

# Frequently Asked Questions put to Parliament's Spokesperson's Department

[28-03-2017 - 10:36]

How do MEPs work, how much are they paid, and what are their expenses? Answers to these and other frequently-asked questions about Parliament's working methods and running costs are set out in this FAQ section.

The sections below contain a wide range of information about the day-to-day running of the Parliament as well as about the elections, the work of MEPs, the setting up of political groups and much more.

Should you have additional queries, please contact the EP Spokesperson's Unit. For media queries questions about the work of the Committees of the European Parliament, please contact the Press service.

Contact details of the Spokesperson's and the Press service.

## Parliament: What is the European Parliament?

The European Parliament shares power over the EU budget and legislation with the Council of the European Union (EU government ministers), plays a key role in electing the President of the European Commission and makes sure other EU institutions are working democratically. The Members of the European Parliament are elected in the member states and represent the interests of the EU's 500 million inhabitants. Over the years and with subsequent changes in European treaties, the Parliament has acquired substantial legislative and budgetary powers.

- Infographic: ABC of the European Parliament: http://www.europarl.europa.eu/news/en/headlines/eu-affairs/20151116IFG02847/the-abc-of-the-european-parliament
- Infographic: ABC of EU institutions: http://www.europarl.europa.eu/news/en/headlines/eu-affairs/20130905STO18726/abc-of-the-eu-institutions
- A guide to the European Parliament (pdf): http://www.europarl.europa.eu/pdf/divers/EN\_EP%20brochure.pdf

# Parliament: What are the European Parliament's powers and legislative procedures?

The Parliament is co-legislator - it has the power to adopt and amend legislation and it decides on the annual EU budget on an equal footing with the Council. It supervises the work of the Commission and other EU bodies and cooperates with national parliaments of EU countries to get their input.

The vast majority of EU legislation is passed through **the ordinary legislative procedure**, also known as "co-decision". This is the procedure which is mostly used and gives the same weight to the European Parliament and the Council of the European Union. It applies to a wide range of areas such as economic governance, immigration, energy, transport, climate change, the environment and consumer protection.

There are a few areas in which other decision-making procedures are used. In areas such as taxation, competition law and Common Foreign and Security Policy, the European Parliament is "consulted". In those cases, Parliament may approve or reject a legislative proposal, or propose amendments to it, but the Council is not legally obliged to follow Parliament's opinion, although it does need to wait for it before taking a decision. The "consent" procedure, when Parliament's approval is required, applies to the accession of new EU member states and international trade agreements between the EU and third countries or groups of countries. The consent procedure is also used in the final decision on the appointment of the European Commission.

### What about legislative initiative? Who initiates EU law?

Although it is up to the Commission to propose new EU laws, Parliament can take the initiative by requesting the Commission to submit a legislative proposal. When adopting such a "legislative initiative", MEPs may set a deadline for the submission of a proposal. If the Commission refuses, it must explain why.

### **Delegated/implementing acts**

When adopting a new law, MEPs and Council can task the Commission to complement the law with minor additions or changes (like technical annexes or updates) through delegated acts (acts which supplement or amend parts of the law) or implementing acts (acts giving details on how to implement the law). In this way, legislation can remain simple and, if needed, be supplemented and updated without new negotiations at legislative level.

Depending of the kind of act adopted by the Commission, MEPs have different options if they disagree with the measures proposed by the commission. MEPs have a veto right for delegated acts. For implementing acts MEPs can ask the Commission to amend or withdraw it, but the Commission has no legal obligation to do this.

## Parliament: What role does the EP play in the EU budget?

Parliament decides, together with Council, on the EU's annual budgets. The annual budgets have to remain within the limits set by the EU's seven-year "financial framework". This long-term budget needs Parliament's approval to be adopted.

After the end of each year, MEPs scrutinize how the European Commission and EU countries have spent the money in order to decide whether to grant each institution discharge, i.e. final approval of how the budget for a specific year has been implemented.

- Legislative powers of the EP explained: http://www.europarl.europa.eu/aboutparliament/en/20150201PVL00004/Legislative-powers
- Budgetary powers: http://www.europarl.europa.eu/aboutparliament/en/20150201PVL00005/Budgetary-powers
- Subsidiarity principle explained: http://www.europarl.europa.eu/relnatparl/en/about/subsidiarity l

## Elections: How are members of the European Parliament elected?

European elections are held every five years. The next elections will take place 23-26 May 2019. The last elections took place from 22-25 May 2014.

