



P3A



Programme of Support to the implementation of the Association Agreement

Twining Project Fiche

Project Title: “Strengthening Scientific and Technical Expertise and implementation of a Quality Management System within the Algerian Forensic Police”

Beneficiary Administration: Directorate General of the National Security (DGSN)

Ministry of Interior, Local Authorities and Territorial Development
(MICLAT)

The People’s Democratic Republic of Algeria

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TWINNING INSTRUMENT

This fiche is a translation of the official version written in French with the goal of having a wider dissemination among Member States. In case of discrepancy between the French and the English versions, the French one shall prevail.

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ACRONYMS

AA	Algeria-EU Association Agreement
ALGERAC	Algerian Accreditation Body
BC	Beneficiary Country
CTM	Common Twinning Manual
EC	European Commission
ENP	European Neighbourhood Policy
DAQ	Quality Assurance Department
DGSN	Directorate General of the National Security
EU	European Union
EUD	European Union Delegation
ICITAP	International Criminal Investigation Training Assistance Programme
INCC	National Institute of Criminalistics and Criminology, National Gendarmerie
LTE	Long Term Expert
MICLAT	Ministry of Interior, Local Authorities and Territory Development
MS (P)	Member State (Partner)
OVI	Objectively Verifiable Indicator
QM	Quality Assurance
QMS	Quality management system
RADP	Democratic and People's Republic of Algeria
RAQ	Responsible for Quality Assurance
RTA	Resident Twinning Advisor
SDPST	Sub-Directorate of the Scientific and Technical Police
SOP	Standard Operational Procedure
STE	Short Term Expert
TAIEX	Technical Assistance and Information Exchange
UGP P3A	Project Management Unit Support to the Implementation of the Association Agreement Algeria EU

1. BASIC INFORMATION

1.1 PROGRAMME

Programme of support to the implementation of the Algeria-EU Association Agreement: P3A-IV ENI/2016/039-593. Indirect management.

For British applicants: Please be aware that eligibility criteria must be complied with for the entire duration of the grant. If the United Kingdom withdraws from the EU during the grant period without concluding an agreement with the EU ensuring in particular that British applicants continue to be eligible, you will cease to receive EU funding (while continuing, where possible, to participate) or be required to leave the project on the basis of Article 12.2 of the General Conditions to the grant agreement.

1.2 SECTOR

Justice and Home Affairs (JH)

1.3 BUDGET

1 300 000.00 EUR (maximum amount of the EU grant)

2. OBJECTIVES

2.1 OVERALL OBJECTIVE

The general objective is to contribute to effective governance and rule of law by strengthening scientific and technical police services, in line with international standards and European best practices.

2.2 SPECIFIC OBJECTIVE

The specific objective is strengthening scientific and technical expertise as well as implementing a quality management system within the Algerian Forensic Police.

2.3 CONTRIBUTION TO THE ASSOCIATION AGREEMENT

Within the framework of the Barcelona Process and the Euro-Mediterranean Partnership launched in November 1995, Algeria and the European Union signed the Association Agreement which entered into force on 1 September 2005. It creates the legal framework by which are governed the relations between the parties in economic, commercial, politic, social and cultural fields.

With regards to the SDPST/DGSN and forensic sciences, the AA refers to general principles such as *rule of law, respect of democracy, fundamental human rights and free movement of persons*. More specifically, AA refers to cooperation in the field of *Justice and Home Affairs (Title VIII)*, which includes namely:

- Consolidation of rule of law and justice (article 82);
- Legal and judicial cooperation (article 85);
- Prevention and fight against organised crime (article 86);
- Fight against drugs and drug addiction (article 89);
- Fight against terrorism (article 90).

Other sections of the AA are directly connected to the purpose of the current project:

- Scientific, technical and technological cooperation (article 51);
- Environment and pollution (article 52);
- Standardisation, conformity assessment and metrology (article 55), including cooperation in Quality Management.

3. DESCRIPTION

3.1 BACKGROUND AND JUSTIFICATION

National Context

For this twinning project, the beneficiary institution is the Sub-Directorate of Scientific and Technical Police (SDPST).¹

In Algeria, forensic services are mainly provided by the SDPST/DGSN (Directorate General of the National Security) under the aegis of the Ministry of Interior, Local Authorities and Territorial Development (MICLAT) that runs the Scientific Police Central Laboratory (Algiers) and regional laboratories in Oran and Constantine, as well as the INCC (National Gendarmerie) which is under the aegis of the Ministry of National Defence.

