

CAMEO

Workshop 20 Jan 2017

Andrei Popovici, EEAS-EXT

e-mail: HELPLINE-CAMEO@eeas.europa.eu

KEY FUNCTIONS

KEY ASPECTS



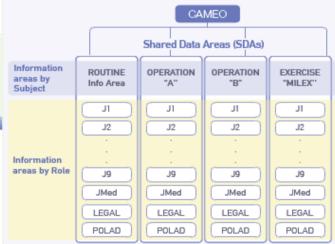
Calendar

- → Meeting and events planner.
- → Linked to documents and forums.



Structure

- →1 CAMEO is structured into a number of subject information areas known as Shared Data Areas (SDAs). The SDAs are information compartments specific to subjects such as Operations and Exercises.
- →1 The uppermost SDA is for Routine information between all users, and includes such items as Standard Operating Procedures and other important EU reference material. SDAs can have sub-SDAs to allow for work to be conducted in compartmented areas such as the staff cells CJ1-9/Med etc. As an example, a J3 community can exist within an SDA for a specific operation or exercise, while also existing within the Routine SDA at the highest level for general correspondence within the J3 community.



Search

Columnia

- B. Souther

- C. Domester

D. Generale

- C. Domester

Document Manager

→ Shared areas.

→ Rapid search tool.

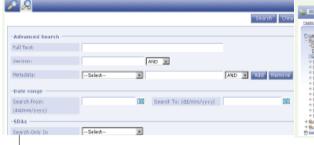
→ Easy access to documents and files.

→ Automatic E-mail notifications of updates.

ERMER XQQGEARGE CAMEOR3

→ The ability to search quickly for files and folders, as well as for other network users.

lambor of results : 3, Greating: 1, 2 - Results per page: [1] 🗷 So to page: [1] 🗷



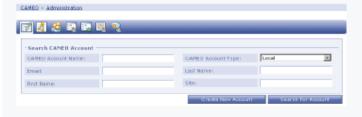
Forums

- → Discussions and threads.
- → Linked to documents and calendar.
- → Automatic E-mail notifications of updates.



Administration

CAMEO > Rostine > Search Service > Advanced Search



Web

→ Web pages with links to key information.

Directory Services

→ E-mail to all users of the network.

Types of User

Content Managers within each organisation are established to create SDAs and manage the information sharing according to their role for an operation or exercise.

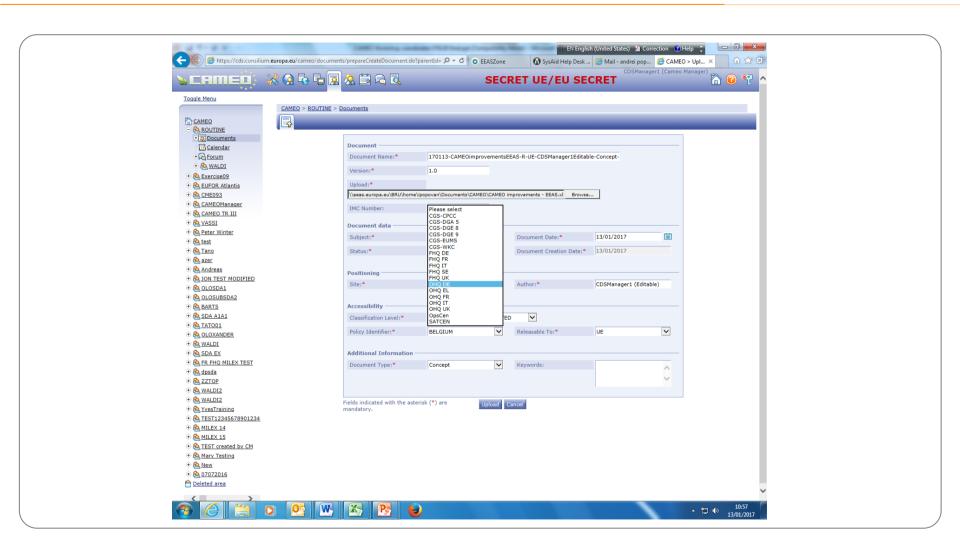
Contributor Users within each organisation have Read and Write access to SDAs, folders and files.

