FRONTEX

ABT 2013

MS/SAC guideline for the use of the Common Resources Template regarding Human Resources

1. Introduction

The Common Resources Template (CRT) is mainly self explanatory. However, to meet possible upcoming questions, this guideline shall explain the functionality of the CRT's most important parts in more detail.

2. Columns and Rows

Frontex sends you together with this guideline the human resources requested by the agency for the conduct of its activities. The 7 columns of Green cells and the 1 column of Olive Green cells are designed for your use as MS/SAC. These columns are marked in the screenshot below by red circles (please zoom the document to get a clearer look):

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There is <u>no obligation</u> for you to fill in all green cells. While for practical reasons it does not make much sense to leave cells empty e.g. in the column "*Qty deploying offered by MS/SAC*" you might for instance decide not to fill in cells in the columns "*Remarks/ requests by MS/SAC*" – for the simple reason that you have nothing to remark. Nevertheless it makes sense to provide as much information as possible to create a full picture. E.g. if you do not want to offer Frontex resources in the above mentioned column "*Qty deploying offered by MS/SAC*" you can write simply "0" to indicate this. Or if you want to offer more of a certain type of resource for a JO you can do so as well, e.g. offering 3 instead of the 1 resource requested by Frontex (see the graphic display below and especially the red circle). However, from this offer from MS'/SAC's side no obligation for Frontex deduces to accept or use these resources for its activities.

The CRT you have received might look similar to this <u>*fictional example*</u> (please zoom if necessary):

kumentet.   Feil! Det er

The White cells **might have** been filled in by Frontex, indicating the agencies' needs. However, if white cells have been left blank it was done so on purpose and does not indicate any mistake.

How to proceed?

After having attended the Annual Bilateral Talks, please fill in the Deployments Overview based on the discussions you had with the Operational sectors and send it back to Frontex (abt@frontex.europa.eu or pooled.resources@frontex.europa.eu), **until 13 December COB**.