Each member state has a fixed number of members of the European Parliament (MEPs); from six for Malta, Luxembourg, Cyprus and Estonia to 96 for Germany, making a total of 751. With the departure of the 73 British members, the MEPs and Council agree to see a reduction in the size of the EP from 751 to 705 seats as of the 2019 elections. This reduction would leave room for possible future enlargements of the Union.

The allocation of seats is laid down in the European Union treaties. The countries with larger populations have more seats than those with smaller ones, but the latter have more seats than strict proportionality would imply. This system is known as the "degressive proportionality" principle.

Elections to the European Parliament are largely governed by national electoral laws and traditions, but there are also common EU rules. In 2015, MEPs initiated a reform of the EU rules, aiming at reducing the current inequalities between citizens of different EU countries and making the whole system more transparent. The procedure with the Council should be finalised in time for the 2019 elections.

- MEPs by member state and political group: http://www.europarl.europa.eu/meps/en/crosstable.html
- Article on distribution of seats: http://www.europarl.europa.eu/news/en/headlines/eu-affairs/20180126STO94114/eu-elections-how-many-meps-will-each-country-get-in-2019

## Elections: What are political groups and how are they formed?

After the elections, MEPs form political groups. These groups bring together MEPs from different Member States on the basis of their political affinities. Groups can also be formed later during the Parliament mandate. Currently there are 8 political groups in the European Parliament.

To get the formal status of a political group it must consist of at least 25 MEPs, elected in at least one-quarter of the member states (i.e. at least 7). MEPs may only belong to one political group.

When a group is set up, the President of Parliament must be notified in a statement specifying the name of the group, its members and its presidium.

Normally, Parliament does not assess the political affinity of group members. By forming a group, MEPs accept by definition that they have political affinity. It is only when this is denied by the MEPs concerned themselves that Parliament will have to evaluate whether the group has in fact been constituted in conformity with the rules.

Political groups can hire staff and are provided with administrative facilities, funded by Parliament's budget. Parliament's Bureau sets the rules for how these funds and facilities are managed and audited.

The funds available to the groups are intended not only to cover the administrative and operational cost of a group's staff but also the cost of political and information activities in connection with the European Union's political activities.

The budget may not be used to finance any form of European, national, regional or local electoral campaign or to finance political parties at national and European level or their dependent bodies.

Not all MEPs sit in a group. Those who do not, are known as "non-attached" members. They are also provided with staff and have rights under the rules set out by the Bureau.

- The groups' annual accounts: http://www.europarl.europa.eu/groups/accounts\_en.htm
- More information and links to the homepages of the existing political groups: http://www.europarl.europa.eu/aboutparliament/en/20150201PVL00010/Organisation#political-groups
- MEPs by member state and political group: http://www.europarl.europa.eu/meps/en/crosstable.html

## **Elections: Seating in the Chamber**

The decision as to how seats in the Chamber are allocated among political groups, non-attached MEPs and representatives of EU institutions is taken by the Conference of Presidents (the leaders of the political groups and the President of Parliament) at the start of each legislative term. For the past few terms, political groups have sat like wedges in a pie chart, with the group leaders all in the first row, except when a new political group is formed half-way through the mandate.

- The chambers an overview: http://www.europarl.europa.eu/plenary/en/hemicycle.html
- Strasbourg Chamber seating plan (interactive plan): http://www.europarl.europa.eu/hemicycle/index.htm?lang=en&loc=str
- Strasbourg Chamber seating plan (PDF version): http://www.europarl.europa.eu/sed/doc/ext/hemicycle/PLAN\_STR.pdf
- Brussels Chamber seating plan (interactive plan): http://www.europarl.europa.eu/hemicycle/index.htm?lang=en&loc=bru
- Brussels Chamber seating plan (PDF version): http://www.europarl.europa.eu/sed/doc/ext/hemicycle/PLAN BRU.pdf

## Elections: Political parties and political foundations at European level

Political parties at European level

### What is a political party at European level?

A political party at European level operates at a transnational level. It is composed of national parties and individuals and has members represented in several (at least seven) EU member states.

See Article 10 paragraph 4 of the Treaty on European Union and Article 224 of the Treaty on the Functioning of the European Union to find out more.

