2018 has been a busy and very productive year for the Confederation of European Probation (CEP). Our membership continues to grow, participation in our conferences, expert groups and other events has increased, with greater attendance by many more services and probation professionals. CEP has contributed at many international events hosted by Council of Europe, other bodies and local probation organisations.

The European Commission Operating Grant, funded through Directorate-General Justice and Consumers, is an important part of the annual CEP budget. CEP, in 2017, was awarded an Operating Framework Partnership Agreement for the period 2018-2021 by EC DG Justice. This agreement enables CEP to apply for an annual operating grant under that Framework Agreement. The annual DG Justice Operating Grant in 2018 funded a large proportion of CEP network activities including expert meetings, working groups, visits to members and conferences.

Promoting professional exchange and enhancing the development of probation practice at a European level was one of the prime reasons to establish CEP at the beginning of the 1980s.

The growing importance of probation in criminal justice, rapidly changes in Europe and developments in probation practice have resulted in an ever-growing need for research, improved training and shared learning. In 2018, CEP established a research budget for a trans-national study on the state of play in Europe of training for probation staff.

CEP commissioned the Utrecht University of Applied Sciences to develop that study. Initial results, with outcomes, were presented in December 2018 at the first meeting of the CEP expert group on education and training. The study identified many shared characteristics and elements in probation training and opportunities for shared training and learning. The expert group on education and training, with the assistance of the next stage of the research study, will form the basis of a new CEP training network in 2019.

CEP made important contributions during 2018 to the deliberations providing expert knowledge on probation related issues including the new Council of Europe Recommendation CM/Rec(2018)8 concerning restorative justice in criminal matters adopted by the Committee of Ministers in October 2018. With CEP’s support, the Council for Penological Co-operation (PC-CP), in 2018 has undertaken the preparation of draft guidelines for the recruitment, selection, training and development of probation, as well as, prison staff. These guidelines will complement and support the CEP expert group and training network in its objectives.

Through its work with the European Commission, CoE and other European initiatives and projects, CEP continues to play a strong role in informing the developments in probation and criminal justice policy and practice at a European level.

CEP organised an expert meeting on FD 2008/947/JHA and 2009/829/JHA for practitioners and/or competent authorities with practitioners and competent authorities from 17 EU member states and European Commission representation in Brussels to support and promote the implementation of the Framework Decisions throughout Europe. The participants advised on how to enhance that implementation and shared concrete transfer issues/cases arising in practice between issuing and receiving countries. The increasing use of the transfer of supervision across jurisdictions in Europe is a major contribution to offender resettlement, reintegration and reduced reoffending.

Valuable and important conferences and events in the CEP programme during 2018 included:

* The highly successful and popular 11th CEP Conference on Electronic Monitoring in Zagreb organised with the Probation Service of the Republic of Croatia and the CEP Expert Group meeting on Technology in Probation in Helsinki, Finland. Together, these two events show how CEP is at the forefront of new developments to support and enhance effective community measures and sanctions.

* The CEP Conference on Sex Offenders Management in Riga, Latvia organised with the Latvian Probation
Service and the meeting of the CEP Expert Group on Sex Offender Management in Den Bosch, The Netherlands. The events provide ongoing support and practice leadership on challenging issues shared by all probation authorities in Europe.

- CEP organised and led two expert workshops on Violent Extremism and Probation in Brussels and in Paris in 2018. In addition, the CJPE/CEP Summer Course focused on radicalisation as its key theme.

- CEP continued the bi-annual series of dedicated conferences in Eastern Europe with the 7th SPECTO conference on Alternatives to Detention, jointly organised with the West University of Timisoara, on vulnerable offenders in criminal justice.

Criminal Justice Platform Europe (CJPE) has proven to be an important strategic alliance with Europris and European Forum for Restorative Justice, strengthening co-operation and mutual benefits since its inauguration. In 2018, CJPE hosted its second Summer Course in Barcelona with a strong and diverse programme addressing issues. With a large and international attendance, the Summer Course was an invaluable opportunity to share knowledge and experience. The Summer Course lived up to its ambitious aims to ‘examine key practice issues, inspire new thinking and build new networks to improve services and practice in prisons, probation and restorative justice’.

