

The Statute of the Government Council for Drug Policy Coordination

Article 1

Introductory Provisions

- 1) In accordance with Section 21 paragraph 2 of Act No. 379/2005 Coll., on measures to protect against damage caused by tobacco products, alcohol and other addictive substances and on amendments to related Acts, and in accordance with Czech Government Resolution No. 219 dated 27 March 2013, the Government Council for Drug Policy Coordination (hereinafter referred to as the "Council") is a permanent advisory, initiating and coordinating body of the Government of the Czech Republic in the field of integrated drug policy, which is understood to cover policies on legal and illegal substance abuse and compulsive gambling, associated dependency disorders and other health and social impacts and consequences (hereinafter referred to as the "Drug Policy").
- 2) The Council was established by the Czech Government Resolution No. 275 of 26 May 1993 as the National Drug Commission; under Government Resolution No. 1057 dated 15 October 2001 it was transformed into the Government Council of the Czech Republic - National Drug Commission and under Government Resolution No. 643 of 19 June 2002 its name was changed to the Government Council for Drug Policy Coordination.

Article 2

Scope of Competence of the Council

- 1) The Council collects, discusses and, through the Chairman of the Council (hereinafter referred to as the "Chairman of the Council"), submits to the Government information, documents and proposals for the creation and implementation of a uniform Government Drug Policy and coordinates its implementation at the international, central, regional and local levels.
- 2) The Council, in particular:
 - a) discusses the National Drug Policy Strategy and Action Plans for its implementation as reference documents that define the principles, standpoints and targets of the drug policies, as well as proposals for measures, tasks and responsibilities for the upcoming period and submits these to the Government,
 - b) initiates and coordinates cooperation between ministries, administrations, local authorities, non-governmental organisations and professional societies in the field of drug policy in performing the drug policy tasks defined in the National Drug Policy Strategy and Action Plans, tasks arising from international treaties to which the Czech Republic is bound and from the Czech Republic's membership in international organisations on drug policy and tasks to address its current problems,
 - c) monitors and annually evaluates the performance of tasks arising from the National Drug Policy Strategy and Action Plans; submits information about their performance to the Government of the Czech Republic,
 - d) coordinates effective drug policy funding and spending from the state budget for this policy by central government authorities,

- e) coordinates the grant procedures priorities (allocation of funding) of central government authorities and the Council so as to ensure the implementation of the adopted National Drug Policy Strategy and its Action Plans,
 - f) approves proposals for grants to implement programmes and services for drug users and pathological gamblers from the state budget under the budgetary chapter of the Office of the Government of the Czech Republic,
 - g) coordinates systems quality control of services for drug users and pathological gamblers in primary, secondary and tertiary prevention areas; decides on the granting, refusal or withdrawal of professional certification for services for users of narcotic and psychotropic substances under the certification system coordinated by the Council within the meaning of Government Resolution No. 300 of 16 March 2005,
 - h) offers methodological coordination of activities of drug coordinators at the regional and local level and discusses proposals to support their activities,
 - i) discusses initiating, conceptual, methodological and other materials submitted by individual Council members.
- 3) The Council coordinates the Drug Policy and cooperates in particular with the state authorities, other administrative bodies, local governments, professional associations and NGOs operating in the area of prevention, harm reduction, treatment and the social integration of drug users and pathological gamblers.
- 4) The Council, members of the Council and its working bodies (committees and working groups) may, within the scope of competence of the Council, request information and opinions on issues relating to drug issues by central government authorities, including those not represented in the Council, from other government authorities and from organisations and institutions subject to state authorities. This is without prejudice to the provisions laid down by special legislation.
- 5) The Council submits an annual report on its activities for the previous year by 31 May each year.

