

**Development of Monitoring Instruments
for Judicial and Law Enforcement institutions
in the Western Balkans
2009-2011**

Programme Guidelines
The former Yugoslav Republic of Macedonia



CARDS Regional Action Programme

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Programme Guidelines

The former Yugoslav Republic of Macedonia

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1. Introduction and Background

These programme guidelines have been written within the context of the project 'Development of monitoring instruments for judicial and law enforcement institutions in the Western Balkans' funded by the European Union CARDS Regional Action Programme. They provide a set of recommendations for the improvement of statistical systems on crime and criminal justice as well as on migration, asylum and visa.

The guidelines presented here have been drafted on the basis of the Technical Assessment Report (TAR) for The former Yugoslav Republic of Macedonia¹ (UNODC, April 2010) and should be read together with that report. The TAR brings together information gathered during the on-site research mission to FYROM from from 25 to 29 January 2010, which was carried out in close cooperation with the local and counterparts in the field of justice and home affairs (JHA) statistics.²

Like the Technical Assessment Report, the recommendations given here are presented by institution and must be read against the background of the relevant international and EU standards for the collection, analysis and use of JHA statistics. The gradual or step-wise adoption and implementation of the guidelines are a vital step towards bringing existing national statistics mechanisms towards compliance with relevant international and EU *acquis*, standards and best practices.

To assist beneficiary countries and territories in achieving this aim, the project 'Development of monitoring instruments for judicial and law enforcement institutions in the Western Balkans' foresees a number of project activities. Tasks that have already been completed include a first desktop research study entitled 'Background Research on Systems and Context. Justice and Home Affairs Statistics in the Western Balkans' and a second study entitled 'Developing standards in crime and criminal justice statistics – International and EU Acquis' as well as the comprehensive Technical Assessment Reports mentioned above. Further project activities will comprise the development of regional indicators and targeted training and capacity building in the area of data collection and statistics for justice and home affairs institutions.

The following guidelines systematically indicate potential areas for improvement, which constitutes a substantial project output in itself. They should furthermore help to prioritize training needs that should be addressed within the project, and to program further technical assistance and training activities that could be addressed by other technical assistance projects as well as to indicate areas for the further development of statistical systems in the medium to long term.

¹ The former Yugoslav Republic of Macedonia is the name of the country under which it was admitted to the United Nations in 1993. The country is referred to as The former Yugoslav Republic of Macedonia or FYROM throughout this report.

² The research mission was carried out by the Joint Research Centre on Transnational Crime (TRANSCRIME) and was supported by a local UNODC focal point as well as the representative to the Advisory Steering Group to the project, Ms. Elena Hristoska, expert from the Ministry of Justice.

2. Crime and Criminal justice statistics

2.1. Police statistics

2.1.1. Introduction

The following guidelines concern mainly police-recorded crime statistics.

2.1.2. Data input (recording of crimes)

If there are sufficient grounds to believe that a crime has happened (either by a known or unknown perpetrator), the criminal incident is recorded in the crime registry of the police station.

At the same time a criminal report (criminal charges) to be submitted to the prosecutor is prepared and the police inspector fills in the relevant statistical forms (KRIM 1, KRIM 2 and KRIM 3). These forms constitute a unit record-based system that contain details of each individual incident, suspected person and victim.

Police recording of suspected offenders and crime victims is quite comprehensive but does not include details of ethnicity and the offender-victim relationship.

In the criminal registry (KU), a unique 'incident number' is assigned to each case but is not used by other criminal justice actors (prosecution and courts). However, the prosecution makes a note and has knowledge of this number.

	Recommendations	Responsible Institution
1.	Information recorded in the crime registry and in the statistical forms (KRIM 1, 2 and 3) should be supplemented by records on the offender-victim relationship and, if already available, with records on ethnicity.	Police
2.	In line with good practice described by the United Nations Manual for the Development of a System of Criminal Justice Statistics, the introduction of an integrated file number (IFN) to track persons and cases throughout the criminal justice system may be considered. As per recommendation No. 9 and No. 20, a tripartite working group with experts from the police, prosecution and court systems may consider whether and how an IFN system could be introduced and extended to all criminal justice institutions.	Police Prosecution Courts

2.1.3. Data flow

After the case has been inserted in the crime registry, more detailed information on the case is inputted on the basis of the full criminal report prepared by the police inspector into an online database, the SAUB (or HOST) system.

