

¹Methodology for mapping support to the IISG needs (IISG Database)

1. Introduction

The IISG aims to improve collective efficiency of security actions and actors in the Western Balkans (WB) and as such support the European perspective of the region.

One of the key outputs of the IISG process is to map the support to the mapped needs of the Western Balkan partners in all three IISG Pillars, according to the mapped needs i.e.:

- The WBCTi (“Western Balkans Counter-Terrorism Initiative”): actions related to counter-terrorism and preventing and countering violent extremism;
- The WBCSCi (“Western Balkans Counter Serious Crime Initiative”): actions related to fighting serious organised crime;
- The WBBSi (“Western Balkans Border Security Initiative”): actions related to the security of borders/boundaries.

For this purpose one of the three key outputs of the IISG is to develop the IISG Database (IISG-D). The database is designed to provide information on projects that are supporting mapped needs in accordance with the Methodology for biennial needs mapping and the Methodology for mapping responses.

Therefore the aim of the IISG-D is to enable an overview of the support provided per mapped needs in order to ensure avoiding of overlapping the assistance used per mapped needs.

2. Purpose and scope of work of the IISG-D

This database aims to map the information from IISG partners on their ongoing projects in the WB region, with the aim of creating a consolidated and up-to-date overview of ongoing actions per each of the IISG three pillars.

The database does not contain any intelligence or any other confidential information.

The IISG-D is made accessible through a restricted section of the IISG Website to each contributing IISG member, as envisaged in the IISG ToR.

The IISG Secretariat, which does not have legal personality, is hosted by an entity with legal personality, therefore the IISG-D server will be placed on the entity with legal personality which will be hosting the IISG Secretariat. The IISG Secretariat engaged certified entity to develop the database and to support IISG partners to upload material to database.

3. System architecture and functionalities

The system is based on a database and connected to a web application. All functionalities are expected to work entirely through the internet (thus enabling remote administration).. The

¹ The document is agreed to all three Pillar meetings in Podgorica, 08-10 June 2022, and will be endorsed from the IISG Board on 20 June 2022.

web application can be accessed from all major browsers i.e. Mozilla Firefox, Edge, Google Chrome, Opera, and Safari.

The access to the database is available with user name/password log in. The User Manual of the IISG-D is provided in the Annex to this Methodology.

The main structure of the IISG-D is as following:

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- IISG Entries (Projects, Reports and Reference Documents);
- IISG-D Secretariat – (Donors, Implementers, Beneficiaries, Reference Data, Reference Documents and Secretariat Reports).
- References & Support (News, Platform User Guides and Contact Support).

There are two types of users that can access the application:

- (a) WB Partners and other IISG members; and
- (b) IISG Secretariat

The WB Partners and other IISG members will nominate designated contact points for the Database.

The WB partner's obligation is to provide/update project information to IISG Database in regard to its own mapped needs twice a year. The information will cover ongoing projects supported by the IISG members.

The IISG-D will be filled by IISG members to the extent possible, depending on their resources and available information on project support for WB mapped needs. This will be discussed and agreed between the IISG Secretariat and each individual IISG member.

The Secretariat will be the administrator of the IISG Database. The IISG Secretariat will be in charge for the overall coordination of the process of data collection.

4. Timeframe (steps) for data upload

The process of mapping the support will be implemented through the following steps:

- Step 1: IISG Secretariat prepares tentative timeframe for data collection, consults and agrees with WB partners;
- Step 2: the IISG Secretariat launches the process of data collection and informs all IISG partners;
- Step 3: the WB partners provide available information regarding the ongoing projects for mapped needs in the IISG-D;
- Step 4: IISG Secretariat reaches out to the other IISG members for collecting data to the IISG database, regarding projects that are supporting the WB mapped needs;
- Step 5: the IISG Secretariat concludes the process of collecting data and informs the IISG members on the finalised process.

The information of the ongoing project will be updated in the Database not more than twice per year.

5. Final section

According to the IISG ToR, the IISG does not have legal personality in international or local law.

This Methodology do not, nor is intended to, create any binding, legal or financial obligations on any side under local or international law. Page | 3

Under this Methodology, IISG Member is not expected to share sensitive information, such as operational law enforcement information or intelligence information. Activities in the framework of the IISG should be carried out without prejudice to existing forms of operational cooperation.

This is a living document, therefore the Methodology can be adapted at regular intervals based on the practical experience of its use. The IISG Methodology for mapping support and any modification thereof are to be adopted by the IISG Board. The proposals for amending the Methodology can come from any IISG member to the IISG Secretariat which will send the proposals for modifications for approval by the IISG Board.

Annexes

Annex 1 – IISG Database - User manuals

1. Accessing IISG-D Platform
2. Platform Overview
3. Manage IISG-D Entries
4. Manage IISG-D Reference Documents
5. Manage IISG-D Members
6. Manage IISG-D Reference Data
7. Manage IISG-D News Section
8. Manage notification messages