




**EVALUATION ENFSI BOARD ACTION PLAN 2009 – 2010**

<b>Vision</b>	<i>ENFSI is recognized as a pre-eminent voice in forensic science worldwide by ensuring the quality of development and delivery of forensic science throughout</i>		
<b>1</b>	<b>Communication</b>	<b>BC</b>	
	<u>Internal:</u> ENFSI will be a transparent organisation at all levels, open internal communication will be encouraged throughout.		
1.a	Improve the transparency of the decision making process and involve all members of ENFSI through:		
1.a.1	<i>Distribution of information to all members e.g. Board meeting minutes, WG chairman summaries, EAFS and QCC proceedings.</i>	SEC	permanent
1.a.2	<i>Frequent use of decision making processes, in particular e-voting to involve all members in the progress and development of ENFSI.</i>	PR	permanent
1.a.3	<i>Encourage debate at meetings and the regular use of One day One issue Seminar (OOS) workshops to explore major issues.</i>	PR	permanent
1.a.4	<i>Invite individual members to take the lead in addressing particular issues as they arise.</i>	JDK	permanent
1.a.5	<i>Prepare a strategic discussion document on the direction ENFSI will take in the future for the Annual Meeting 2010.</i>	PR	1-3-2010
1.b	Continue to promote contacts between Working Groups/Committees and the members facilitated by the Board through:		
1.b.1	<i>Annual Joint Meeting with all Working Group chairs and committee chairs.</i>	KZ	15-10-2009
1.b.2	<i>Evaluate the one to one briefings with Working Group and committee chairs. Revise the communication channels to improve the communication between the WG and the Board.</i>	KZ	permanent
1.b.3	<i>Provide scientific input to the annual meetings by inviting WG chairmen to present key-issues in their area.</i>	KZ	1-2-2010
1.b.4	<i>Use the new reporting and planning cycle documents for follow up of the activities of the WGs.</i>	KZ	1-1-2010
1.c	Continue to develop the ENFSI website as a source of communication between members/Working Groups/Committees through:		
1.c.1	<i>Use the website facilities for discussion forums on 'live' issues.</i>	BC	permanent
1.c.2	<i>Provide key dates of upcoming forensic meetings.</i>	SEC	permanent
1.c.3	<i>Exchange (structured) information through the ENFSI websites about focus areas of the labs (restricted access pages).</i>	BC	permanent
1.c.4	<i>Evaluate the setting up of an enfsi wiki-system.</i>	BC	1-2-2010
	<u>External:</u> The profile of ENFSI will be raised by more pro-active robust communication.		
1.d	Define a strategy to better inform the forensic world of the work of ENFSI through:		
1.d.1	<i>Provide a year's external report on the activities of ENFSI and its Working Groups and Committees.</i>	BC	1-3-2010
1.d.2	<i>Ensure that the website is as accessible to non-members as possible.</i>	BC	permanent
1.d.3	<i>Continue to liaise with other prominent forensic groups world-wide: ASCLD, SMANZFL, AICEF etc.</i>	JDK	permanent
1.d.4	<i>Promote a presentation on the achievements of ENFSI during the past three years as contribution to the Interpol IFSS.</i>	JDK	1-2-2010
1.e	Continue to liaise with the EU to:		
1.e.1	<i>Maintain our position as a Monopoly body for the EU.</i>	JDK	permanent
1.e.2	<i>To attract funds in the 1st and 3rd EU-pillars for the development of forensic practice throughout Europe and provision of research.</i>	JDK	permanent
1.f	<i>Target promotion of ENFSI to key groups who could be beneficial to ENFSI and support organisers of ENFSI meetings in local publicity.</i>	BC	permanent
1.g	<i>Develop a reporting methodology to monitor progress of the ENFSI EU sponsored Monopoly Projects through the project manager and the Board. To include quarterly reports to the Board that will be disseminated to members, standing committees and the Working Group Chairs.</i>	JDK	1-5-2010
1.h	<i>ENFSI will develop, as part of the Monopoly Project, a network of laboratories that can be called upon to respond to the needs of another European laboratory or laboratories that are faced with a major crisis through terrorist activities or organised crime.</i>	JDK	permanent

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<b>2</b>	<b>Education &amp; Training</b>	<b>PR</b>	
	ENFSI will promote and act as a catalyst for education of customers and training of forensic scientists to achieve excellence in forensic science delivery.		