Associate Users within each organisation have Read-only access to SDAs, folders and files, but they may contribute to Forums.



		3	SECR	RET UE/EU SEC	JREI		
Toggle Menu	CAMEO > ROUTINE > Documents						
CAMEO							
- <u>A ROUTINE</u> + □ Documents							
Calendar	Document						
⊕ Forum	Document Name	e:* 170113-CAMEOir	nprovementsEE	AS-R-UE-CDSManager1Editable	e-Concept-		
⊕ 🙈 WALDI							
⊕ & Exercise09	Version:*	1.0					
EUFOR Atlantis	Upload:*						
⊕ <u>№ CME093</u>	\\eeas.europa.eu	\BRU\home\ipopovan\Documents\C	AMEO\CAMEO im	provements - EEAS.xl Browse			
	IMC Number:						
⊕ A CAMEO TR III	The Hambert						
⊕ <u>A vassi</u>	Document data						
Peter Winter	Subject:*	CAMEOimprovem	entsEEAS	Document Date:*	13/01/2017	<u></u>	
⊕ <u>A test</u> ⊕ <u>A Tano</u>					40/04/0047		
⊕ <u>& azer</u>	Status:*	DRAFT	~	Document Creation Date:*	13/01/201/		
Andreas							
Son Test Modified	Positioning						
⊕ <u>A OLOSDA1</u>	Site:*	OHQ DE	~	Author:*	CDSManager1 (Editabl	e)	
⊕ & OLOSUBSDA2							
	Accessibility —						
⊕ <u>№ SDA A1A1</u>	Classification Le	evel:* RESTREINT UE/E	U RESTRICTED	∨			
⊕ <u>№ TATO01</u>	Policy Identifier	* BELGIUM	~	Releasable To:*	UE	<u>~</u>	
⊕ <u>A OLOXANDER</u>	Policy Identifier	DELGIOM	•	Releasable 10:	I OE		
⊕ & WALDI							
	Additional Info						
A dpsda	Document Type	Concept Concept	~	Keywords:		^	
⊕ <u>A ZZTOP</u>						~	
⊕ & WALDI2							
⊕ 各 WALDI2	Fields indicated wi	ith the asterisk (*) are					
	mandatory.	idi die asterisk () are	Upload Ca	incel			
◆ № TEST12345678901234							
⊕ ♠ MILEX 14							
⊕ <u>A MILEX 15</u>							
X TEST created by CM							
Mary Testing							
⊕ <u>& New</u>							
⊕ № 07072016 ☐ Deleted area							





