

Title	2007 Child Support Convention and Maintenance Protocol: Report of the Administrative Cooperation Working Group
Document	Prel. Doc. No 8 of January 2021
Author	PB
Agenda Item	Item IV.1.d.
Mandate(s)	C&D Nos 22-24 of CGAP 2020 and C&R No 28 of CGAP 2019
Objective	To report on the 14-17 December 2020 meeting of the Administrative Cooperation Working Group (ACWG) and share the <i>aide-mémoire</i> resulting from the meeting
Action to be Taken	For Decision <input type="checkbox"/> For Approval <input type="checkbox"/> For Discussion <input type="checkbox"/> For Action/Completion <input type="checkbox"/> For Information <input checked="" type="checkbox"/>
Annexes	<ul style="list-style-type: none"> - Annex I: <i>Aide-mémoire</i> of the ACWG meeting - Annex II: Agenda of the ACWG meeting - Annex III: List of Participants of the ACWG meeting
Related Documents	<ul style="list-style-type: none"> - Prel. Doc. No 3 of November 2020 (revised version) – Planning for the First Meeting of the Special Commission - Prel. Doc. No 4 of October 2020 - Compilation of responses received to the August 2019 Questionnaire on the 2007 Child Support Convention - Prel. Doc. No 6 of April 2020 and Prel. Doc. No 10 of July 2020 concerning a statistical report under the 2007 Convention

Table of Contents

I.	Introduction	1
II.	Next steps.....	1
	Annex I – <i>Aide-mémoire</i> of the 14-17 December 2020 meeting of the ACWG	3
	Annex II – Agenda of the 14-17 December 2020 meeting of the ACWG.....	11
	Annex III – List of Participants of the 14-17 December 2020 meeting of the ACWG	15

2007 Child Support Convention and Maintenance Protocol: Report of the Administrative Cooperation Working Group

I. Introduction

- 1 From 14 to 17 December 2020, the Administrative Cooperation Working Group (ACWG) on the *Convention of 23 November 2007 on the International Recovery of Child Support and Other Forms of Family Maintenance* (2007 Child Support Convention) met via videoconference. The meeting was attended by 60 participants representing 20 Members, one Observer, and members of the Permanent Bureau (PB).¹
- 2 As recommended by the Twenty-First Session of the HCCH² and pursuant to the subsequent mandate of the Council on General Affairs and Policy (CGAP),³ the ACWG continued its work as a forum for discussion of issues of administrative cooperation. This meeting was convened to explore matters in anticipation of the First Meeting of the Special Commission on the practical operation of the Child Support Convention and Protocol to be held in 2021 (SC). The ACWG provided guidance in relation to the development of a standard statistical report under the 2007 Child Support Convention, including the use of the iSupport case management system to this end, and other matters such as recommended forms and country profiles.⁴

II. Next steps

- 3 An *aide-mémoire* summarising the outcomes of the meeting was adopted by the ACWG.⁵ It will be brought to the attention of the First Meeting of the SC with a view to assist the SC adopting Conclusions and Recommendations on matters discussed by the ACWG and further worked on by the PB in preparation for the SC.
- 4 In relation to the collection of statistics, the PB will prepare a report based on the guidance received from the ACWG. A draft of this report will be circulated to participants of the ACWG for comment before the First Meeting of the SC. Another meeting of the ACWG will be convened to further this discussion.⁶
- 5 The PB is seeking the authorisation of CGAP to organise an online information session for non-Contracting Parties with Contracting Parties in advance of the First Meeting of the SC as well as the organisation of online bilateral meetings between interested States.⁷

¹ See Annex III – List of Participants of the 14-17 December 2020 Meeting of the ACWG (available in English only).

² Final Act of the Twenty-First Session of the HCCH, Part C.5., “The Twenty-First Session, [...] Recommends that the Administrative Co-operation Working Group should on an interim basis continue its work as a forum for discussion of issues of administrative co-operation and that consideration be given by the Council on General Affairs and Policy to the establishment of a standing Central Authority Co-operation Committee”.

³ Council on General Affairs and Policy of the HCCH, 7-9 April 2010, C&Rs, p. 5, “[t]he Council agreed to defer consideration of the formal establishment of a Standing Central Authority Co-operation Committee until the time when there is a sufficient number of Central Authorities designated under the 2007 Child Support Convention. In the interim, the Council agreed that the Administration Co-operation Working Group should continue its work as a forum for discussion of issues of administrative co-operation as was recommended by the Twenty-First Session of the Conference in November 2007 (Final Act, under C 5)”.