Article 3

Composition of the Council

- 1) The Council has 19 members, including the Chairman of the Council, the Executive Vice-Chairman/Chairwoman of the Council (hereinafter referred to as "the Executive Vice-Chairman of the Council") and other members.
- 2) The Chairman of the Council is the Prime Minister of the Czech Republic.
- 3) The Executive Vice-Chairman of the Council is the National Drug Coordinator.
- 4) Members of the Council are:
 - a) the Minister of Health,
 - b) the Minister of Labour and Social Affairs,
 - c) the Minister of Education, Youth and Sports,
 - d) the Minister of the Interior,
 - e) the Minister of Justice,
 - f) the Minister of Finance,

- g) the Minister of Defence,
 - h) the Minister of Agriculture,
 - i) the Minister of Trade and Industry,
 - j) the Minister or the Government Commissioner for Human Rights, if appointed,
 - k) the Minister of Foreign Affairs,
 - l) a representative of the Association of Regions of the CR - the Governor of the region or the Mayor of the City of Prague, appointed by the Council of the Association of Regions of the CR,
 - m) a representative of the Society for Substance Abuse Disorders, associated with the Czech Medical Society of Jan Evangelista Purkyně,
 - n) a representative of the Association of NGOs providing addictological and social services for people at risk of addictive behaviour,
 - o) a representative of the Czech Association of addictologists,
 - p) a representative of Association of social services providers,
 - q) an expert appointed by the Chairman of the Council (e.g. the Prime Minister's advisor for the area encompassing the Drug Policy).
- 5) For a member appointed pursuant to Article 3 paragraphs 2, 3 and 4 (a) to (k), membership of the Council is tied to the performance of those functions.
- 6) For a member appointed pursuant to Article 3 paragraph 4 (k) to (p), membership of the Council begins on the date of his appointment by the sending organisation and ends on the expiration of the appointment by the sending organisation or the end of the term of office of the member of the Council in that organisation.
- 7) For a member appointed pursuant to Article 3 paragraph 4 (q), membership of the Council arises on his appointment and ends with his removal by the Chairman of the Council.
- 8) The number of repeated Council appointments is not limited unless there is a limitation by operation of law.
- 9) The current list of Council members is published on the website of the Office of the Government of the Czech Republic; the Council Secretariat is responsible for updating the list.

Article 4

Chairman of the Council

- 1) The Chairman of the Council is responsible to the Government of the Czech Republic for the activities of the Council.
- 2) The Chairman of the Council chairs the meetings of the Council. Council meetings are held as and when necessary, but at least three times a year.
- 3) The Council Chairman, in particular:
- a) manages and coordinates the activities of the Council,
 - b) submits, on behalf of the Council, opinions, recommendations, and other materials discussed by the Council at Government sessions,
 - c) appoints and dismisses experts as members of the Council, pursuant to Article 3 paragraph 4 (q),
 - d) appoints and dismisses the chairmen of Council committees, if the position of chairman does not arise directly from the committee's Statute,

- e) monitors the progress of work on tasks arising from the resolutions adopted by the Council,
- f) decides whether guests will be invited to Council meeting (without voting rights)
- g) proposes the level of remuneration for Council experts, if they are entitled to such pursuant to Article 12 herein.

Article 5

Executive Vice-Chairman - National Drug Coordinator

- 1) The Executive Vice-Chairman of the Council represents the Council Chairman in his absence and chairs Council meetings.
- 2) The Executive Vice-Chairman of the Council appoints the members of the Council committees on a proposal from the competent ministry or institution, convenes meetings of the Council and sends draft documents for the Council meeting to its members; he may also be entrusted by the Chairman of the Council to perform other activities of the Chairman of the Council referred to in Article 4 paragraph 3 (d) to (g).
- 3) The National Drug Coordinator shall serve as Executive Vice-Chairman of the Council.
- 4) The National Drug Coordinator is appointed and dismissed by the Chairman of the Council on agreement with the Head of the Office of the Government of the Czech Republic.
- 5) The National Drug Coordinator is responsible to the Chairmen of the Council for the daily operational coordination of the Drug Policy during the performance of the tasks of the Council and the Secretariat (pursuant to Article 10 hereof), and directly controls the activity of the Secretariat, as its Director.
- 6) The National Drug Coordinator regularly, and as and when necessary, informs the Chairman of the Council of the progress of activities entrusted to him.
- 7) The National Drug Coordinator communicates with the public and provides information on current Drug Policy issues. He is also the official 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 the Czech Republic or coordinates its representation in the specialized international institutions dealing with drug issues (e.g. the Pompidou Group of the Council of Europe, the UN Commission on Narcotic Drugs, the Horizontal Working Group of the Council of the European Union).
- 8) If required, the National Drug Coordinator may appoint another person to cooperate with these international institutions.

