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NOTE

From:	The Presidency of the Dublin Group
To:	Dublin Group
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Subject:	Draft Guidelines for Cooperation in the Dublin Group

Delegations will find in Annex the revised Guidelines for cooperation in the Dublin Group. Changes compared to doc. 9191/17 are indicated in bold for new text and strike-through for deleted text.

GUIDELINES FOR COOPERATION IN THE DUBLIN GROUP

1. The Dublin Group is a flexible, informal consultation and coordination mechanism for global, regional and country-specific problems of illicit drugs production, trafficking and demand. It is based on consensus and mutual assistance. Its participants cooperate closely on international, regional and bilateral drugs policy, taking into account in particular the UN Conventions on narcotic drugs of 1961 as amended by the 1972 Protocol and of 1971 and 1988, texts agreed at the Special Session of the United Nations General Assembly in June 1998 and the work being done on the basis of these instruments by other groups or organisations.
2. Its participants are the Member States of the European Union, Australia, Canada, Japan, Norway, the United States, the European Commission and the UNODC.
3. Where appropriate, Dublin Group fora should cooperate, including by invitation to relevant meetings, with international and regional organisations such as World Bank, WHO, WCO, Interpol, ILO, UNESCO, CICAD, Pompidou group, EMCDDA and Europol to enhance synergies in their respective work and to avoid overlap.
4. Applications to join the Dublin Group as a new member or an observer will be examined in a case by case basis. The decision is taken by consensus.

New members should be net donors of international drug assistance, demonstrate commitment to meaningfully contribute to international counter narcotic efforts, share the principles guiding the cooperation in the Dublin Group and respect human rights and the rule of law in pursuing international counter narcotic efforts.

In order to become a member of the Dublin Group, the State sends a letter to the Central Group through its regional Chair.

If a State intends to leave the Dublin Group, the State shall provide a notice of its intention through its regional coordinator. In this case, the approval of the Dublin Group member states is not necessary.

To become an observer, a State sends a letter through the regional coordinator to be approved at the first meeting of the Central Dublin Group. The same procedure for stopping the observer status as for leaving the Dublin Group is applicable should a state no longer wish to be an observer. **Observers are not required to chair regional or sub-regional groups nor compile data in formal reports. Observers can contribute to consultations within the Dublin Group by supporting recommendations.**

5. The Dublin Group operates on three levels: the central level, the regional level and the local level.

At the central level, participants attend meetings which deal first and foremost with matters of fundamental significance that require joint discussion and coordination, including recommendations from regional chairs and mini-Dublin groups. Conclusions and, where appropriate, guidance are transmitted to mini-Dublin groups via regional chairs.

Thematic debates are also held at the central level. Discussion topics **should** build on those identified by the mini and regional Dublin Group meetings as topical **and input for topics should be solicited in the months leading up to the following central meeting.**

At regional level, the chairs assess the situation in the region, **and where appropriate**, formulate orientations and take initiatives, where appropriate.

*At local level, the main tasks of the mini-Dublin groups are to **compile** local situation reports that are sent to the regional chair, facilitate coordination of drug policy and assistance by donor countries, open conduct a dialogue with the host country on drug control, draw up recommendations and, **where appropriate**, implement orientations of the Central Dublin Group and from regional chairs. The mini-Dublin groups work together with the drug liaison officers and where necessary with other competent experts (e.g. the World Bank, UNDP).*

6. Central Dublin Group

- The Central Dublin Group meets twice a year. The Presidency will endeavour to organise the autumn meeting in the same week as the UNODC major donors' group meeting.
- The chair **rotates** ~~changes~~ after two years, is renewable once, and should alternate between EU Members States and the other member states of the group.
- The agenda is drawn up by the chair in the light of reports and recommendations from the regional chairs and other participants of the group. An initial discussion of the agenda including the topic(s) of the thematic debate **should** ~~could~~ take place at the closure of the previous meeting.
- Not later than one month after the meeting of the Central Dublin Group, the chair **circulates** ~~makes available~~ a concise document containing agreed recommendations and conclusions.
- The Central Dublin Group through the regional chairs will inform the relevant mini-Dublin groups that it has endorsed their recommendations and will instruct the relevant mini-Dublin groups to encourage their host authorities to implement the agreed recommendations, **as appropriate**.
- The chair of the Central Dublin Group maintains appropriate contacts with the chair of the major donor group of UNODC. The respective chairs should attend, where possible, each other's meetings.

