

Work Plan 2010-2011 - GPEN Development Board

	Activity	Assigned Responsibility	Deadline Date	Review of Progress
1	(a) Create and agree proposed Governance document with Annex setting out practical arrangements (31.01.2010)	EH, EG, HM	31/01/10	Draft prepared
	(b) submission to IAP Ex Com in Prague March 2010 for agreement	„	28/02/10	
	(b) Thereafter distribute to GPEN and organisational member contacts accompanied by letter to be drafted by NC	IAP Secretariat, NC	30/03/10	
2	(a) Create and agree GPEN Work Plan for 2010 to incorporate future plans	EH	28/02/10	Draft prepared
	(b) Work Plan to be distributed by IAP Secretariat to GPEN and organisational member contacts accompanied by letter to be drafted by NC	NC	31/03/10	
3	Prepare and agree bid to IAP for commitment to finance GPEN for 2010 and beyond setting out proposed allocations for 2010 – for submission to IAP Ex Com in Prague March 2010 for agreement	HMS, RF	28/02/10	
4	Incorporate GPEN into IAP Communication Plan	JHH	31/05/10	
5	(a)GPEN leaflet to be updated and reprinted	EG JHH, HMS	31/03/10	
	(b) secure Spanish (Buenos Aires), Arabic (AA), Korean (SC), Portuguese (CC) and French (IAP) translations	AA,SC,JHH, CC	01/09/10	
6	Briefing setting out reciprocal benefits and expectations to be gained from engagement with industry	EG	31/03/10	
7	SG and representative from Dutch Govcert to attend WITSA World Summit Amsterdam 25-27 May 2010 and to seek platform to	HMS, HM	31/05/10	

	encourage engagement and report to DB			
8	Each member of DB to identify a section of industry or other relevant organisations and engineer engagement and report back in activity reports on progress and outcomes (all members. RF - Insurance Companies, Symantec; EH – Cisco, Microsoft; EG- PayPal/eBay)	All Members	31/08/10	
9	(a) Interpol and Europol to be approached with view to establishing a relationship of mutual support (b) DB members to deal similarly with local law enforcement agencies	HMS All Members	31/08/10 31/08/10	
10	Request to UNODC for report/result of mapping exercise on existing cybercrime networks	EG, SC	28/02/10	
11	Quick fix to uploading problem to be obtained through ECRU	EG, JHH	31/01/10	
12	(a) Source and recruit (piecemeal) a “systems manager” familiar with v-bulletin administration system to load and update GPEN site with material moderated by EG (b) Funding to be provided through financial support to IAP (10,000eu 2010 with option to renew in 2011) from Dutch Board of Prosecutors General	EG, EH HM	31/03/10	
13	Facility time for moderator to be secured	EG, EH	28/02/10	
14	DB members to source material and information suitable to populate site and forward to EG	All DB members	ongoing	
15	List of suggestions for improvement of GPEN website to be perfected and distributed to members and actioned	EG	31/03/10	

16	GPEN contacts to be followed up and mobilised through IAP subject to 13 [???	HMS, EG	31/08/10	
17	DB members to provide activity reports setting out activities and outcomes relating to this Work Plan 2 weeks before each meeting- see Annex to Governance Document	All DB members	2 weeks before each meeting	
18	Nominated DB members to provide a summary report (2 pages maximum) for uploading on GPEN site about counter-cybercrime activity in their region. NC -Pacific; SC - Asia; RD - North America; AA -Middle East; RF - Caribbean & Central America; GR - Africa; CC – Latin America; EC and MM – Europe	NC,SC,RD, AA,RF,GR,C C,EC/MM	30/06/10	African report received
19	Arrangements and venues to be secured for next 2 meetings - Meeting 2 to be associated with 15 th Annual Conference, The Hague, 5-9 September 2010. Meeting 3 to be held in conjunction with 2011 Northern Spring Executive Committee Meeting - April 2011. (Thereafter meetings to be held annually in margins of the Annual Conferences and otherwise as required.)	HMS,EH	30/06/10	
20	Training - plans for GPEN badged training to be confirmed (NC - Maldives and Sri Lanka, maybe East Africa 2010? AA - Bahrain 2010?)	NC,AA,EG, EH	3/06/10	
21	Training – Check List for planning and delivery of GPEN supported training events to include Do's an Don'ts and recommendations - to be compiled for uploading and distribution	RF, EG,	30/04/10	
22	GPEN to be introduced as training tool at workshop on International Criminal Justice Training for Rule of Law at UN Crime Congress, Brazil	EH, EG	30/04/10	

23	DB members to identify in activity reports for meeting 2: key performance indicators to be adopted by DB	All DB members	31/08/10	
24	Effectiveness and accessibility of existing GPEN website to be reviewed at meeting 2 with view to decision whether to maintain or migrate to IAP sister website (subject to assessment of suitability of sister website model)	All DB members	September 2010	
25	GPEN to be included at World Summit, Chile, November 2011	EH	Longer term	

Glossary

DB-Development Board

EH-Elizabeth Howe

EG-Esther George

H M –Han Moraal

NC-Nicholas Cowdery

HMS-Henk Marquart Scholtz[Secretary General]

JHH- Janne Holst Hubner

SC-Seong Jin Choi

RF-Rory Field

AA-Ali Albuainain

GR-Gerrit Roberts

CC-Carla de Carli

EC-Eileen Creedon

MM-Morag McLaughlin

RD-Robert Doyle