As the current computerized data recording system (the HOST database) is already some years old and challenging to use regarding data input, search routines, printing³, transmission of data, analysis and presentation.

Despite the existence of detailed rules for recording and counting crime incidents, suspects and victims, it appears that in daily police practice the rules for recording and counting multiple offences and suspects are less well known and established in all police stations.

On the basis of the continuously submitted data, the Sector for Documentation, Analytics and Research of the MoI prepares aggregate statistical reports every three months (months 3/6/9/12). These statistics include a breakdown by offence type and are disaggregated down to the municipal level.

	Recommendations	Responsible Institution
3.	Clear procedures and counting rules for the aggregation of individual offence and suspect records should be elaborated in clearly set out counting rules to be applied in the case of multiple offences and suspects. For statistical purposes, the adoption of a 'principal offence rule' for person-based statistics on offenders and victims (and possibly also for the number of offences) may be considered.	Ministry of Interior/ Sector for Documentation, Analytics and Research
4.	Guidelines and written rules to all staff dealing with data aggregation should be disseminated and training on their implementation in crime recording and counting rules provided to all responsible staff.	Ministry of Interior
5.	The Ministry of Interior may consider commissioning a feasibility study on the various options available for the modernisation of the current online information system for crime data collection. This feasibility study should take into account internal data needs and international reporting requirements and consider best practice models of computerized crime data collection systems in the region and beyond. The preferred system should be economical, user-friendly and flexible enough to accommodate additional data requirements.	Ministry of Interior Sector for Documentation, Analytics and Research Sector of Informatics and Telecommunications

2.1.4. Output (production of statistics)

The Sector for Documentation, Analytics and Research⁴ of the MoI performs only a very basic statistical analysis of the data received and produces tables with absolute numbers and percentages. For internal purposes the Unit produces the report "Overview" every three months and an annual report also entitled "Overview", which reports on the numbers of reported offences and offenders and their annual percentage variation in the form of tables and graphs. This is submitted as an Annual Report to the Parliament

However, most available crime data are not circulated or published, but instead are used only internally. There are no crime data systematically disseminated on the

³ For example, to print out tables the staff of the Statistical Unit of the MoI needs the assistance of a technician.

⁴ At present, three persons are working in this Statistical Unit of the MoI. They have not received any specialized training on crime statistics and analysis. There is also no training at the local level on data entry and local usage of crime data.

internet or through other means of mass communication though it is planned that after March 2010 more comprehensive studies, including crime statistics, will be published on the website of the Mol.

	Recommendations	Responsible Institution
6.	It is recommended to establish a regular public reporting of detailed data on police-recorded offences, offenders and victims of crime in the form of standard tables in an annual statistical publication, also in view of international reporting initiatives (Eurostat and United Nations Survey of Crime Trends and Operations of Criminal Justice Systems). The use of the internet for the wide dissemination of crime statistics should be considered. ⁵	Ministry of Interior Sector for Documentation, Analytics and Research
7.	Reported statistics on criminal offences should be disaggregated by crime type; statistics on offenders should be disaggregated by crime type, age, sex and citizenship and statistics on victims of crime should be disaggregated by crime type, age, sex, citizenship and victim-offender relationship. Published statistical reports should be accompanied by thorough interpretations of statistical patterns and trends as well as detailed metadata.	Ministry of Interior Sector for Documentation, Analytics and Research

⁵ Tables for criminal offences and traffic offences in the past 10 years have already been produced and will be published online in the near future.

2.2. Prosecution statistics

2.2.1. Introduction

The following guidelines concern mainly prosecution statistics.

2.2.2. Data input (recording of crimes)

Once the criminal charge is received and recorded by the prosecutor's office, the case is assigned to a specific prosecutor and is manually registered in one of four different prosecution (crime) registries on paper.