On the world stage, CEP has been a key partner in the bi-annual World Congress on Probation since its inception in London in 2013. In 2018, CEP has actively contributed to planning for the World Congress on Probation in Sydney, Australia in 2019 and is working with world-wide partners to strengthen the use of probation and community sanctions even more widely. The social, cultural, legal and practice contexts do vary across the world, but our fundamental shared objectives, mutual understanding and commitment are what link us together in our common purpose.

CEP has continued to develop and strengthen its network and activities to meet the many new challenges in an ever-changing world. Learning from research and practice, sharing knowledge and experiences together and advancing multi-disciplinary and inter-agency working has contributed to the greater efficacy of community supervision. Working with other criminal justice agencies and community services and developing mutual understanding and co-operation is essential.

The work and achievements of CEP and its members during 2018 reflect the commitment for continued development and co-operation among its network.

I do hope you will read this Annual Report and learn, in more detail of the activities of CEP, and to identify opportunities for further progress and development together.

On behalf of the CEP Board and the CEP secretariat, I thank you, CEP members and friends, for your constant support, valuable contributions and commitment in our shared objective, the strengthening of probation and community-based supervision in Europe for the benefit of all.

ACTIVITIES

CEP is the European organisation for probation. It believes that a society built on the principles of social inclusion provides communities the best protection from the harm and distress caused by crime. Committed to unite organisations and individual persons all over Europe sharing these same principles, CEP aims to enhance the professionalisation of the probation sector and to raise the profile of probation at a national and a European level.

This Annual Report, provides an overview of the activities of CEP in 2018. The report is structured in accordance with the CEP Annual Plan 2018, which gave a description of its planned actions in the three fields of the main objectives of CEP (to unite the sector of probation in Europe, to enhance its professionalisation, to strengthen its profile), followed by a description of the developments in the internal organisation.
CEP was established 37 years ago by a group of probation organisations from 14 European countries to enhance professional exchange. Over the years, CEP steadily expanded its network, not only including organisations that provide probation services, but also organisations that support the development of probation, such as universities, training institutes and research institutes. In addition, CEP liaised with European institutions that are active in developing policy in the field of probation, such as the European Union and the Council of Europe.

Through collaboration with other network organisations, as EuroPris, the European Forum for Restorative Justice (EFRJ) (united with CEP in the Criminal Justice Platform Europe), the European Forum for Urban Security (EFUS), and other partners, the impact of the work of CEP engaged an increased audience in the European criminal justice sector. Through conferences, seminars, workshops, meetings and visits, CEP directly reached many probation professionals all over Europe. And through its digital communications, social media and publications CEP reached even more professionals in every European jurisdiction and internationally.

CEP membership is still growing. As CEP has been doing in previous years, it concentrated its efforts of 2018 in unifying and strengthening the sector of probation in Europe by visiting new member organisations as well as established members. With this in mind, CEP organized eight visits with the Ministries of Justice and/or relevant representatives of the probation organisations of the following European Countries: Germany, Lithuania, Hungary, Italy, Greece, Sweden, France, and Romania. One planned visit to Spain was postponed to 2019.

In 2018, CEP organised its activities as planned, aimed to enhance the professionalisation of the probation sector and to raise the profile of probation at a national and a European level. Besides the planned activities, CEP also had to take into account the reality in which the probation sector in Europe operates. Radicalisation and extreme violence demanded the probation sector to re-prioritise. Cooperation and partnership with other sectors in criminal justice was more important than ever and among other activities, the CEP Policy and Liaison Officer participated in the RAN event Triple P, Prison, Probation and Police regarding violent extremism which took place in Prague.
New individual members 2018

Ukraine  Germany  The Netherlands  Turkey  Spain

Criminal Justice Platform Europe Conferences and activities

Being aware that probation can only be used to its full potential when its work is aligned with other sectors in criminal justice, CEP works closely with other European professional network organisations. The three organisations; CEP, the European Organisation of Prison and Correctional Services (EuroPris) and the European Forum for Restorative Justice (EFRJ) established in 2011 the Criminal Justice Platform Europe (CJPE). The CJPE forms a framework for the three organisations to regularly meet to align policy, identify opportunities for cooperation and exchange best practices.