As a general rule, the National Police is dedicated to law enforcement in towns while the National Gendarmerie is operating in rural and sub-urban areas. Both contribute to public order and judicial investigations and, where necessary cooperate by sharing scientific resource. The present Twinning Project is in line with the Algerian policy related to the rule of law, democracy, fight against criminality and organised crime. Algeria is also willing to develop external relations and meet European and international standards, as stated in the AA.

3.2 ON-GOING REFORMS

Government Programme

The Ministry of Interior, Local Authorities and Territory Development (MICLAT) follows one of the Algerian State main objective to reach international standards in the matter of security and has therefore elaborated a strategy based on:

- restructuration (strengthening) of police services;

¹ Full presentation of the DGSN /SDPST is under 5.2

- coordination between security services;
- improvement of relations with the justice;
- Improvement of the institutional image

Based on these governmental objectives, the DGSN is willing to reinforce professionalism, modernisation of police services, development of capacities, consolidation of citizen relations as well as implementation of international standards in matter of rule of law and respect of fundamental rights.

SDPST is at the heart of this modernisation policy.

The Forensic Police is cooperating closely with various institutions: 1) Ministry of Justice 2) the National Institute of Criminalistics and Criminology (INCC) National Gendarmerie depending from the Ministry of National Defence (MDN), 3) the Customs Directorate General 4) the national Centre of Toxicology 5) The Ministry of Trade 6) the Pasteur Institute and 7) CHU² forensic medicine services etc.

Project Justification

The main justification is the will to place the development of the SDPST/DGSN under a process of Total Quality Management. This policy is strongly supported by the State. The National Police brought and still brings all necessary tools to achieve this goal and particularly to upgrade the quality of the scientific expertise in various forensic fields.

Appointed officers of the SDPST have all been educated in forensic sciences. Nevertheless, they still need advanced training especially in QM. The laboratories are equipped with up-to-date equipment which do meet international standards, with some rare exceptions.

The Strategy of the SDPST/DGSN is to progress significantly towards Quality Management and to be progressively accredited for most laboratory methods in forthcoming 10 years.

The present Twinning project is in line with this target. Taking into account the absorption capacity of the Central Laboratory of Forensic Police, the project will support in an optimal manner the achievement of the foreseen results within the next 2-3 years, i.e. setting-up the QM Department and moving towards accreditation for selected methods.

Given the existing assets of the SDPST/DGSN and the strong continuing support of highest authorities of the National Police, it is realistic to meet the expected results within the timeframe of the project.

² CHU : university hospital

3.3 LINKED ACTIVITIES

The SDPST has benefitted from several training programmes financed by the European Union, namely through the MEDA programme from 2004, then through ICITAP since 2014, and more recently through various multilateral and bilateral cooperation.

MEDA Programme (2004- 2009)

SDPST has benefitted from financial support by MEDA for several training programmes in the following fields:

- no-molecular legal biology
- nuclear DNA in Forensic
- legal acoustics
- arson and terrorist attacks
- mitochondrial DNA
- specific instrumental techniques related to high level performance liquid chromatography (HPLC)
- specific advanced instrumental techniques: implementation of a Scanning Electronics Microscope (SEM)
- analytical techniques related to ballistics
- GSM operating techniques

In addition, also financed by the MEDA programme, the Central Laboratory of the Forensic Police, including two regional laboratories (Oran and Constantine) have received 42 new equipment allocations.

TAIEX actions (2017)

Among the eight actions already validated by the EUD in 2017, the following three were achieved:

- Major crime scene management: mission realised by two experts from the Spanish Guardia civile by the SDPST/DGSN, Algiers, from 24 to 27 April 2017 ;
- AFIS database management : study visit to Austria from 19 to 23 September 2017 with the Austrian Ministry of Home Affairs
- Printing analysis issues: study visit to France from 04 to 06 October 2017 with the Central Direction of French Border Police.

Actions to be achieved:

- Analysis and search of diatoms in case of drowning
- Post-explosion analysis in a forensic laboratory
- Identification of speakers in forensic acoustics
- Morph analysis
- Identification of cannabis components specifications (CBD, CBN and THC).

3.4 APPLICABLE EU ACQUIS, NORMS, STANDARDS

The present project is in line with the European Council conclusions stating on « 2020 Horizon EU forensic sciences» (JAI, meeting of the Council of 13 and 14 December 2011). These conclusions insist on the crucial role of forensics in the scientific field, providing impartial and objective information for a more efficient and effective law enforcement and for a better prevention and fight against crime.