### How are political parties at European level funded?

Since July 2004, European political parties have had the possibility to receive annual funding from the European Parliament in the form of an operational grant. It can cover up to 90% of the expenditure of a party, while the rest should be covered by own resources, such as membership fees and donations. New funding rules for European political parties and foundations were approved by the European Parliament on 17 April 2018.

## What can and what cannot be paid from the grant?

The grant is intended to meet the expenditure directly linked to the objectives set out in the party's political program, such as:

- meetings and conferences,
- publications, studies and advertisements,
- administrative, personnel and travel costs, or
- campaign costs related to European elections.

The grant may not be used for:

- campaign costs for referenda and elections (except for European elections),
- direct or indirect funding of national parties, election candidates and political foundations both at national and at European level, or
- debts and debt service charges.

Political foundations at European level

### What is a political foundation at European level?

A political foundation at European level is affiliated with a European political party and underpins and complements the objectives of that party. A European political foundation makes analyses and contributes to debates on European public policy issues. It also engages in related activities, such as organising seminars, training, conferences and studies.

### How is a political foundation at European level financed?

Foundations were funded from October 2007 to August 2008 by action grants awarded by the European Commission under a pilot project. From September 2008, the European Parliament took over the funding and now awards annual operating grants. The grant may cover up to 90 % of a foundation's expenditure, while the rest should be covered by own resources, such as membership fees and donations.

## What may or may not be paid from the grant?

The grant can be used to fund expenditure directly linked to the activities set out in the foundation's programme of activities, such as:

- · meetings and conferences,
- publications, studies and advertisements, or
- administrative, personnel and travel costs.

The grant may not be used to fund expenditure such as, inter alia:

- campaign costs for referenda and elections,
- direct or indirect funding of national parties, election candidates and national political foundations, or
- debts and debt service charges.

## **Authority for European Political Parties and European Political Foundations**

Since 2016 European Political Parties and European Political Foundations are registered and controlled by the Authority for European Political Parties and European Political Foundations (the 'Authority'), who can also impose sanctions on them. The Authority is independent from the EU parliament. Where doubts arise about whether a party or foundation are living up to the necessary requirements, the EP, Council or Commission may lodge a request with the Authority to verify the situation. Before coming to a decision on whether to de-register a party or foundation, the Authority must consult a Committee of independent eminent persons. The Authority is represented by its Director who takes all decisions of the Authority on its behalf.

- More information and financial rules governing political parties and foundations: http://www.europarl.europa.eu/contracts-and-grants/en/20150201PVL00101/Political-parties-and-foundations
- Press release on new rules: http://www.europarl.europa.eu/news/en/pressroom/20180411IPR01520/european-political-parties-parliament-approves-new-funding-rules
- Authority: http://www.appf.europa.eu/appf/en/home/welcome.html

## Elections: Who are the MEPs in key functions and how are they elected?

At the first plenary session after the European elections, Parliament elects a new President, 14 new Vice-Presidents and five Quaestors.

All elected offices in the European Parliament, i.e. President, Vice-President, Quaestor, Committee Chair and Vice-Chair, and Delegation Chair and Vice-Chair, are renewed every two and half years, so once at the start and once half-way through the 5-year legislative term. Current office-holders can be confirmed for a second mandate.

In electing the President, Vice-Presidents and Quaestors, account should be taken of the need to ensure an overall fair representation of member states and political views.

### The European Parliament's President

The President directs Parliament's activities, chairs plenary sittings and signs off the annual EU budget. The President represents the Parliament to the outside world and in its relations with the other EU institutions.

In January 2017 Antonio TAJANI was elected European Parliament President.

#### How is she or he elected?

The first act of a new European Parliament is to elect its President. Candidates for the Presidency may be proposed either by a political group or by a minimum of forty MEPs. The election is held by secret ballot. To be elected, a candidate must win an absolute majority of the valid votes cast, i.e. 50% plus one.

If no candidate is elected at the first ballot, the same or other candidates may be nominated for a second round of voting under the same conditions. This can be repeated at a third round if necessary, again with the same rules.

If no-one is elected at the third ballot, the two highest-scoring candidates in that round proceed to a fourth ballot, where the one receiving the greater number of votes wins. (Should there be a tie at this stage, the older candidate is declared the winner).

### Who are the Vice-Presidents and Quaestors?

Vice-Presidents may replace the President in performing his or her duties when necessary, including chairing plenary sittings. They are also members of the Bureau - the body responsible for all administrative, staff and organizational matters in Parliament.

The Quaestors deal with administrative matters directly affecting MEPs themselves.