The CJPE organised, the second edition of the International Criminal Justice Summer Course in Barcelona on alternatives to detention, (de)radicalisation, and engaging offenders to change. The aim of the Summer Course was to ‘examine key practice issues, inspire new thinking and build new networks to improve services and practice in prisons, probation and restorative justice’. In 2019, a second edition of the Summer Course will be organised on the topic of radicalisation and violent Extremist Offenders.

Affiliation agreements with other network organisations

EuroPris and CEP in their affiliation agreement have decided to organise at least one joint event per year. For 2018, three events were jointly organised:

• A CEP/EuroPris expert meeting on Foreign National Offenders in Prison and Probation in the Hague;
• A CEP/EuroPris expert workshop on Foreign National Offenders in Prison and Probation in Brussels;
• A CEP/EuroPris Expert Meeting on Domestic Violence in Stockholm.

International Links and Networks

CEP has in place a series of agreements and memoranda of understanding with probation and community sanctions bodies in jurisdictions outside the membership of CEP and across the world. CEP has been a key partner in the bi-annual World Congress on Probation since its inception in 2013. The fourth World Congress on Probation will be held in Sydney, Australia 2019. CEP takes part in the organising committee.

Through affiliation agreements and memoranda of understanding, CEP will continue to develop links with international bodies and agencies with shared interests and objectives outside its membership to promote knowledge and use of probation measures and community sanctions in criminal justice.
Bursaries issued in 2018

Traditionally CEP reserves a small part of its budget to support delegates from organisations active in probation that have insufficient financial means to attend CEP conferences. As especially these delegates and their organisations will benefit from European knowledge and information exchange, CEP considers it a duty to connect them to the European probation community.

In 2018, CEP has issued 12 bursaries to probation professionals from CEP member countries who could not have attended the meetings and conferences organised by CEP if they had to pay travel and subsistence themselves.

Continuous professionalisation of probation in Europe

Promoting professional exchange and enhancing the development of probation practice at a European level was one of the prime reasons to establish CEP at the beginning of the 1980s. Ever since, the growing importance of probation in criminal justice systems and rapid changes in societies in Europe resulted in a growing need for knowledge exchange in the field of probation in Europe, for debate on different perceptions of probation, for learning from international benchmarks and comparable data and for finding information from other European countries. All this to improve functioning and find fitting solutions for current problems.

Traditionally CEP has met this need by organising pan-European, high-quality conferences, workshops and expert meetings on probation topics in close cooperation with the host countries, which remains the most appreciated CEP led activity. Next to the conferences, CEP has strategically invested in developing its digital communications, as these ways of communicating are relatively inexpensive to develop and to maintain, permanently accessible and easy to update. During 2018, the CEP website was completely renewed and CEP produced its first animated movie, which was published on the CEP YouTube account and website.

In 2018, the CEP activities to professionalise the sector of Europe continued to be a mixture of high-quality conference programs and the maintenance and further development of its communications media.
Alternatives to Detention

CEP, in keeping with its core principles, aims to promote alternatives to detention through community sanctions and measures such as probation, community service, mediation and conciliation.

CEP is committed to enhance the profile and practice of probation and to improve professionalism in promoting alternatives to detention, on a national and a European level. CEP promotes pan-European co-operation by organising events and disseminating information on community sanctions, alternatives to custody, resettlement after custody issues and related issues in probation practice.

By leading events, making reports available, publishing its digital newsletter, and sharing news and articles on its website, CEP stimulates the exchange of ideas and knowledge and leads development in probation practice.

Additionally, CEP makes an important contribution to alternatives to detention by promoting and supporting skills and development of community based probation measures, and community sanctions as alternative to custody.