3.5 RESULTS

The present Twinning project is meant to provide support to the development of the SDPST/ DGSN with the goal of meeting European and international standards in the future. This will be achieved by strengthening the institutional organisation and laboratory practices. The most important tool will be the implementation of a quality management system to continuously implement international quality assurance standards (e.g. ISO17020, ISO17025 and ILAC guide 19: International Laboratory Accreditation Cooperation). The main goal of the Twinning project can be stated as “*the quality management system of the SDPST/DGSN has made major steps towards accreditation*”.

The project includes 3 mandatory results:

3.5.1 Result 1 (Component 1): The institutional and technical capacities of the Quality Assurance Department have been enhanced

The QM Department was established in 2013 without any mandate or job descriptions. It was staffed by the end of 2015 with 3 well-educated staff members in various fields (biology, management and chemistry).

The QM department is the specialised unit within the SDPST/ DGSN where the knowledge on QM topics must be consolidated. It should be able to initiate and support QM activities in the whole organisation i.e. at central level as well as in the departments. Furthermore, it is meant to serve as a helpdesk for all officers who face QM issues and to provide QM training to SDPST/DGSN staff (especially for new comers).

From the quick assessment undertaken during drafting the Twinning fiche, it became clear that the QM Department is only at the very start of its development. Staff has still little knowledge and experience on QM – their ability to design a strategy for introducing a Quality management system is lacking. Moreover, only a few procedures are in place, little documentation is available, the QM manual has not been drafted, the staff has not been trained adequately and sufficiently on QM topics and the internal QM network (“the correspondents”) is actually not operating properly.

During the Twinning project as well as in the years after, the QM department will have a crucial role. Therefore, the capacity of the QM department should be able to respond to demands of the project since the very start. The QM Department must have a clear mandate

and a strong position in the hierarchy. Its responsibilities and job descriptions must be stated. It is obvious that the QM Department staff and its correspondents must have sufficient knowledge, skills and experience with respect to QM issues to make of the Twinning project a success.

The two regional forensic laboratories of Oran and Constantine must equally progress in the field of quality. Oran laboratory is currently acquiring new premises while Constantine's must modernised in a near future. Some of their staff will benefit from training as of Result 2 but also from the support of QM Department of SDPST/DGSN. It is therefore necessary that twinning experts' missions be organised to conduct an in-depth analysis of the regional laboratories and provide relevant recommendations in order to modernise the laboratories while respecting quality norms and procedures.

This result will be achieved by a number of intermediary results (among other):

- ❖ Tailor-made training programme
- ❖ Assessment and mentoring for the strengthening of the QM Department
- ❖ A study visit to an accredited laboratory
- ❖ An internship in an accredited laboratory
- ❖ Assessment and QM recommendations in Oran and Constantine laboratories

3.5.2. Result 2 (Component 2): Staff skills and the System of Quality Management have been upgraded

The SDPST/DGSN is aiming at accreditation of its quality management system based on ISO17020 / ISO17025. This process requires knowledge and skills on QM by a substantial number of the SDPST/DGSN employees.

For that reason, intermediary results are to be reached through an extensive and diversified training & education programme to be provided to all employees, such as:

- ❖ Training on the basic principles of QM
- ❖ Training on special QM topics
- ❖ Strengthening the participation of the SDPST/DGSN in the international forensic community
- ❖ Writing of - at least - 12 x 2 SOPs
- ❖ Awareness, training and capacity building in health, safety and environment (HSE)

This last point, which also regards prevention against contamination is a traditional and important task in forensic laboratories. This is also the case in Algeria where staff work conditions should be improved.

It is acknowledged that the level of knowledge and skills of staff differs according to their respective functions within the SDPST/DGSN.

Furthermore, if it is obvious that trainees should be in the position to apply their new acquired knowledge and skills into their daily work, it is also needed that all employees of the laboratory should be at the same level of understanding on QM issues.

According to the above, a careful selection should be undertaken for staff participation into a specific training. The head of the Central Forensic Laboratory will select participants to these training sessions according to training needs and skills of each individual.

3.5.3. Result 3 (Component 3): some methods have made major progress toward the status of “ready for accreditation”

The methods in use at the SDPST/DGSN are at different stages of development from the perspective of future accreditation. Some are close to ‘ready for accreditation’, while others are still at the very beginning of eliminating non-conformities. This situation implies need of external tailor-made support, in order to bring each of the methods closer to the status “ready for accreditation”.

A number of 9 (07+02) routinely used laboratory methods has been selected for being supported to get the status of “ready for accreditation”. It is relevant to recall that an accredited method must be embedded in an accredited quality management system. However, the specific accreditation requirements for laboratory methods can be developed without the QM system. This includes - for example - the preparation of validation, standard operational procedure (SOP) and participation in proficiency or conformity testing. Prevention of contamination are to be included as well.