The crime registry for known perpetrators records the most detailed information on a case, including data on the criminal offence, personal data on the perpetrator and the damaged person and the first and second instance decision.

A unique identification number is assigned to each case registered in the crime registry, which is not shared by other criminal justice actors (police and courts).

	Recommendations	Responsible Institution
8.	The form of the crime registry for the recording of data on persons prosecuted may be reviewed. In particular, consideration should be given to add additional data entry fields to record personal details of age; sex; ethnicity; offender-victim relationship; citizenship and geographical area of residence of all perpetrators. The same level of details should be recorded for victims of crime (persons damaged).	Public Prosecution Office
9.	In line with good practice described by the United Nations Manual for the Development of a System of Criminal Justice Statistics, the introduction of an integrated file number (IFN) to track persons and cases throughout the criminal justice system may be considered. As per recommendation No. 2 and No. 20, a tripartite working group with experts from the police, prosecution and court systems may consider whether and how an IFN system could be introduced and extended to all criminal justice institutions.	Government of FYROM Public Prosecution Office Police Courts (Ministry of Justice)

2.2.3. Data flow

Regarding the internal data collection system of the Public Prosecutor's Office, all statistics are aggregated manually from the crime registries and entered into standard statistical forms on paper. Once the forms are filled out, they are then sent to the next higher level of the prosecution (from basic to High Public Prosecution Office and from there to the state-level Public Prosecution Office) by post or delivered by hand once a year. There are no written instructions ensuring that statistics are produced and aggregated consistently across all prosecution offices.

In addition to this internal data collection system, the State Statistical Office receives unit records from all public prosecution offices in the country on a monthly basis. Some concerns about the timeliness and completeness of this statistical data collection have been raised.

	Recommendations	Responsible Institution
10.	In order to identify options for improving efficiency, it may be important to consider how to simplify data entry and data flow procedures and to remove duplicate work procedures.	Public Prosecution Office
11.	In the medium term, the universal introduction and use of the electronic case management system (CMS) should lead to significant gains in efficiency and timeliness of data availability. A feasibility study on the costs and requirements for the introduction of such a system in all prosecution offices could be considered. Care should be taken to integrate from the very beginning an adequate functionality for statistical purposes into the system.	Public Prosecution Office
12.	In order to increase consistency, written instructions on data recording and counting rules should be elaborated and disseminated in the form of clear instructions or administrative orders to all data recording units. The uniform application of these instructions in all prosecutors' offices should be promoted through the provision of training courses and learning materials.	Public Prosecution Office
13.	The existing data flow system from each prosecution office to the State Statistical Office should be reviewed to ensure full coverage of all prosecution offices and to improve the timeliness of data transmission.	Public Prosecution Office

2.2.4. Output (production of statistics)

Regarding the internal data collection of the Public Prosecutor's Office, no validation of the data received from the previous level is performed due to the nature of the data received (in aggregate tables). Only a basic analysis of the data is performed in order to plan the workload within each prosecution office. Statistics are kept for internal purposes only and have not yet been published.

Regarding the data collection by the State Statistical Office, once the office receives the statistical forms standard statistical checks are performed. No specific analysis of the data received is performed by the SSO and typically only absolute numbers are included in their criminal justice publications. The main output in this regard is the annual publication *Perpetrators of Criminal Offences*, which includes a selection of the data collected and is freely available on the website of the SSO in both Macedonian and English

	Recommendations	Responsible Institution
14.	In order to ensure the high quality of data recorded and aggregated by prosecutor's offices throughout the country, the establishment of an internal data validation mechanism may be considered.	Public Prosecution Office
15.	The systematic reporting of prosecution statistics in the form of tabulations on the website of the Public Prosecution Office may be considered.	Public Prosecution Office
16.	Consideration may also be given to making fuller use of the wealth of data collected by prosecution offices. More	Public Prosecution Office

	specifically, the Public Prosecutor's Office and SSO may consider entering into a partnership with academics and researchers in order to promote in-depth analysis of available data to enhance the knowledge base for policy makers and criminal justice practitioners.	
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2.3. Courts statistics

2.3.1. Introduction

The following guidelines concern mainly court data.

