

# Common Information Sharing Environment (CISE)

## Governance structure for the Operational Phase

### 1. INTRODUCTION

CISE is an EU initiative which aims to make EU Member States/EEA EFTA countries' maritime surveillance systems interoperable to give all relevant authorities from different sectors access to additional classified and unclassified information they need to conduct their missions at sea.

CISE is one of the key work strands of the revised EU Maritime Security Strategy (EUMSS), with its Action Plan, adopted by the Council on *24 October 2023*, which underlines that “sound maritime domain awareness is vital to ensuring that competent authorities can swiftly detect the growing and evolving threats affecting the EU and respond to them effectively” and that “the EU will lead in maritime domain awareness by enhancing information collection and exchange among different maritime sectors and facilitating information sharing between Member States”. In this context the EUMSS and its Action Plan highlight the key role of CISE, which will facilitate real-time information sharing between different authorities responsible for coast guard functions, including the military, connecting concerned authorities within and across Member States.

Based on the outcomes of the CISE Transitional Phase (2019-2023), the Commission is setting up the Operational Phase with the aim of fully implementing CISE in the operational activities of maritime surveillance authorities. This is also in line with the commitments made in the 2021 Commission Communication on a new approach for a sustainable blue economy in the EU<sup>1</sup>, and in line with the objectives of the Strategic Compass<sup>2</sup>.

The scope of this document is to detail the governance structure of CISE for the Operational Phase.

### 2. GOVERNANCE STRUCTURE

On the basis of the governance structure of CISE in the Transitional Phase, the decision taken by the Administrative Board of EMSA (June 2023) as well as the discussions held at the Member States Expert Sub-Group on Integration of Maritime Surveillance and

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<sup>1</sup> COM(2021) 240 final

<sup>2</sup> <https://data.consilium.europa.eu/doc/document/ST-7371-2022-INIT/en/pdf>

Security (MSESG of 4 May 2023), the governance structure for the Operational Phase of CISE is set up as follows:

The **European Maritime Safety Agency (EMSA)** is entrusted with the coordination and management of the Operational Phase of CISE in close cooperation with the Commission and the Member States.

The **MSESG** is entrusted with the strategic oversight of the Operational Phase of CISE.

The **Commission** will inform regularly the *Council Working Party on Maritime Issues - EU Maritime Security Strategy* on the progress made, in the context of the implementation of the EUMSS.

The MSESG Chair will report to the High-level steering group for governance of the digital maritime system and services (**HLSG**) on the technical developments of CISE, in order to maintain coherence in the operations of CISE with the mandatory information systems under the HLSG mandate. Furthermore, joint sessions between the MSESG and the HLSG may be organised.

The **CISE Stakeholders Group (CSG)** is entrusted with the execution of the activities needed to implement the Operational Phase of CISE. These activities are identified in the "CISE Operational Phase: activities" document. Beyond reporting to MSESG, the CSG will report to the HLSG on technical aspects concerning CISE and any aspect relevant to the systems within the remit of the HLSG<sup>1</sup>.

### **3. The CISE STAKEHOLDER GROUP (CSG)**

#### **3.1 REPRESENTATION AND ORGANISATION**

##### **3.1.1 Members**

###### **CSG members**

Each Member State is invited to appoint a member for the CISE Stakeholders Group. A Member State can also appoint as many alternate members as deemed necessary. Only the appointed member can formally represent the Member State's position.

The European Commission, the European External Action Service (EEAS), the European Maritime Safety Agency (EMSA), the European Fisheries Control Agency (EFCA), the European Border and Coast Guard Agency (Frontex), the European Union Satellite Centre (SatCen) and the European Defence Agency (EDA) are also members of the CISE Stakeholders Group.

EEA/EFTA countries can also be members of the CSG; for this purpose, they must submit a request to the MSESG. The MSESG can grant the full membership to an EEA/EFTA country.

Other relevant EU bodies/European organisations may also attend the meetings of the CISE Stakeholders Group as observers on ad hoc basis, subject to the decision of the CISE Stakeholders Group.

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<sup>1</sup> In full compliance with the EMSA Regulation (EC) No 1406/2002, Article 2a (1)

## Nomination process

Authorities as mentioned in §3.1.1 shall inform the CISE Secretariat (see below) regarding the designation of their representatives in the CISE Stakeholders Group. They will also notify any changes in representation to the CISE Secretariat. The Secretariat is responsible for keeping the list of the appointed representatives updated and for communicating changes at CSG meetings.

### **3.1.2 Observers**

Authorities, institutions, agencies, European and international organisations or other appropriate organisations or experts may be invited by the Chairperson to participate as observers at a particular meeting, subject to the information distributed 10 calendar days in advance of the meeting and the tacit agreement (within 5 calendar days following the information) of the meeting participants.

