



ENFSI ACTION PLAN			
PERIOD: 2020-2021	REF: BRD-FWK-010	ISSUE NO: 3	DATE: 14 March 2020

1. PREAMBLE

The ENFSI Action Plan is regulated by the guidance document – FRAMEWORK FOR PLANNING & REPORTING – last amended 22-05-2015. Based on this framework, the ENFSI action plan:

- shall present actions of the Board together with the Association Organs covering the forthcoming year of the PLANNING & REPORTING cycle;
- shall be based on the current Strategic Plan (2020-2023), affected by the topical developments and formulated as concrete targets;
- shall be sent to the Membership no later than six weeks after the Annual Meeting 2020.

2. ACTIONS RELATED TO ENFSI STRATEGY

ENFSI Strategic Plan 2020-2023 is composed of three main themes and the Action Plan aims to implement the plan through a number of actions. In the following the actions have been described under each of the three main themes of the Strategic Plan.

I - The medium- and long-term trends in forensic science are recognized and a process for development is defined.

The recognition of trends in the next 5 to 15 years is centrepiece and basis for determining the direction of action. The sources and instruments must be identified and accessible.

White papers serve as starting point for appropriate steering.

ACTION – 1.1		
The format of ‘white papers’ is defined		
Description: Template to harmonize the description of the field, the Expert Working Groups and Standing Committees cover.		Reference:
Owner: RDSC, Board	Deliverable: Template	End date: June 2020
Other persons/bodies involved: EWG’s		

ACTION – 1.2		
White papers from Expert Working Groups and Standing Committees are compiled		
Description: The 17 EWG’s and two SC’s edit or update the expert fields they cover using the given template (Action 1.1) and directions given therein. The white papers will serve as orientation and starting point to formulate further actions in connection with the ENFSI Strategy and recognized trends in the disciplines.		Reference: ENFSI Template White Papers
Owner: EWG, SC	Deliverable: White Paper of each EWG and SC	End date: Oct 2020 (before the JM 2020)
Other persons/bodies involved:		

ACTION – 1.3**Conceptual design for monitoring and compiling the Trends in Forensic Sciences**

Description:		Reference:
<p>A defined process how to gather, evaluate and maintain the Trends in Forensic Sciences for the next 5 to 15 years. The conceptual design describes “the what, when, how and who” on the installation and future maintenance of the product including:</p> <ul style="list-style-type: none"> • The process is executed by the RDSC. • Timelines and milestones in a 3 years cycle in line with the ENFSI Strategic Planning Cycle are defined. Updated versions shall be (at least) presented in written form before the Annual Meeting, one year before the next strategic plan takes effect. (May 2022 for the Strategic Plan 2023-2026, May 2025 for the Strategic Plan 2026-2029 etc.) In between status reports during the annual and joint meetings shall be presented. • Potential sources where trends can be anticipated and observed are identified and made available. (e.g. Research Fields of the private sector in relation to forensic sciences, Academia, Publications like from ANZPAA/NIFS , White Papers of the ENFSI EWG’s, EAFS-Meeting, etc.) • Templates how to summarize and present the trends to our customers (doc, ppt). • How the workload is shared within RDSC during the year reaching the defined milestones. 		
Owner RDSC	Deliverable: Conceptual Design	End date: July 2020
Other persons/bodies involved:		

ACTION – 1.4**Trends in Forensic Sciences for the coming 5 to 15 years are recognized and analysed**

Description:		Reference:
<p>Build-up process which starts in 2020 in a more formalized structure, based on Action 1.3.</p> <p>ENFSI has this information offhand to inform the customers and stakeholders.</p> <p>Supporting the members and the association to substantiate and justify projects or funding.</p>		Conceptual Design (Result of Action 1.3)
Owner RDSC	Deliverable: Updates by defined templates	End date: Ongoing
Other persons/bodies involved: Board, EWG’s, Membership, IFSA		
		Presented by RDSC at least at Joint Meeting and Annual Meeting.