⁴ See Annex II – Agenda of the 14-17 December 2020 Meeting of the ACWG (available in English only).

⁵ See Annex I – *Aide-mémoire* of the 14-17 December 2020 Meeting of the ACWG.

⁶ Para. No 5 of Annex I.

⁷ Para. No 24 of Annex I.

ANNEXES

Annex I – Aide-mémoire of the 14-17 December 2020 meeting of the ACWG

- 1 The Administrative Cooperation Working Group (ACWG) on the *Convention of 23 November 2007 on the International Recovery of Child Support and Other Forms of Family Maintenance* (2007 Child Support Convention) met from 14 to 17 December 2020 to discuss statistics under the 2007 Child Support Convention and other administrative cooperation matters such as recommended forms and country profiles. The meeting was held via videoconference and was attended by 60 participants representing 20 Members, one Observer, and members of the Permanent Bureau (PB).
- 2 Mr Philip Ashmore (USA) and Ms Floor de Jongh Bekkali (Norway) were proposed as co-Chairs and were elected without objection.
- 3 This *aide-mémoire*, prepared by the co-Chairs, provides a short overview of the main points of discussion.

I. Introduction

- 4 The First Secretary responsible for the 2007 Child Support Convention recalled that the Council on General Affairs and Policy (CGAP) agreed that the ACWG “should continue its work as a forum for discussion of issues of administrative cooperation as was recommended by the Twenty-First Session of the Conference in November 2007”.¹ Against this background, the meeting was convened to explore matters in anticipation of the First Meeting of the Special Commission on the practical operation of the 2007 Child Support Convention to be held in 2021 which will make recommendations on the future work programme in this area.
- 5 In relation to the collection of statistics, the PB will prepare a report based on the guidance received from the Group. A draft of this report will be circulated to participants of the Group for comment before the Special Commission. Another meeting of the Group will be convened to further this discussion.

II. Existing methods for the collection of statistics

- 6 By way of background and in an effort to explore existing methods for how statistics are collected, members of the PB made presentations on other HCCH Conventions. This included the 1961 Apostille, 1965 Service, 1970 Evidence, 1980 Child Abduction, and 1993 Adoption Conventions. The presentations underlined the importance of collecting statistics to: inform discussions at Special Commission meetings; inform the development and assessment of tools in support of Conventions, such as Guides to Good Practice and Handbooks; provide bilateral assistance to Contracting Parties; and promote the respective Conventions. The iSupport coordinator presented on iSupport with a focus on the collection of statistics.
- 7 Participants were also invited to make presentations on how statistics relevant to child support are collected under their respective domestic and / or international systems. This included Brazil, Bulgaria, Canada, European Commission, Finland, Germany, Latvia, Netherlands, Norway, Poland, Portugal, Sweden, United Kingdom, and United States of America.
- 8 Experts provided contextual information about their respective child support systems such as: whether they are judicial or administrative based; whether they use electronic case management systems; whether they cover international cases or both international and domestic cases; if they are directly involved with enforcement; and the number of FTEs employed in their respective operations. All States who gave presentations track the number of new cases and, with the

¹ See p. 5 of C&R of CGAP 2010.

exception of two States, the number of outgoing and incoming cases. However, several States noted their data includes both domestic and international cases, and does not identify Convention cases. Other data collected include the number of applications / requests per State, the types of applications / requests, the time required to handle such applications / requests, and the amount of child support recovered.

- 9 While the approach differed between each country (and the EU), the use of data for internal administrative purposes – such as budget planning, resource management, review of policy implementation and assessment of efficiency – was an identifiable trend.

