

Statute of the Government Council for Drug Policy Coordination

Article 1

Introductory provisions

- 1) The Government Council for Drug Policy Coordination (hereinafter the "Council") is a permanent advisory, initiatory and coordinator body of the Government of the Czech Republic in the area of drug policy, according to the section 21, par. 2 of the Act No. 379/2005 Coll., on measures aimed at protection against harm caused by tobacco products, alcohol and other addictive substances and amendments to related acts.
- 2) The Council was created by the Government of the Czech Republic through Resolution No. 275 of 26 May 1993 as an Interdepartmental Anti-Drug Commission; through the Government Resolution No. 1057 of 15th October 2001 it was transformed into the Council of the Government of the Czech Republic - Interdepartmental Anti-Drug Commission and through the Government Resolution No. 643 of 19th June 2002 the name was changed to the Government Council for Drug Policy Coordination.

Article 2

Competencies

- 1) The Council collects, discusses and through its Council chairman/chairwoman (hereinafter the "Chair") submits to the Government information, materials and proposals for the creation and implementation of the Government's unified drug policy and coordinates the fulfillment of the Czech anti-drug policy tasks at international, central, regional and local levels.
- 2) The Council also in particular
 - a) Discusses the National Drug Policy Strategy and the Action Plans for its implementation as the reference documents that define the principles, bases and aims of the Drug Policy and proposals of measures, tasks and responsibilities for forthcoming periods and presents them to the Government,
 - b) Initiates and coordinates the cooperation between ministries, administrative bodies, local authorities, NGO and expert organizations in the field of anti-drug policy during the fulfillment of tasks of the anti-drug policy, defined in the National Drug Policy Strategy and Action Plans, tasks arising from international treaties, by which the Czech Republic is bound and from the Czech Republic's membership in international organizations, which are active in the field of anti-drug policy and during the solving of current problems of the anti-drug policy,
 - c) Monitors and annually evaluates the fulfillment of tasks arising from the National Drug Policy Strategy and the Action Plans, and submits information about their fulfillment to the Government of the Czech Republic,
 - d) Coordinates efficient funding of the anti-drug policy and spending of state budget's financial resources on anti-drug policy by central administrative bodies,
 - e) Coordinates priorities of subvention procedures of central administrative bodies and the Council in such a way that the execution of the adopted National Drug Policy Strategy is ensured,
 - f) Approves proposals for subventions for the execution of the anti-drug policy programs from the state budget from the budget chapter of the Office of the Government of the

Czech Republic – expenses for anti-drug policy; the approved proposal acts as a recommendation to the Head of the Office of the Government of the Czech Republic to grant the approved subvention,

- g) Coordinates systems of quality assurance for services for drug users in the area of primary, secondary and tertiary prevention; decides on granting or taking away of the Certificate of Professional Competence of Services for users of narcotic and psychotropic substances within the certification system coordinated by the Council according to the Government Resolution No. 300 of 16th March 2005,
 - h) Methodologically regulates the activities of regional drug policy coordinators on regional and local levels and discusses proposals for support of their activities
 - i) Discusses initiative, concept, methodological and other materials presented by individual Council members.
- 3) The Council coordinates the anti-drug policy and cooperates in particular with state administration bodies, other administrative bodies, local authorities, expert organizations and NGOs operating in the fields of prevention, lowering of risks, treatment and social inclusion of drug users.
 - 4) The Council, its members, its working bodies (committees and working groups) can, within the Council's competences, request information and standpoints to questions relating to drug issues from central administrative bodies, including those that are not represented in the Council, from other state bodies and from organizations and institutions subordinated to the state administrative bodies. This doesn't affect special legal provisions.
 - 5) The Council annually submits its annual activity report for the previous year to the Government by 31st May.

Article 3 **Composition of the Council**

- 1) The GCDPC has 14 members, comprising the Council Chair, the Executive Vice-Chairman/Chairwoman (hereinafter the "Executive Vice-Chair") and other members.
- 2) The Prime Minister is the Chair of the Council.
- 3) The National Drug Coordinator is the Executive Vice-Chair
- 4) The other members of the Council are:
 - a) The Minister for Health,
 - b) The Minister of Labour and Social Affairs,
 - c) The Minister of Education, Youth and Sport,
 - d) The Minister of Interior,
 - e) The Minister of Justice,
 - f) The Minister of Finance,
 - g) The Minister of Defense,
 - h) The Minister or Government Commissioner for Human Rights, if appointed,