II - Consolidate the interaction with the stakeholders and partners

The recognition of the *Trends in forensic sciences* as well as the needs and opportunities for *Education and Training* are information of great interest to ENFSI's partners and stakeholders. It supports collaboration so that:

- Direct Grants can be agreed and negotiated more specifically with the EU
- The trainings for CEPOL and EJTN are steered
- LEWP can be informed specifically
- ENFSI members will be encouraged to become more involved
- ENFSI can play an active role in IFSA

ACTION – 2.1

Overview on potential Education and Trainings for ENFSI and its customers and stakeholders is established

Description:

Cross- or interdisciplinary aspects of forensic sciences needs similar tools for education and training than the specific and one-discipline based E&T performed already in the EWG's. For the former aspects an Outline shall be prepared and offhand available in ENFSI. This to recognize and prioritise E&T within ENFSI like OOS's and to negotiate with our stakeholders/partners on their or mutual needs of E&T.

Reference:

Owner

E&T Subcommittee

Other persons/bodies involved:

Board, CEPOL, EJTN

Deliverable:

Conceptual Design

Outline

End date:

Oct 2020

AM 2021

ACTION – 2.2

Promote the dissemination and acceptance of ENFSI's products

Description:

ENFSI products such as BPM, guidelines, software tools are popular, well received and used. Acceptance and acknowledgment is to be further promoted by a broad consultation and reliable reviewing process.

By an improved feedback culture between producer and user, the products should be adapted and updated to the user needs.

Reference:

BRD-FWK-004

BRD-GEN-001

Owner

Board

Other persons/bodies involved:

QCC, EWG's, EAFS 2021 Organizer, OSAC

Deliverable:

Scientific Program at EAFS 2021

Updated BRD-FWK-004

End date:

Developed until 2021

Oct 2020

ACTION – 2.3**Ensuring the continuation of EU Direct Grants**

Description: Maintaining regular contacts with the decision makers in the EU, primarily DG Migration and Home Affairs, Police cooperation to assure a continuation of Direct Grants for ENFSI, supporting its monopoly status for Forensic Sciences.		Reference:
Owner Board	Deliverable:	End date: AM 2021
Other persons/bodies involved: RDSC, DG Migration and Home Affairs, Police cooperation, LEWP		

ACTION – 2.4**OOS on Using the EU Participant Portal**

Description: Participation of ENFSI members as beneficiary in EU Grants demands a well understanding and self-reliant use of the Participant Portal.		Reference:
Owner Secretariat, Direct Grant Manager	Deliverable: OOS	End date: July 2020
Other persons/bodies involved: Membership		

III - Strengthening the network through professionalization

The demand within the network, as well as that of our customers and stakeholders, regarding timeliness, reliability and high product quality increases and confronts the association accepting the borderline and limitations of the association. Beside the full - time employed secretariat and the direct grant manager, all tasks in the association are managed on a voluntary basis.

It is supported by a majority of the members that empowering the networks activities and duties - as part of professionalism - is by returning to the principles from the early days of the network, which has been characterized by self-initiatives, voluntariness, solidarity and self-funding to a certain extent. The strengths of the members in the network are made available on one side, and member's limitations are supported in solidarity on the other side. A non-negligible minority of members wish to favour a professionalization and correction of the deficits by an increase in permanent employees, be it in the secretariat (support process) or in the management (executive process). Outsourcing specific tasks would be another option.

ACTION – 3.1		
Explore Providers to host ENFSI reference databases		
Description: Currently at least three EWG's seek a service provider to host and maintain their reference database. With a performance profile, negotiations are to be carried out with service providers, preferably within ENFSI or with the private sector until contract maturity.		Reference:
Owner Board	Deliverable: Contract with a service provider	End date: AM2021
Other persons/bodies involved: ETHG, DIWG, FA/GSRWG, Membership		

ACTION – 3.2		
ENFSI Direct Grant Manager succession planning		
Description: The current Direct Grant Manager informed that he will be in service till the end of the MP2018 implementation period (2022) comprising its possible extension. To avoid any time pressures and in order to ensure continuity of Direct Grant management, a transition phase for a possible successor should be taken into consideration. It is recommended initiating the transition during the grant preparation process of a possible MP2020 Direct Grant.		Reference:
Owner Board	Deliverable: Call for a new Direct Grant Manager	End date: AM2021
Other persons/bodies involved: Direct Grant Manager, Secretariat, Membership		