III. Possible statistical report under the 2007 Child Support Convention

- 10 Article 54(2) of the 2007 Child Support Convention provides that Contracting States shall cooperate with the PB in the gathering of information, including statistics and case law, concerning the practical operation of the Convention. Statistics are a valuable tool to measure and, where possible, improve “procedures which produce results and are accessible, prompt, efficient, cost-effective, responsive and fair” as set out in the Preamble of the Convention. In addition to informing discussions at Special Commission meetings, informing the development and assessment of tools in support of the Convention and assisting with the promotion of the Convention, the gathering of statistics under the 2007 Child Support Convention supports the evaluation of the overall economic and social impact of the HCCH.
- 11 The Group agreed that statistics could be collected annually on either a calendar or fiscal / financial year based on domestic collection methods.
- 12 The iSupport coordinator presented the results of questionnaires on the use of statistical data.² The Group was invited to consider and respond to the proposals included in these documents.
- 13 A number of States requested further clarification on definitions under the 2007 Child Support Convention, including cases and applications. A participant suggested the formation of a technical advisory group to focus on clearly defining data elements; other participants expressed support.
- 14 The Group discussed the use of tracking both outgoing and incoming applications. The majority of States agreed that it would be most useful to track both.
- 15 The Group agreed that any future data collection should be considered in more than one phase. Data that is more difficult to collect could be considered at a later time.
- 16 There was support to record the following matters, wherever possible, in a future statistical report which would include definitions for the data to be collected:
- Under general statistics: based on those definitions, total number of active cases; and total number of active cases (detail per country).
 - Under Article 10: new outgoing and incoming applications by type; new outgoing and incoming applications by type and by country; and average duration in days between receipt of application and establishment of a decision, modification, and decision sent to enforcement authority.
 - Under Article 7: new outgoing and incoming requests for specific measures; new outgoing and incoming requests for specific measures (detail per country); new outgoing and incoming requests for specific measures (detail on types of requests); and detail on outcomes (including whether they were or were not completed).

² See Prel. Doc. No 6 of April 2020 and Prel. Doc. No 10 of July 2020.

- 17 Contracting States are open to work towards developing systems and obtaining appropriate authority, that might allow these statistics to be provided in the future. Subject to the result of discussions at the Special Commission on statistics, iSupport will be programmed accordingly.
- 18 The following were also discussed and are not considered a priority at this time:
- Total number of children involved across all cases.
 - Detail on outcomes as provided by status reports from the perspective of the requested State. The co-Chair (Mr Ashmore) expressed concern that status reports are used inconsistently. A number of States noted they would have difficulty in making this information available now or in the future.
 - Detail of enforcement measures under Article 34.
 - Under Article 6(2)(f): total owed including arrears (as requesting State); total transferred abroad (as requested State); total received from abroad (as requesting State); and detail on total owed, transferred and received, including detail by State.
- 19 An effort will be made to gain feedback from Contracting Parties that were not present.

IV. Possible future recommended model forms

- 20 In relation to the development of future forms, the PB developed an order of priority based upon the results of a questionnaire on the subject.³ The following order was supported by the Group:
- Fillable forms.
 - Calculation form for maintenance arrears / statement of arrears.
 - Model form for Power of Attorney.
 - Statements of enforceability with respect to authentic instruments as well as private agreements (Art. 30(3)(b)).
 - Form attesting that Art. 36 conditions are met.
 - Form for calculation of interest.
 - Scalable model form for decision.
- 21 A participant suggested a form to request a Status Report which received support from the Group. This form will be included in future development as it will likely be resource efficient.

V. Possible future fillable forms including in other languages

- 22 Participants expressed support for the use of fillable forms. A number of States supported all forms being publicly available in a fillable format.
- 23 The First Secretary noted that for the PB to publish these forms in languages other than English, French and Spanish it would require the input of Contracting Parties. Participants supported forms in other languages being a high priority due to the existing high cost of translation for many States. A participant suggested linking forms in other languages to the Country Profiles on the HCCH Website which received support from a number of States. A link to the Office of Child Support Enforcement website which has forms in other languages will be included on the Child Support Section of the HCCH website.

³ See Prel. Doc. No 1 of August 2019.

VI. Future meetings

- 24 The Group discussed the value of holding an online information session for non-Contracting Parties with Contracting Parties in advance of the Special Commission as well as the organisation of online bilateral meetings between interested States. There was support for both proposals.

VII. Other topics

- 25 In relation to future work on spousal support, the First Secretary suggested that, following a preliminary assessment, the best way forward would be to develop a new Country Profile for spousal support, subject to available resources. Participants noted this could be repetitive with the existing Country Profiles. This matter is not considered a priority at the current time.
- 26 The United States of America circulated a discussion paper titled “Central Authority Obligations Related to Applications for Establishment of a Maintenance Decision, Including Where Necessary the Establishment of Parentage”.⁴ The Group discussed the issue and there was general support for its contents and for the topic to be included on the agenda of the Special Commission. The discussion paper will be made available to CGAP at its 2021 meeting.
- 27 The National Child Support Enforcement Association (NCSEA) raised for discussion the need to increase the acceptance of abstracts of decisions and suggested it be considered at the Special Commission, which a number of States supported. While there is support for the use of abstracts, some participants raised concerns about domestic limitations. There was also discussion about the mandatory use of abstracts under EU Regulation No 4/2009.
- 28 NCSEA also raised the importance of the use of Country Profiles. This included ensuring that Country Profiles are completed in a timely and accurate manner, that there are frequent updates and States receive notification of updates. There was general support for timely completion of Country Profiles, noting how valuable the information is for Central Authorities and caseworkers. The PB supported the suggestions but noted that changes to the software would require additional funding. The First Secretary informed the participants that the depositary is taking steps in cooperation with the PB to ensure that future Contracting Parties to HCCH Conventions provide this kind of information in a timely manner.