In 2018 CEP has explicitly addressed alternatives to detention by organising the following events and activities:

• The 11th CEP Conference on Electronic Monitoring (Zagreb, Croatia);
• A CEP Expert Group meeting on Technology in Probation; supporting probation measures and community sanctions as alternatives to detention (Helsinki, Finland);
• A conference on Sex Offenders Management (Riga, Latvia);
• A CEP Expert Group on Sex Offender Management (Den Bosch, the Netherlands);
• An expert workshop on Radicalisation and Probation (Brussels, Belgium);
• Work with partners and experts to develop and support strategies to address prevention and disengagement in the realm of radicalisation and violent extremism in probation practice;
• Expert Group meeting on Radicalisation in Probation (Paris, France);
• The CJE/CEP Summer Course on Radicalisation. Together with the partners of the Criminal Justice Platform Europe, CEP organised for the second time the Summer Course with focus on its core principle promoting alternatives to detention. The Summer Course was a combination of workshops, plenary sessions and field visits.
• The 7th SPECTO Conference on Alternatives to Detention, jointly organised with the West University of Timisoara, on vulnerable offenders in criminal justice;
• Contribution to the organisation of the 4th World Congress in Probation (to be held in Sydney, 2019);
• An expert meeting in Brussels to support the implementation of the EU Framework Decisions 2008/947/JHA & 2009/829/JHA;
• Monitoring and evaluating the implementation of Framework Decisions 947 and 829 with the European Commission and other partners. During 2018, CEP collected information on the numbers of transfers/caseload and started creating a database with data on the EU Framework Decisions 2008/947/JHA & 2009/829/JHA;
• Publishing a practical guideline for probation professionals in order to support the use of the EU Framework Decisions 2008/947/JHA & 2009/829/JHA;
• Publishing a leaflet with information for offenders on the EU Framework Decisions 2008/947/JHA & 2009/829/JHA in order to support the use;
• Producing an animated movie with user-friendly information on the EU Framework Decisions 2008/947/JHA that can be found on the CEP website and on YouTube;
• A joint CEP/EuroPris workshop on Foreign National Prisoners and Probationers to collect and share information;
• An expert meeting on Foreign National Offenders, jointly organised with EuroPris;
• A pre-meeting on Domestic Violence in order to establish a expert group jointly organised with EuroPris. The first official joint expert group meeting on domestic violence will be held in 2019;
• Establishing a probation network of experts on working with mental health issues in community measures and supervision. The first meeting will be held in 2019;
• Appointing the Hogeschool Utrecht University of Applied Sciences, Utrecht to conduct a survey on pre-employment training and in-career continuous training for probation and community supervision practitioners at a European level;
• Organisation of a first Education and Training in Probation expert meeting in order to establish a network of probation training and initiating a common curriculum for criminal justice social work;
• Three CJE/CEP/EuroPris/EFPR meetings in Belgium, The Netherlands and Catalonia (Spain);
• Together with the CJE/CEP members explore further development of the network with relevant partners;
• Publishing information on developments and best practices relating to probation, community sanctions and resettlement of offenders in Europe in media managed by CEP, e.g. the CEP newsletter, CEP website and social media (LinkedIn, Facebook, Twitter and YouTube);
• Publishing and updating Probation in Europe, the authoritative source book of probation in Europe. New chapters in 2018 came from Sweden and the Czech Republic;
• Participation in/contribution to trans-national projects, where appropriate, for the development and dissemination of new initiatives in community sanction measures;
• Conduction of a needs assessment with members, to identify emerging needs challenges and opportunities where CEP can provide assistance, expertise and leadership for members.

Research, quality assurance and evaluation

Research, quality assurance and evaluation are key elements in the development of better practice, better and more effective service provision and improved outcomes for all stakeholders. Over the recent years, CEP has begun to develop engagement with researchers, research institutions and projects. During the term of the previous CEP Board membership by third level institutions was promoted and a representative was co-opted to the CEP.

During 2018, CEP has continued to implement the findings of the 2016 programme audit, which reviewed CEP’s engagement with research and the research community. Among other things, CEP established a research budget to commission one trans-national study on the state of play regarding Probation training. The Utrecht University of Applied Sciences was chosen to develop research on education and training in probation. The research started after the summer of 2018 and a meeting was held in December to present the first results and outcomes. The research will continue throughout the year 2019.