2.a	The Board will encourage the EAFS committee to:		
2.a.1	<i>Continue the work of its subcommittee FORSTAT</i>	PR	permanent
2.a.2	<i>Re-define the aims and structure of Multilingua</i>	BC	1-1-2010
2.a.3	<i>Organise One day One Topic seminars for all ENFSI members on topics decided by the ENFSI membership.</i>	PR	1-12-2009
2.b	The Board will encourage Working Groups to:		
2.b.1	<i>Organize workshops for young scientists</i>	PR	permanent
2.b.2	<i>Develop Best Practice Manuals</i>	TO	permanent
2.b.3	<i>Scientist from Working Groups will be sponsored to participate in educational/scientific conferences</i>	TO	permanent
2.c	The Board will support the development of an E&T Project Group to explore in a broad way the needs and possibilities regarding forensic education and training		
2.c.1	<i>The contacts with Training Networks like the European Judicial Training Network and CEPOL will be strengthened and cooperative agreements crystallised</i>	JDK	permanent
2.d	<i>The Board will provide training opportunities for Eurojust</i>	BC	permanent
<b>3</b>	<b>Science</b>		
	ENFSI will encourage expert opinion based on science that is robust [objective, reliable and validated].		
3.a	<i>The contacts with universities and other relevant institutions or individuals from the scientific world will be intensified in order to enhance the scientific basis and knowledge in ENFSI.</i>	JDK	permanent
3.b	<i>Participation of ENFSI laboratories in EU research projects will be stimulated. The EAFS committee will act as a source of advice.</i>	JDK	permanent
3.c	<i>The project 'Study on obstacles to cooperation and information sharing among forensic laboratories and other relevant bodies of different member-states and between these and counterparts in third countries [European contract - JSL/DI/2007/025]' will be continued as a new project with re-formulated targets.</i>	JDK	??
3.d	<i>ENFSI members will be made aware of relevant scientific meetings through the ENFSI website and e-mail.</i>	BC	permanent
3.e	<i>ENFSI will have contacts with Interpol, especially in the organizing of the Interpol Triennial Meeting 2010.</i>	JDK	1-2-2010
3.f	<i>The EAFS committee will be encouraged to improve knowledge transfer between individual stakeholder groups (scientists, police, lawyers, magistrates), researchers and practitioners as well as within the ENFSI community.</i>	PR	permanent
3.g	<i>The Board will encourage the publication of scientific works by members of the ENFSI community to be accompanied by the name ENFSI.</i>	BC	permanent
3.h	<i>The Board will encourage and provide advice for scientists who wish to undertake projects in specific areas on a European wide basis</i>	JDK	permanent
3.i	<i>Innovative methods will be stimulated and introduced.</i>	KZ	permanent
3.j	<i>Project groups will be set up that deal with certain issues together with the Working Groups. One example is the PGM (Platinum Group Metals) project under leadership of Ingvar Kopp. The ENFSI Board is receptive and ready to do this kind of projects.</i>	JDK	permanent
3.k	<i>The Board together with the EAFS committee keeps a watching brief on emerging science.</i>	PR	permanent
<b>4</b>	<b>Value of Evidence</b>		
	ENFSI will encourage the evaluation of the strength of evidence and how that should be communicated to all relevant parties.		
4.a	<i>Through the Committees and the WG's the Board will encourage overarching consideration of interpretation. As part of this work the Board will initiate the use of a survey to collate national initiatives in the area of evidence, evaluation and communication. The goal will be to lead to policy statements with regard to interpretation that ENFSI laboratories will be able to use throughout Europe. These policy statements will require membership approval through the usual channels. They will be published alongside the other ENFSI publications in the newly established format.</i>	KZ	1-2-2010
4.b	<i>The Board will encourage EAFS, FORSTAT and other networks to assist in the production of policy statements for interpretation.</i>	PR	1-2-2010
4.c	<i>It will use its links with the European Judicial Training Network (EJTN), CEPOL and EUROJUST to assess the acceptability of these policy statements. In particular with regard to the latter the Board will seek collaboration with EUROJUST in order to remove obstacles originating from international differences in legislation / way of reporting.</i>	JDK	1-2-2010
4.d	<i>The Board will pay a particular attention to the NAS report on "Strengthening the Forensic Science in the USA".</i>	JDK	permanent

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<b>5</b>	<b>Quality and Competence</b>		
	ENFSI will develop an agreed model for a European Forensic Science Laboratory that would meet all of the requirements of a modern forensic science laboratory. ENFSI will provide a framework for implementation, maintenance and demonstration of quality.		