⁴ See attached discussion paper (available in English only).

Attachment to Annex I

Central Authority Obligations Related to Applications for Establishment of a Maintenance Decision, Including Where Necessary the Establishment of Parentage

Administrative Cooperation Working Group, December 14-17,
2020 Discussion Paper by the U.S. Office of Child Support
Enforcement

The ACWG is a forum for discussing issues of administrative cooperation among Central Authorities and sharing experiences and good practices. As such, it is appropriate for the ACWG to discuss practical aspects of the Convention which can assist States that are parties to the Convention. The Convention identifies six applications that are available to a creditor. One of those is “establishment of a decision in the requested State where there is no existing decision, including where necessary the establishment of parentage.” Because many State parties can establish a maintenance decision domestically and do not typically need to send an application for the establishment of a decision, they may be unfamiliar with the related requirement to establish parentage where necessary for the establishment of a decision. The purpose of this document is to identify the related Convention obligations for Central Authorities and discuss any issues that have arisen in their implementation. As noted in Article 53 of the Convention, in the interpretation of the Convention, “regard shall be had . . . to the need to promote uniformity in its application.”

This document may also serve as useful background on this matter for States interested in becoming a Party to the Convention. As noted in the Implementation Checklist (IC) to the 2007 Child Support Convention, before becoming a Party to the Convention, a State must ensure that it has taken appropriate implementing measures including, where necessary, amending domestic laws, rules regulations, orders, and policies to comply with Convention obligations.

Sec. 4.

Convention Requirements

A State that accepts creditor-based jurisdiction rarely needs to ask another State to establish a maintenance decision for one of its residents. However, there are countries – like the United States – that do not recognize creditor-based jurisdiction. In these countries, to establish a maintenance decision, there must be some minimum nexus between the authority exercising jurisdiction and the debtor. If there are not sufficient contacts between the debtor and the State, a creditor in that State may need to ask a country where the debtor resides to establish a decision. For that reason, the 2007 Hague Child Support Convention makes available applications for the establishment of maintenance decisions. Those applications include, where necessary, the establishment of parentage. See Art. 6(2) *h*) and Art. 10(1) *c*). The Convention obligations related to these applications include the following:

- Children born out of wedlock are within the scope of the Convention. Art. 2.
- A separate application for the establishment of parentage is not available under the Convention. Art. 10; ER, Para. 247.
- Establishment of parentage can only be requested in connection with an application to establish a maintenance decision. Art. 10(1) *c*); ER, Para. 247.
- A Contracting State must make available to a creditor an application to establish a maintenance decision in the requested State where there is no existing decision, including where necessary the establishment of parentage. Art. 10(1) *c*); ER, Para. 234.

- Where a State's domestic law allows for the establishment of a maintenance decision, without the necessity of first establishing parentage, the State may proceed to establish a maintenance decision in a Convention case. Art. 10(1) c); ER, Paras. 244 and 289.
- An application for the establishment of a maintenance decision may require the establishment of parentage as a preliminary step. Art. 10(1) c); ER, Paras. 244 and 289.
- Where a State's domestic law requires the establishment of parentage prior to the establishment of a maintenance decision, the State must have laws and procedures addressing the establishment of parentage prior to the establishment of a maintenance decision in a Convention case. Art 10(1), Art. 14(1), Art. 57.
- States must have laws and procedures in place to establish a maintenance decision, including where necessary the establishment of parentage, including in cases where parentage is contested, that ensure that the benefits of the Convention extend to all children without regard to marital status of the parents. Art. 2 and 10(1)c); ER, Paras. 58 and 59.
- States must provide effective access to procedures related to applications by a creditor for the establishment of maintenance, including where necessary the establishment of parentage. Art. 10(1)c) and Art. 14.
- Application of a State's laws and procedures does not guarantee that parentage and a maintenance decision will be established. The outcome in a particular case will depend on the facts of the case. The forum's rules of procedure and substance will govern the proceedings. Art. 10(3); ER, Para. 245.
- Central Authorities, public bodies, or other bodies subject to the supervision of the competent parties of the Contracting State must provide assistance in establishing parentage where necessary for the recovery of maintenance, including initiating or facilitating proceedings in respect of an application for establishment of a decision, including where necessary the establishment of parentage. Art. 6., IC Annex II.
- A Contracting State, by the time its instrument of ratification or accession is deposited or a declaration is submitted in accordance with Article 61 of the Convention, must provide the Permanent Bureau of the Hague Conference on Private International Law with (a) a description of its laws and procedures concerning maintenance obligations and (b) a description of the measures it will take to meet the obligations under Article 6. Art. 57. This should include information regarding how the Central Authority or relevant body will provide assistance in establishing parentage where necessary for the recovery of maintenance in relation to Articles 6(2) *h*) and 10(1) *c*). ER, Para. 252.