The planned expert meeting on research was postponed to 2019. One of the aims of the expert meeting was to identify research topics in the field of probation. As there is already an identified topic, the research project on this topic is going on and will continue throughout the year 2019, it was decided to postpone the expert meeting to next year.
Promotion of the principle of Mutual Trust among EU jurisdictions

CEP has, from the very beginning, promoted the use of legal instruments for enhancing the mutual trust and co-operation among jurisdictions throughout Europe. In this regard, the enactment of Framework Decisions 947/2008 and FD 829/2008 and their transposition into national legislations are paramount achievements for advancing in this goal.

The European Commission, having enacted the Framework Decisions, is seeking their implementation in Europe. National judicial and correctional systems are however not yet familiar with the Framework Decisions. CEP has a pivotal role in the dissemination of knowledge and support for their implementation in practice. The Framework Decisions was one of the key priorities for CEP in 2018. To realise this aim CEP conducted the following actions.

Activities for promoting the use of the Framework decisions
Continue updating the existing digital information that supports the implementation of the Framework Decisions on the main CEP website, as well as the descriptions of probation systems of EU Member States (Probation in Europe).

CEP organised an expert meeting on FD 2008/947/JHA and 2009/829/JHA for practitioners and/or competent authorities with a strong focus on networking, information, dissemination and practice development among the participants during 2018. The meeting included a presentation of the implementing authorities of seventeen EU member States and one representative from the European Commission met in Brussels to discuss the state of play regarding FD 2008/947/JHA and FD 2009/829/JHA. The expert meeting aimed to support and promote the implementation of the Framework Decisions throughout Europe, make recommendations/actions on how to enhance that implementation and share concrete transfer issues/cases arising in practice between issuing and receiving countries.

CEP produced template promotional materials for FD 947 and FD 829 for dissemination in jurisdictions among European professionals and service users. The materials that are produced included a draft guideline for probation professionals and a draft leaflet for offenders regarding FD 2008/JHA/947. CEP also produced a short animated movie that explains the FD 2008/JHA/947 in a very user-friendly way. The information materials were finalised after input from the participants of the meeting and can be found on the CEP website.

CEP was also collecting data during 2018 on the FD 2008/JHA/947 and FD 2009/JHA/829 in order to set up a European network database. A first version of the database was presented at the expert meeting. The expert meeting included a presentation of an expert on FD 2008/JHA/947 and FD 2009/JHA/829, from the University of Bucharest and a presentation from Fair Trials Europe on 2009/829/JHA and the impact on reducing pre-trial detention (PTD). CEP has published the results of these Framework Decision events on its website.

During 2018, CEP continued raising awareness on the promotion of the principle of mutual trust among its members and expert and probation professionals by:
• Publishing information and knowledge about best practices via a special Framework Decisions section on its website, which has 2530 unique visitors monthly.

Publishing a special edition of its newsletter in October 2018 on FDs 947 and 829, distributed directly to 1335 email addresses in Europe and shared on the CEP social media platforms.

Activities on other relevant topics
Being established as a ‘for-the-members-by-the-members’ organisation, CEP has always relied on cooperation with its members, affiliate members or partners to participate in or organise conferences and workshops.

In 2018, CEP consulted and co-operated with DG Justice Judicial Training on the development of a Probation Training Network. CEP organised or participated in the following conferences and expert meetings in 2018:
• EU conference on Education and Training, Brussels;
• Evaluation workshop on the evaluation of the 2011 European Judicial Training Strategy, Brussels;
• Expert workshop on Education and Training for probation professionals in Utrecht, the Netherlands.

CEP published the results of all the events on the website. By doing this, the results are available for members, experts and probation professionals.

Another core principle of CEP is to promote the cooperation between members. In order to encourage and exchange knowledge among professionals from different jurisdictions CEP organises study visits to other jurisdictions. In December 2018, CEP organised a study visit for the CEP board to the Swedish Prison and Probation Service. The study visit took place at the Probation Office in Sollentuna and focused on the implementation of KrimStics as a method for probation and security within the probation service.
Website, newsletter and social media

The CEP website has become by far the largest repository of information on probation measures and community sanctions in Europe. It has proven to be very effective in providing information to members and other visitors.