The selected methods are spread over the DGSN departments and structured in 3 groups. It is intended that each Twinning expert from the MS laboratory can cover a cluster of selected methods. If not, additional support by an additional expert is possible through a specific budget allocation.

The departments, participating in the Twinning project, may serve as study or pilot cases for all other departments. In this way, all departments and their employees will benefit and be able to develop their practical skills in QM and accreditation.

The interrelations between components should be stimulated. The knowledge and skills that are acquired by employees should be applied in other activities, e.g. Validation of methods, writing a SOP or becoming an internal auditor.

As a concrete consequence, all SDPST/DGSN departments (probably 12) will draft at least 2 SOPs. The actual drafting will be done by employees who have participated in the training on “writing a SOP”. The drafting will be mentored and supervised by the QM manager in cooperation with a Twinning QM expert.

The 07+02 selected methods are summarised in following table.

List of methods intended for future accreditation

METHOD	CLUSTER	DEPARTMENT
1. Blood alcohol analysis (GG/FID) 2. Identification of THC and metabolites in blood and urine (LC/MS/MS) 3. Identification of cannabis in seizures / tablets (HPLC/UV)	A	Forensic Toxicology / Drugs
4. Autosomal STR-profiling of biological material 5. Y STR-profiling of biological material	B	Biology / DNA
6. Marks comparison bullets and cartridges (Stereo microscope), followed by search in IBIS database 7. Gunshot residue identification (Scanning Electronic Microscope)	C	Firearms / Ballistics
8. Comparison of hand writing 9. Authentication of secure documents	D	Documents and Scriptures

The indicative methodology to implement the activities is foreseen as follows:

- ❖ 3 steps (scan, gaps & needs analysis, final audit) are scheduled for each selected method.
- ❖ After the scan (‘diagnostic phase’), the rolling action plan and the progress on agreed actions are monitored continuously during the project under the supervision of the RTA.
- ❖ A study visit is scheduled between the gaps & needs analysis and the final audit.
- ❖ Appraisal exercise: based on the experience gained from the accreditation process of these 07+02 methods, the SDPST/DGSN will be able to prepare future accreditations of other methods on its own and will no longer be dependent on external support.

In the context of the Twinning project, the results will be evaluated on the basis of the outcomes of a pre-audit (or mock audit) for each of the 07+02 methods. Note: the accreditation will be carried out by ALGERAC outside the framework of the Twinning project.

N.B. Conclusions, recommendations and final assessment of the 3 Twinning Results will be presented during the Closing Conference, which should take place at the end of the project (month 23-24).

TWINNING ACTIVITIES

A Twinning Project is not a one-way technical assistance from a Member State to a Beneficiary Country.

It should contribute to initiate and share best EU practices in terms of community legislation and beneficiaries’ specific needs in the field of cooperation between high education bodies, research centres, private sector and involved authorities.

The MS Twinning proposal must include activities ensuring achievement of mandatory results as of the Fiche.

Activities will be further developed with twinning partners during the contracting phase (work plan setting-up), taking into account that the final list of activities will be decided in cooperation with the MS Twinning partner. Components are closely linked and should be sequenced accordingly.

In addition to component activities and quarterly meeting of the Steering Committee, horizontal activities should ensure project visibility as such.

HORIZONTAL ACTIVITIES

- **Activity 0.1.** Opening event
- **Activity 0.2.** Governmental conference
- **Activity 0.3.** Visibility and institutional communication
- **Activity 0.4.** Mid-term seminar
- **Activity 0.5.** Closing event

3.6 MEANS/INPUT FROM THE TWINNING MS PARTNER ADMINISTRATION

3.6.1 Profile and tasks of the Project Leader (PL)

The Project Leader is a senior civil servant of the MS Administration, who continues to work in his/her MS administration but who devotes a portion of his/her time to conceiving, supervising and co-ordinating the overall project. The MS Project Leader should be able to conduct operational dialogue and be backed at political level. Working experience in a Forensic Institute and/or as a Quality Assurance Manager is an asset.

The Project Leader will dedicate to the project at least 3 days per month, with an on-site visit at least every 3 months to participate in the Project Steering Committees.

The Project Leader oversees the implementation of the twinning project in cooperation with the BC Project Leader. Both Project Leaders organise and chair jointly the quarterly steering committee meetings.

Years of experience and responsibilities of the Project Leader in the Public Administration or in a mandated body in the MS should be sufficient to show management capacity and project management capacity.

3.6.2 Profile and tasks of the Resident Twinning Adviser (RTA)

The RTA is a civil servant or equivalent staff seconded to work and be based in the BC for the duration of the project. He/she is in charge of the day-to-day implementation of the Twinning project.