Although internal laws with respect to parentage and support establishment may differ, the obligations above are those the United States believes the Convention clearly requires of all Contracting Parties. The United States welcomes a discussion among Central Authorities of Contracting States regarding any issues that may have arisen regarding the implementation of these obligations.

2007 Hague Child Support Convention Requirements Related to Support and Parentage Establishment

Article 1

Object

The object of the present Convention is to ensure the effective international recovery of child support and other forms of family maintenance, in particular by -

- b) making available applications for the establishment of maintenance decisions;

Article 2

Scope

(4) The provisions of this Convention shall apply to children regardless of the marital status of the parents.

Article 6

Specific functions of Central Authorities

(1) Central Authorities shall provide assistance in relation to applications under Chapter III. In particular they shall -

- a) transmit and receive such applications;
- b) initiate or facilitate the institution of proceedings in respect of such applications.

(2) In relation to such applications they shall take all appropriate measures -

- h) to provide assistance in establishing parentage where necessary for the recovery of maintenance;

Article 10

Available applications

(1) The following categories of application shall be available to a creditor in a requesting State seeking to recover maintenance under this Convention -

- c) establishment of a decision in the requested State where there is no existing decision, including where necessary the establishment of parentage;

(3) Save as otherwise provided in this Convention, the applications in paragraphs 1 and 2 shall be determined under the law of the requested State, and applications in paragraphs 1 c) to f) and

2 b) and c) shall be subject to the jurisdictional rules applicable in the requested State.

Article 14

Effective access to procedures

(1) The requested State shall provide applicants with effective access to procedures, including enforcement and appeal procedures, arising from applications under this Chapter.

Article 57

Provision of information concerning laws, procedures and services

- (1) A Contracting State, by the time its instrument of ratification or accession is deposited or a declaration is submitted in accordance with Article 61 of the Convention, shall provide the Permanent Bureau of the Hague Conference on Private International Law with -
 - a) a description of its laws and procedures concerning maintenance obligations;
 - b) a description of the measures it will take to meet the obligations under Article 6;
- (2) Contracting States may, in fulfilling their obligations under paragraph 1, utilise a country profile form recommended and published by the Hague Conference on Private International Law.
- (3) Information shall be kept up to date by the Contracting States.

Annex II – Agenda of the 14-17 December 2020 meeting of the ACWG

Monday 14 December 2020	
<u>12:00-12:30</u>	Connection and testing with participants
<u>12:30-15:20</u>	Session I
12:30-13:30	<ul style="list-style-type: none"> - Introductory remarks, Secretary General, HCCH - Election of the co-Chairs - Tour de table – delegations / experts introduce themselves - Presentation of the agenda and objectives of the meeting, First Secretary, HCCH - Practical information, iSupport Co-ordinator, HCCH
13:30-13:35	<i>Health break</i>
13:35-14:15	<p>1. Presentations on the collection of statistics under existing HCCH Conventions (see PPPs available on the HCCH secure portal as of 10 December 2020)</p> <ul style="list-style-type: none"> - 1980 Child Abduction Convention - 1993 Intercountry Adoption Convention - 1961 Apostille Convention - 1965 Service Convention - 1970 Evidence Convention <p>Questions & Answers</p>
14:15-14:20	<i>Health break</i>
14:20-15:20	<p>2. Presentations on the collection of statistics under the 2007 Convention, the 2009 Maintenance Regulation and / or domestic law (see PPPs available on the HCCH secure portal as of 10 December 2020)</p> <ul style="list-style-type: none"> - Netherlands - Bulgaria - Finland - Germany - Latvia - Poland - Portugal - Sweden - European Commission <p>Questions & Answers</p>
<u>15:20-15:40</u>	Break
<u>15:40-17:30</u>	Session II
15:40-16:20	<p>3. Presentations on the collection of statistics under the 2007 Convention, other cross-border arrangements and / or domestic law (see PPPs available on the HCCH secure portal as of 10 December 2020)</p> <ul style="list-style-type: none"> - Brazil - Canada - Norway - United Kingdom - United States of America