2.3.2. Data input (recording of crimes)

The court registries at the courts record detailed information on the charge or charges assigned to each person by relevant section/articles of the Criminal Code, as well as the judicial process and final court disposition.

At the local level, once the report of the prosecutor with the indictment arrives at the court, it is manually registered as a case in the court registry on paper. Upon registration the case is assigned a unique identifying number which is not shared by other criminal justice actors (police and prosecution).

Since January 2010, all courts also record all cases in the automatic court case management information system (ACCMIS) which will eventually replace all paper by electronic files.

	Recommendations	Responsible Institution
17.	The recording methodology of the courts should be reviewed to ensure that court registries record detailed data on the victims and the persons tried. Person records on defendants should also contain details of citizenship, the offender-victim relationship and the geographical area of residence.	Ministry of Justice/ Statistical Unit
18.	The introduction of the ACCMIS system in all courts should be used as an opportunity to study the functionality of the online system for the automated production of statistics on cases and persons and to integrate the appropriate statistical functionalities into the system from early on.	Ministry of Justice/ Statistical Unit
19.	In the medium term, the recording of all case-related information in the ACCMIS system should be extended to prosecution offices. By using the same unique identifying number, this extension should enable the linking of person records across the criminal justice system.	Ministry of Justice/ Statistical Unit Public Prosecution Office
20.	In the long term, and in line with good practice described by the United Nations Manual for the Development of a System of Criminal Justice Statistics, the introduction of an integrated file number (IFN) to track persons and cases throughout the criminal justice system could be considered. As per recommendations No. 2 and No. 9, and considering the implementation of Recommendation No.	Government of FYROM Ministry of Justice/ Statistical Unit Courts Public Prosecution Office

	19, the Ministry of Justice may wish to consider the introduction of an IFN through its participation in the work of a Tripartite Commission with experts from the police, prosecution and court systems.	Police
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2.3.3. Data flow

Each court manually compiles standard tables which are sent on paper and by e-mail to the Statistical Unit of the Ministry of Justice every month. The tables collect mainly information on the functioning of the judiciary. Data are disaggregated by type of case and by single judge but do not contain any breakdown by offence type. Since the end of February 2010 these statistical tables are extracted automatically and submitted electronically using the automated ACCMIS system.

In addition, all courts acting as first instance courts send data on final decisions to the State Statistical Office at the moment when the criminal procedure is officially completed (including appeal level). These records are sent in standard forms as individual case records on persons tried in court and list details of the person and offences by article and paragraph of the Criminal Code.

	Recommendations	Responsible Institution
21.	In order to allow further measurement of the criminal justice system response, aggregate statistics extracted by the Ministry of Justice from the ACCMIS system should include personal details and breakdowns by offence type for accused persons as well as for victims of crime.	Ministry of Justice Statistical Unit
22.	To ensure a continuously high quality of court statistics, sufficient resources for the Statistical Unit at the Ministry of Justice should be ensured, including availability of staff, equipment, and statistical and analytical software.	Ministry of Justice

2.3.4. Output (production of statistics)

The aggregate tables received from all courts are checked for consistency and technical mistakes by the Statistical Unit of the Ministry of Justice. Limited analysis of the data is carried out by the Sector for Judiciary of the MoJ. Data are mainly analysed to assess the efficiency of courts and also of single judges through the calculation of percentages and rates of change to monitor variations from one year to another. Some courts publish statistical tables with data on the work of the courts on their website but there is no overall publication with all statistics together available.

Data received in unit records by the State Statistical Office are checked for completeness and (logical) inconsistencies. No specific analysis of the data received is performed by the SSO and typically only absolute numbers are reported. Very detailed data, with a breakdown by crime type, are published in the annual publication *Perpetrators of Criminal Offences* available in both Macedonian and English.