5.a	<i>The accreditation based on ISO 17025 of its members is a top priority for ENFSI. The Board will provide support to the members in general and - when requested - on individual basis as well. By May 2010 more than 70 % of all ENFSI members should be accredited</i>	TO	permanent
5.b	<i>The Board will, on request, support non-ENFSI laboratories in their developing process.</i>	TO	permanent
5.c	The Board through its Monopoly project manager and the QCC standing committee will develop a comprehensive program of proficiency tests and collaborative exercises (PT should be in focus) for use throughout Europe. To achieve this it will make full use of:		
5.c.1	<i>Inputs from ENFSI members</i>	TO	1-2-2010
5.c.2	<i>Inputs from WG's</i>	TO	1-2-2010
5.c.3	<i>Other experts in the field</i>	TO	1-2-2010
5.d	As to the production of best practice manuals (BPM):		
5.d.1	<i>The Board will insist on production of BPMs for all working groups</i>	PR	permanent
5.d.2	<i>QCC will propose a general part for these BPM (including the structure of reports).</i>	TO	1-2-2010
5.d.3	<i>QCC will ensure that they are sufficiently practical, so that they can easily be used by the accreditation bodies.</i>	TO	permanent
5.e	<i>The Board will promote QCC to develop a policy document for the above: to include the use of and participation in these trials, the scale and timing of the trials, the follow actions required as a result of the trials, the recording and publication of the results of the trials.</i>	TO	1-2-2010
5.f	The Board will have close contacts with the QCC through:		
5.f.1	<i>Participation of QCC meetings by a Board representative</i>	TO	permanent
5.f.2	<i>Invitation of the QCC chair to Board meetings</i>	SEC	permanent
5.f.3	<i>Participation of a Board representative in Quality Assurance related meetings organised by the QCC</i>	TO	permanent
5.g	The Board will encourage the QCC to:		
5.g.1	<i>Continue the contacts with relevant organisations like EA/ILAC/BIPM</i>	TO	permanent
5.g.2	<i>Establish training of technical experts, in collaboration with the EA</i>	TO	1-3-2010
5.g.3	<i>Continue all running projects like Measurement of Uncertainty, etc.</i>	TO	permanent
5.h	<i>The CAP project will be continued and improved through EU sponsorship (Monopoly project)</i>	TO	permanent
5.i	<i>Organise One day One topic Seminar for all ENFSI members on topics decided by the membership</i>	PR	1-7-2010
5.j	<i>Annually it will be checked, through the QCC survey, if the member-institutes fulfil the eligibility criteria for membership. Members who do not fulfil the criteria or do not demonstrate sufficient progress towards fulfilment will be removed from ENFSI membership.</i>	TO	1-4-2010
5.k	<i>The EMFA project will be continued according to the project plan and will be expanded with the help of EU sponsorship. The goal will be to build on the success of the current initiative and press ahead with accreditation of laboratories throughout Europe.</i>	TO	permanent
5.l	<i>The Board will look for means of further exploring the issue of the delivery of qualitative results even when there is a high pressure from the caseload backlog (case load management)</i>	JDK	not set
<b>6</b>	<b>Research and Development</b>		
	ENFSI will enhance innovation in forensic science by research & development to improve service delivery to our customers. In order to support innovation ENFSI will actively explore funding opportunities.		
6.a	<i>The Board together with the EAFS committee will continue to pay attention on the 7th Research Framework Programme (FP7) of the European Union, especially on the paragraph 'Advanced Forensic Toolbox'. The Board will collaborate within the ESRIF initiative so that future security research funding will pay particular attention to forensic components.</i>	PR	permanent
6.b	<i>The EAFS committee will be encouraged to actively stimulate R&amp;D activities and provide guidance regarding EU funding possibilities.</i>	PR	permanent
6.c	<i>Contacts with universities will be enhanced through the EAFS committee in cooperation with the ENFSI members.</i>	PR	permanent



<i>The ForStat committee held its annual conference on 16-17 June 2009 in Cracow. Wasn't there another meeting these days ?</i>
<i>Unfortunately Phil Jones has not been able to report to the Board on the Multilingua project. A final request to the Membership for a volunteer to take the ML project forward will be done at the AM2010 in Prague.</i>
<i>See 1.a.3. For 2010 OOS's are planned on validation, LIMS, competence assessment and on Education and Training. During the AM2010 in Prague subjects for new OOS's in 2010/2011 will be discussed and a schedule for 2010 and 2011 will be established.</i>
<i>During the triennial EAFS conference in Glasgow several successful workshops were organised e.g. by the Fire &amp; Explosion WG, the Fibres WG, the Explosives WG, the FSAA WG, the Drugs WG and the FIT WG.</i>
<i>This issue was discussed with the WG Chairs during the Joint Meeting 2009 in Kiev. A project proposal aiming at the revision of the Best Practice Manuals was unfortunately not withheld in the final 2009 Monopoly Proposal.</i>
<i>BC has evaluated the Marie Curie program for the training of young forensic scientists. This information was spread among the ENFSI community.</i>
