



# User Guide IMPEL-ESIX

For Stakeholders and users of Public part of the site

## Introduction

IMPEL-ESIX is a communication tool developed by IMPEL to enable law enforcement officers and other stakeholders to exchange and disseminate information about the subject of illegal killing and catching of birds (IKB). At a later stage other subjects, such as EU Timber Regulation and N2000 & Habitat Directive issues will be part of this system

The system has two components:

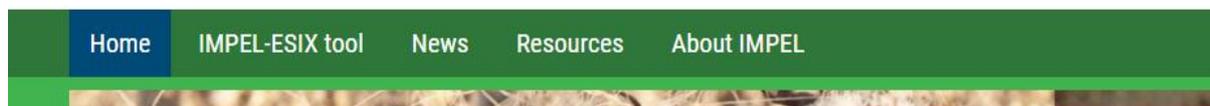
1. Website
2. Information exchange system

## 1. Website

Link to the website is [www.impel-esix.eu](http://www.impel-esix.eu)

The website contains:

- General information about this project (Home)
- Useful information about Legislation, ID tools, Modus Operandi, reports & studies and links (IMPEL-ESIX Tools & Resource)
- General information about IMPEL (About IMPEL)
- An overview or recent Post and Newsletters (News)



## How to register

At the IMPEL-ESIX homepage you will find button REGISTER



When you register you will receive IMPEL-ESIX newsletters automatically.

There is also a secured part of the IMPEL-ESIX website. This part is only accessible for officials of law enforcement authorities (e.g. Police and other governmental agencies such as environmental inspection services, national crime units, etc. involved in wildlife trade) of the 28 EU Members States and neighbouring countries connected to this system.

## Maintenance and management of database and website

Version 1: 17 April 2017



The IMPEL-ESIX website and database are maintained and managed by the Moderator on behalf of IMPEL. This maintenance includes a regular update of the Library part, the database and information on the website (e.g. list of Focal points for enforcement and other stakeholders).

### How to send messages to users of IMPEL-ESIX?

To send an email to the IMPEL-ESIX information exchange system, simply send an email to [moderator@impel-esix.eu](mailto:moderator@impel-esix.eu). The moderator will then evaluate the content of the message as soon as possible (within 1 day and for urgent messages within 2-4 hours) and:

- Send the message to all users (registered Stakeholders and Enforcement Officials)
- Send the message to registered Enforcement Officials
- Send the message to a specific Enforcement Official
- Establish contact between sender and specific Enforcement official, so that nominal or classified information that can be exchanged to the right Enforcement body

When you have specific wishes regarding the receivers of your message or news, you can mention this in your e-mail.

### How to respond/reply to an IMPEL-ESIX Newsletter?

To respond or reply to an IMPEL-ESIX Newsletter: simply send an email to [moderator@impel-esix.eu](mailto:moderator@impel-esix.eu). The moderator will then evaluate the content of the message and:

- Send the message to all users (registered Stakeholders and Enforcement Officials)
- Send the message to registered Enforcement Officials
- Send the message to a specific Enforcement Official
- Establish contact between sender and specific Enforcement official, so that nominal or classified information can be exchanged to the right Enforcement body

### Can I change my email address or other contact details

Yes. In this case, please contact the Moderator : [moderator@impel-esix.eu](mailto:moderator@impel-esix.eu). The Moderator will give you instruction how to update or edit your registration form.

### How do I unsubscribe for the IMPEL-ESIX newsletter?

To unsubscribe for the Newsletter, you can simply use the link at the bottom of each newsletter. The Moderator will then unsubscribe you within 36 hours.

Kind regards,  
The IMPEL-ESIX team  
[moderator@impel-esix.eu](mailto:moderator@impel-esix.eu)

Not interested anymore? [Unsubscribe Instantly](#).

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**IMPORTANT:** No nominal information (Names and other details of suspects, car registration etc) should be mentioned in e-mails, send to the IMPEL-ESIX moderator. The moderator can bring you in contact with the right enforcement body that is interested in this specific information (Ideal is on a 1 to 1 basis). Please follow national legislation on sharing nominal information for enforcement purposes. When you need (technical) assistance with the compilation of these kinds of messages, please contact the IMPEL-ESIX moderator.