In particular, in liaison with the RTA counterpart in the BC he/she:

- Ensures the proper and timely implementation of project activities according to the agreed work plan;
- Coordinates and mobilises short term experts;
- Organises opening and closing conferences and prepares visibility materials compliant with EU rules;
- Supervise and produce technical reports, quarterly and final reports;
- Provides relevant information to produce documents required by the Twinning Manual (to be signed jointly by MS PL and BC PL) such as side letters, addenda to the twinning contract, requests for payment, budget reports;
- Ensures proper quality of outputs from short-term experts;
- Provides technical advice to the SDPST/DGSN in the context of the agreed workplan and for the activities he/she is involved.

The RTA should have a practical knowledge of the functioning of forensic laboratories and/or experience regarding QM. Experience as an executive or senior staff member of a “forensic service provider carrying laboratory activities” (within the meaning of the Council Framework Decision 2009/905/JHA) would be an asset.

The RTA must have a university diploma or equivalent in forensics and a professional experience of at least 7 years in the field of laboratory accreditation.

His/her previous experience should include project management (staff and budget) and team-working.

Previous experience in managing international/EU projects would be an asset.

3.6.3 Profile and tasks of Component Leaders

Result 1/ Component 1: Experts in Quality Management (ISO17020 / 17025) with a university diploma or equivalent experience of at least 5 years. They must have a comprehensive experience of leading a QM department, if possible in forensic matters.

Result 2/ Component 2: Experts in Quality Management (ISO17020 / 17025) with a university diploma or equivalent experience of at least 5 years. They must have a comprehensive experience of leading a QM department, if possible in forensic matters.

Result 3/ Component 3: Experts in forensics with a university diploma or equivalent experience of at least 5 years. They must have an excellent knowledge of methods analysis in various fields.

3.6.4 Profile and tasks of Short term experts (STE)

The Member State will mobilise a team of STEs to implement the workplan as set out in the twinning contract.

All STEs are high level, experienced experts in forensics and/or in QM, relevant to the contents of the Twinning project. He/she may visit the SDPST/DGSN several times, for an average duration of 5 days per mission, spread over the project duration. In addition, they should have good training skills, interpersonal and communications skills, good command of French and/or English.

STEs typical tasks:

- To contribute to the project activities implementation with specialised knowledge in the area of forensic sciences
- To mentor counterparts and to provide specialist recommendations.

Specific tasks: see the table below for the 3 Twinning results.

Background of the STE

The STE should have an academic education relevant for the Twinning project. He/she should be expert and have significant experience in an accredited laboratory and has good knowledge of quality management (ISO-standards).

Experience of the STE

- Minimum of 3 years of professional experience in a relevant forensic field;
- Previous experience of working in other cultures and countries will be an advantage.

Qualifications of the STE

- University degree in a relevant science or equivalent;
- Good knowledge of QM topics and – management in a forensic context;
- Expert in a forensic field relevant for the Twinning project;
- Capacity to integrate into a large expert team;
- Capacity to work in a different cultural environment.

Profiles of STEs per result (Results 1 to 3)

Result 1	Profile STE
Institutional and technical capacities of the Quality Management Department are strengthened	- Experts in quality management (ISO17020 / 17025, 2017 version) and management in a forensic context - Experts in quality management (ISO17020 / 17025, 2017 version) with experience in leading/creating a forensic laboratory

Result 2	Profile STE
Staff competences and QMS are upgraded	<ul style="list-style-type: none"> - Experts in quality assurance (ISO17020 / 17025) and management of a QM department in a forensic context - Experts in quality assurance (ISO17020 / 17025, QM documents, documentation system, validation, internal auditing, etc.) and management of a QM department in a forensic context. - Speakers on any QM items relevant with QM Management, accreditation and forensic sciences - QM experts from SDPST in charge of procedures writing and SOPs - QM experts with HSE at work experience and contamination in scientific analysis laboratory
Result 3	Profile STE
A good number of methods have made important steps to reach the status “ready for accreditation” in a near future	<ul style="list-style-type: none"> - Forensic experts (4x) in (one of) the respective fields in the cluster A (chemistry / pharmacy), B (molecular biology / bio-chemistry), C (physics / chemistry) and D (documents and scriptures). Experience with the specific methods in table 1 as well as with QM in the specific fields. - Study visits: hosting organisation; accredited forensic laboratory in an EU MS. - Mentors experienced with the specific methods in the table chapter 3.5.3 as well as with QM in the specific fields. - Other fields of interest on QM and forensic sciences

4. BUDGET

The maximum budget allocated to this twinning project is 1 300 000, 00 EUR.