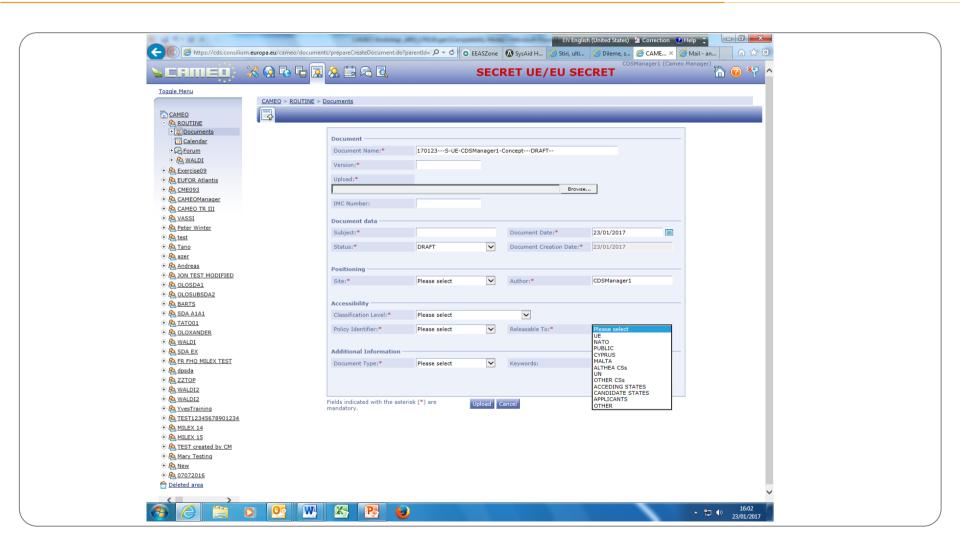


Togale Menu CAMEQ > ROUTINE COMEQ > ROUTINE CAMEQ > ROUTINE	Document Document Name: " Version: " Upload: " IMC Number:	170123S-UE-CC	SManager1-ConceptDRAFT Brows		Manager)	
CAMEO ROUTINE ROUTI	Document Document Name:* Version:* Upload:*	170123S-UE-CC				
- ★ ROUTINE - □ Documents □ Calendar - ♠ Evercise09 - ♠ Evercise09 - ♠ CME093 - ♠ CAMEOManager - ♠ CAMEO TR III	Document Name:* Version:* Upload:*	170123S-UE-CC				
- ★ ROUTINE - □ Documents □ Calendar - ♠ Evercise09 - ♠ Evercise09 - ♠ CME093 - ♠ CAMEOManager - ♠ CAMEO TR III	Document Name:* Version:* Upload:*	170123S-UE-CD				
• ☐ Documents ③ Calendar • ☐ Serum • ﴿ MALDI • ﴿ Exercise09 • ﴿ Euror Atlantis • ﴿ Cameo33 • • ﴿ Cameo33 • • ﴿ Cameo33 • • • • • • • • • • • • •	Document Name:* Version:* Upload:*	170123S-UE-CD				
Til Calendar ↑ ② Forum Note: No	Document Name:* Version:* Upload:*	170123S-UE-CC				
	Version:* Upload:*	170123S-UE-CD				
 ♠ Exercise09 ♠ EUFOR Atlantis ♠ M EME093 ♠ CAMEOManager ♠ CAMEO TR III 	Upload:*		Brows			
 ♠ <u>CHEO93</u> ♠ <u>CAMEOMANAGER</u> ♠ <u>CAMEOMANAGER</u> ♠ <u>CAMEO TR III</u> 	Upload:*		Brows			
 ♠ CME093 ♠ CAMEOManager ♠ CAMEO TR III 			Brows			
 ◆ A CAMEOManager ◆ A CAMEO TR III 	IMC Number:		Brows			
◆ A CAMEO TR III	IMC Number:			e		
	THE NUMBER					
⊕ <u>A vassi</u>						
	Document data					
Reter Winter	Subject:*		Document Date:*	23/01/2017		
⊕ <u>& test</u>						
⊕ <u>A Tano</u>	Status:*	DRAFT	✓ Document Creation Date:*	23/01/2017		
⊕ 各 azer						
Andreas	Positioning —					
Main Test Modified	Site:*	Please select	✓ Author:*	CDSManager1		
⊕ <u>& olosda1</u>						
OLOSUBSDA2	a					
⊕ <u>& BARTS</u>	Accessibility					
⊕ <u>A SDA A1A1</u>	Classification Level:*	Please select Public				
A TATO01 A OLOXANDER	Policy Identifier:*	Limite	ble To:*	Please select		
	·	RESTREINT UE/EU	RESTRICTED /FU CONFIDENTIAL			
⊕ & SDA EX	Additional Information -	SECRET UE/EU SE	/EU CONFIDENTIAL CRET			
R FR FHQ MILEX TEST						
A dpsda	Document Type:*	Please select	Keywords:	^		
⊕ <u>№ ZZTOP</u>				<u> </u>		
⊕ <u>WALDI2</u>						
⊕ & WALDI2						
XyesTraining	Fields indicated with the aste mandatory.	erisk (*) are	Upload Cancel			
⊕ <u>№ TEST12345678901234</u>						
⊕ AMILEX 14						
⊕ A MILEX 15						
EST created by CM						
Mary Testing						
⊕ <u>A New</u>						
⊕ № 07072016						