	Questions & Answers
16:20-16:35	Presentation of iSupport Questions & Answers
16:35-16:45	<i>Health break</i>
16:45-17:30	4. Presentation of the findings of the Prel. Doc. No 6 and Prel. Doc. No 10 consultations & discussion of the possible data that could be collected under the 2007 Convention (see PPP available on the HCCH secure portal as of 10 December 2020)
Tuesday 15 December 2020	
<u>13:30-15:20</u>	Session III
13:30-14:20	4. Presentation of the findings of the Prel. Doc. No 6 and Prel. Doc. No 10 consultations & discussion of the possible data that could be collected under the 2007 Convention (cont.)
14:20-14:30	<i>Health break</i>
14:30-15:20	4. Presentation of the findings of the Prel. Doc. No 6 and Prel. Doc. No 10 consultations & discussion of the possible data that could be collected under the 2007 Convention (cont.)
<u>15:20-15:40</u>	Break
<u>15:40-17:30</u>	Session IV
15:40-16:10	5. Discussion of possible future recommended model forms in order of priority (see Prel. Doc. No 3 of November 2020 (revised version) – Annex II) <ul style="list-style-type: none"> - (7.7.) Dynamic forms (available on the HCCH website to be completed online, printed and sent by registered mail) - (7.1.) Calculation form for maintenance arrears / statement of arrears - (7.4.) Model form for Power of Attorney - (7.3.) Statements of enforceability with respect to authentic instruments as well as private agreements (Art. 30(3)(b)) - (7.5.) Form attesting that Art. 36 conditions are met - (7.6.) Form for calculation of interest (with a table of interest or a link to a relevant website) - (7.2.) Scalable model form for decision - Other forms to be developed
16:10-16:30	6. Discussion of possible dynamic mandatory (M) and recommended forms to be developed (see Prel. Doc. No 3 of November 2020 (revised version) – Annex III) <p><i>For Central and other competent authorities (on the HCCH secure website)</i></p> <ul style="list-style-type: none"> - (7.7.1.)* Transmittal form (M) under Art. 12(2) - (7.7.2.)* Acknowledgement form (M) under Art. 12(3) - (7.7.3.)* Application for Recognition or Recognition and Enforcement - (7.7.4.)* Abstract of a Decision - (7.7.5.)* Statement of Enforceability of a Decision - (7.7.6.)* Statement of Proper Notice - (7.7.7.)* Status of Application Report – Recognition or Recognition and Enforcement

	<ul style="list-style-type: none"> - (7.7.8.) Application for Enforcement of a Decision Made or Recognised in the Requested State - (7.7.9.) Status of Application Report – Enforcement of a Decision Made or Recognised in the Requested State - (7.7.10.) Application for Establishment of a Decision - (7.7.11.) Status of Application Report – Establishment of a Decision - (7.7.12.) Application for Modification of a Decision - (7.7.13.) Status of Application Report – Modification of a Decision - (7.7.14.)* Financial Circumstances Form <p><i>For the general public (on the HCCH public website)</i></p> <ul style="list-style-type: none"> - (7.7.3.)* Application for Recognition or Recognition and Enforcement - (7.7.8.) Application for Enforcement of a Decision Made or Recognised in the Requested State - (7.7.10.) Application for Establishment of a Decision - (7.7.12.) Application for Modification of a Decision - (7.7.14.)* Financial Circumstances Form <p>* To be developed on a priority basis.</p>
16:30-16:40	<i>Health break</i>
16:40-17:00	7. Forms available in other languages than English, French and Spanish (incl. Portuguese in iSupport)
17:00-17:30	8. Extension of the Country Profile to cover spousal support
Wednesday 16 December 2020	
<u>13:30-15:20</u>	Session V
13:30-13:55	9. Organisation of an information session online for Non-Contracting Parties with Contracting Parties present to respond to Questions collected in advance
13:55-14:20	10. Organisation of bilateral meetings online for Contracting and Non-Contracting Parties
14:20-14:30	<i>Health break</i>
14:30-15:20	11. Discussion of other administrative cooperation issues within the mandate of the ACWG
<u>15:20-15:40</u>	Break
<u>15:40-17:30</u>	Session VI
15:40-16:30	11. Discussion of other administrative cooperation issues within the mandate of the ACWG (cont.)
16:30-16:40	<i>Health break</i>
16:40-17:30	11. Discussion of other administrative cooperation issues within the mandate of the ACWG (cont.)