- i) A representative of the Association of the Czech Republic's Regions – the governor of the region or the Mayor of the City of Prague appointed by the Council of the Association of the Czech Republic's Regions,
 - j) A representative of the Society for Substance Abuse Disorders , associated with the Czech Medical Society of Jan Evangelista Purkyně,
 - k) A representative of NGOs dealing with the prevention and treatment of drug addictions,
 - l) An expert appointed by the Council Chair (e.g. the advisor to the Prime Minister on anti-drug policy).
- 5) The Council membership of members specified in Article 3, par. 2, 3 and 4, letter a) - h) is tied to the respective offices.
 - 6) The Council membership of the member specified in Article 3, par. 4, letter i) begins on the day of the nomination by the Council of the Association of the Czech Republic's Regions and is tied to the position of nominated representative.
 - 7) The Council membership of the member specified in Article 3, par. 4, letter j) begins on day of the nomination by the sending organization and ends on the day the sending organization rescinds its nomination.
 - 8) The Council membership of the member specified in Article 3, par. 4, letter k) and l) begins by his appointment and ends when he is relieved of his duties by the Council Chair.
 - 9) The number of repeated membership in the Council is not limited, provided the limitation is not stipulated by law.
 - 10) The current list of Council members is published on the website of the Office of the Government of the Czech Republic; Council's Secretariat is responsible for its updates.

Article 4

Council Chair

- 1) The Council Chair is accountable to the Government for the activities of the Council.
- 2) The Council Chair calls and chairs Council sessions. Council sessions take place as and when necessary, but at least three times a year.
- 3) The Council Chair further in particular
 - a) Regulates Council activities
 - b) Presents standpoints, recommendations and other Council materials to the Government in the name of the Council
 - c) Appoints and recalls the Council member according to the Article 3, par.4, letter k)
 - d) Appoints and recalls his expert as a Council member according to the Article 3, par.3, letter l)
 - e) Appoints and recalls chairmen of Council's committees, if the chairman's post doesn't imply directly from the committee's statutes
 - f) Checks the fulfillment status of tasks arising from the resolutions adopted by the Council
 - g) Decides whether guests will be invited to Council sessions
 - h) Proposes the amount of remuneration for Council experts if they are entitled to such pursuant to Article 12 of this Statute.

Article 5

The Council Executive Vice-Chair - National Drug Coordinator

- 1) The Council Executive Vice-Chair deputizes for the Council Chair during his absence and presides over Council meetings.
- 2) The Council Executive Vice-Chair appoints Council committee's members based on the recommendation of the respective ministry or institution, calls Council meetings and sends drafts of materials for Council discussions to its members; he can be further tasked by the Council Chair to perform other duties of the Council Chair specified in Article 4 point 3 letter d) – g).
- 3) The National Drug Coordinator is the Executive Vice-Chair.
- 4) The National Drug Coordinator is appointed by the Council Chair after agreement with the Head of the Office of the Government of the Czech Republic.
- 5) The National Drug Coordinator is responsible to the Council Chair for day-to-day coordination of the anti-drug policy during the fulfillment of tasks of the Council and Secretariat (according to Article 10) and directly manages the Secretariat's activities, being its director.
- 6) The National Drug Coordinator regularly and as needed informs the Council Chair about the progress of fulfillment of tasks that were appointed to him.
- 7) The National Drug Coordinator communicates with the public and informs about current issues of the anti-drug policy. He is also a representative of the Czech Republic in the Management board of the European Monitoring Centre for Drugs and Drug Addiction (hereinafter the "EMCDDA") and personally represents or coordinates the representation of the Czech Republic in international organizations, which deal with anti-drug policy (e.g. Council of Europe's Pompidou Group, UN Commission on Narcotic Drugs, Horizontal Working Party of the European Council).
- 8) The National Drug Coordinator can, if needed, appoint other persons to cooperate with said international organizations.

Article 6

Council Members

- 1) Council members are obliged to attend Council sessions.
- 2) Council members submit proposals to the Council and participate in its sessions. They participate in any Council work or sessions of Council committees and working groups.
- 3) In the event a Council member cannot attend a Council session, it is his/her obligation to excuse himself/herself in advance to the Council Chair or the Council Executive Vice-Chair.
- 4) In the event of illness or other reasons especially suitable for consideration, a Council member, who is a Minister, may send his/her deputy to a session, who will fully deputize without the need of a written authorization. Council members may delegate a person representing the specific organization to attend the session (hereinafter the "Representative"). The Representative must, before the start of the Council session, submit a written authorization signed by the represented Council member. The Representative is able to vote only if he has been explicitly authorized to vote in the written authorization.
- 5) A Council member can be tasked by the Council Chair to preside over Council meetings in the case when both the Council Chair and Council Executive Vice-Chair are simultaneously absent.

Article 7
Council Committees

- 1) The Council establishes committees on key areas of the Czech anti-drug policy or the Council competences.
- 2) The Council decides on the establishment or dissolution of a committee. Committees are enumerated in the Council Statute.
- 3) The Committees expert opinions, evaluations, proposals, recommendations and conceptual materials relating to drug legislation within the Council competences, specified in its Statute.
- 4) The Council has these Committees:
 - a. Committee of Departmental and Institutional Representatives
 - b. Committee of Regional Representatives
 - c. Committee for the Provision of Special-Purpose Grants
 - d. Certification Committee
 - e. Advisory Committee for Drug-Related Data Collection
- 5) The Council approves Statutes of individual committees, which specify their competences and composition. Each committee has its own Rules of Procedure that is subject to approval by the Council.
- 6) External persons may also be invited to work in a committee, either ad-hoc for specific issues or as permanent members.