5. IMPLEMENTATION ARRANGEMENTS

5.1 CONTRACTING AUTHORITY

The implementing Agency for tendering and contracting is the P3A Programme Management Unit « Unité de Gestion du Programme d’appui à la mise en œuvre de l’Accord d’Association (UGP-P3A) ». The UGP P3A is located:

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Person in charge: M. Djilali Lebibat
National Programme Director (DNP) – P3A
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5.2. INSTITUTIONAL FRAMEWORK

The Beneficiary Institution

The Scientific and Technical Police Sub-directorate (SDPST) is part of the Judicial Police / Directorate General of National Security, as of Executive Decree No. 92-72 of 31 October 1992, establishing missions and organisation of the Directorate General of National Security. Main activities of the Forensic Police are to track down perpetrators and constitute evidence using scientific and new methods.

The missions of the SDPST are summarised as follows:

- ✓ Technical assistance to investigators in crime scene management;
- ✓ Perform scientific examination and expertise of forensic trace evidence and marks, which are requested by relevant judicial authorities;
- ✓ Participation to training of forensic specialists;
- ✓ Follow up of scientific evolution in the field of research to increase forensic knowledge;
- ✓ Creation and collecting forensic databases (AFIS, IBIS, DNA, drugs and precursors... etc).

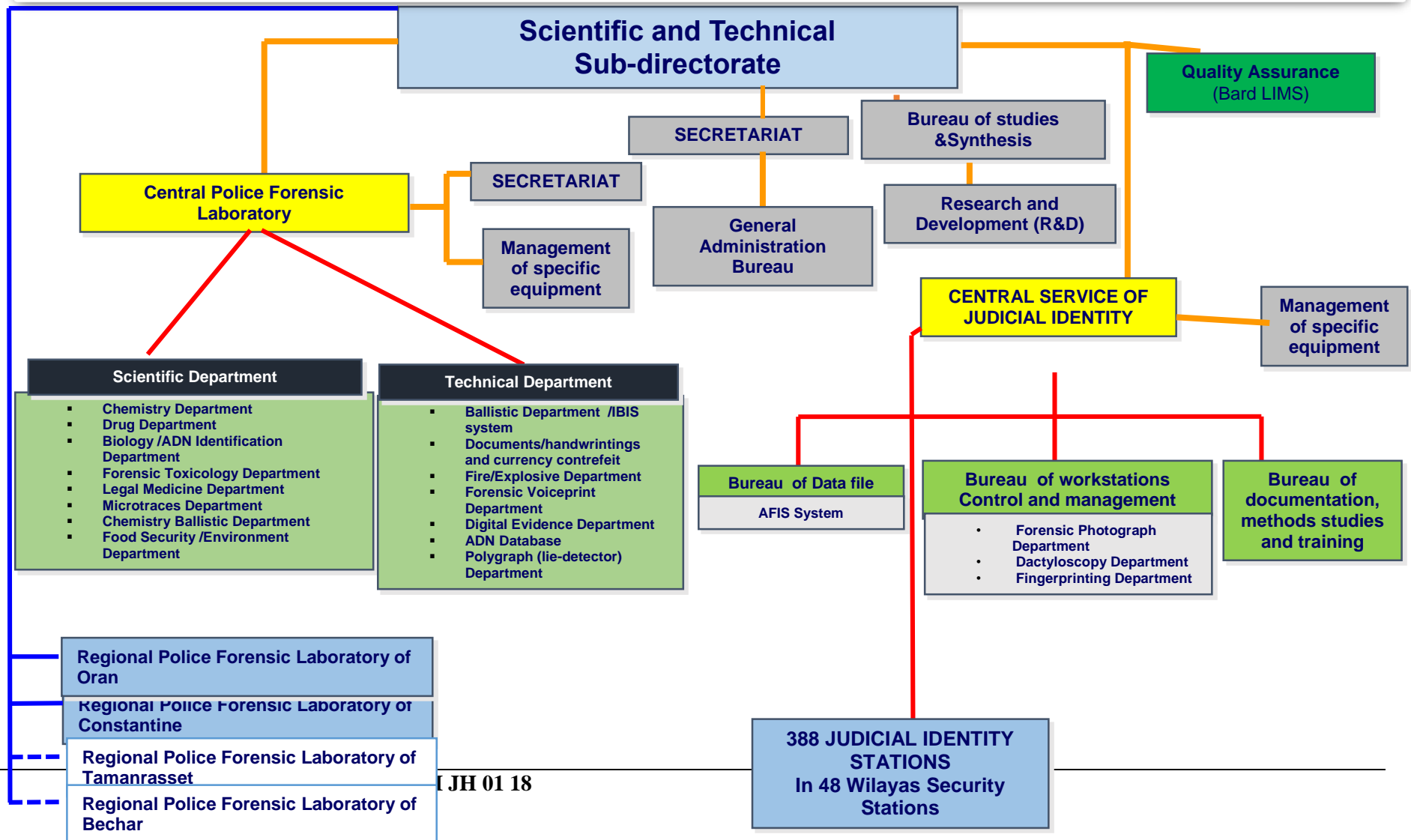
The staff responsible for examination and expertise at the Scientific and Technical Police Sub-directorate hold a university degree, and participated in high level trainings such as Master's Degrees and Post-graduate Degrees at the University of Science and Technology – Houari Boumediene; Master degree in Analysis & Control/Forensic Science (Lyon University); Master degree in computer science (IT), IS & Telecoms & Networks (INSA Lyon); Master degree in forensic science (Forensic Science School in Lausanne).

