



DECLARATION ON APPROPRIATE BEHAVIOUR FOR MEMBERS OF THE EUROPEAN PARLIAMENT

PURSUANT TO ANNEX II TO THE EUROPEAN PARLIAMENT'S RULES OF PROCEDURE

I hereby confirm my commitment to complying with the Code of Appropriate Behaviour for Members of the European Parliament in Exercising Their Duties.

Surname	MATTHIEU
Forename	Sara
Date	13/10/2020

Signature _____

This declaration will be published on Parliament's website.

• PLEASE RETURN THE SIGNED ORIGINAL TO:

European Parliament

Members' Administration Unit ¹

SPAAK 07B019

rue Wiertz, 60

B-1047 BRUSSELS

• AND A COPY TO: AdminMEP@europarl.europa.eu

¹ Legal Notice: The Members' Administration Unit is the Data controller within the meaning of Regulation (EU) 2018/1725 [Article 3, Paragraph 8] and the Bureau Decision of 22 June 2005 implementing the rules relating to that Regulation (OJ C 308, 6.12.2005, p. 1). The signatory of this declaration has the right to access his/her personal information, to have it corrected and the right to recourse. For this purpose, please write to AdminMEP@europarl.europa.eu



Annex II to the Rules of Procedure of the European Parliament

Code of Appropriate Behaviour for Members of the European Parliament in Exercising Their Duties

1. In exercising their duties, Members of the European Parliament will behave towards everyone working in the European Parliament with dignity, courtesy and respect and without prejudice or discrimination.
2. In exercising their duties, Members will behave in a professional manner and must refrain, in their relations with staff, from, in particular, degrading, insulting, offensive or discriminatory language or any other actions which are unethical, demeaning or unlawful.
3. Members may not, by their actions, incite or encourage staff to violate, circumvent or ignore the legislation in force, Parliament's internal rules or this Code, or tolerate such behaviour by staff under their responsibility.
4. With the aim of ensuring that the European Parliament functions effectively, Members will seek to ensure, exercising appropriate discretion, that any disagreements or conflicts involving staff under their responsibility are handled promptly, fairly and effectively.
5. Where necessary, Members will cooperate promptly and fully with the procedures in place for managing situations of conflict or harassment (psychological or sexual), including responding promptly to any allegations of harassment. Members should take part in specialised training organised for them on preventing conflict and harassment in the workplace and on good office management.
6. Members will sign a declaration confirming their commitment to complying with this Code. All declarations, whether signed or not, will be published on the website of the European Parliament.
7. Members who have not signed the declaration relating to this Code may not be elected as office-holders of Parliament or of one of its bodies, be appointed as a rapporteur or participate in an official delegation or interinstitutional negotiations.