 23–24 May 2005. At this meeting, the newly elected Director of the EMCDDA, Wolfgang Götz, presented his future ideas for the Centre. He emphasised his intention to improve the scientific quality of the Centre's work and to enhance its scientific credibility. In this context, the Scientific Committee would be a valuable resource to be better activated. The Scientific Committee welcomed the key concepts and concrete elements outlined by the Director and assured their full support.

The Committee reflected on the achievements of the Scientific Committee during its mandate and discussed its role for the future. The usefulness of small, specific sub-groupings was pointed out. Scientific support should be flexible and dependent on the particular needs of the EMCDDA.

While awaiting the recast of the EMCDDA Regulation, the term of the Scientific Committee had been extended twice since 2003. The EMCDDA Management Board therefore decided at its meeting on 6–8 July 2005 to launch a procedure under the provisions of Council Regulation (EEC) No 302/93 for the nomination of one representative from each Member State and Norway to serve on the Scientific Committee for a three-year period.

By early November, unfortunately, only about half of the Member States had nominated Scientific Committee members. It was decided to postpone the originally planned November meeting and to proceed with a written procedure for the formal opinion of the Scientific Committee (in this case of the nominated members) on the 2006 EMCDDA

work programme. The Chairperson of the Scientific Committee drafted an opinion with the assistance of EMCDDA staff; it was adopted and presented to the Management Board in January 2006.

In its opinion, the Scientific Committee voiced its confidence that the restructuring of the scientific programmes and the construction of a formal scientific coordination would facilitate a cross-sectional, multidimensional scientific analysis of the drugs phenomenon. It pointed out that for such efforts to be sustained, however, sufficient resources in terms of human capacity and time must be assured. The Committee welcomed the continuous work on the five key epidemiological indicators, appreciating the progress made in streamlining data collection. Regarding the implementation of Council Decision 20005/387/JHA on the information exchange, risk-assessment and control of new psychoactive substances, the Committee committed itself to taking a leading role in the revision of the risk-assessment guidelines. The Scientific Committee supported the attention given to the identification and dissemination of best practice in the work plan. In relation to the new EU drugs action plan (2005–2008) it pointed out that the analysis of the impact of the plan should fully utilise the data available to the EMCDDA, with respect for appropriate scientific and statistical procedures.

1

Chapter 1
Characteristics and nature of the EMCDDA management and internal control systems

The EMCDDA has set up its internal procedures for budget execution and internal control in accordance with the financial regulation applicable, which transposes integrally the text of the Framework financial regulation n°2343/2002. A partially decentralised management model has also been defined and implemented.

As a consequence, both operational and financial decisions required for implementing the work programme and budget have been decentralised by delegation to the Heads of unit on which the EMCDDA's activities and working organisation relies.

The Administrative unit provides the support to operational managers for financial management and ensures internal planning and monitoring, as well as the ex ante verification of transactions.

These procedures have been codified and all Heads of unit/deputy authorised officers have received a specific training and information on their role duties and liability, 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 management team – financial helpdesk: preparation of the required administrative and contracting supporting documents with the input of the concerned project manager.

• Planning and evaluation team – checking of compliance with adopted work programme and budget.

• Financial management team – SI2 initiating officers: operations in the EMCDDA SI2 electronic management and accounting system to prepare the decision of the authorising officer.

• Financial management team – verifying officer: ex ante verification.

• Head of unit – authorisation of the required budgetary and legal operations, acting as deputy authorising officer for the execution of the programme concerned.

• Accountant – execution of the required financial transactions.

The above-mentioned procedures are consistent with the EMCDDA project-based working methods aimed at integrating activities and resources management, in accordance with the activity-based management and budgeting (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.

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 was 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 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. A post for this purpose has been foreseen in the EMCDDA preliminary draft budget for 2007.

Key features of the EMCDDA's partially decentralised management model

Actors/level of operations	Role/operations
Decentralised level (operational and technical units)	Operational initiative/input and operational and financial decisions by delegation in order to implement the work programme (WP) and budget
Central level (Directorate and administrative units)	Coordination and management of executive planning, monitoring, reporting and assessment of the implementation of the WP and budget Administrative and financial support, management and control of implementation

Key features of the process for the execution of the EMCDDA work programme and budget

Level of operations	Actors	Role/operations
Decentralised level (operational and technical units)	Concerned project manager and Head of unit	Initiative and operational input for the operations required to implement projects
Central level (administrative unit)	Planning and evaluation team	Check compliance of operations with adopted WP and budget plan. Budgetary appropriations to be committed are set aside
	Human resources management team	Define rights and check compliance with staff regulations for missions and staff-related expenditure
	Financial management team	Prepare the required administrative and legal supporting documents and control compliance with applicable regulations. Process and control the required SI2 operations
Decentralised level (operational and technical units)	Head of unit/deputy authorising officer	Authorise budgetary and legal commitments and payments (and recovery orders)

2

Chapter 2
Assessment and improvement of management and internal control systems

Follow-up to the recommendations by the European Court of Auditors and discharge Authority following the audit concerning the financial year 2004

The following measures have been taken by the EMCDDA in order to improve its management and internal control systems, providing follow-up to the observations and recommendations expressed by of the European Court of Auditors and the discharge Authority:

- Substantial reduction (around 50%) of the budgetary transfers.
- Better planning of procurements operation.
- Specific training for EMCDDA managers (deputy authorising officers and initiating officers) on tendering and contracting procedures.
- Standardisation of contract procedures and tools.
- Better definition of the internal procedures for commitment.
- Introduction of checklists for payments and other budgetary operations.
- Monthly reconciliation procedure between bank balances and accounts.
- Strengthening of the working capacity for procurement/contract technical support and management (new recruitments for financial helpdesk, strengthening and better organisation of ICT and infrastructure/logistics management).
- Concerning assets management, the closure of the 2005 inventory has been based on a new electronic inventory system.

Follow-up to recommendations by the Internal Audit Service of the European Commission (IAS) following the audit of the EMCDDA internal control system carried out in 2005

Between November 2004 and early February 2005, the IAS carried out an audit of the EMCDDA internal control system. The resulting audit report was issued on 15 July 2005 and was presented by the audit manager at the meeting of the EMCDDA Management Board of January 2006.

The new EMCDDA Director took up his duties in May 2005, presenting as one of his aims the achievement of the highest level of management efficiency for the EMCDDA, introducing change while guaranteeing continuity and stability, providing leadership and applying good management practice. As a consequence some of the core shortcomings highlighted in the audit report were addressed in the second semester of 2005. The measures taken can be summarised as follows:

- Adoption of a new organisational chart clearly defining duties and responsibilities while rationalising working organisation in accordance with EMCDDA objectives. The new structure has streamlined and clarified the EMCDDA's working organisation, both

with regard to the mission and to the role of the different actors. In this context, the Scientific Coordination will play a leading role with regard to strategic planning and coordination of EMCDDA core activities and the merging of the scientific programmes should allow for better teamwork, better understanding of roles and better use of resources. Furthermore the reorganised structure and activities aimed at supporting EMCDDA operations should enhance the ability of the EMCDDA to function as a best-practice, knowledge-based and service-oriented public administration.

• With regard to human resources management, measures were taken to improve job descriptions, recruitment and staff appraisal and promotion processes, in accordance with specific recommendations expressed by the IAS. The recruitment of a human resources manager should enhance the EMCDDA's capacity in this area.

• As regards compliance and regularity, action was taken to improve the delegation of powers of the EMCDDA authorising officer, the procedures for public procurements and the segregation of roles and duties in financial processes, the definition of a countersigning system for bank transactions as well as the implementation of procedures to document exceptions.

Other measures are in progress or planned for the forthcoming months, as part of an action plan endorsed by the EMCDDA Management Board at its meeting of January 2006, aimed at following up the recommendations of the above-mentioned IAS internal audit report within the framework of a more comprehensive strategy aimed at improving the EMCDDA's management and internal control systems.

Priority will be given to addressing the 'critical' and 'very important' IAS recommendations, mostly relating to improving the control environment and particularly improving human resources management, at the same time recognising that the areas interrelate and some less urgent areas may also benefit as a spin-off of corrective measures implemented for the 'critical' and 'very important' issues.

These measures can be summarised as follows:

• Preparation and adoption of EMCDDA rules for the implementation of the revised EC staff regulations on temporary posting (interim) for management functions;

• Completion of the revision of job descriptions for EMCDDA posts, in accordance with the new organisational chart;

• Setting up and implementation of procedure for assigning objectives for staff appraisals;

• Inventory of EMCDDA sensitive posts/functions;

• Streamlining of current EMCDDA reporting system/procedures and strengthening the capacity for reporting and monitoring the execution of the EMCDDA work programme and budget;

• Developing a specific capacity for risk assessment and internal audit;

• Developing ex post verifications.