In 2017, the company Liquid conducted an operational audit on CEP’s communications. They had a close look at the CEP website and social media and interviewed members, board members and staff members. The main outcome of the report was that the CEP website should employ a more contemporary design approach and use more different sorts of media, for example pictures, videos, animations, and infographics. In 2018, CEP worked hard on improving their communication channels based on the recommendations of Liquid.

The main tool for measuring the use of the website is the web statistics programme Google Analytics. This tool helps CEP to determine realistic SMART goals and measures, such as an increase in unique visitors, their interests and the duration of their visits.

Since the beginning of 2015, CEP measures the impact of the CEP newsletter. The mailing system CreateSend can monitor the impact of each article by identifying readership, clicks upon, sharing etc. CEP uses this information to improve content and meet the needs and interests of subscribers.

Social media give CEP new opportunities to engage and interact with those interested in probation and promote its events and activities. Through the analytics tools designed by these social media platforms, CEP measures the number of followers, the number of views and the interaction.

In 2018, CEP continued to assess data, planned and implemented its communication plan, approved by the Board during the term, followed the strategy on operational audit on CEP’s communications. They had a close look at the CEP website and social media and interviewed members, board members and staff members. The main outcome of the report was that the CEP website should employ a more contemporary design approach and use more different sorts of media, for example pictures, videos, animations, and infographics. In 2018, CEP worked hard on improving their communication channels based on the recommendations of Liquid.

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In 2018, CEP decided to incorporate the information that is published on the project websites (starr-probation.org; somec-project.eu; stream-probation.eu; www.circles4.eu) and EuroVista in the knowledgebase and on the project pages of the main website, because of the low amount of visitors on the old websites. CEP expects that more people will be able to find the content via the main website than via the old project websites.

In 2018, CEP together with its webhost, designed and implemented a new website. The design was based on the recommendations from the 2017 audit that reviewed the CEP website and social media channels. A new system for sending out newsletters was chosen and a design that corresponds with the new website was set up.

European Projects

In 2008, CEP identified the European funding programmes as an important opportunity and resource to support cooperation and knowledge exchange between probation organisations in Europe, and to enhance the development of probation practice at a European scale. Therefore CEP actively encourages member organisations to make use of these funding opportunities.

CEP has regularly been asked to join project bids as a project partner, where the role of CEP is to contribute to the project direction, networking, knowledge development and dissemination of the project results.

In 2018, CEP was involved as an associate partner in the following projects:
- Preventing radicalisation through probation and release – PREPARE (mentioned on page 15)
- Enhancing Cross-border Mutual Legal Assistance and Recognition of Decisions in Countering Terrorism and Preventing Radicalisation in Detention (mentioned on page 15)
- Counter radicalisation through the Rule of the Law (DERAD) (mentioned on page 15)
- CEP is also associated partner in Probation Observatory Network and Training (PONT). In order to enhance the use of the Council of Europe Framework Decision 2008/947/JHA and Framework Decision 2009/829/JHA (FDs, in short), the European Commission through DG Justice Grants decided to fund the project “Probation Observatory. Network and Training” (PONT), initiated by the University of Bucharest, in partnership with University Loyola Andalucía, University of Latvia, Ministry of Justice Bremen and the Confederation of European Probation (CEP).

The objectives of the project for the next two years are to offer training to the competent authorities on the two FDs and to create a sustainable network of experts in this field.

The kick-off meeting was in Bucharest, October 2018 and was attended by the CEP Secretary General.
Raising the profile of probation at a national and a European level

For decades, ‘safety’ is a topic that is high on the political agenda all over Europe and 2018 is no exception. The issue was on the agenda in every European country.

Surveys from different European countries show that people, including opinion formers and decision makers, are generally not well enough informed about what probation work entails. These surveys also show that raising the awareness of the role that probation plays in the criminal justice system leads to more positive opinions.

Therefore an important part of the external relations of probation services anywhere in Europe is to promote probation in their own country as an effective and cost effective alternative for prison. CEP has always supported its member organisations in these efforts wherever possible.