	regarding these Warmer	Hospital -	_	∰ EN English	ı (United States) 🏼 🛂 C	orrection 😯 Help		×
(https://cds.consilium.europa.eu/cameo/documer	ts/prepareCreateDocument.do?pa	erentId= 🎾 🔻 🖒 👩 EEAS	Zone 🕜 SysAid H	@ Stiri, ulti	Ø Dileme, s	CAME × 🥔 Ma	ail - an 🔐 🔯	(2)
						ager1 (Cameo Man	nager)	
	<u>₩</u> 🖂 🔼	S	ECRET UE	/EU SEC	CRET		h 🔐 🔭	^
//*								4
Toggle Menu CAMEO > ROUTINE >	Documento							
	<u>Jocuments</u>							
CAMEO - & ROUTINE								4
+ Documents								
Calendar	Document							
+ A Forum	Document Name:*	170123S-UE-CDSMan	ager1-ConceptDRAF	т				
⊕ <u>& waldi</u>	Version:*							
Exercise09	version:							
<u>A EUFOR Atlantis</u>	Upload:*							
				Browse				
CAMEOManager CAMEO TO TO TO	IMC Number:							
⊕ CAMEO TR III ⊕ A VASSI								
Peter Winter	Document data							
<u>A test</u>	Subject:*		Document D	ate:*	23/01/2017	繭		
⊕ <u>A Tano</u>	Status:*	DRAFT	✓ Document C	reation Date:*	23/01/2017			
⊕ <u>Aazer</u>								
Andreas	Positioning							
A JON TEST MODIFIED	Site:*	Please select	✓ Author:*		CDSManager1			
⊕ NOSDA1 ⊕ OLOSUBSDA2			_					
BARTS	Accessibility							
⊕ <u>№ SDA A1A1</u>	Classification Level:*	Please select	^ ~					
⊕ <u>№ TATO01</u>		AUSTRIA BELGIUM						
<u>A OLOXANDER</u>	Policy Identifier:*	BULGARIA CROATIA	Releasable T	'o:*	Please select	~		
⊕ <u>A waldi</u>		CYPRUS						
⊕ <u>A SDA EX</u>	Additional Information —	CZECH REPUBLIC DENMARK						
Re from MILEX TEST And deeds	Document Type:*	ESTONIA FINLAND	Keywords:			^		
⊕ A dosda ⊕ A ZZTOP		FRANCE GERMANY				~		
WALDI2		GREECE						
⊕ & WALDI2	Fields indicated with the asteris	HUNGARY IRELAND						
<u>A YvesTraining</u>	mandatory.	ITALY LATVIA	Cancel					
◆ № TEST12345678901234		LITHUANIA						
⊕ AMILEX 14		LUXEMBURG MALTA						
		NATO THE NETHERLANDS						
EA TEST created by CM A Mary Testing		OSCE POLAND						
New		PORTUGAL						
⊕ <u>№ 07072016</u>		ROMANIA SLOVAKIA						
~ <u>~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ </u>								
e Deleted area		SLOVENIA SPAIN	~					