Thursday 17 December 2020	
<u>13:30-15:20</u>	Session VII
13:30-15:15	12. Adoption of an <i>aide-mémoire</i>
14:20-14:30	<i>Health break</i>
14:30-15:20	12. Adoption of an <i>aide-mémoire</i> (cont.)
<u>15:20-15:40</u>	Break
<u>15:40-17:30</u>	Session VIII
15:40-16:30	12. Adoption of an <i>aide-mémoire</i> (cont.)
16:30-16:40	<i>Health break</i>
16:40-17:30	12. Adoption of an <i>aide-mémoire</i> (cont.)

Annex III – List of Participants of the 14-17 December 2020 meeting of the ACWG

Members				
	Argentina	Juanjo Cerdeira	National Director for International Affairs	Ministry of Justice and Human Rights
		Mariana Franco	Civil International Cooperation, National Directorate for International Affairs	Ministry of Justice and Human Rights
	Brazil	Lalisa Froeder Dittrich	Chief of Child Support Unit, Specialist in Public Policy and Government Management, General Coordination for International Legal Cooperation, Department of Assets Recovery and International Legal Cooperation	Ministry of Justice and Public Security, National Secretariat of Justice
		Arnaldo José Alves Silveira	General Coordinator, Specialist in Public Policies and Government Management, General Coordination for International Legal Cooperation, Department of Assets Recovery and General Coordination for International Legal Cooperation	Ministry of Justice and Public Security, National Secretariat of Justice
	Bulgaria	Kalina Kaludina	Chief Expert, International Legal Child Support and Intercountry Adoptions Directorate	Ministry of Justice
		Rositsa Dragona	Junior expert, International Legal Child Support and Intercountry Adoptions Directorate	Ministry of Justice
	Canada	Manon Dostie	Senior Counsel, Constitutional, Administrative and International Law Section	Department of Justice Canada
		Andina van Isschot	Counsel, Family Law and Youth Justice Policy Section	Department of Justice Canada
		Tracy Morrow	General Counsel, Family Law Section, Legal Services Branch	Manitoba Justice
		Michelle Douglas-Cummings	Senior Counsel, Civil Law Division, Family Responsibility Office Branch	Ministry of Justice and Attorney General of Ontario

	Lori Louth	Senior Program Analyst, Justice Services Branch	Ministry of Justice and Attorney General of British Columbia
	Katie Levasseur	Avocate, Direction du soutien aux orientations, des affaires législatives et de la refonte	Ministère de la Justice Québec
	Christine Carter	Director, Court Services	Department of Justice Nova Scotia
European Union	Hrvoje Grubisic	Policy Officer	European Commission
Finland	Tanja Niemi	Senior Adviser	Ministry of Justice
Germany	Julia Schelcher	Head of Division Cross-border Recovery of Maintenance	<i>Bundesamt für Justiz</i> (Federal Office of Justice)
	Anja Lortz	Policy Specialist -Cross-border Recovery of Maintenance	<i>Bundesamt für Justiz</i> (Federal Office of Justice)
	Claudia Langenhorst	Program Specialist, Cross-border Recovery of Maintenance	<i>Bundesamt für Justiz</i> (Federal Office of Justice)
Italy	Guiseppe Vinciguerra	Magistrate / Director of the Central Authorities Division	Ministry of Justice
Latvia	Sintija Lavska	Legal Advisor	Administration of the Maintenance Guarantee Fund
	Elina Kluga	Legal Advisor	Administration of the Maintenance Guarantee Fund

Netherlands	Nina Vels	Senior policy Advisor	<i>Landelijk Bureau Inning Onderhoudsbijdragen (LBIO)</i>
	Miranda van der Waarden	Policy Advisor	<i>Landelijk Bureau Inning Onderhoudsbijdragen (LBIO)</i>
	Lisette den Haan	Head of the International Department	<i>Landelijk Bureau Inning Onderhoudsbijdragen (LBIO)</i>
Norway	Siri Risnes	Senior Advisor, Child Support Specialist in the Directorate of Labour and Welfare	Royal Norwegian Ministry of Labour
	Floor de Jongh Bekkali	Head of Section at the Norwegian Central Authority for Child Support	National Office for Social Insurance
	Maren Stranger	Senior Advisor, Child Support Enforcement Specialist at the Norwegian Enforcement Agency	The Norwegian Tax Administration
	Arnhild Arntsen	Caseworker, Central Authority for Child Support	National Office for Social Insurance
	Oliwia Chesy	Caseworker, Central Authority for Child Support	National Office for Social Insurance
	Antonio Spagnolo	Caseworker, Central Authority for Child Support	National Office for Social Insurance
Poland	Aneta Ludwiczak	Chief Specialist (receiving authority)	Ministry of Justice
	Luiza Nadstazik	Senior Specialist (receiving authority)	Ministry of Justice
	Justyna Tomalska	Chief Specialist	Ministry of Justice
	Monika Bieniek-Ciarcińska	Head of Division of International Proceedings in Family Matters, Department of Family and Juvenile Matters	Ministry of Justice
	Dawid Kaczmarzyk	Chief Specialist for cross-border affairs (transmitting authority)	Regional Court of Katowice
	Magdalena Aksamitowska-Kobos	Head of Independent Division of Foreign Affairs (transmitting authority)	Regional Court in Gliwice