3

Chapter 3
Declaration of assurance of the authorising officer

I, the undersigned, Director of the European Monitoring Centre on Drugs and Drugs Addiction,

in my capacity as authorising officer:

• declare that the information contained in this report gives a true and fair view (*).

• state that I have reasonable assurance that the resources assigned to the activities described in this report have been used for their intended purpose and in accordance with the principles of sound financial management, and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transactions.

This reasonable assurance is based on my own judgment and on the information at my disposal, such as the results of the self-assessment, ex post controls, the observations of the Internal Audit Service and the lessons learnt from the reports of the Court of Auditors for years prior to the year of this declaration.

• confirm that I am not aware of anything not reported here which could harm the interests of the Agency and the institutions in general.

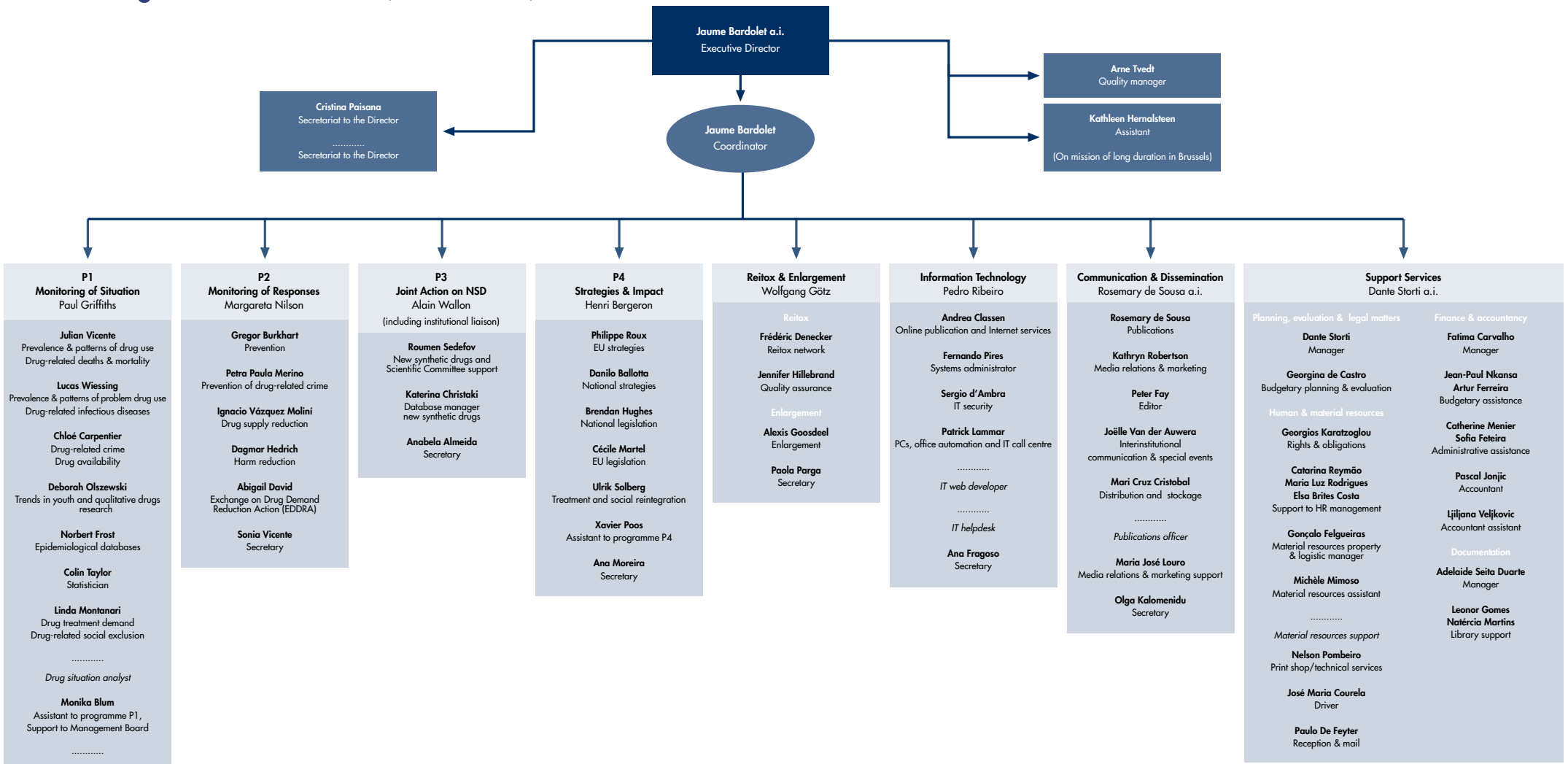
Done in Lisbon, on 7 July 2006

Wolfgang Götz

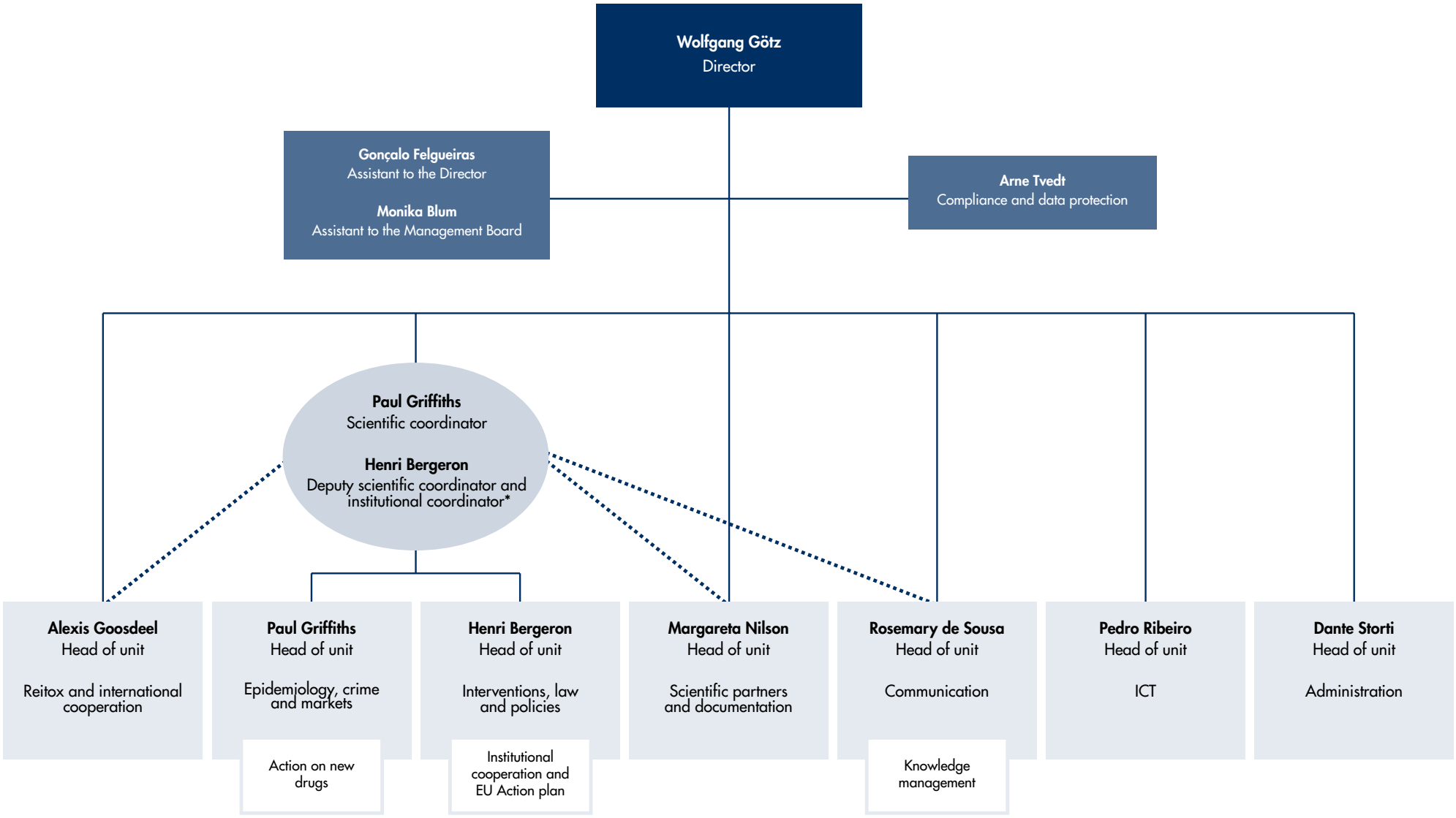
Director

(*) True and fair in this context means a reliable, complete and correct view on the state of affairs in the service.