CAMEQ > BOUTINE > Document Came		🖔 🕢 🔁 🔁	<u>À</u>		SECI	RET UE/EU SE	CRET	ager1 (Cameo I	Tallager)
Case South Sacrate Sacrate Document Docume	Toggle Menu								
- Se ROUTHE - (<u>Documents</u>						
Cannate Document		4							
Document Comment Com									
Ocument Name:* 170123S-UE-CDSManager1-ConceptCRAFT Residual Particular Particula			Document -						
Version:* Described: Describ			Document Name:*	170123S-UE-CDS	SManager1-	ConceptDRAFT			
Version* - De ENCROSO - DESCOSO - D									
Document data CAMPO TR III	_		Version:*						
Decument data Decument data Decument data Decument data Decument Date; De			Upload:*						
Document data Document data Document Date: * 23/01/2017						Browse.			
CAMEO TR. III A VASSI Peter Winter A Stati A Tann A Tann A Tann A Status:* DRAFT Document Creation Date:* 23/01/2017 Document Date:* 23/01/2017 Document Date:* 23/01/2017 Document Creation Date:* 23/01/2017 Document Date:* 2			IMC Number:						
Subject:* Subject:* Document Date:* 23/01/2017			2.12 1101110011						
Supect:* Document Date:* 23/01/2017 Author:* Document Creation Date:* 23/01/2017 Document Creation Date:* Please select V Releasable To:* Please select V Please select V Releasable To:* Please select V Concell C			Document data						
Status:* DRAFT Document Creation Date:* 23/01/2017 © a szer © Andreas © LON TEST MODIFIED © LOSDA1 © LOSDA2 © BARTS © SDA A1A1 © TATO01 © LOSDANDER © MALDI © SDA EX © SPA EX			Subject:*			Document Date:*	23/01/2017		
Double Please select			Statue:*	DRAFT	V	Document Creation Date:*	23/01/2017		
Positioning Positioning Site: Please select Author: CDSManager1 Site: Please select Author: CDSManager1 Accessibility Sabalai Sabalaii Sabalaiii Sabalaiii Sabalaii Sabalaiii Sabalaiii Sabalaiii Sabalaiii Saba			Status	DICALL	•	Document Creation Date.	25/01/2017		
Please select			Ditii						
OLOSUBSDA2 OLOSUBSDA2 DESCRIPTION OF THE PICTURE									
Accessibility Accessibility Accessibility Classification Level:* Please select Policy Identifier:* Please select Policy Identifier:* Please select Additional Information First Manual Additional Information First Manual Additional Information Document Type:* Additional Information Document Type:* Please select Releasable To:* Please select Revords: Reports Minutes First Manual PFFT OPSPLAN CONOPS Requirements OPSPLAN CONOPS Requirements OPSPLAN CONOPS Requirements OPSPLAN OPSPLAN CONOPS Requirements OPSPLAN OPSPL	<u>A OLOSDA1</u>		Site:*	Please select	~	Author:*	CDSManager1		
Classification Level:** Please select Policy Identifier:** Please select Policy Identifier:** Please select Policy Identifier:** Please select Policy Identifier:** Please select Additional Information Please select Additional Information Please select Concept Policy Plans Reports WALDI2 WALDI2 WALDI2 WALDI2 WALDI2 Mary YvesTraining Mary Mary Select Minutes Fields indicated with the asterisk mandatory. Concept Policy Please select Concept Policy Policy Please select Concept Policy Policy Please select Concept Policy Policy Policy Policy Policy Policy Please select Concept Policy Polic									
→ A TATOO1 → A OLOXANDER → A WALDI → A SDA EX → A doditional Information Document Type: Please select Concept Policy Plans Reports Minutes Fields indicated with the asterisk MALDI2 → A YMALDI2 → A YMALDI2 → A YMALDI3 → MILEX 15 → MILEX 15 → MILEX 15 → MILEX 15 → Mary Testing Mot Specified			Accessibility						
OLOXANDER			Classification Level:*	Please select		∨			
			Policy Identifier:*	Please select	~	Releasable To:*	Please select	~	
Additional Information Additional Information Additional Information Additional Information Document Type:* Concept Policy Plans Reports Minutes Fields indicated with the asterisk Reports Reports Minutes Fields indicated with the asterisk Reports Minutes Fields indicated with the asterisk Reports Minutes Fields indicated with the asterisk Reports Reports Minutes Fields indicated with the asterisk Reports									
Document Type: Please select Concept Policy Plans Reports MillEX 15 MillEX			Additional Information —						
⊕ Action ⊕ Act				Please select		Keywords:			
Plans Reports MILEX IS Part I Cancel CONOPS Requirements SOP Orders May I ST Created by CM I ST Created by C			233dillolic 17pci	Concept		110,1701001			
Minutes				Plans				~	
★ YvesTraining Inabitation CONDPS ConDPS ★ TEST12345678901234 Requirements SOP ★ MILEX 14 SOP Orders ★ MILEX 15 Maps ★ TEST created by CM Vector Data Image Not Specified ★ Mary Testing Not Specified				Reports Minutes					
CONOPS Requirements Description MILEX 14 MILEX 15 MILEX 15 Maps Maps Maps Maps Vector Data Image Not Specified Not Specified			Fields indicated with the asteris	K FFT	C	ancel			
⊕ MILEX 14 SOP ⊕ MILEX 15 Maps ⊕ Mary Testing Vector Data ⊕ Mary Testing Image Not Specified Not Specified			mandatory.	CONOPS					
Orders Maps ⊕ MEX 15 Maps ⊕ Mary Testina ⊕ Mex ⊕ Nex ⊕ Nex ⊕ Not Specified				ISOP					
				Orders					
				Vector Data					
⊕ <u>№ New</u> ⊕ <u>№ 07072016</u>				Image Not Specified					
				opeenies					