To this regard, it is also worth stressing that SPDST/DGSN participates in national research projects.

The SPDST/DGSN coordinates closely with several ministerial departments and provides support and assistance to several ministries including Ministries of Health, Trade, Agriculture, Finance and Higher Education. It communicates with other Police Units through a special secured network (RNTD in which DGSN has its own website).

The SPDST/DGSN has several scientific and technical departments, as shown on the organisation chart next page.

ORGANISATIONAL CHART OF SCIENTIFIC AND TECHNICAL POLICE SUB-DIRECTORATE



5.3 MAIN COUNTERPART IN THE BENEFICIARY COUNTRY

5.3.1 Beneficiary Institution

The main counterpart institution in Algeria is the SDPST/DGSN .
Directorate General of National Security (DGSN)
Sub-directorate of Forensic Police (SDPST)

Address:

01, rue Abdelaziz Khelalfa,
Ben Aknoun – Algiers

5.3.2 Counterpart of the Project Leader

Mr **Mohamed ZEKRI**, Police Controller and Deputy-Director of the Forensic Police will be the national Project Leader for this twinning project. He/she will work closely with the MS Project Leader, the RTA and his Counterpart. He/she will supervise the progress made by the project and team of experts. He/she will also bring all necessary support for proper implementation of the project activities. He/she will co-lead the quarterly Steering Committee meetings.

Both the National Project Leader and the RTA National Counterpart, will mobilise all necessary means (human resource, finance, equipment, premises...) to carry out the Twinning activities within the planned time frame of the project.

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5.3.3 Counterpart of the Resident Twinning Adviser

Mr **Hamza BRAHITI**, Chief of Police and Head of the Forensic Central Laboratory will be the counterpart of the RTA and as such will be the national referent person for all the duration of the project. He/she will have to coordinate and organise together with the RTA the day-to-day work of the experts working for the Twinning project, especially relations between MS key experts and SDPST/DGSN staff.

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Other Key National Experts

In addition, for each of the twinning results, as well as for the opening and closing conferences, a national responsible person is appointed:

- Result 1 : **Ms Lilia Fatima ABDELLI**, Head of the QM Department
- Result 2 : **Ms Ines KAABARA**, Project Manager
- Result 3 : **Ms Ouarda DENDENE**, Engineer principal

The Algerian Project Leader and RTA counterpart will nominate all SDPST/DGSN staff and experts who will have to work as “Twins” with long term or short-term MS experts, for all results and activities implemented during the course of the Twinning project.

Whatever the workload of SDPST/DGSN staff, attention is paid to the fact that Twinning implementation requires a significant availability and a consequent workload for staff who are to be appointed within the framework of this project.

6. PROJECT DURATION

Project duration: 24 months

Project implementation: 27 months (24 months + 3 months)

7. SUSTAINABILITY

The project will directly support the process of upgrading the SDPST/DGSN. The current QM system will be extended and improved - substantial steps will be made towards future accreditation. Furthermore, several laboratory methods in a selected number of departments will achieve (or come close to) the status of “ready for accreditation”. The overall purpose is to empower the SDPST/DGSN to build up the needed know-how and experience to continue the road to accreditation for the whole SDPST/DGSN on its own. The institutional capacity and capability of the SDPST/DGSN will be strengthened and the long-term impact will be realised.

The beneficiary institution commits itself to take necessary measures to disseminate and consolidate the project results and ensure its long-term sustainability.