<i>The Board has granted the MP2009 funding request by the E&amp;T project group to establish a EFETN project. Furthermore the Board has stimulated the E&amp;T project group to report to the Board on giving a more structural position to E&amp;T in the ENFSI organisation. Information was put on the website to draw attention to the existence of this</i>
<i>The Board has signed a Memorandum of Understanding with CEPOL to exchange information on mutual training initiatives. In this way ENFSI will be better capable of contributing to CEPOL courses. The MoU should also facilitate in the participation of ENFSI Institute employees in CEPOL courses. The rare contacts with EJTN did not lead to structural cooperation.</i>
<i>As a result of the Letter of Intent signed by Eurojust and ENFSI, a first training session for Eurojust employees on the interception of digital communications on the internet by two IT experts from the NFI.</i>
<i>The Board has taken several initiatives to enhance the cooperation with universities. Universities with more established forensic programmes (e.g. Lausanne, Strathclyde) as well as other universities: Kimmo Himberg has recently started as a professor in forensic science at the University of Amsterdam; Pawel Rybick has good relations with the University of Warsaw.</i>
<i>See 1.e.1 and 1.e.2.</i>
<i>Continuation of the work by the Terrorism project group is foreseen for 2011. Possibly in the MP2011.</i>
<i>See 1.c.2</i>
<i>See 1.d.4</i>
<i>The Board has more or less regular conversations with the EAFS Chair to discuss the way forward for the EAFS in general and R&amp;D in particular.</i>
<i>BC has sent an e-mail to WG Chairs and the Membership to stimulate referring to ENFSI in scientific publications by members of the ENFSI community.</i>
<i>The Hair project has resulted in a proposal to be submitted by the project group to the AM2010 in Prague.</i>
<i>This issue has been discussed during the Joint Meeting 2009 in Kiev.</i>
<i>A new project is being prepared following a request by German representatives. However the status of such a project ('Coltran') is still pending. JDK will meet representatives from the metallurgic industry in June to see if further collaboration can be established.</i>
<i>The Board is discussing this with the EAFS Chair, aiming to give R&amp;D in general and this issue in particular a more structural position within ENFSI.</i>
<i>The Board has indicated the interpretation/evaluation of forensic investigation results as a major issue. Therefore the Board has chosen this topic as the leading theme for the Monopoly Programme 2010. A policy statement on this will be discussed at the annual meeting in Prague.</i>
<i>The Board is working on a framework for position papers in general.</i>
<i>See 1.f.</i>
<i>In August 2009 an OOS was organised, see 1.a.3. The WG Chairs are asked for to give their view on the position of their respective field of expertise.</i>

<i>This issue will be discussed during the AM2010 as a major component of the new eligibility criteria for ENFSI membership. The result of the latest QCC-survey will demonstrate the current situation.</i>
<i>The Board is working on a proposal for continuation of the EMFA project. Possible candidates have been identified. The proposal will be discussed at the AM2010 in Prague. Also the Board has been exploring the possibilities for supporting the South east European countries. This initiative however is lacking financial support from either EU</i>
<i>The QCC has drafted a framework proposal. The proposal will be discussed during the AM2010 in Prague. A project dealing with the organisation of PT/CE's is part of the 2009 Monopoly Proposal to the EU.</i>
<i>This topic was discussed with the WG Chairs during the Joint Meeting 2009 in Kiev. This topic was prepared, but not withheld in the shortlist for 2009 Monopoly proposal.</i>
<i>See 5.d.2.</i>
<i>A project dealing with the organisation of PT/CE's is part of the 2009 Monopoly Proposal to the EU.</i>
<i>All Standing Committee meetings are attended by a Board member: Tore Olsen for the OCC meetings and PR for the EAFS meetings. At least twice a year Christina Bertler is invited to attend the Board meeting and discuss a broad area of quality related items. Similarly, Marcel van der Steen is invited for items related to R&amp;D. See 5.f.1. Tore Olsen also attends other quality related meetings, e.g. OOS's and seminars.</i>
<i>The QCC Chair Christina Bertler has attended several meetings. The cooperation with the EA is on going. A project dealing with the training of 80 technical experts is part of the 2009 Monopoly Proposal to the EU.</i>
<i>The CAP project (Knowledge Exam) has not been selected for funding through the Monopoly programme 2009. Nevertheless, the board recognises the relevance of this project and is therefor exploring other ways of funding. An option is to include this project in the MP2010 program (to be discussed at the AM2010). See 1.a.3.</i>
<i>The QCC Survey has been sent out in December 2009. The results will be presented at the AM2010 in Prague.</i>
<i>See 5b.</i>
<i>The Board is considering an OOS or workshop on case load management to be organised in 2011</i>
<i>See 1.e.2</i>
<i>The Board encourages the EAFS SC to draft policy plan to give Research and Development a better defined and and more structured position within ENFSI. A draft version of this document is close to finalisation. See 3.a.</i>