- The Central Dublin Group **should** ~~can~~ identify countries and/or subregions and themes to streamline the activity and the reporting of the mini-Dublin groups of the regional chairs.
- The chair ensures that regional reports and agenda are sent out to the members at least **one month** ~~three weeks~~ before the Central Dublin Group meeting.
- The Chair of the Central Dublin Group shall draw up an annual report based on the annual regional reports. The reference period for the annual report is from January 1 to December 31 of the previous year. The annual report will be issued at the second biannual meeting.

7. Regional Dublin groups and regional chairs

- The Dublin Group is subdivided into regional groups, as shown in Annex 1. This annex is reviewed regularly. The central group decides on the creation of other regional and subregional groups.
- ~~In principle~~ **A member** can only chair one regional or subregional group.
- The regional chair plays an important role in the operational structure of the Dublin Group. It has the following responsibilities:
 - = establishment of mini-Dublin groups under the guidance of the Central Dublin Group;
 - = coordinating the work of the mini-Dublin groups and monitoring sub-regional cooperation;
 - = observation and analysis of the region and drawing up recommendations for **Central Dublin Group consideration, where appropriate** ~~measures~~;

- = drawing up annual regional reports in accordance with Annex 2 and preparing recommendations for the Central Dublin Group on the basis of information from the mini-Dublin groups. The regional report covers the period of time from January 1 to December 31 of the previous year and **is sent**, to the Secretariat at least five weeks before the first bi-annual meeting of the Central Dublin Group. Subsequently the Secretariat will draw up a single note in which all proposed recommendations and conclusions are summarized. When possible and appropriate, reports **should** ~~could~~ focus on specific issues, including regional assessments. State of implementation of recommendations should be part of the report of regional chairs to the subsequent meeting of the Central Dublin Group;
- = where appropriate, the regional chair can present a second report in the same year on the basis of new information from the mini-Dublin groups or other sources;
- = suggesting agenda items for the meeting of the Central Dublin Group;
- = informing the mini-Dublin groups on the results of proceedings in the Central Dublin Group and organising the implementation of measures at local level;
- = convening conferences of the regional Dublin group as necessary.
- The regional chair changes every two years, **with a one term renewable extension.**

8. Mini-Dublin Groups

- The mini-Dublin groups **should, as appropriate**, monitor all aspects of the drug control situation in the host country, including the legal situation and the organization and facilities of the anti-drugs authorities, particularly in relation to national strategies, where these are in place. This also includes the assessment of the political will of the host country to conduct a comprehensive and resolute anti-drugs policy.
- The regional chairs review regularly the activities of mini-Dublin groups.
- In close cooperation with the UNODC field offices (if UNODC is present in the country), the mini-Dublin groups maintain a current inventory of existing and planned anti-drugs activities in order to enable identification of **host-country** needs and to avoid duplication.

- The mini-Dublin groups conduct a dialogue with the host country, develop initiatives and pass on any proposals from the host country. When appropriate, officials of the host country can be invited to meetings of mini-Dublin groups, **and the regional chair should decide upon their level of representation.**
- The chair is held by the Head of Mission of the country holding the regional chairmanship. The mini-Dublin groups hold regular meetings, at least twice a year. The meetings are prepared in cooperation with the UNODC field office if it exists. The chair draws up the minutes and informs the Dublin Group members not represented at the meeting. In case the regional chair is not represented and in other exceptional cases, an ad hoc solution has to be found based on the principle of mutual assistance.
- The mini-Dublin groups compile annual country reports in accordance with Annex 3. The report covers the period of time from January 1 to December 31 of **two years before the previous year.**
- The participants brief their authorities on the proceedings of the mini-Dublin groups, in particular on proposed measures, and seek the necessary instructions, if needed.
- In case of difficult and fundamental questions, the regional chair informs the Central Dublin Group, which discusses the matter and, where appropriate, issues recommendations.

9. Secretariat

- The Secretariat ensures that the regional reports, which have the status of working documents, are sent before the meeting of the Central Dublin Group and arranges for the agenda to be sent out **at least one month ~~three weeks~~ before the meeting.**
- The Secretariat drafts the report of the meeting after each Central Dublin Group meeting and **disseminates it to the Dublin Group members.**

10. These guidelines will be applied as from the 1st of July 2017.