In 2018, CEP continued, on behalf of its members, to play a constructive role as ‘the voice of the sector of probation’ by regularly informing European institutions about the relevant developments in probation in Europe, and by providing necessary information for the development of European policy in the realm of probation.

Council of Europe

The Council of Europe has become a major player in shaping the practice of probation in Europe. The Penological Council is the body that prepares the Recommendations of the Council of Europe in the domain of probation. The Secretary General, President of CEP attended 4 PC-CP meetings in 2018. CEP also contributed with expert advice on several documents and proposals for Recommendations and participated and contributed to the annual CoE Conference of Directors of Prison and Probation Services (CDPPS) in Estonia. The CDPPS was attended by the CEP President, Secretary General and the Policy Officer.

CEP supported and promoted the CoE SPACE II data gathering on probation and community sanctions. CEP has contributed to the draft guidelines regarding selection, recruitment and training of prison and probation staff that is being developed by the PCCP.

European Union – the European Commission

In the field of probation, the European Commission has enacted: the Framework Decision on the transfer of probation sanctions (2008/947/JHA) and the Framework Decision on the transfer of alternatives to pre-trial detention (2009/829/JHA), which must be transposed into national legislation and implemented by Member States. These Framework Decisions had to be transposed into national law by the end of 2011 and 2012 respectively. However, the situation at the end of 2018 is that most member states have transposed the Framework Decisions into their legislation, but there are still obstacles with lack of knowledge and the practical use of the legislation. CEP has led initiatives to support implementation of the Framework Decisions and to develop and maintain an accessible and comprehensive source of country specific information with regard to probation systems (Probation in Europe), a website facilitating the transfer of probation transfers under Framework Decision. CEP has also initiated expert meetings to disseminate knowledge, support members in implementation and awareness of the Framework Decisions, both 2008/947/JHA and 2009/829/JHA.

In 2018, CEP continued to ‘mainstream’ the promotion of and support for the implementation of the both Framework Decisions. Since 2017, the topic ‘Implementation of the Framework Decisions’ is a fixed item in CEP communications, e.g. by giving the implementation of the Framework Decisions a regular and fixed place in the CEP newsletter. CEP has also continued to update existing digital information that supports the implementation of the Framework Decisions as well as the descriptions of probation systems of EU member states (Probation in Europe). CEP has published and updated the system maps that originally were produced during the DOMICE project. This subcontracted work has provided users with unique, effective and valuable resource information on the basic system knowledge, necessary for building the trust required to implement Framework Decisions 947 and 829.

CEP has produced a practical guideline for probation professionals and a leaflet with accessible information for offenders regarding the Framework Decisions 947. In order to communicate in different ways and to reach a broader audience, CEP has produced an animated video that in a user-friendly way explains Framework Decision 947. All the material can be found on the CEP website and the animated movie can also be found on YouTube.

The System maps have also provided information for other cross-border probation co-operation initiatives such as tackling radicalisation and information sharing about mobile serious offenders. This part of the website offers a short-cut to key data and information for new cross-border or pan-European projects on community sanctions and alternatives to custody. In order to inform the European Commission on the latest developments in probation measures and community sanctions in Europe and to have active feedback and communication with the EC, in 2018, CEP has participated in the following activities:

- Maintaining regular contact with officers of the European Commission Directorate General Justice, members of the Cabinet of the Commissioner for Justice and other Directories as appropriate.

- Being a partner of the core group of “Prison and Probation” of the Radicalisation Awareness Network (RAN) of the Directorate General for Migration and Home.

- Raising the profile of probation at a national and European level.

Although there isn’t a formal partnership agreement between CEP and RAN, during 2018, CEP was invited to all RAN meetings providing input on radicalisation matters related with probation measures and community sanctions. CEP provided important input on the probation chapter in the latest RAN paper “Approaches to violent extremism and terrorist offenders and countering radicalisation in prisons and probation”.

In December 2018, CEP organised an expert meeting on Violent Extremism in Probation. The meeting was held in France and attended by nineteen delegates from ten jurisdictions.

National level

Regarding advocacy and support for probation measures and community sanctions on a national level, CEP regularly receives invitations and requests from national probation services, Ministries of Justice or others to take part in governmental meetings, speak at conferences or other events in which the importance of probation can be advocated. CEP seeks to use these opportunities as well as its own programme of visits to promote probation.