Article 8
Working Groups

- 1) The Council, according to need, establishes temporary working groups to solve concrete issues of the anti-drug policy or to monitor the drug situation. The Working groups deal with partial issues from the field of the Council competences; in particular they prepare material for Council sessions.
- 2) The Council decides on the establishment or dissolution of a working group. The Council approves the composition of the working group.
- 3) The working groups do not have their own statute; they usually meet informally and decide consensually. If needed, they adhere adequately to the Council's Rules of Procedure.
- 4) The operation of working groups is ensured by the Head of the working group – an employee of the Council's Secretariat.
- 5) Working groups are established and dissolved by the Council Chair as a rule on proposal by Council members. External persons may also be invited to work in a working group, either ad-hoc for specific issues or as permanent members.

Article 9
External Cooperation

- 1) The Council may, through its members, request cooperation from state administration employees or external experts (hereinafter the "Experts").
- 2) Experts, on invitation from the Council Chair, may attend Council sessions on specific issues.

- 3) Experts may participate in the work of committees and working groups, even though they are not their members.

Article 9 Council Secretariat

- 1) (1) The activities of the Council are supported by the Council's Secretariat (hereinafter the "Secretariat"). A designated organizational part of the Office of the Government of the Czech Republic fulfills the function of the Secretariat.
- 2) (2) The Secretariat in particular
 - a. Administratively and organizationally supports the activities of the GCDPC,
 - b. Coordinates the activities of GCDPC working bodies, its committees and working groups
 - c. Collects and processes materials and information necessary for the activities and sessions of the GCDPC,
 - d. Performs the operative, day-to-day coordination of anti-drug policy, fulfills expert tasks and agendas arising from the Council's Statute (according to Article 2, par. 2), from Government and Council Resolutions, international treaties and Acquiscommunitaire in the field of anti-drug policy.
 - e. Ensures or directly performs statistical, evidential, research and evaluation tasks arising from Council's Statute, Government and Council Resolutions, international treaties and Acquiscommunitaire. In order to provide monitoring of the drug situation the National Monitoring Centre for Drugs and Drug Addiction has been established within the Secretariat (Article 11).
 - f. Ensures the participation of the Czech Republic or participates directly in international discussions and coordinates the preparation of standpoints in cooperation with relevant departments and informs the Council of the conclusions of the international meetings.
 - g. Regularly communicates with the public about anti-drug policy issues, ensures the publication of expert information from anti-drug policy and drug situation monitoring, updates information published on the website of the Office of the Government of the Czech Republic about the Council and the outputs of its operation, including information about the committees and working groups.

Article 11 National Monitoring Centre for Drugs and Drug Addiction

- 1) The National Monitoring Centre for Drugs and Drug Addiction (hereinafter the "NMC") is an expert executive, methodological and coordinating body for collection, analysis, interpretation and distribution of data on drugs and drug addictions in the Czech Republic. It is an independent organizational body within the Secretariat.
- 2) The NMC coordinates the so-called drug information system in the Czech Republic, i.e. a system of collection, processing, reporting and distribution of information in the area of drug use and its consequences, drug policy, adopted interventions/measures, legislation, repression and the drug market, research on drugs and evaluation of the drug situation in the Czech Republic. In order to do this the NMC coordinates the activities of other state and non-state bodies.

- 3) The NMC processes informational outputs and publications on drug situation in the Czech Republic, particularly the Annual Report on the State of Drugs Problem in the Czech Republic, which is annually submitted as reference to the Council, Government and the European Monitoring Centre for Drugs and Drug Addiction.
- 4) The NMC is the coordinator of the nationwide interdepartmental and interdisciplinary information system "Early Warning System" (EWS), which enables fast exchange of information on the spread, use and risks of new psychoactive substances in the Czech Republic and gives suggestions to its possible legislative control.

Article 12

Costs for Activities and Remuneration

- 1) Regular costs for the activities of the Council are covered from the budget of the Office of the Government of the Czech Republic. Expert activities according to approved programs of the drug policy are financed from state budget resources- Drug Policy expenses. Sessions of the Council and its committees and working groups take place at the facilities of this authority and in justified cases outside the facilities of this authority.
- 2) On proposal by the Council Chair, reimbursement of travel expenses and/or remuneration for performed work may be granted to experts who cooperate with the Council. The same administrative rules apply to these reimbursements and remunerations as in respect of state administration staff.

Article 13

Rules of Procedure

- 1) The Council procedures are regulated by the Council Rules of Procedure. The Council Rules of Procedure, its amendments and supplements are subject to approval by the Council.

Article 14

Final Provisions

- 1) This Statute came into effect on 14 September 2011, on the basis of approval by the Government through Resolution No. 685.
- 2) Amendments and supplements to the Statute are subject to approval by the Government.
- 3) The Statute is available to the public on the website of the Office of the Government (www.vlada.cz) and at the Office of the Government of the Czech Republic. The version displayed on the website is always the full wording of the valid Statute.