### **3.1.3 Chairperson**

The Chairperson of the CISE Stakeholders Group will be exercised by an EMSA official. The Chairperson shall exercise their responsibility in accordance with these terms of reference.

During meetings, the Chairperson shall act in accordance with customary practice. The Chairperson shall:

- I. open and close the meetings;
- II. direct the discussions and deliberations;
- III. give the floor to speakers in the order in which they request it;
- IV. present compromise proposals and strive to seek consensus;
- V. draw conclusions of the discussion;
- VI. report on behalf of the CSG to the MSEG and HLSG.

### **3.1.4 Secretariat**

EMSA will provide the secretariat for the CISE Stakeholders Group. This task includes:

- I. ensuring the preparation, distribution and archiving of the agenda and the meeting documents. EMSA shall make these documents accessible to the CSG members in advance;
- II. preparing the minutes and summary of decisions of each of the CISE Stakeholders Group meetings;
- III. preparing reporting to the Member State Expert Sub-Group on Integration of Maritime Surveillance and Security (MSEG);
- IV. preparing reporting to the High-level steering group for governance of the digital maritime systems and services (HLSG);

V. managing the project library and ensuring access for the CSG members.

The CISE Stakeholders Group members can contact the Secretariat via the dedicated e-mail account ([mss@emsa.europa.eu](mailto:mss@emsa.europa.eu)) indicating “CISE” in the e-mail subject.

### **3.1.5 Languages**

The working language of the CISE Stakeholders Group is English.

## **3.2 WORKING GROUPS**

### **3.2.1 Establishing working groups**

The CISE Stakeholders Group may decide to constitute working groups during the Operational Phase to address different legal, technical, operational, etc. aspects of CISE. For each working group, the scope and the composition will be clearly defined.

The CISE Stakeholders Group members are invited to designate experts to the working groups and inform the CISE Secretariat about their nominations and any changes regarding the designated experts and their contact details.

The role of chairperson of a working group will be exercised by a member of the CISE Stakeholders Group, or an expert appointed by the working group. The chairperson reports to the CISE Stakeholders Group on the progress made.

Working groups shall work in principle through video teleconferencing (VTC) or correspondence.

The following working groups are expected to provide their contribution for the Operational Phase, continuing their work as started during the Transitional Phase:

### **3.2.2 Configuration Board Working Group**

Changes in the common and core software shall be discussed in the Configuration Board Working Group comprising experts appointed by the CISE Stakeholders Group members. This Working Group is also in charge of overseeing the implementation of security requirements for the unclassified network (this task was under the responsibility of the Security Working Group during the Transitional Phase). The CSG members that do not have the node implemented can appoint an expert with the role of observer. Node Owners and Node Administrators are also considered part of this Working Group.

### **3.2.3 Responsibility to Share (RTS) Working Group**

This Working Group follows and provides advice on the Responsibility to Share methodology implementation, and is responsible for reviewing the results and suggesting improvements to the CSG members. The stakeholders can appoint one or more members to this group. Any decision about changes in the RTS methodology should be taken by the CSG members. The chairperson of this group shall be appointed by the members of the group, and they shall report to the CSG.

### **3.2.4 Cooperation Agreement Working Group**

This Working Group follows and provides advice on the implementation of the Cooperation Agreement. The stakeholders can appoint one or more members to this group.

A decision about changes in the Cooperation Agreement shall be taken by the CSG members. The chairperson of this group shall be appointed by the members of the group and they shall report to the CSG.

### **3.2.5 Operational Working Group**

This Working Group follows and provides advice about the use of the CISE services. The stakeholders can appoint one or more members to this group. In principle this Working Group is composed by the duty officers of the stakeholders' Maritime Operational Centres. The chairperson of this group shall be appointed by the members of the group, and they shall report to the CSG.

### **3.3 CISE CLASSIFIED network**

The CSG is responsible for establishing and governing the CLASSIFIED network within the framework of the CISE Security Accreditation Strategy (see Annex 1). Decisions on this topic can be taken only by the CISE Stakeholders Group members representing authorities which are part of the classified network, or which have formally committed in writing to join the classified network. If required for security reasons or reasons of confidentiality, they may meet in a restricted format within the framework of the CISE Stakeholders Group.

The CISE Security Accreditation Board (SAB) is responsible for the implementation of the accreditation strategy including all the accreditation decisions. The SAB composition, processes, roles and responsibilities are defined in the Annex 1. The SAB Chairperson has the obligation to keep the CSG informed.