	Recommendations	Responsible Institution
23.	The systematic reporting of court statistics in the form of tabulations in the Annual Report of the Ministry of Justice	Ministry of Justice

	should be considered. To facilitate dissemination, publication on the MoJ website in Macedonian and English may be considered.	
24.	Consideration may also be given to making fuller use of the wealth of data collected by the courts. More specifically, the Ministry of Justice and SSO may consider entering into a partnership with academics and researchers in order to promote in-depth analysis of available data to enhance the knowledge base for policy makers and criminal justice practitioners.	Ministry of Justice State Statistical Office
25.	In the medium term, the ACCMIS system should include a statistical module that is capable of aggregating and analysing data on cases and persons disaggregated by offence type and decision taken. This system should be capable of producing statistical reports on persons brought before the courts and persons convicted, by offence and offender characteristics.	Ministry of Justice

2.4. Statistics on Money laundering

Reporting entities use standard forms for reporting information to the Financial Intelligence Unit (FIU). The forms for cash transactions reports (CTRs) and connected cash transaction reports (CCTRs) are submitted electronically while for suspicious transaction reports (STRs) the transmission system is at present still partly manual and partly electronic; however, it is expected that, starting with STR transmission from banks, in the near future all data transmission will be completely electronic. In addition, the FIU also receives some criminal justice data on criminal proceedings in anti-money laundering cases from the Office of the Public Prosecutor for Organized Crime and Corruption and the general Public Prosecution Office on a voluntary basis. These data contain only few details on the profile of the offenders. Selected statistics on its activities are published in the Annual Report on the website of the FIU.

	Recommendations	Responsible Institution
26.	In the medium term, the automated system for inputting CTRs and CCTRs should be extended to also cover all STRs in all reporting entities. This process could be facilitated through the conduct of a feasibility study to identify which reporting entities already fulfil the technical requirements and which technical assistance is required by those that do not.	FIU All required reporting entities
27.	In order to provide a comprehensive overview of the judicial results of its activities, a regular inter-agency exchange of information between the FIU, the Public Prosecutor and the Ministry of Justice should be established, possibly through written rules regulating such exchange. Relevant agreements should also be established with agencies responsible for the collection of non-criminal justice data on money-laundering for future reporting at the EU level, taking into account especially the nine money-laundering indicators published by Eurostat in 2010.	FIU Public Prosecutor's Office Office of the Public Prosecutor for Organized Crime and Corruption Ministry of Justice
28.	Relevant data to be regularly transmitted to the FIU include	FIU

	the number of cases initiated by law enforcement agencies on the basis of STRs sent by the FIU, the number of cases brought to prosecution as well as person-based data on the number of persons/ legal entities convicted for money laundering offences and the number of sentences by type.	Public Prosecutor's Office Ministry of Justice
29.	The Statistics on judicial proceedings concerning anti-money laundering activities should form an integral part of the Annual Report of the FIU.	FIU Public Prosecutor's Office Ministry of Justice

2.5. Statistics on Trafficking in Persons

Statistics on trafficking in persons are collected by the Unit for the Fight against Trafficking in Human Beings and Smuggling of Migrants at Department of Organized Crime of the Ministry of Interior. Data entry on offences, suspects and victims is part of the regular police data collection. In addition to the regular data entry and data flow of police-recorded crime statistics, there are two separate databases, set up as a result of a project by the International Centre for Migration Policy Development (ICMPD), one on human traffickers and one on victims of trafficking.

Data on trafficking in persons are reported in an annual report for the national commission on THB. This report is available only in Macedonian and is not published.

	Recommendations	Responsible Institution
30.	It is good practice for the designated National Coordinators on Trafficking in Persons to produce an Annual Report in local language and English that is made available to the interested public for download on the internet. In line with the development of THB indicators at EU level, it is recommended to publish such a report with person-based data on the number of identified victims and suspected traffickers as well as the number of persons prosecuted and convicted, with appropriate disaggregations (by sex; age; citizenship, country of birth, type of exploitation, etc.).	Ministry of Interior Office for THB

2.6. Statistics on crimes involving racism and xenophobia

Crimes involving racism and xenophobia and other hate crimes are covered in several provisions of the Criminal Code and are counted as offences under these Articles. However, there are no regular statistics collected on crimes involving racist, xenophobic or other hate motives.