Annex 1
Organisational chart (18/03/05)



Annex 1
Top-level organisational chart (18/10/05)



Coordination

* Institutional coordination delegated to Danilo Ballotta

Annex 2
Breakdown of EMCDDA staff in 2005

EMCDDA officials and temporary staff

Category and grade	Nationality	Sex		Total by category and grade
		Female	Male	
A* 16		0	0	
A* 15		0	0	
A* 14				
Temporary agents	DE	0	1	
				1
A* 13		0	0	
A* 12				
Temporary agents	SE	1	0	
	NO	0	1	
	PT	0	1	
	FR	0	1	
	UK	0	1	
				5
A* 11				
Officials	BE	1	0	
	ES	0	1	
	IT	0	1	
Temporary agents	DE	0	1	
	UK	1	0	
	NL	0	1	
	BE	0	1	
				7
A* 10				
Temporary agents	PT	1	1	

Category and grade	Nationality	Sex		Total by category and grade
		Female	Male	
	ES	1	1	
	FR	1	0	
	UK	2	1	
	IT	0	1	
				9
A* 9				
Officials				
Temporary agents	IT	1	0	
	DE	0	1	
				2
A* 8				
Officials				
Temporary agents	DE	2	0	
	FR	1	0	
	IE	0	1	
	DK	0	1	
				5
A* 7				
Temporary agents		0	0	
				0
A* 6				
Temporary agents	BG	0	1	
	DE	1	0	
	SK	1	0	
				3
A* 5				
		0	0	
Total A		**14**	**18**	**32**

Category and grade	Nationality	Sex		Total by category and grade
		Female	Male	
B* 11		0	0	
B* 10				
Officials	PT	1	0	
Temporary agents		0	0	
				1
B* 9		0	0	
B* 8				
Officials				
Temporary agents	DE	1	0	
				1
B* 7				
Officials	BE	0	1	
Temporary agents	FR	2	0	
	BE	0	1	
	ES	1	0	
				5
B* 6				
Officials				
Temporary agents	BE	0	1	
	PT	0	1	
				2
B* 5				
Temporary agents	IT	0	1	
	GR	1	0	
				2
B* 4				
Temporary agents	BE	1	0	
				1
B* 3				
Temporary agents	BE	1	0	

Category and grade	Nationality	Sex		Total by category and grade
		Female	Male	
	PT	0	1	
	FR	0	1	
	UK	0	1	
				4
Total B		**8**	**8**	**16**
C* 7		0	0	
C* 6				
Temporary agents	PT	1	0	
	GR	1	0	
				2
C* 5				
Temporary agents	PT	1	0	
				1
C* 4				
Temporary agents	PT	1	0	
				1
C* 3				
Temporary agents	PT	1	0	
	LU	0	1	
				2
C* 2				
Officials	PT	1	0	
Temporary agents	PT	1	0	
				2
C* 1				
Temporary agents	PL	1	0	
				1
Total C		8	1	9

Auxiliary staff

Category and grade	Nationality	Sex		Total by category and grade
		Female	Male	
A II		0	0	
A III	LU	0	1	
				1
Total Auxiliary agents		**0**	**1**	**1**

Contractual staff

Category and grade	Nationality	Sex		Total by category and grade
		Female	Male	
GF I				
	PT	0	2	
				2
GF II				
	PT	6	1	
				7
GF III				
	PT	1	1	
	DE	1	0	
	IT	0	1	
				4
GF IV	UK	1	0	
				1
Total Contract agents		**9**	**5**	**14**

Annex 3
Outputs

Publications

Annual report 2005: the state of the drugs problem in Europe
A yearly overview of the drug phenomenon in Europe.
Available in 22 languages – all EU official languages (except Maltese), Bulgarian, Norwegian and Romanian.
Cat. No.: TD-AC-05-001-BG/CS/DA/DE/EN/ES/ET/FI/FR/GR/HU/IT/LT/LV/NL/NO/PL/PT/RO/SK/SL/SV-C
http://www.emcdda.europa.eu/?nnodeid=419
Also available as a 22-language website with additional explanatory material, graphics and data sources (http://ar2005.emcdda.europa.eu)

Annual report 2005: selected issues
Three in-depth reviews that accompany the report: Drug-related public nuisance, Alternatives to imprisonment, Buprenorphine
Available in EN.
Cat. No.: TD-AF-05-001-EN-C
Also available as a website (http://issues05.emcdda.europa.eu)

Statistical bulletin 2005
The full set of source tables on which the statistical analysis in the Annual report is based and details on the methodology used.
Available in EN.
ISBN 92-9168-245-4
Also available as a website (http:stats05.emcdda.europa.eu)

General report of activities 2004
A detailed progress report of the EMCDDA's activities over a 12-month period.
Available in EN.
(http://www.emcdda.europa.eu/?nnodeid=426)

Drugnet Europe
The EMCDDA's newsletter, provides regular, rapid and succinct information on the Centre's activities to a broad readership.
4 editions (49, 50, 51, 52)
49 and 50 available in ES/EN/DE/FR/PT. 51 and 52 in EN only.
http://www.emcdda.europa.eu/?nnodeid=411

Technical data sheets
Differences in patterns of drug use between women and men

Thematic papers
Illicit drug use in the EU: legislative approaches
Youth media

Marketing materials

'EMCDDA Monographs' catalogue
In this catalogue, the EMCDDA showcases its series of scientific monographs which offer expert opinion and comprehensive research from leading drug specialists in the EU and other world regions.
Available in EN.
http://www.emcdda.eu.int/?nnodeid=12844

'EMCDDA online' promotional brochure
This brochure publicises the EMCDDA's latest online products.
Available in EN.
http://www.emcdda.eu.int/?nnodeid=6041

Joint agencies' brochure European agencies – working across Europe for you
Available in 23 languages.
http://www.emcdda.eu.int/?nnodeid=438

Media products

News releases
14 news releases (totalling 94 products).

No 1 – Overdose: a major cause of avoidable death among young people
(12.1.2005) EN/FR/PT

No 2 – Co-morbidity: drug use and mental disorders
(12.1.2005) EN

No 3 – Male and female drug use: Is the gap narrowing?
(8.3.2005) EN

No 4 - Upcoming changes at EU drugs agency
EMCDDA Management Board chooses new Director
(19.4.2005) DE/EN/FR/PT

No 5 - WHO and EMCDDA join forces
Better guidance for treating HIV/AIDS and hepatitis among injecting drug users
(16.6.2005) EN

No 6 - 26 June: International day against drugs
Youth media uncover emerging drug trends among young people
(23.6.2005)
EN/FR/PT

No 7 – Vice-President of the European Commission at EMCDDA
Agency offers vital tools for informing drug policy, says Frattini
(23.9.2005) DE/EN/FR/IT/PT

No 8 – Latest on the drug problem across Europe
2005 Annual report from the EU drugs agency
ES/CS/DA/DE/ET/EL/EN/FR/IT/LV/LT/HU/NL/PL/PT/SK/SL/FI/SV/NO/BG/RO/

No 9 – Annual report 2005: Cocaine, amphetamines, ecstasy and cannabis: latest trends
(24.11.2005) ES/CS/DA/DE/ET/EL/EN/FR/IT/LV/LT/HU/NL/PL/PT/SK/SL/FI/SV/NO/BG/RO

No 10 – Annual report 2005: Infectious diseases, problem drug use and drug-related deaths
Heterosexual transmission overtakes injecting drug use as route of new AIDS cases
(24.11.2005) ES/CS/DA/DE/ET/EL/EN/FR/IT/LV/LT/HU/NL/PL/PT/SK/SL/FI/SV/NO/BG/RO

No 11 – Annual report 2005: Over half a million Europeans now receive substitution treatment
Major increase in services for opiate dependence, but availability still uneven
(24.11.2005) ES/CS/DA/DE/ET/EL/EN/FR/IT/LV/LT/HU/NL/PL/PT/SK/SL/FI/SV/NO/BG/RO

No 12 – Annual report 2005: New developments in drug policy and law
Growing concern over impact of drug use on our communities
(24.11.2005) ES/CS/DA/DE/ET/EL/EN/FR/IT/LV/LT/HU/NL/PL/PT/SK/SL/FI/SV/NO/BG/RO

No 13 – Annual report 2005: Focus on crime and prison
Most EU countries report increases in drug law offences
(24.11.2005) ES/CS/DA/DE/ET/EL/EN/FR/IT/LV/LT/HU/NL/PL/PT/SK/SL/FI/SV/NO/BG/RO