### **3.4 MEETINGS**

#### **3.4.1 Location of Meetings**

The CISE Stakeholders Group shall meet at EMSA premises, unless the Group decides otherwise, in accordance with the procedures and schedule established by the Agency. The Chairperson can, however, decide to hold one or more meetings via video teleconference (VTC).

#### **3.4.2 Dates of Meetings**

The CISE Stakeholders Group shall meet twice a year.

Ad-hoc meetings can be organised at the initiative of the Chairperson or at the request of any CISE Stakeholders Group member. The agenda and invitation shall be distributed by the CISE Secretariat.

The dates of meetings of the CISE Stakeholders Group shall be communicated to all participants at least 30 calendar days in advance.

#### **3.4.3 Participation in the meetings**

The member and alternate(s) can both attend the meetings.

Participants will be requested to register for each meeting.

Each delegation may be assisted by additional experts who shall participate in the meetings as observers via video teleconference (VTC). The participation of additional experts shall be communicated to the Secretariat in advance and will be granted for the duration of the discussion item. For sensitive topics, prior consensus of the CSG members is required.

#### ***3.4.4 Participation of external stakeholders / private companies***

Representatives of Member States and EU bodies/European organisations that do not have a nominated member(s) to the CISE Stakeholders Group, may participate in the meetings as observers (please see p. 3.1.2 “Observers”).

Representatives of private companies may be invited to a public slot of a CISE Stakeholders Group meeting. For sensitive topics, prior consensus of the CSG members is required.

#### ***3.4.5 Expenses/reimbursement of meetings***

EMSA shall reimburse to the invited experts the expenses, of up to two representatives per Member States, incurred in connection with the Group’s activities in accordance with the EMSA Rules for Reimbursement of Expenses to Experts, available at the online registration site provided to the CISE Stakeholders Group members in the meeting invitation.

#### ***3.4.6 Confidentiality***

In principle, all proceedings of the CISE Stakeholders Group and its Working Groups are confidential. Members and others present at meetings of the CSG and its Working Groups shall respect the confidential character of these proceedings. A request to disclose the information obtained (i.e., documents, presentations, meeting reports, etc.) to other parties shall be submitted to the CISE Secretariat which will collect the necessary authorizations.

### ***3.5 PROCEDURE FOR THE MEETINGS***

#### ***3.5.1 Meeting Preparation***

##### **Agenda**

A provisional agenda for the meeting shall be agreed between the Chairperson, the European Commission and the CISE Secretariat, and sent by the Secretariat with the invitation to the meeting at least 30 calendar days in advance. Additional items may be added to the provisional agenda at the request of (a) delegation(s), (b) the Commission or (c) the Secretariat up to **10 calendar days** prior to the opening date of the meeting.

The provisional agenda will be subject to approval as the first item of business of the meeting.

##### **Meeting documents**

Documents addressing items on the provisional agenda shall be submitted to the Secretariat for distribution up to **15 calendar days** prior to the opening date of the meeting.

### **3.5.2 Meeting rules and proceedings**

#### **Any other business**

At the beginning of the meeting, any member of the CISE Stakeholders Group may make proposals for additional items for discussion at the end of the meeting under the section "any other business".

#### **Decisions**

In principle, the CISE Stakeholders Group shall take its decisions by consensus of the members present at the meeting. If consensus cannot be reached on an issue, the Chairperson will refer it to the MSESG.

Due to the voluntary nature of CISE the following principles apply:

- Decisions impacting nodes or the network (e.g., its implementation, deployment, maintenance, or administration) can only be taken by and with the agreement of the authorities having an active node (installed and exchanging data on the regular basis).
- Decisions regarding the classified network can only be taken by authorities participating in the classified network and by those that have formally committed themselves to join the classified network (please refer to the dedicated section of this document under p. 3.3).

The CISE Stakeholders Group may take its decisions by written procedure, on a proposal from the Chairperson.

### **3.5.3 Meeting reports**

The CISE Secretariat should circulate a draft of the meeting report to the Stakeholders Group within 42 calendar days after the meeting.

The CISE Stakeholders Group members will have 15 calendar days to give any comments or amendments to CISE Secretariat (EMSA) prior to the document being sent out to the group members as final. The draft and the final reports will be distributed to the CSG Members.

The report shall be the only official record of the meeting of the CISE Stakeholders Group.

Delegations can have their statements included in the report if requested during the meeting.

### **3.6 REPORTING to MSESG and HLSG**

The CISE Stakeholders Group will report, represented by its Chairperson, to the MSESG on the progress made in the implementation of CISE, and to the HLSG on the technical developments of CISE and any aspect relevant to the systems within the remit of the HLSG, together with the MSESG Chairperson.

The CISE Stakeholders Group may also decide to submit written documents for information, consultation or approval to the MSESG through its chairperson.