	Recommendations	Responsible Institution
31.	In view of envisaged future reporting obligations to the EU Fundamental Rights Agency on crimes involving racism and xenophobia and other hate crimes, a suitable institution (such	Government of FYROM Ombudsman for

	as the Ombudsman for Human Rights or the Ministry of Justice) should be designated as the focal point for the collection of statistics on crimes with a racist, xenophobic or other hate motive.	Human Rights
32.	To establish baseline data, the designated institution should carry out a pilot data collection on hate crimes recorded in police, prosecution and court data.	Government of FYROM Ombudsman for Human Rights

3. International Reporting of crime and criminal justice data

As an EU candidate country, FYROM has been covered by Eurostat's data collection efforts in the field of crime and criminal justice since 2007. Based on current data collection systems, police data on all seven requested crime types have been regularly supplied to Eurostat. While the reporting of data and metadata to Eurostat has been comprehensive, the categories of crimes reported to Eurostat do not always correspond fully to the suggested crime categories.

FYROM provided comprehensive crime and criminal justice data for the 9th and 10th United Nations Survey of Crime Trends and Operations of Criminal Justice Systems (UN-CTS), covering the years 2003 to 2006. No data for the 11th UN-CTS covering the years 2007-2008 have been provided.

	Recommendations	Responsible Institution
33.	A comprehensive legal and criminological review should be undertaken to document the degree of consistency between criminal offence categories employed by the police and the data-collection categories used by Eurostat and the UN. Any differences should be well documented in metadata and explanations provided.	Police State Statistical Office Eurostat
34.	Consideration should be given to the appointment of a single contact point for the reporting of all crime and criminal justice data at the national, regional and international levels. This single contact point could be the same as the focal point for the data collection of Eurostat.	Government of FYROM Police Prosecution Courts SSO
35.	The Eurostat Focal Point for crime data at the State Statistical Office should work closely with the Statistical Unit of the Ministry of Interior and Eurostat in order to develop a protocol for the regular collection and reporting of crime and criminal justice data to Eurostat and the UN. The protocol should specify the nature and content of data to be reported.	Ministry of Interior/ Statistical Unit SSO Eurostat UNODC

4. Migration statistics

4.1.1.1. Introduction

The following guidelines concern mainly migration data.

4.1.1.2. Data on stocks and flows of immigrants and emigrants

Records on registering of a temporary or permanent place of residence are first obtained through the registration of the person at the regional organizational unit of the Mol at the regional Centre for Border Affairs and/or at the police station. These registration records are inputted into the central population register as person-based unit records at local level and can directly be used for statistical analysis.

While the amount of data on legal migration produced by the SSO is impressive, there is a very high likelihood that compliance with deregistration is low for international emigrants and that consequently published statistics clearly underreport external emigration (this applies even more to nationals than to foreigners.) The obligation of the Department of Foreigners is only to record the status of a foreigner in the data base of the Mol as 'passive' in case a foreigner is recognized as being out of the country for more than 12 months.

	Recommendations	Responsible Institution
36.	The central population register should be regularly updated to ensure that both citizens and foreigners who left the country to take up a new place of usual residence (for more than 12 months) abroad are counted as international emigrants.	State Statistical Office Ministry of the Interior
37.	As a first step, and to create a baseline of detailed records, a working group comprised of representatives of the State Statistical Office and the Ministry of the Interior should evaluate whether the next population census could be used to update the population register and to remove from the population register all persons considered as international emigrants. ⁶	State Statistical Office Ministry of the Interior

4.1.1.3. Residence permit data

Foreigners wishing to reside in FYROM for more than 3 months have to apply for a first temporary residence permit, which can later be extended or changed to a permanent residence permit. Based on the application forms, statistics on residence permits are produced on a weekly basis by the Department of Foreigners and Readmission of the Mol. These statistics are used only for internal reporting and are not published.

