Terms of Reference Focal Points (FP)

CN Focal Points (FP) play an essential role within the CN, as they are the national reference points for the collection of data and information. The tasks, responsibilities and other agreements of the FPs are stipulated in these ToR.

Tasks and requirements of the FPs

- FPs will function as national intermediary and pass through information from CN to their national network and conversely.
- FPs will be consulted if specific thematic or regional expertise is required.
- FPs will provide input and information, which is particularly relevant for the monitoring activities within CN. For this purpose, they answer a questionnaire annually.
- FPs contribute to these tasks voluntarily and don’t receive payments for time investment.
- FPs need to be well connected to other organisations and institutions in their country.

Benefits for FPs

- FPs will be invited to the annual CN member meeting or conference. Scholarships are available for one FP per country.
- FPs don’t need to pay fees for Correlation seminars or trainings.
- FPs will be listed and can promote themselves on the CN website.
- FPs can represent and speak on behalf of the CN on national level.
- FPs can use the CN communication channels to share relevant information and data.

Selection of FPs

The CN FPs will be appointed in all European countries, including neighbouring countries and the Balkan region.

FPs are CN members and will be nominated and selected by the CNO based on number of predefined criteria. These criteria include:

- Willingness to commit to CN principles, mission and vision on national and European level.
- Proven thematic expertise in the field of drug use and harm reduction.
- Well connected on national and European level.
- Ability to fulfill the role of intermediary on national level.

Based on the assessment of expertise among CN members, potential FPs will be invited to become a FP. CN strives to select at least one FP per country. Some countries might have more than one FP, if additional thematic expertise is needed.

All FPs will sign an agreement with CN, including this ToR. Both parties can terminate the agreement without any further justification. FP information on the CN website will be removed accordingly.