**Kynopol**

**European network for dog handlers and instructors**

**Terms of Co-operation**

**I. General Statement, Objectives of Kynopol**

Kynopol is an international network on European level - created based on Council Decision 8178/11 - under the umbrella of the Law Enforcement Working Party (LEWP). Participation is voluntary and open to all partners on the police and other law enforcement agencies with similar goals and tasks, which are defined as follows:

* Supporting the LEWP in combating terrorism, organized, environmental and explosives crimes, illegal trafficking of drugs, humans or currency and asset recovery.
* Strengthening international police co-operation in the field of training for dog handlers and service dogs.
* Improve exchange of experiences and best practices.
* Set up a network of contact points of experts.
* Organize general meetings, best practice seminars and professional or scientific conferences.
* Co-ordination of the implementation of police operations on a multilateral stage.
* Research and analyses.
* Support for enquiries and information exchange among members.

**II. Organizational Structure of KYNOPOL**

The organizational structure of the KYNOPOL should guarantee an efficient and flexible workflow within the network.

Presidency

* Past, present and upcoming Presidency in accordance with the structure of the Council of the European Union. Tasks: Representation of the KYNOPOL to external partners. (Joint) Chairmanship of meetings. Close co-ordination of content with the KYNOPOL Chair.

KYNOPOL Chair

* Chair: for 3 years period. Re-election is possible. Work with the Presidency. General responsibility for the co-ordination of members and workflow. Planning and chairing the Plenary meetings and the Steering Group meetings. Representation of KYNOPOL to the LEWP and to external partners in close co-ordination of content with the Vice Chair and the Steering Group.
* Vice Chair: 2 for 2 years period each to guarantee continuity. Re-election is possible. Support for the Chair.
* KYNOPOL Secretariat: Assistance of the Chair. Technical preparation of the meetings. Communication. Administration, organization, project management and programme coordination.

Steering Group

* Elaborates and takes the strategic decisions
* Responsible for defining Kynopol goals, policies and annula workprograms and report for LEWP, monitoring implementation, determining scheduled plans and projects, and consolidating and expanding the network.

Members:

* Former, current and upcoming EU Presidencies.
* Chair and Vice-Chair.
* Head of Kynopol Secretariat.
* Drivers (Chairs of Working Groups).
* Active members on voluntary basis.

Working Groups

* Substantial work of the KYNOPOL, coordinated and chaired by Drivers.
* Handle specific theme.
* Advise the Steering Group.

Plenary Meeting

* All EU Member States and Associated Countries (accepted as members by KYNOPOL)
* Observers (invited third countries and organisations with similar scopes of duty).

**III. Meetings and Tasks**

The meeting structure should bring the members together and reflect the goals of the KYNOPOL.

Plenary Meeting

* Once a year.
* Report of the Chair.
* Installation, report and finalization of Working Groups.
* Presentation of operative cases and analyses.
* Special reports on related topics.
* Decision on the Chair and the Vice Chair.
* Decision on substantial issues.

Steering Group Meetings

* Twice per year: one in first quarter of the year followed by Plenary Meeting and one in the fourth quarter of the year.
* Agreement on the Plenary Meeting (agenda, content, timetable).
* Information exchange with the Drivers.
* Decisions on urgent issues.
* Release of the reports to the LEWP.
* Approbation of external relations and the mandate of the Chair.
* Proposal of the Chair and the Vice Chair.

Working Groups

* Close to the Plenary Meeting or convoked by the Drivers, if required.
* Operational, analytical or any other content which fulfils the goals of the KYNOPOL.

**IV. Decisions**

Decisions are taken by the majority vote. Only one vote for each Member State. Members may request that abstentions are documented in writing. General understanding of deadlines: No response means 'agreement with proposal'.

**Pilisszentkereszt, 28 August 2019**