	Recommendations	Responsible Institution
38.	The publication of annual residence permit data on the website of the Ministry of Interior with detailed	Ministry of the Interior

⁶ For definitions and recommendations regarding census implementation see UNECE (2006): Conference of European Statisticians Recommendations for the 2010 Censuses of Population and Housing. Available at: <http://unstats.un.org/unsd/censuskb/article.aspx?id=10219>

	disaggregation of stock and flow data, including by citizenship, permit type and duration, should be considered.	
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4.1.1.4. Updating of records and registers

A particular problem with the residence permit database in FYROM is that records are not systematically updated when a foreigner leaves the country.

	Recommendations	Responsible Institution
38.	The feasibility and costs of developing a system for regular updates of the residence permits database with information from other administrative records and databases (including data on acquisition of citizenship) should be assessed.	Ministry of the Interior/Unit for Foreigners' Status Affairs

4.1.1.5. Data on the prevention of illegal migration

Detailed records on persons detected for illegal border crossing, both at official border crossing points and outside of these, are kept by the Border Police (Sector for Border Affairs and Migrations) of the Ministry of Interior. In addition, data are recorded on persons refused entry, persons detected while staying illegally in the country and persons returned from the country.

From these records, regular statistical reports on the prevention of illegal migration are produced but are kept mainly for internal purposes.

	Recommendations	Responsible Institution
39.	Data on refused entry at the border should be reported disaggregated by age and sex.	Ministry of the Interior
40.	Data on illegal entry and illegal residence should be reported disaggregated by age; sex; citizenship; grounds for apprehension; and place of apprehension.	Ministry of the Interior
41.	Data on removal of foreigners should be divided into the number of persons issued with an order to leave the territory and the number of persons who actually left the territory following an order to leave and both should be disaggregated by age; sex; citizenship; and reason for the order.	Ministry of the Interior

4.1.1.6. Data on facilitated illegal migration

Data on migrant smugglers (facilitators) are first recorded by the border police (regional centres). Data on facilitated illegal migration are also kept in the traffickers database of the Office for Trafficking in Human Beings (THB) and the Smuggling of Migrants of the Organized Crime Department of the Ministry of Interior.

Data on smuggled migrants are specifically collected in unit record forms with detailed information on the smuggled migrants. These data are included in the annual report of the National Commission for fight against illegal migration and trafficking, as well as in the annual government publication 'Migration Profile of Macedonia'.

	Recommendations	Responsible Institution
42.	In order to supply harmonised data to the CIREFI database, data on the number of apprehended facilitators (migrant smugglers) should be collected and compiled by citizenship, together with data on the number of apprehended facilitated aliens (smuggled migrants) by citizenship and type of border entered (land, sea or air) in one central institution.	Ministry of the Interior

5. Asylum statistics

5.1.1.1. Introduction

The following guidelines concern mainly data on asylum.

5.1.1.2. Data input

Detailed records of asylum applications and decisions are kept by the Section for Asylum at the Department for Civil Affairs under the Central Police Services within the Ministry of Interior. The development of a new data base on asylum applications and decisions is currently ongoing.

	Recommendations	Responsible Institution
43.	The current recording system should be reviewed with a view to current EU requirements on statistical data collection on asylum. After the full installation of the new database, a test measurement of asylum stock and flow data required by Regulation (EC) No 862/2008 should be carried out with a view to identifying whether data input procedures are capable of delivering ongoing monitoring under Regulation 862/2008.	Ministry of the Interior/ Section for Asylum

5.1.1.3. Stock and flow data

On the basis of the data recorded on asylum applications and decisions, aggregate statistics are produced on the number of foreigners requesting asylum, by citizenship, age (adults/minors), sex, family status (number of families/singles/ unaccompanied minors) and on person granted asylum or rejected.

It is not clear whether aggregate statistics on asylum applications refer to first time applications only or to first time and repeat applications of the same asylum seekers.

Statistics on asylum are not widely disseminated. Most statistics on asylum applications and decisions are shared only internally within the Mol. There is no regular publication of asylum data but some data are made available on request to interested parties.