		Wiesława Kozikowska	Vice-president of Regional Court in Lomza (transmitting authority)	Regional Court in Lomza
		Marta Obrycka	Specialist (receiving authority)	Ministry of Justice
	Portugal	Paulo Jorge Gomes Gonçalves	Head of the International Judicial Cooperation Unit	Ministry of Justice Portugal
	Spain	Beatriz Corbo Tellado	Head of International Legal Cooperation Services	Ministry of Justice
	Sweden	Karin Honorato dos Santos Eriksson	Policy and Development Expert, Unit for Children and Families	Swedish Social Insurance Agency
	Switzerland	Sandra John	Senior Legal Counsel, Central Authority for International Maintenance Matters	Federal Office of Justice
		Susanne Mathys	Senior Caseworker / Coordinator, Central Authority for International Maintenance Matters	Federal Office of Justice
		Marijana Rmus	Caseworker, Central Authority for International Maintenance Matters	Federal Office of Justice
	Ukraine	Maria Snizhko	Division of International Law Assistance in Civil Cases, Directorate of International Law Assistance, Department of International Law	Ministry of Justice
	United Kingdom	Eral Knight	Head of EU / International PIL Negotiations & Strategy	Ministry of Justice
		Neil McFadden	Non-EU / Hague 2007 Team Leader	The Reciprocal Enforcement of Maintenance Orders Unit (REMO)

Observers	United States of America	Rukeya Khanam	Gatekeeper / Hague 2007 Caseworker	The Reciprocal Enforcement of Maintenance Orders Unit (REMO)
		Eliza Lowe	Senior Policy Specialist, Administration for Children and Families	Office of Child Support Enforcement
		Philip Ashmore	Policy Specialist, International Policy & Public Inquiries, Administration for Children and Families	Office of Child Support Enforcement
		Anne Miller	Senior Policy Specialist	Office of Child Support Enforcement
		Yvette Riddick	Director, Division of Policy and Training	Office of Child Support Enforcement
		Lisette Pedre	Department of Health and Human Services	Department of Health and Human Services
		Shannon Hines	Attorney Adviser, Office of the Legal Adviser	U.S. Department of State
	Margaret Haynes	Senior Associate, consultant with the U.S. Office of Child Support Enforcement		
	Venezuela	Ligia Coromoto Pinto Mejias	International Legal Coordinator	Ministry of People's Power for Foreign Relations
		Douglas Arnaldo Montoya Guerrero	Judicial District of the state of Mérida	Judicial Circuit of Child Protection, Children and Adolescents of Mérida
National Child Support Enforcement Association (NCSEA)	Kristen Erickson-Donadee	Chief Counsel and Deputy Director	California Department of Child Support Services	
	Alisha Griffin	Director	Alisha Griffin Wks LLC	
	Hannah Roots	Legal Counsel and Independent	Hannah Roots Law Corporation	

HCCH	Permanent Bureau	Philippe Lortie	First Secretary	HCCH
		Jean-Marc Pellet	i-Support Project Coordinator	HCCH
		Ignacio Goicoechea	Representative, Regional Office for Latin America and the Caribbean (ROLAC)	HCCH
		Florencia Castro	Legal and Office Co-ordinator, Regional Office for Latin America and the Caribbean (ROLAC)	HCCH
		Capucine Page	Legal Officer	HCCH
		Elizabeth Zorrilla	Legal Officer	HCCH
		Nicole Sims	Legal Officer	HCCH
		Victoria Stephens	INCADAT Consultant	HCCH
		Nietta Keane	Intern	HCCH
		Stuart Hawkins	Website / IT Officer	HCCH
		Mathilde Prénas	Senior Administrative Assistant	HCCH