2005 Annual report information package
A list of products and services
EN

No 14 – Portuguese Head of state visits EMCDDA
President expresses confidence in Portuguese response to drugs
(21.12.2005) EN/PT

Fact sheets
6 Fact sheets (EN).
Fact sheet 1: Illicit drug use in the EU: legislative approaches
Fact sheet 2: EU drugs agency welcomes 500th EDDRA entry
Fact sheet 3: Profile – Wolfgang Götz
Fact sheet 4: New legal instrument on psychoactive substances
Fact sheet 5: Joint agreement signed in Lisbon
Fact sheet 6: Reitox training academy on selective prevention

http://www.emcdda.europa.eu/?nnodeid=16965

Press reviews
4 quarterly press reviews
5 ad hoc press reviews (International day against drug abuse and illicit trafficking, Visit by EMCDDA Director to Slovakia, Visit by EMCDDA Chairman and Director to the Baltic States, Visit to EMCDDA by Vice-President Frattini, Visit to EMCDDA by President Jorge Sampaio)
1 three-volume 800-page Annual report press review

Websites

EMCDDA public website
The gateway to drug information in Europe. Ongoing updates and content development.
http://www.emcdda.europa.eu

Annual report 2005
The multilingual Annual report website offers full online version of the report in 22 languages and press materials.
http://ar2005.emcdda.europa.eu

Statistical bulletin 2005
The bulletin is a companion publication to the EMCDDA Annual report and presents the full set of source tables on which the statistical analysis in the annual report is based. It also provides further detail on the methodology used and over 100 additional statistical graphs.
http://stats05.emcdda.europa.eu

Country situation summaries
Country situation summaries are available for 25 Member States and Norway. They offer a rich pool of national drug data in Europe. Their main purpose is to provide brief synopses of up-to-date national data and trends. They also include selected links to other national information sources. They are updated once a year.
http://profiles.emcdda.europa.eu/?nnodeid=1966

Drug treatment overviews
The 'Drug treatment overviews' describe the national drug treatment systems operating in the 25 EU Member States, Bulgaria, Romania and Norway.
http://www.emcdda.europa.eu/?nnodeid=7613

European legal database on drugs
The European legal database on drugs (ELDD) is the EMCDDA's online database of information on European drugs-related legislation for the EU Member States and Norway. Ongoing updates and content development.
http://eldd.emcdda.europa.eu

Evaluation instruments bank
The EMCDDA's Evaluation instruments bank (EIB) is a document archive of tools created to encourage evaluation using reliable methods, and to help to standardise these tools at European level. The Instruments Bank contains tools for evaluating both prevention and treatment programmes. Ongoing updates and content development.
http://eib.emcdda.europa.eu

Exchange on drug demand reduction action
The Exchange on drug demand reduction action (EDDRA) is a multilingual online information system and data-collection tool on best practice in responding to drug use in the European Union. Ongoing updates and content development.
http://www.emcdda.europa.eu/?nnodeid=1580

Technical reports

Donmall, M., (2005) 'Global toolkit on drug treatment demand', Report CT.04.P1.286, EMCDDA, Lisbon.

Europol-EMCDDA Joint report on new psychoactive substance 1-(3-chlorophenyl)piperazine (mCPP). Report submitted to the Council, the Commission and the EMEA.

Kontogeorgiou, K., Wiessing, L., et al. (2005) 'Protocol for the implementation of the EMCDDA key indicator drug-related infectious diseases (DRID)', Report CT.04.P1.337, EMCDDA, Lisbon.

Merino, P. P. (2005) 'Inventory of health and social measures targeting drug users in prisons in the EU (15 + 1)', EMCDDA, Lisbon.

Merino, P. P. (2005) 'Inventory of health and social measures targeting drug users in prisons in recently incorporated EU Member States', EMCDDA, Lisbon.
Olszewski, D., Seppala, P., Fotiou, A., Pike, B., Leibrand, S., Feijao, F. 'Youth media', Lisbon, EMCDDA 2005.

Royuela Morales, L., 'Assistance to the EMCDDA for detailed data collection in the new Member States and candidate countries on drug-related deaths following the EMCDDA standard protocol for 'drug-related deaths', Report CT.04.P1.359, EMCDDA, Lisbon.

Stockholm University, (2005) 'Regular and intensive use of cannabis: problems and responses', Report CT.04.P1.371, EMCDDA, Lisbon.

Vicente, J., Cruts, G., Van Laar, M., et al. (2005) Revised drug-related death standard protocol, version 3.1. EMCDDA, Lisbon. Revision and update of Report CT.02.P1.05 (The DRD standard protocol, version 3.0).

Articles and abstracts

Articles in peer-reviewed journals

Bargagli, A. M., Hickman, M., Davoli, M., Perucci, C. A., Schifano, P., Buster, M., Brugal, T., Vicente, J., 'Drug-related mortality and its impact on adult mortality in eight European countries'. The European Journal of Public Health Advance Access, 2005.

King, L. A., Carpentier, C., Griffiths, P., 'Cannabis potency in Europe'. Addiction, 100, 884-886.

King, L. A., Carpentier, C., Griffiths, P., 'Getting the facts right: a reply to Smith (2005)'. Addiction, 100, 1560-1561.

Reimer, J., Schulte, B., Castells, X., Schafer, I., Polywka, S., Hedrich, D., Wiessing, L., Haasen, C., Backmund, M., Krausz, M. 'Guidelines for the treatment of hepatitis C virus infection in injection drug users: status quo in the European Union countries. Clin Infect Dis 2005;40 Suppl 5:S373-8.

Smit, F., van Laar, M., Wiessing, L. 'Estimating problem drug use prevalence at national level: comparison of three methods'. Drugs: education policy and prevention (In press).

Vicente, J., Hedrich, D., 'Sobredosis: una causa de muerte evitable'. Centro de Documentación de drogodependencias, 2005.

Wiessing, L., 'European drugs agency highlights trends in drug use and problems affecting drug users'. Eurosurveillance 2005;10 (12): 051215 http://www.eurosurveillance.org/ew/2005/051215.asp#3

Book chapters and other articles

Taylor, C., Griffiths, P., 'Sampling issues in drug epidemiology'. Epidemiology of drug abuse, 2005; chapter 6, pp 79-98.

Hickman, M., Taylor, C., 'Indirect methods to estimate prevalence'. Epidemiology of drug abuse, 2005; chapter 8, pp 113-131.

Griffiths, P., McKetin, R., 'A common language for a common problem: the developing role of drug epidemiology in a global context'. Epidemiology of drug abuse, 2005; chapter 11, pp 161-176.

Montanari, L., 'I pazienti in trattamento per uso di droga in Europa' in Malagoli, M., Cooperazione sociale e inserimenti lavorativi, ITACA, n.12.

Montanari, L., Taylor, C., Griffiths, P., Vicente, J., 'Gender breakdown among clients starting treatment in outpatient treatment centres in nine European countries in 2002, in Kraus, L., Korf, D. J., Research on drugs and drug policy from a European perspective, Pabst Science Publisher, 2005.

Montanari, L., (2005), 'Spunti introduttivi e osservazioni conclusive', Ugolini, P. (2005), Qualità e outcome nelle dipendenze, F. Angeli, Milano.

Published abstracts and oral presentations at scientific conferences and meetings

Griffiths, P., 'Overview of European drug situation'. Community Epidemiology Work Group. Denver, USA, 14–17 June, 2005.

Griffiths, P., 'HIV and drug use in Europe'. 2005 NIDA International Forum Linking Drug Abuse and HIV/AIDS Research. Orlando, USA, 17–20 June, 2005.

Griffiths, P., 'Monitoring drug use in Europe'. Meeting of EU and LAC Drugs Observatories. Caracas, Venezuela, 28–30 November 2005.

Montanari, L., 'Profile of drug clients in Europe and recent trends', Romania.

Montanari, L. 'Treatment demand indicator: a breakdown by gender in some European countries', CLAT, Barcelona, 30 June 2005.

Montanari, L., 'Recent trends among population treated for drug use in Europe', Coimbra, 3TE, 24 June 2005.

Montanari, L., 'Data availability and quality of treatment demand data (TDI) in low-threshold agencies, Lisbon, EMCDDA, expert meeting 1–2 June 2005.

Montanari L., Recent trends in drug use and problematic drug use in Europe, Ecole National de la Santé Publique, 28 September 2005

Montanari L., Trends among opiates clients entering drug treatment. Results from the Treatment Demand Indicator, Lisbon, EMCDDA, Annual Expert Meeting on Problem Drug Use, 20 October 2005

Montanari, L., Felgueiras G., 'Social exclusion and drug use', 15–16 November 2005. XV Congresso sobre 'Estilos de vida e comportamentos aditivos'.