Article 6

Council Members

- 1) Council members are required to attend Council meetings.
- 2) Council members submit proposals to the Council and participate in its activities. Council members may attend meetings of committees and working groups of the Council.
- 3) If a Council member is unable to attend a meeting of the Council, it is his duty to apologise to the Chairman of the Council or the Executive Vice-Chairman of the Council.

- 4) In the event of illness or for other reasons meriting special consideration, a Council member who is a Minister may send his deputy to a meeting, who will fully represent the Council member without the need for written authorisation. Council members may delegate a person representing a specific organisation to attend the meeting (hereinafter referred to as the "Representative"). The Representative must, before the start of the Council meeting, present a written authorisation signed by the Council member represented. A Representative may only vote if the represented member has expressly authorised him/her to vote.
- 5) A member of the Council may be entrusted with chairing the Council meeting by the Chairman in the event both the Chairman and Executive Vice-Chairman are absent.

Article 7

Council Committees

- 1) The Council establishes committees as necessary to address key areas of the Drug Policy of the Czech Republic or areas under the Council's responsibility.
- 2) The Council shall decide to establish or repeal committees. Committees are listed in the Statute of the Council.
- 3) The committees submit to the Council expert opinions, reports, proposals, recommendations, and conceptual documents on drug policy within the scope of competence of the committee, which is defined by its statute.
- 4) The Council has the following committees:
 - a) the Committee of Departmental and Institutional Representatives,
 - b) the Committee of Regional Representatives,
 - c) the Committee for Specific-Purpose Subsidies (Subsidy Committee),
 - d) the Advisory Committee for Addiction-related Data Collection,
 - e) the Committee for the Certification and Quality of Addiction Treatment Services (Certification Committee).
- 5) The Council shall approve the statutes of the committees, which define the scope of competence of the individual committees and their composition. The committees are governed by the Rules of Procedure of the Council or their own rules of procedure, approved by the Council.
- 6) External collaborators may also be invited to work in the committee by the committee chairman, either on an ad hoc basis for specific issues or as permanent members.
- 7) Committees regularly, at least once a year, inform the Council about their activities.
- 8) Once a year, the committees and working groups meet at a joint conference to assess the implementation of policy in the field of addiction over the previous period (year) and to discuss plans and challenges for the following period.

Article 8

Working Groups

- 1) The Council or its members shall establish working groups as needed to address specific Drug Policy issues or to monitor the situation in the area of addiction.

- 2) The working groups deal with subsidiary issues within the area of competence of the Council, and in particular prepare documentation for Council meetings.
- 3) The Council, or the Council member responsible, shall decide on the establishment and abolition of a working group.
- 4) Any member of the Council has the right to send a representative to a working group meeting or to nominate a member of a working group.
- 5) The Council Secretariat, in the case of a working group under the management of the Council, or Council members in the case of a working group under their management shall regularly, at least once a year, inform the Council of the activities of the working group. A description and the results of the activities of all working groups operating under the integrated Drug Policy shall be included in the Annual Report on the Council's activities, presented to the Government each year.
- 6) Working groups usually do not have their own statute, act informally and decide by consensus. If necessary, they are regulated as appropriate by the Council's Rules of Procedure.
- 7) The activities of the working groups shall be supported by the Council Secretariat in the case of working groups established by the Council or a Council member in other cases.
- 8) External collaborators may also be invited to work in the working group by the group's Chairman, either on an ad hoc basis for specific issues or as permanent members.

Article 9

External Cooperation

- 1) The Council may, through its members, request cooperation from state administration employees who are not members of the Council or from external experts (hereafter referred to as "Experts").
- 2) Experts may, at the invitation of the Chairman of the Council, attend Council meetings on specific issues.
- 3) Experts may participate as guests in the work of committees and working groups, even though they are not members.