8. CROSSCUTTING ISSUES

Gender mainstreaming

Since women in Algeria benefit from an effective equal access to occupy high level positions in the public administration, including in the hierarchy of the National Police and that the

collection/analysis of scientific evidence to fight against crime apply indistinctly to all victims (male and female) including victims of sexual assaults, this twinning project is gender neutral.

Good governance and the rule of law

As a whole, the project, being focused on quality assurance to perform laboratory analyses to be used by the Judiciary concerns the rights of defence and the rights of victims and contributes therefore to good governance and the rule of law.

9. CONDITIONALITY AND SEQUENCING

There are no prerequisites or specific requirements on sequencing, except those mentioned in relevant activities.

10. PERFORMANCE INDICATORS

- Indicator 1: QM staff has acquired competences and abilities to implement quality management within SDPST/DGSN.
- Indicator 2: 75 officers from SDPST are qualified and understand main QM principles and 40 of them are able to solve complex issues.
- Indicator 3: 40 SDPST officers apply in their daily work new knowledge and skills, especially for methods analysis.
- Indicator 4: 07+02 audits are undertaken on the current status of each..
- Indicator 5: 15+03 SDPST/DGSN experts are skilled in all details of the work method in an accredited forensic laboratory.

N.B. it is reminded here that equipment cannot be purchased through a Twinning budget.

Note: it is should be taken into consideration that hereunder resources are only indicative.

11. PHYSICAL MEANS

In reference to Section 5.13.3 of the Common Twinning Manual, revision 2017, SDPST/DGSN will bring to the Twinning project and MS experts all necessary physical means. In particular, for all the project duration, the RTA and his Assistant will have at their disposal adequately equipped offices, including computers, (2) ensuring good working conditions, with access to internal/external communications (phone, internet). Both should have access to conference rooms (which will be as well the working place of short term experts), photocopiers, etc. SDPST/DGSN will facilitate MS expert's transportation and access to the SDPST/DGSN site.

ANNEXES TO PROJECT FICHE

Logical Framework

LOGICAL FRAMEWORK

Strengthening Scientific and Technical Expertise and Establishing a Quality Management System within the Algerian Forensic Police	Reference: DZ 16 ENI JH 01 18	Project duration : 24 months	Budget : 1 300 000,00 €	
Overall objective	Objectively Verifiable Indicators (OVI)	Sources of verification		
Contribute to effective governance of rule of law by strengthening scientific and technical police services, in line with international norms and European best practices	Increase of covenants with national partners and international cooperation agreements.	Activity reports Statistics and data concerning SDPST activities		
Specific objective	Objectively Verifiable Indicators (OVI)	Sources of verification	Assumptions/risks	
Strengthening scientific and technical expertise as well as quality management system of the Algerian Forensic Police	QM and laboratory staff competences allow quality implementation 07+02 methods applied to SDPST are in accreditation process	-Quarterly reports, final report - Experts reports on mistake level reduction and of the number of non-conformities per method. - Satisfaction level of partners (justice and other ministries), verifiable through follow-up forms	Political orientations towards Rule of Law is maintained	

Results	Objectively Verifiable Indicators (OVI)	Sources of verification	Assumptions/risks
<p>Result 1 : The institutional and technical capacities of the Quality Assurance Department have been enhanced</p>	<p><u>OVI 1:</u> QM staff gained skills and ability to introduce and perform QMS within the DGSN/SDPST and ready for implementation of accreditation</p>	<p>Training programmes Training evaluation List of attendees Report on internship Gap and needs analysis- audit reports of QM Dpt Action plan</p>	<p>Conditions are met for applying QM as requested and according to procedures</p>
<p>Result 2 : Staff skills and Quality Management System have been upgraded</p>	<p><u>OVI 2:</u> SDPST/DGSN senior staff are skilled in understanding the main QM principles (75 persons) and in advanced issues (for 40 persons). <u>OVI 3:</u> SDPST/DGSN senior staff (maximum 40 persons) have applied their new acquired knowledge and skills into their daily work</p>	<p>Training programmes Training evaluation List of attendees SOPs reports Minutes of the International conference</p>	<p>EU experts mentoring is in line with demands of SDPST staff. International forensic community is mobilised.</p>
<p>Result 3 : A number of methods has made major steps towards the future status of “ready for accreditation”</p>	<p><u>OVI 4:</u> 07+02 final audits performed regarding the status of each of the 9 methods. <u>OVI 5:</u> 15+3 DGSN experts are skilled to all details of the work method in an accredited forensic laboratory</p>	<p>Gap and analysis- and audit reports for 9 methods In total $3 \times 9 = 27$ assessments will be performed. Study visit report</p>	<p>Accreditation of methods is in progress.</p>