Nilson, M., ECCAS (European Collaborating Centres in Addiction Studies) Monograph No. 4, Comorbidity: European responses to comorbidity (in press).

Olszewski, D., Gender analysis group ESPAD. The European school survey project on alcohol and other drugs, 2005 project meeting, Faroe Islands, September 12–13, 2005.

Olszewski, D., 'Report on the state of the drugs problem in Europe', Ministry of Health, Warsaw, Poland, 25 November 2005.

Olszewski, D., 'New synthetic drugs in Europe and the challenge of monitoring new psychoactive substances'. London Toxicology Group, LTG Meeting London, 14 October 2005.

Olszewski, D., 'Differences in patterns of drug use between women and men', Seminário homens e mulheres em Portugal, Instituto Nacional de Estatistica, 23 November 2005.
Vicente, J., 'Epidemiological situation on drug-related deaths'. Reitox Academy Intensive Course: Harm reduction data and reporting. Lisbon, EMCDDA, 26–27 September 2005.

Vicente, J., Hedrich, D., Griffiths, P. 'Drug-related deaths and responses in the EU. 16th International Conference on the Reduction of Drug Related Harm. 20-24 March 2005, Belfast, UK (abstract)

Vicente, J., 'Overview of the key Indicator: progress, limitations and perspectives. Overview of 2005 results on population surveys. EU expert meeting on Prevalence of drug use among the general population, Lisbon, EMCDDA, 27–28 June 2005.

Vicente, J., 'Assessment of intensive patterns of drug use through population surveys: rationale. EU expert meeting on Prevalence of drug use among the general population, Lisbon, EMCDDA, 27–28 June 2005.

Vicente, J., Beck, F. and Legleye, S. 'Presentation of a questionnaire to identify work in national surveys to measure intensive forms of drug use', EU expert meeting on Prevalence of drug use among the general population, Lisbon, EMCDDA, 27–28 June 2005.

Vicente, J. 'Review of progress on the key Indicator and findings for the year 2005', EU expert meeting on Drug-related deaths and mortality among drug users, Lisbon, EMCDDA, 24–25 November 2005.

Vicente, J. and Matias, J. 'First exploration of DRD data and drug mortality in different EU countries', EU expert meeting on Drug-related deaths and mortality among drug users, Lisbon, EMCDDA, 24–25 November 2005.

Vicente, J. 'Improvement of basic information on substances involved in acute DRD and proposal for a field trial. EU expert meeting on Drug-related deaths and mortality among drug users, Lisbon, EMCDDA, 24–25 November 2005.

Wiessing, L., 'Short update on the EMCDDA key indicator 'Drug-related infectious diseases'. Expert meeting on data collection at low-threshold agencies: 'increasing availability and quality of information at European level'. Lisbon, EMCDDA, 2–3 June 2005.

Wiessing, L., Taylor, C., 'Some comments on measuring problem drug use. Indicator prevalence of drug use among general population', annual expert meeting. Lisbon, EMCDDA, 27–28 June 2005.

Wiessing, L., 'Developing a more detailed protocol for the drug-related infectious diseases indicator', Treatment demand indicator (TDI) 2005 annual expert meeting. Lisbon, EMCDDA, 22–23 September 2005.

Wiessing, L., 'Considerations on monitoring coverage. Reitox Academy intensive course: Harm reduction data and reporting. Lisbon, EMCDDA, 26–27 September 2005.

Wiessing, L., 'EMCDDA key indicator drug-related infectious diseases: activities, needs and plans'. EU expert meeting on drug-related infectious diseases. Lisbon, EMCDDA, 18–19 October 2005.

Wiessing, L., 'EMCDDA key indicator problem drug use: activities, needs and plans'. Expert meeting on problem drug use, Lisbon, EMCDDA, 20–21 October 2005.

Wiessing, L., Reitox Academy training on the EMCDDA key indicator drug-related infectious diseases (DRID). Malta, 14–15 December 2005.

Klavs, I., Wiessing, L., 'Drug-related infectious diseases and risk behaviour in the EU. 16th International conference on the reduction of drug-related harm. 20–24 March 2005, Belfast, UK (abstract).

Aceijas, C., Hickman, M., Sarang, A., Bykov, R., Wiessing, L., and Hedrich, D. 'Coverage of needle and syringe programs in developing and transitional countries'. 16th International conference on the reduction of drug-related harm. 20–24 March 2005, Belfast, UK (abstract).

Participation in conferences and meetings, and technical meetings organised

Date	Venue	Title	Participants
Director			
3–4 May	Brussels	Meeting with Vice-President Frattini's Cabinet and with DG JLS	Policy makers
11–13 May	Brussels	Horizontal Drugs Group and meeting with DG JLS	Policy makers
17–18 May	Brussels	Bureau meeting and meeting in the European Parliament	Policy makers
8–9 June	Strasbourg	Meeting in the European Parliament and official closure of the Luxembourgish Presidency	Policy makers
16 June	Brussels	Heads of Agencies meeting	Policy makers
20 June	Brussels	Horizontal Drugs Group	Policy makers
21 June	Brussels	Meetings in DG JLS and DG ADMIN	Policy makers
28 June	London	Conference organised by the Home Office 'Crime reduction and community safety group'	Policy makers
11 July	Strasbourg	2nd French-German conference on addictions, 'Le cannabis en 2005. Quelles politiques publiques?'	Policy makers, practitioners
13–14 Septemebr	Brussels	Meeting in the European Parliament with DG JLS	Policy makers
29–30 September	Bratislava	Visit to Slovakian drug authorities	Policy makers
13–14 October	Brussels	Meetings in the European Parliament with DG JLS	Policy makers
24 October	Brussels	Horizontal Drugs Group	Policy makers
25–26 October	Budapest	48th International ICCA Conference on Dependencies	Scientists
9 November	Brussels	DG JLS, EMCDDA Budget Committee meeting	Policy makers
14 November	Berlin	Deutsche Hauptstelle für Suchtfragen, Fachkonferenz Sucht 2005	Practitioners
22–24 November	Brussels	*Annual report* launch	Policy makers, media
25 November	Porto	National launch of the *Annual report* in Portugal	Policy makers
1–2 November	Toledo	Seminar: 'The national plan on drugs in the international context'	Policy makers
4–6 December	Palermo	4th national conference 'Sui problemi connessi alla diffusione delle sostanze stupefacenti e psicotrope'	Policy makers
7 December	Brussels	EU Drugs Coordinators meeting	Policy makers
12–16 December	Vilnius, Riga, Tallin	Visit to Lithuania, Latvia and Estonia	Policy makers

Programme 1 – Monitoring the drugs situation – General			
7–9 March	Vienna	Forty-eighth session of the Commission on Narcotic Drugs	Policy makers
21 April	Brussels	Meeting on EU drugs action plan (2005–2008)	Policy makers
11–12 May	Cagliari	International network to improve management in Europe	Experts
14–17 June	Denver	Community Epidemiology Work Group (CEWC)	Experts
17–20 June	Orlando	2005 NIDA International Forum Linking Drug Abuse and HIV/AIDS Research	Experts
23–25 June	Coimbra	Conference 'Models of European responses to multiple forms of abuse of psychoactive substances/Drug perspectives at the beginning of the Century'	Experts
30 June–2 July	Barcelona	CLAT 3 2005, 3rd conference on reduction of drug-related harms	Experts
14 July	Brussels	Horizontal Drugs Group	Policy makers
8–9 August	Krakow	Workshop on quantitative analysis of drug data	Experts
27–28 September	Vilnius	International forum 'Drug control in Baltic regions: new challenges'	Policy makers
14 October	London	New synthetic drugs in Europe and the challenge of monitoring new psychoactive substances, London Toxicology Group	Experts
27–29 October	Manchester	16th annual conference of the European Society for Social Drug Research (ESDD)	Network members
31 October–2 November	Vienna	Expert workshop on measuring progress in demand reduction	Experts
4–5 November	Sesimbra	CEOS meeting on 'Hidden behaviours'	Experts
9–10 November	Paris	Pompidou Group, 3rd Research platform meeting	Experts
15–16 November	Lisboa	XV Congresso Prosalis 'Estilos de vida e comportamentos aditivos – saúde, imigração, contexto prisional e exclusão social, numa perspectiva de reintegração'	Experts
23 November	Lisbon	Seminário 'Homens e mulheres em Portugal'	Policy makers
28–30 November	Caracas	Meeting of EU and LAC Drugs Observatories	Policy makers
5–6 December	Baltimore	Rosita 2 meeting	Experts
Crime and supply			
4 February	Paris	Pompidou Group, Expert Forum on Criminal Justice, meeting of the working party on open drug scenes	Experts
18–19 April	Luxembourg	EU Crime Prevention Network (EUCPN) plenary meeting EUCPN national representatives meeting	Experts