Functional account naming policy



Principle: The name of functional accounts should in CAMEO should be identical with the underlying EOW account name. Limitation: CAMEO account name cannot exceed 30 characters. Principle: Special characters like "/\", ":", " ' "are not allowed. For separation between groups of characters may be used " " character. Military naming convention: already used for EUMS needs. New Member States joining EOW /CAMEO may include new Civilian organizations, e.g. "MOD" = "Ministry of Defence" with specific Civilian codes for DEPARTMENT and POSITION. Proposal for CAMEO accounts naming convention: follow the existing Military naming convention with extended name space to accommodate Civilian codes for ORGANIZATION, DEPARTMENT, POSITION e.g. ORGANIZATION = {OHQ, FHQ, MOD, other potential Civilian codes}, DEPARTMENT = {CJx, IM, Senior, Medior etc}, POSITION = {INFOSEC, TRNG, MDW etc)

Functional account naming policy



□ Proposed naming convention table:

Code Position	Code meaning	Max no. of chars	No. of	Total chars
1	COUNTRY	2	1	3
2	ORGANISATION	3	1	7
3	DEPARTMENT	6	1	14
4	POSITION	10	1	25
5	POSITION Index	2		27

Functional account naming policy



- Mandatory codes: COUNTRY, ORGANIZATION, DEPARTMENT
- Optional codes: POSITION, POSITION Index
- To be considered: use only capital letters
- Examples:
 - IT_OHQ_CJ6_PLANS_1
 - EL_FHQ_IM_3
 - NL_MOD_Medior_MDW_03
 - NL_MOD_Senior_MDW_01
 - NL_MOD_Hfd_Dagploeg
 - NL_MOD_SO_EU_Algemeen (TBD-we have one extra code)

Functional groups policy



- ☐ Principle: The name of groups should be self-explanatory in terms of type, SDA, community, role, working group that is intended for.
- □ Principle: Easy to replicate the administrative design to other SDAs.
- Naming conventions for Local Functional Groups(LFG):
 - Associated with Roles (Vertical aspect)
 - Format: L_SDA Name_FinalSubSDA(Acronym)_Role
 - Examples:
 - L_EXERCISE09_CJ1_CM(related to "Content Manager" role)
 - L_EXERCISE09_INFMGR_CTB (related to "Contributor" role)
 - L_EXERCISE09_COMMON_ASC (related to "Associate" role)

Functional groups policy



- Naming conventions for Global Functional Groups (GFG):
 - Associated with major working groups within EEAS communities (Horizontal aspect)
 - Format: G_Community_WorkingGroup; "Community" can be omitted
 - Examples: G_EUMS_AST, G_MILEX14, G_EUMS_IMC

Functional groups policy -Conclusions



- ☐ LFGs DON'T offer account mobility between (sub)SDAs whereas GFGs DO.
- ☐ GFGs offer the possibility of having extended access rights to any documents within any SDAs as a temporary need for access and therefore, they provide administrative flexibility.
- □ Separation of access rights and visibility for accounts relative to sensitive (sub)SDAs can be implemented via GFGs (see CJ3-INTELIGENCE slide).



CAMEO

Comments?

Thank you!