Article 10

The Council Secretariat

- 1) The activities of the Council are supported by the Council Secretariat (hereinafter referred to as the "Secretariat"). The Secretariat acts as a dedicated independent organisational unit of the Office of the Government of the Czech Republic.
- 2) The Secretariat in particular:
 - a) provides administrative and organisational support for the activities of the Council,
 - b) coordinates and organises the activities of the working bodies of the Council, its committees and working groups,
 - c) collects and processes the material, technical documents and information necessary for the activities and meetings of the Council,

- d) performs operational, everyday Drug Policy Coordination, performing tasks and agendas arising from the Statute of the Council (see Article 2 paragraph 2), resolutions of the Government and the Council, international conventions and the *acquis communautaire* in the field of drug policy,
- e) provides or directly performs statistical reporting, research and evaluation tasks arising from the Statute of the Council, resolutions of the Government, international conventions and the *acquis communautaire*. A National Monitoring Centre for Drugs and Addiction (Article 11) has been established under the Council Secretariat for the purpose of monitoring the drug situation.
- f) ensures the participation of the Czech Republic or directly participates in international negotiations, while coordinating the preparation of opinions, in cooperation with the competent ministries and informs the Council of conclusions of international meetings,
- g) regularly communicates with the public on Drug Policy issues, ensuring the publication of expert information concerning the Drug Policy and its monitoring of the situation and updates information published about the Council and the results of its activities, including information on its committees and working groups, on the website of the Office of the Government of the Czech Republic.

Article 11

National Monitoring Centre for Drugs and Addiction

- 1) The National Monitoring Centre for Drugs and Addiction (hereinafter referred to as the "NMC") is an expert executive, methodological and coordinating centre for the collection, analysis, interpretation and distribution of data on drugs and addiction in the Czech Republic. It is an independent organisational unit within the Council Secretariat.
- 2) The NMC coordinates a "Drug information system" within the Czech Republic, i.e. a system to collect, process, report and distribute information relating to addiction, the consequences of addictive behaviour, drug policy, interventions/measures adopted, legislation, repression and the market, research and evaluation in the field of drugs and gambling; the NMC also coordinates the activities of other State and non-governmental bodies and institutions in this area.
- 3) The NMC prepares informational reports and publications on the situation in the Czech Republic as regards addictions, particularly annual reports on the situation in the field of substance abuse and gambling, which it presents annually for information to the Council, the Government and the European Monitoring Centre for Drugs and Drug Addiction.
- 4) The NMC is the coordinator of a national inter-ministerial and interdisciplinary information system referred to as the "Early Warning System" (EWS), which enables the rapid exchange of information on the distribution, use and risks of new psychoactive substances in the Czech Republic and issues instructions for their eventual legislative control.

Article 12

Cost for Activities and Remuneration

- 1) Regular costs for the activities of the Council, its committees and working groups are paid from the budget of the Office of the Government of the Czech Republic. Expert activities relating to approved Drug Policy programmes are financed from the state budget – as Drugs Policy expenditure. Meetings of the Council and its committees and working groups are held in facilities of this authority and, in justified cases, outside the facilities of this authority.

- 2) On the proposal of the Chairman of the Council, reimbursement of travel expenses and/or remuneration for work performed may be granted to experts who cooperate with the Council. The same administrative rules apply to these reimbursements and remunerations as in respect to State administration personnel.

Article 13

Rules of Procedure

- 1) The Council procedures are regulated by the Rules of Procedure of the Council. The Council's Rules of Procedure, along with amendments and supplements thereto, are subject to approval by the Council.

Article 14

Final Provisions

- 1) This Statute entered into effect on 27 July 2016, on the basis of its approval by the Government through Resolution No. 697.
- 2) Amendments and supplements to the Statute are subject to approval by the Government.
- 3) This Statute is available to the public on the website of the Office of the Government (<http://rvkpp.vlada.cz>) and at the Office of the Czech Government. The version displayed on the website is always the full wording of the applicable Statute.