21–22 April	Strasbourg	3rd meeting of the Expert Forum on Criminal Justice	Experts
12–13 May	Sesimbra	11th ENFSI drugs working group – workshop on cannabis potency analysis	Experts
23–24 June	Thessaloniki	Reitox academy for Romania, Bulgaria and Cyprus – workshop on crime and supply data	Focal points from Bulgaria, Cyprus, Romania, Greece
15 June	Loures	CEPOL course 2005/09A on drug trafficking	Law enforcement officers
14 July	Brussels	EUCPN national representatives meeting	National representatives
17–18 October	Edinburgh	EUCPN national representatives meeting	National representatives
20–21 October	Strasbourg	4th meeting of the Expert Forum on Criminal Justice	Experts
14–16 November	Lisbon	Seminário Internacional sobre Tráfico de Cocaína por via Aérea, Prevenção e Investigação	Law enforcement officers
25 November	Madrid	CEPOL Course 2005/09B on Drug Trafficking	Law enforcement officers
5–7 December	London	EUCPN best practice conference: 'Violent street crime'	Experts
4 December	London	Meeting at Home Office on drug-related crime	Experts
Health information networks			
18–19 January	Luxembourg	4th meeting of the Network of Competent Authorities	Policy makers
24 January	Luxembourg	1st Workshop of Health Portal's start-up editorial board: Information/data inventory	Experts
28 February	Luxembourg	2nd Workshop of Health Portal's start-up editorial board: Theme structure	Experts
15 June	Luxembourg	3rd Workshop of Health Portal's start-up editorial board: Web design, prototype and further work	Experts
Treatment demand			
25 May	EMCDDA	Technical working group meeting: gender data on Treatment Demand Indicator (TDI)	Experts
8–9 July	Prague	European integration and cannabis in new EU Member States	Experts
22–23 September	EMCDDA	European expert meeting on the TDI	Experts
23 September	EMCDDA	Meeting on treatment demand with international organisations	Experts
12–14 December	Sinaia	Romanian TDI meeting	Experts

Youth and ESPAD			
8 July	EMCDDA	ESPAD gender expert group meeting	Experts
12–13 September	Faeroe Islands	ESPAD project meeting	Experts
Drug-related deaths			
23–25 November	EMCDDA	European expert meeting on key indicator 'Drug-related deaths and mortality among drug users'	NFPs
Population surveys			
27–28 June	EMCDDA	Annual meeting of the EMCDDA expert group on the key indicator 'Population surveys'	NFPs, Experts
29 June	EMCDDA	Drug availability in 'Population surveys'	Experts
Infectious diseases			
9–11 June	Lisbon	WHO technical consultation, in collaboration with the EMCDDA, on the development of clinical protocols on HIV and hepatitis co-infection	Experts
13–15 June	Lisbon	WHO technical consultation, in collaboration with the EMCDDA, on the development of clinical protocols on treatment and care protocols for injecting drug users	Experts
30 June–1 July	EMCDDA	Editorial meeting to discuss first draft of EMCDDA protocol for the key indicator 'Drug-related infectious diseases'	Experts
18–19 October	EMCDDA	European expert meeting on the EMCDDA key indicator 'Drug-related infectious diseases'	Experts
1–2 November	Vienna	Measuring and increasing coverage of HIV/AIDS prevention and care services for injecting drug users	Experts
23–25 November	Madrid	WHO technical consultation on AIDS mortality surveillance in Europe	Experts
14–15 December	Malta	Reitox academy workshop on drug-related infectious diseases	Experts
Problem drug use			
20–21 October	EMCDDA	European expert meeting on the EMCDDA key indicator 'Problem drug use'	NFPs, Experts
Programme P2 – Monitoring the responses – General			
12–15 January	Helsinki	WHO European Ministerial Conference on Mental Health	Policy makers
14–15 March	Paris	Pompidou Group, Expert committee on ethics	Experts
9 May	Copenhagen	Meeting with task force for prison and health, WHO	Experts
Prevention			
17–18 March	Bilbao	European drug abuse prevention trial coordination meeting	Experts
20–21 April	Figueres	URBALDRO seminar on local prevention initiatives in Latin America and Europe	Policy makers, NGOs

6–7 May	Portugalete, Spain	Seminar on life skills in prevention	Policy makers, NGOs
26 May–1 June	Lausanne, Bern, Münster	Conferences on selective prevention	Policy makers
6 June	Perugia	Interregional project on prevention mapping	Policy makers
7–8 July	Granada	Lecturing, Doctorate course in Sociology	PhD students
31 August–2 September	Copenhagen	Nordic narcotics conference	Policy makers
10–12 November	Vicenza	Prevention conferences	Policy makers
14 November	Madeira	Prevention conference	NGOs
1 December	Bilbao	Conference on selective prevention with youth at risk	NGOs
Harm reduction			
13–14 January	Oslo	National conference on harm reduction at street level	Practitioners
20–24 March	Belfast	International conference on reduction of drug-related harm	Experts
7 April	Porto	Redução de risco a três dimensões (Monitoring harm reduction in Europe – achievements and challenges)	Policy makers, practitioners
30 June–2 July	Barcelona	3 Conferencia Latina de reduccíon de daños (CLAT)	Policy makers
8 June	Gdansk	Phare twinning project Poland, conference on substitution treatment in Europe	Practitioners, policy makers
Prevention of drug-related crime			
13 October	London	Prisons and public health: the next ten years	Policy makers
European Demand Reduction Action (EDDRA)			
27–28 September	Sofia	Drug prevention seminar for the Bulgarian national focal point	Experts
25–26 October	Tbilisi, Georgia	Drug prevention seminar for the SCAD programme	Experts
29–30 November	Chisinau, Moldova	Drug prevention seminar for the BUMAD programme	Experts
Early warning system			
3 March	Hungary	National EWS conference	Network
7 April	Cyprus	National EWS conference	Network
16–17 June	Lisbon	5th annual meeting of the Reitox EWS network	European network
11 October	Poland	National EWS conference	Network
20 October	Malta	Reitox EWS academy (organised in partnership with Reitox unit)	Network

25 November	Romania	National EWS meeting (organised in partnership with Reitox unit)	Network
Programme 4 – Monitoring national and Community strategies – General			
17–20 February	Paris	Scientific Committee of the MILDT-INSERM	Experts
7–9 March	Vienna	Commission on Narcotic Drugs	Policy makers
29–31 March	Brussels	Horizontal Drugs Group	Experts
5 April	Luxembourg	National drug coordinators meeting	Policy makers
10–12 May	Brussels	Horizontal Drugs Group	Experts
18–20 June	Brussels	Horizontal Drugs Group	Experts
30 June	Brussels	Meeting on evaluation of the EU action plan with European Commission	Policy makers
5 July	Paris	Scientific Committee of the MILDT	Experts
10–12 July	Strasbourg	2nd Franco-German conference on Addictions	Experts
13–14 July	Brussels	Horizontal Drugs Group	Experts
8 September	Brussels	Horizontal Drugs Group	Experts
28–29 September	Brussels	Horizontal Drugs Group	Experts
17 October	Brussels	Meeting on evaluation with Commission/UNODC	Policy makers
23–28 October	Budapest + Marseille	48th ICAA conference + IEP Aix-en-Provence	Scientists, experts
30 October–2 November	Vienna	UNODC expert group meeting on measuring progress in demand reduction	Experts
19–20 November	London	Berkeley conference	Experts, policy makers
27 November	Caracas	EU-LAC drug observatories conference	Experts, policy makers
December	Paris	Scientific Committee of the MILDT	Experts
National drug strategies			
2 May	Split	Assistance to Croatian national drugs strategy	Policy makers
8–12 July	Rome	EU drugs strategy presentation	Policy makers
20–23 October	Budapest	Informal drug policy dialogue	Policy makers, experts
Drugs legislation			
21–22 April	Amsterdam	Seminar 'European criminal intelligence model'	Experts
12–14 October	Strasbourg	Ethics meeting – Pompidou Group	Experts
Treatment and social rehabilitation			
11–15 May	Greece	10th European conference on rehabilitation and drug policy	Professionals NGOs
18–22 May	Slovenia	2nd Adriatic drug addiction conference	Policy makers, experts

20–23 November	London	Association of chief police officers of England, Wales and Ireland conference	Policy makers, professionals
Reitox academies			
1–3 June	Budapest	Reitox academy on 'Relations with the media'	NFPs
27–29 June	Thessaloniki	Reitox academy on 'National reporting'	NFPs
26–29 September	EMCDDA	Reitox academy on 'Harm reduction core data'	NFPs
14–15 November	Valletta	Reitox national academy on 'Drug-related infectious diseases indicator	NFPs
14–16 December	EMCDDA	Reitox academy on 'Prevention core data'	NFPs