	Recommendations	Responsible Institution
44.	The regular reporting of asylum data on the website of the Ministry of Interior, in Macedonian and English, in full conformity with national data protection requirements (especially Article 68 of the Law on Asylum), should be considered. Published statistics should include all data items referred to in Regulation (EC) No 862/2008, in particular the number of persons submitting first time applications and repeat applications (by sex; age and citizenship) as well as the number (stock) of persons with open asylum applications at the end of the year (by sex; age; and citizenship).	Ministry of the Interior/ Section for Asylum

6. Visa statistics

6.1.1.1. Institutions responsible for data collection and management

The following set of guidelines concern mainly visa data.

6.1.1.2. Data input and outputs

The Visa Centre at the Ministry of Foreign Affairs (MFA) manages the electronic database on visa applications (N-VIS system). Foreigners requesting a visa for entering The former Yugoslav Republic of Macedonia have to fill in a standard visa application at one of the DMCPs abroad. The personal data provided in this application are entered into the N-VIS, together with the decision on the application.

Aggregate statistics on visas issued and rejected are extracted from the system and manually copied into Excel tables, which are sent to the Mol by post. They are kept for internal use only and are not published.

	Recommendations	Responsible Institution
45.	<p>The following visa indicators should be considered for regular compilation and publication the Ministry of Interior or the Ministry of Foreign Affairs website:</p> <ul style="list-style-type: none"> • stock of persons with valid visa (by citizenship and type and duration of visa) • number of visa applications (by citizenship and country of application) per year • number of visas granted (by citizenship, country of application, type and duration of visa) per year • number of visas refused (by citizenship, country of application, type and duration of visa and reasons for refusal). 	<p>Ministry of the Interior Ministry of Foreign Affairs</p>

7. Victimization surveys

The following set of guidelines concern survey based crime data.

7.1.1.1. The role of crime victimization surveys

The last round of the International Crime Victimization Survey was carried out in FYROM in 1996. The State Statistical Office has not yet conducted a crime victimization survey to date.

	Recommendations	Responsible Institution
46.	<p>Discussions should be held on the feasibility of conducting a full national crime victimization survey in FYROM. Options for funding and implementation of such a survey should be explored.</p>	<p>State Statistical Office Ministry of Interior</p>

8. Training Needs for Priority Consideration

The following guidelines and recommendations are considered a priority by

..... (enter your institutional affiliation)

for the further development of JHA statistics in FYROM and should therefore be part of the training activities within the project “Development of Monitoring Instruments for Judicial and Law Enforcement Institutions in the Western Balkans”:

(please tick the boxes and enter specific recommendations under ‘Notes’ below)

Recommendations provided under:	Priority to be given:			Can be implemented in:		
	High	Medium	Low	Short term	Medium term	Long term
Police statistics						
2.1.2. Data input						
2.1.3. Data flow						
2.1.4. Data output						
Prosecution statistics						
2.2.2. Data input						
2.2.3. Data flow						
2.2.4. Data output						
Court statistics						
2.3.2. Data input						
2.3.3. Data flow						
2.3.4. Data output						
Special statistics						
2.4. Statistics on Money laundering						
2.5. Statistics on Trafficking in Persons						
2.6. Statistics on Crimes involving racism and xenophobia						
Reporting at international level						
3.1.1.1. Reporting of data at European level						
3.1.1.2. Reporting of data at UN level						
3.1.2.1. Focal point for crime and criminal justice statistics						
Notes:						

Recommendations provided under:	Priority to be given:			Can be implemented in:		
	High	Medium	Low	Short term	Medium term	Long term
Migration Statistics						
4.1.1.2. Data on stocks and flows of immigrants and emigrants						
4.1.1.3. Residence permit data						
4.1.1.4. Updating of records and registers						
4.1.1.5. Data on the prevention of illegal migration						
4.1.1.6. Data on facilitated illegal migration						
Asylum Statistics						
5.1.1.2. Data input						
5.1.1.3. Stock and flow data						
Visa Statistics						
6.1.1.2. Data input and outputs						
Notes:						