In many cases, the travel costs for CEP staff can be covered by the inviting organisations. In order to also be able to accept invitations or to make use of opportunities for which travel and subsistence costs cannot be covered by the hosting organisation, CEP reserves a flexible travel budget for ad-hoc visits. In 2018, CEP reserved a budget for four ad-hoc visits to EU member states probation organisations in order to strengthen the position of probation on a national level. The four visit took place as planned. The Secretary General visited relevant representatives in Austria and in Sweden. The Secretary General together with the vice-president visited France and the Secretary General together with the president visited Romania to address issues related to probation.

With regard to CEP’s goal to unite the sector of probation in Europe, CEP concentrated on intensifying contacts with member organisations and other national bodies who provide probation activities in Europe. The Secretary General paid a visit to the Greek Ministry of Justice to discuss (future) CEP membership. The President went to an international conference in Poland and liaised with academics and colleagues from the region.
In order to establish the CEP’s internal strategy, giving direction to the development of the organisation and reviewing the work, CEP convened two Board Meetings and two Presidium Meetings. CEP also engaged a consultant to evaluate the CEP membership engagement and actions during the year 2018, including CEP conferences and events, expert meetings, member visits, consultations, advice and support, approach, content, membership satisfaction, opportunities for development, plus the engagement with publishers and other media providers.

In 2018, CEP completed outstanding actions in the audit report 2016 (research) and decided on actions based on recommendations in the audit report 2017 (communication).

Due to the General Data Protection Regulation (GDPR) coming into effect as per 25th May 2018, in which EU citizens’ data will be even better protected, CEP has adjusted the Privacy Policy accordingly in order to comply with these new regulations. Key changes are transparency as to the use of data, which is becoming even more important. CEP provided members with information on how their data are used and also extensively described what their rights are as to the use of their personal details. The CEP-office in Utrecht moved to another building during spring 2018.

**CEP Staff**

For supporting and making possible all the actions included in this plan the staff of CEP is composed of the following people:

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<tr>
<th>job title</th>
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<tr>
<td>Secretary General</td>
<td>1</td>
<td>4 1/2</td>
<td>Carrying out the organisation’s strategic objectives and policies; meeting CEP’s financial obligations; representing CEP abroad; contributing to management of EU projects.</td>
</tr>
<tr>
<td>Executive Officer</td>
<td>0.78</td>
<td>3 1/2</td>
<td>Advising and preparing the organisation of events; preparing budgets; subscription fees; financial reports; preparing the yearly financial audit by the accountant, EU and Audit committee; organising and producing the working papers for the General Assembly; providing membership information; correspondence.</td>
</tr>
<tr>
<td>Operations &amp; Policy Support Officer</td>
<td>0.89</td>
<td>4</td>
<td>Assisting in the preparation of meetings and events; correspondence; bookkeeping; maintaining the databases of business relations; administration management; assisting CEP Board Members, staff or others in the policy development of CEP.</td>
</tr>
<tr>
<td>Liaison &amp; Policy Officer</td>
<td>1</td>
<td>4 1/2</td>
<td>Analysing developments in European probation and related fields; providing strategic advice to the Secretary General how to respond to these; facilitating EU-funded projects (FPA, OG, AG); Expert Group meetings and conferences; preparing Presidium, Board Meetings and General Assemblies; producing management notes and other documents.</td>
</tr>
<tr>
<td>Liaison &amp; Policy Officer</td>
<td>1</td>
<td>4 1/2</td>
<td>Analysing developments in European probation and related fields; managing the implementation of the FDs 829 and 947; providing strategic advice to the Secretary General how to respond to these; preparing Expert Group meetings and conferences; producing management notes and other documents.</td>
</tr>
<tr>
<td>Communication Officer</td>
<td>1</td>
<td>4 1/2</td>
<td>Developing and executing the communications strategy for CEP; developing and managing of the website; newsletter; social media; managing the production process of digital and printed publications; advice to members.</td>
</tr>
</tbody>
</table>