Annex 4
Members of the EMCDDA's statutory bodies

Members of the Management Board

	Chairman **Marcel Reimen**	Vice-Chairman **Ralf Löfstedt**
Country/organisation	**Representatives**	**Alternates**
Belgium	Claude GILLARD	Philippe DEMOULIN
Czech Republic	Ivo KACABA	Tomas BURIL
Denmark	Mogens JÖRGENSEN	Mie SAABYE
Germany	Marion CASPERS-MERK	Elfriede KOLLER
Estonia	Maie ALAS	Andri AHVEN
Greece	Christos GIANNAKIS	C. N. BALLAS
Spain	Carmen MOYA GARCIA	Francisco PÉREZ PÉREZ
France	Didier JAYLE	François POINSOT
Ireland	David MOLONEY	
Italy	Andrea FANTOMA	Stefania ROTA
Cyprus	Kyriakos VERESIES	Stelios SERGIDES
Latvia	Astrida STIRNA	
Lithuania	Audroné ASTRAUSKIENÉ	
Luxembourg	Chairman	Mike SCHWEBAG
Hungary	Katalin FELVINCZI	
Malta	Richard MUSCAT	

Country/organisation	Representatives	Alternates
Netherlands	Marcel DE KORT	
Austria	Franz PIETSCH	Johanna SCHOPPER
Poland	Piotr JABLONSKI	Bogumila BUKOWSKA
Portugal	João GOULÃO	Manuel CARDOSO
Slovenia	Milan KREK	
Slovakia	Blažej SLABÝ	Lucia KISSOVA
Finland	Tapani SARVANTI	Kari HAAVISTO
Sweden	Vice-Chairman	
United Kingdom	Nick LAWRENCE	Gabriel DENVIR
European Commission	Luis Romero REQUENA	Matti RAJALA
	Francisco FONSECA MORILLO	Carel EDWARDS
European Parliament	Sir Jack STEWART-CLARK	Carla ROSSI
	Santiago DE TORRES SANAHUJA	Wilmya ZIMMERMANN
Norway	Inger GRAN	
Scientific Committee	Salme AHLSTRÖM	
Observers – International organisations		
UNODC	Nasra HASSAN	
Council of Europe	Klaus FUCHS	
Pompidou Group		
WHO	Haik NIKOGOSIAN	
Observers – Candidate countries		
Bulgaria	Tzveta RAICHEVA	
Romania		
Turkey	Ismail SEVIMLI	

Members of the Scientific Committee

Country	Member	Institution
Finland	**Chair** Prof.Salme AHLSTRÖM	Research Professor National Research and Development Centre for Welfare and Health - STAKES Helsinki
France	**Vice-Chairman** Dr. Jean-Pol TASSIN	Research Director INSERM at Collège de France Unit INSERM U 114 – Neuropharmacology Paris
Belgium	Prof. Joris CASSELMAN	Centre for Forensic Mental Health Catholic University of Leuven
	Prof. Brice DE RUYVER	Institute for International Research on Criminal Policy (IRCP) Ghent University
Denmark	Dr. Anne-Marie SINDBALLE	National Board of Health Education Centre Copenhagen
Germany	Dr. Christina POETHKO-MÜLLER	Federal Institute for Drugs and Medical Devices Bonn
Estonia	Dr. Maarike HARRO	Director General Health Development Institute Tallin
Greece	Dr. Ioannis DIAKOGIANNIS	Aristoteleio University of Thessaloniki
Spain	Dr. Milagros DIEGO RISCO	Government Delegation National Plan on Drugs Madrid
France	Prof. Dr Yann BISIOU	Paul Valéry University UFR-IV AES Montpellier
Ireland	Prof. Desmond CORRIGAN	Director School of Pharmacy, Trinity College Dublin
Italy	Prof. Carmelo FURNARI	Public Health Department "Tor Vergata" University Roma
Latvia	Prof. Girts BRIGIS	Professor in Public Health and Epidemiology Head of Dep. of Public Health and Epidemiology Riga Stradins University

Country	Member	Institution
Lithuania	Dr. Robertas BADARAS	Chairman of Lithuanian Society of Clinical Toxicology Vilnius
Luxembourg	Prof. Dr. Robert WENNIG	National Health Laboratory University Centre of Luxembourg
Malta	Dr. Maja Miljanic BRINKWORTH	Ministry for the Family and Social Solidarity Valletta
Netherlands	Prof. Dr. Henk F.L. GARRETSEN	Faculty of Social and Behavioural Sciences Tilburg University
Austria	Dr. Wolfgang WERDENICH	Office of Justice/JA FAVORITEN Vienna
Poland	Prof. Jan Czeslaw CZABALA	Institute of Psychiatry and Neurology Warsaw
Portugal	Dr. João GOULÃO	
Slovakia	Assoc. Prof. Alojz NOCIAR	General Secretariat of the Board of Ministers for Drug Dependencies and Drug Control Bratislava
Sweden	Prof. Björn HIBELL	Swedish Council for Information on Alcohol and other Drugs (CAN) Stockholm
United Kingdom	Prof. Sheila BIRD MRC	Biostatistics Unit Institute of Public Health University Forvie Site Cambridge
Norway	Dr. Astrid SKRETTING	Senior Researcher National Institute for Alcohol and Drug Research Oslo

Annex 5
Use of the available resources in 2005

ABM presentation of the EMCDDA 2005 budget in accordance with content and costs of 2005 work programme

Revenues

EC subsidy (under budget lines 18 07 01 01 and 18 07 01 02)	12 000 000
Norway contribution	515 625
Total	12 515 625

Phare	300 000

Expenditure (Direct costs by programme 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	1 115 489	1 043 128	917 500	134 450	130 103	122 874	1 249 939	1 173 231	1 040 374
P2: Monitoring responses	781 896	731 175	713 884	82 150	69 018	65 257	864 046	800 193	779 141
P3: Implementation EU JA on NSD	333 465	311 834	219 246	87 606	60 600	57 614	421 071	372 434	276 860
P4: Monitoring strategies and policies and their impact	683 076	638 766	634 319	85 970	85 229	79 665	769 046	723 995	713 984
Reitox subvention							2 625 000	2 565 000	2 523 102

Expenditure (Direct costs by programme commitments) continued

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	1 115 489	1 043 128	917 500	134 450	130 103	122 874	1 249 939	1 173 231	1 040 374
P2: Monitoring responses	781 896	731 175	713 884	82 150	69 018	65 257	864 046	800 193	779 141
P3: Implementation EU JA on NSD	333 465	311 834	219 246	87 606	60 600	57 614	421 071	372 434	276 860
P4: Monitoring strategies and policies and their impact	683 076	638 766	634 319	85 970	85 229	79 665	769 046	723 995	713 984
Reitox subvention							2 625 000	2 565 000	2 523 102

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	
Management	793 196	741 742	681 535	0	0	0	388,500	410 666	307 230	1 181 696	1 152 408	988 765
Administration	1 300 822	1 216 439	1 277 633	980 000	980 000	803 609	46 000	43 462	43 065	2 426 822	2 364 901	2 219 785
Administration (Training and recruitment)	100 000	125 000	95 478									
IT	454 357	424 883	412 573	415 000	811 000	916 192	9 679	14 179	12 745	879 036	1 250 062	1 341 510

Programme	Title 1 Salaries	Title 1 Salaries executed	Title 2 Functioning	Title 2 Functioning executed	Title 3 Activities	Title 3 Activities executed	Total Programme direct costs	Total Programme direct costs executed
Phare project	34 200	22 800	6 400	0	259 400	25 877	300 000	48 677

2005 budget appropriations and execution by nature of expenditure

Financial and accounting management

A budget of €12.815.625 was adopted for the implementation of the 2005 work programme. The budgetary figures for 2005 are presented in the tables below.

