Methodology for development of IISG Annual Response Mapping Report

I. 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 responses of the Western Balkan partners and the corresponding responses by the other IISG members 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.

The purpose of this process is to map the responses to the security needs in the areas of the three IISG pillars. The term "response" refers to individual efforts that the partner undertakes in the area of mapped need, with and without project support. Regarding the process for the development of the response mapping, the only obligation of the partner is to send information to IISG Secretariat (upon request) on the state of play of its efforts for his own mapped needs. No other obligation is foreseen for his or any other partner in regard to the developed need through the process of the needs mapping.

The mapping will cover the responses provided in the past year, and to the extent possible the responses planned for the coming year. The information received from all partners will serve as a baseline for Annual Response Mapping report. This report will support the process to identify the gaps, duplications, and potential for improvements in the coordination activities.

This Methodology presented by the IISG Secretariat outlines how the annual response mapping will be undertaken with IISG partners. It develops further on the IISG Terms of Reference (ToR) and it builds upon the needs mapping Methodology. This Methodology will be complemented with the Methodology for mapping support (IISG Database).

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[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.

The process of the mapping of Responses is implemented by the WB Partners, facilitated by the IISG Secretariat, while additional contribution will be provided by the other members of the IISG Support Group.

II. Phases in Producing Annual Response Mapping Reports

Reflecting the aim of the IISG, the responses identified in the context of the IISG should link up with **progress on the European path of the Western Balkans**. As such, the framework for identification of the responses to the identified need is the EU's Enlargement strategy (including acquis, standards and practices) and other relevant documents produced by IISG members.

The response mapping process shall cover the following four phases: 1) preparatory/identification phase, 2) development phase, 3) approval phase and 4) input into the IISG Database.

I.1. Preparatory phase

The purpose of the preparatory phase is to set out the time-frame, identify the key filters and conduct internal analysis of mapped needs. This phase will be implemented through the following steps:

- Step 1: IISG Secretariat **prepares draft calendar** for the response mapping process, consults and agrees with WB partners;

- Step 2: the IISG Secretariat **conducts the internal analysis of the latest needs** as per the Needs Mapping reports;

- Step 3: the IISG Secretariat **conducts the internal review on developments of the IISG Database**;

- Step 4: IISG Secretariat **prepares and proposes the structure of the report**, upon the four sub-pillars according to which the logic of mapping responses complements the IISG mission.

I.2. Development of the Annual Response Mapping report

The development phase represents the main part of the response mapping process. The draft needs mapping is produced along the four sub-pillars:

- Legal framework and implementation;
- Institutional set-up and enforcement;
- Capacity building and support;
- Coordination and cooperation.

The Annual Response Mapping report will provide answers to the state of play regarding the identified needs mapped in the four sub-pillars.

The process of development of the annual response mapping report includes several steps until the approval phase:

- The IISG Secretariat **convokes meeting** of the WB partners to consult and agree on the proposed structure of the report developed by the Secretariat;

- Based on the agreed structure of the report, the IISG Secretariat **requests the information on the state of play** of the mapped needs from the WB partners;

- The WB partners **deliver information** to the IISG Secretariat on responses on mapped needs per each pillar;

- The **first draft of the response mapping document** is prepared by the IISG Secretariat based on the information provided by WB Partners. Additional information will be sent to the IISG Secretariat by the other members of the IISG Support Group regarding the project/s support given to WB Partners in response to the defined need by WB Partners;

- Through the IISG designated contacts in the WB Partners and other members of the Support Group, **consultations are organised by the IISG Secretariat locally and regionally** to validate/complement the findings of the first draft;

- Upon collecting all inputs from the IISG members, the IISG Secretariat prepares the **final draft** of the report.

I.3. Approval process of the Annual Response Mapping reports

Once the final draft of the report per pillar is developed, the IISG Secretariat sends the reports to the IISG Board for their official approval, together with the summary of the reports.

The final documents are subject to **approval by the IISG Board**.

The IISG Board takes decision according to the ToR.

I.4. Input into IISG Database

The approved reports will be uploaded on the IISG Database, which is accessible only to the IISG members.

In addition to this, the approved summary of the annual reports will be published on the IISG website and will be available to the wider public.

III. 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.

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 Response Mapping Methodology and any modification thereof are to be adopted by the IISG Board. The proposals for amending the Methodology can come from any IISG partner to the IISG Secretariat which will send the proposals for modifications for approval to the IISG Board.