Budgetary provisions and appropriations, 2005

Title	Description	EUR
1.	**Expenditure relating to persons working in the office**	
	Staff in active employment	6 590 000
	Other staff-related expenditure (exchange of officials, etc.)	p.m.
	Total under Title 1	**6 590 000**
2.	**Buildings, equipment and sundry operating expenditure**	
	Investment in immovable property, rental of buildings and associated costs	617 898
	Data processing	415 000
	Movable property and associated costs	111 850
	Current administrative expenditure + Postal charges and telecommunications	192 866
	Socio-medical infrastructure	57 386
	Total under Title 2	**1 395 000**
3.	**Expenditure resulting from special functions carried out by the institution**	
	Statutory meetings	400 000
	Expenditure on formal and other meetings + Representation expenses	352 928
	Studies, surveys, consultations	86 745
	Publishing	850 000
	European Network on Drugs and Drug Addiction Reitox	2 625 000
	Missions	215 952
	Total under Title 3	**4 530 625**
	Total core budget	**12 515 625**
4.	**Expenditure relating to other subsidies**	
	EC financing of specific projects	
	Phare financing for implementing pre-accession strategy	300 000
10.	**Other expenses (reserve)**	
	Total budget	**12 815 625**

Execution of the budget: credit consumption, 2005 (Commitments)

Title	Description	% consumption of available credits
1.	**Staff**	
	Staff salaries, allowances, etc.	95.77%
2.	**Buildings, equipment and sundry operating expenditure**	95.83%
3.	**Operating expenditure**	94.86%
4.	**Expenditure relating to other subsidies**	
	Total consumption (Titles 1, 2, 3)	**95.48%**

EMCDDA balance sheet at 31 December 2005

Assets

Assets	Annex no.	31.12.2005	1.1.2005	Variation
A. Non current assets				
Intangible fixed assets	**A1**	55 992.20	54 595.24	1 396.96
Tangible fixed assets	**A2**	2 932 787.91	3 002 952.80	-70 164.89
Land and buildings		2 630 287.85	2 721 655.62	-91 367.77
Plant and equipment		4 241.04	9 769.36	-5 528.32
Computer hardware		283 253.44	240 367.87	42 885.57
Furniture and vehicles		15 005.58	31 159.95	-16 154.37
Other fixtures and fittings		0.00	0.00	0.00
Leasing	**A3**	0.00	0.00	0.00
Tangible fixed assets under construction		0.00	0.00	0.00
Investments		0.00	0.00	0.00
Guarantee Fund				0.00
Investments in associates				0.00
Interest in joint ventures				0.00
Other investments	**Ceca 1,2**	0.00	0.00	0.00
Loans		0.00	0.00	0.00
Loans granted from the budget				0.00
Loans granted from borrowed funds	**Ceca 3**	0.00	0.00	0.00
Long-term pre-financing	**A4**	0.00	0.00	0.00
Long-term pre-financing		0.00	0.00	0.00
LT pre-financing with consolidated EC entities	**R**	0.00	0.00	0.00
Long-term receivables	**A5**	8 100.00	8 100.00	0.00
Long-term receivables		8 100.00	8 100.00	0.00
LT receivables with consolidated EC entities	**R**	0.00	0.00	0.00
Total non current assets		**2 996 880.11**	**3 065 648.04**	**-68 767.93**
A. Current assets				
Stock	**A6**	0.00	0.00	0.00
Short-term pre-financing	**A7**	0.00	355 766.80	-355 766.80
Short-term pre-financing		0.00	355 766.80	-355 766.80
ST pre-financing with consolidated EC entities	**R**	0.00	0.00	0.00
Short-term receivables		216 760.21	255 447.71	-38 687.50
Current receivables	**A8, A9**	184 354.18	156 907.05	27 447.13
Long term receivables falling due within a year				0.00
Sundry receivables		3 227.44	12 687.18	-9 459.74
Other		29 178.59	85 853.48	-56 674.89
Deferrals and accruals		29 178.59	85 853.48	-56 674.89
Short-term receivables with consolidated EC entities	**R**	0.00	0.00	0.00
Short-term investments		0.00	0.00	0.00
Cash and cash equivalents	**A10**	3 004 823.72	3 643 730.84	-638 907.12
Total current assets		**3 221 583.93**	**4 254 945.35**	**-1 033 361.42**
Total assets		**6 218 464.04**	**7 320 593.39**	**-1 102 129.35**

EMCDDA balance sheet at 31 December 2005

Liabilities

Liabilities	Annex no.	31.12.2005	1.1.2005	Variation
A. Capital	**4**	2 872 481.28	4 296 313.89	-1 423 832.61
Reserves		0.00	0.00	0.00
Accumulated surplus/deficit		4 296 313.89	4 296 313.89	0.00
Economic result of the year - profit+/loss-		-1 423 832.61	0.00	-1 423 832.61
B. Minority interest				0.00
C. Non current liabilities		0.00	0.00	0.00
Employee benefits	**L1**	0.00	0.00	0.00
Provisions for risks and liabilities	**L2**	0.00	0.00	0.00
Financial liabilities		0.00	0.00	0.00
Borrowings	**Ceca 6**	0.00	0.00	0.00
Held-for-trading liabilities				0.00
Other long-term liabilities	**L3**	0.00	0.00	0.00
Other long-term liabilities		0.00	0.00	0.00
Other LT liabilities with consolidated EC entities	**R**	0.00	0.00	0.00
Pre-financing received from consolidated EC entities	**R**	0.00	0.00	0.00
Other LT liabilities from consolidated EC entities	**R**	0.00	0.00	0.00
Total non current liabilities		**2 872 481.28**	**4 296 313.89**	**-1 423 832.61**
D. Current liabilities		3 345 982.76	3 024 279.50	321 703.26
Employee benefits				0.00
Provisions for risks and liabilities	**L4**	115 124.51	151 988.29	-36 863.78
Financial liabilities		0.00	0.00	0.00
Borrowings falling due within the year				0.00
Held-for-trading liabilities due within the year				0.00
Other current financial liabilities				0.00
Accounts payable		3 230 858.25	2 872 291.21	358 567.04
Current payables	**L5**	193 848.42	245 021.97	-51 173.55
Long-term liabilities falling due within the year	**L6**	0.00	0.00	0.00
Sundry payables		13 823.35	5 249.98	8 573.37
Other		1 467 409.36	640 993.05	826 416.31
Deferrals and accruals		1 467 409.36	640 993.05	826 416.31
Accounts payable with consolidated EC entities	**R**	1 555 777.12	1 981 026.21	-425 249.09
Pre-financing received from consolidated EC entities	**R**	1 416 730.76	1 804 081.87	-387 351.11
Other accounts payable against consolidated EC entities	**R**	139 046.36	176 944.34	-37 897.98
Total current liabilities		**3 345 982.76**	**3 024 279.50**	**321 703.26**
Total liabilities		**6 218 464.04**	**7 320 593.39**	**-1 102 129.35**

Budget out-turn account 2005: revenue and expenditure

		2005	2004
Revenue			
Commission subsidy (for the operating budget of the agency)	+	12 000 000.00	11 730 000.00
Fee income	+		
Other revenue	+	798 600.12	546 904.22
Total revenue (a)		**12 798 600.12**	**12 276 904.22**
Expenditure			
Title I: Staff			
Payments	-	-5 716 370.72	-5 831 661.11
Appropriations carried over	-	-126 178.07	-121 507.84
Title II: Administrative expenses			
Payments	-	-1 139 571.58	-1 088 007.68
Appropriations carried over	-	-700 312.14	-355 815.28
Title III: Operating expenditure			
Payments	-	-4 175 241.49	-2 342 672.83
Appropriations carried over	-	-9 499.00	-1 259 804.00
Appropriations carried over RO	-	-52 319.45	
Total expenditure (b)		**-11 919 492.45**	**-10 999 468.74**
Out-turn for the financial year (a-b)		**879 107.67**	**1 277 435.48**
Cancellation of unused payment appropriations carried over from previous year	+	1 238 522.12	1 151 456.74
Adjustment for carry-over from the previous year of appropriations available at 31.12 arising from assigned revenue	+		
Exchange differences for the year (gain +/loss -)	+/-	1 258.91	-1 229.32
Norway grant + Norway result 2005 + carry over RO + miscellaneous revenue 2005	-	702 157.94	546 848.19
Balance of the out-turn account for the financial year		**1 416 730.76**	**1 880 814.71**
Balance year N-1	+/-	1 508 294.80	-372 519.91
Positive balance from year N-1 reimbursed in year N to the Commission	-	-1 508 294.80	
Result used for determining amounts in general accounting		1 416 730.76	1 508 294.80
Commission subsidy - agency registers accrued revenue and Commission accrued expense		10 583 269.24	
Pre-financing remaining open to be reimbursed by agency to Commission in year N+1		1 416 730.76	

Not included in the budget out-turn:			
Interest received by 31/12/N on the Commission subsidy funds and to be reimbursed to the Commission	+	48 553.20	

Negotiated procedures launched in 2005

	Total			
	Number of contracts	%	Volume - amount in €	%
< 13,800 euros	27	90%	182 968.91	76%
=/> 13,800 euros	3	10%	56 712.86	24%
Total	**30**	**100%**	**239 681.77**	**100%**

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