The European Parliament has 14 vice-presidents and five quaestors.

### How are they elected?

Candidates for the posts of Vice-President and Quaestor may be presented either by a political group or by at least 40 Members. The vice-presidential election is held using a single secret ballot on all candidates. The order in which candidates are elected determines the order of precedence).

Who are the political group chairs and how are they elected?

There are currently 8 political groups in the European Parliament. Each political group elects its own chair or chairs. The chairs and the EP president constitute the EP Conference of Presidents.

The Conference of Presidents organizes Parliament's business and legislative planning, decides the responsibilities and membership of committees and delegations and is responsible for relations with other EU institutions, the national parliaments and non-EU countries.

### Who are the committee chairs and how are they elected?

During their constitutive sittings (and mid-term, when new office-holders are elected), Parliament's committees elect their Chairs and Vice-Chairs. Chairs and Vice-Chairs may also be confirmed for a second mandate in the elections taking place in the mid-term of the legislature.

Each committee elects its Bureau, consisting of a Chair and of Vice-Chairs, in separate ballots. The number of Vice-Chairs to be elected is determined by the full Parliament upon a proposal by the Conference of Presidents.

Parliament's standing interparliamentary delegations (for relations with non-EU parliaments) also elect their Chairs and Vice-Chairs, using the same procedure as for committees.

### Who are the Coordinators in committees and how are they elected?

The political groups elect "coordinators" for the parliamentary committees. They are each group's political leader in the committee. They coordinate their group's viewpoint on the topics before the committee, and together with the chair and the vice-chairs, they organise the work in the committee.

- Website of the President: http://www.europarl.europa.eu/the-president/en/
- List of current Vicepresidents and Quaestors (forming the Parliament Bureau): http://www.europarl.europa.eu/meps/en/search.html?bodyType=OTH&bodyValue=BURO
- Electing the EP president a podcast by the European Parliamentary Research Service: https://www.youtube.com/watch?v=LrKDbXQYCp0&feature=youtu.be
- Electing the European Parliament's president procedure explained: http://www.europarl.europa.eu/RegData/etudes/ATAG/2017/595872/EPRS\_ATA%282017%29595872\_E N.pdf
- How to elect the President of the European Parliament (infographic): https://www.pinterest.co.uk/pin/264234703120344207/
- Who's who at the European Parliament (infographic): http://www.europarl.europa.eu/news/en/headlines/eu-affairs/20170608STO76914/how-parliament-is-run-president-vice-presidents-and-quaestors-infographic
- Find out more about the Political Groups here: http://www.europarl.europa.eu/meps/en/hemicycle.html
- More information and links to the homepages of the existing political groups: http://www.europarl.europa.eu/aboutparliament/en/20150201PVL00010/Organisation#political-groups
- Parliamentary Committees website: http://www.europarl.europa.eu/committees/en/home.html

## **Elections: Verification of new MEPs**

Newly-elected MEPs' credentials are verified to establish that they do not hold another office that is incompatible with membership of the European Parliament. Incompatible offices include being a member of government or of an EU member state parliament, the European Commission, the Court of Justice, the European Central Bank Board of Directors, the Court of Auditors, or the European Investment Bank. Active officials of EU institutions or bodies set up under the EU treaties to manage Community funds are also barred from being MEPs.

Once the election results are official, the Member States communicate the names of those who have won a seat to the EP and asks them to take the necessary measures to avoid any incompatibility of offices.

Before taking their seats, new MEPs whose election has been notified to Parliament must declare in writing that they do not hold any office incompatible with that of an MEP. This declaration needs to be made no later than six days before Parliament's constitutive sitting.

New MEPs' credentials are checked ex post by Parliament's Legal Affairs Committee, which draws up a decision based on the information provided by the Member States. The decision is then passed to the President who informs the plenary during the next sitting. Other than checking the credentials, Parliament also rules on any disputes pursuant to the Act of 20 September 1976, except those based on national electoral laws.

Where it is established that an MEP holds an incompatible office, Parliament "shall establish that there is a vacancy."

- Rules of Procedure of the European Parliament Rule 3: Verification of credentials: http://www.europarl.europa.eu/sides/getDoc.do?pubRef=-//EP//TEXT+RULES-EP+20170116+RULE-003+DOC+XML+V0//EN&language=EN&navigationBar=YES
- List of incompatibilities (see Article 7): http://eur-lex.europa.eu/legal-content/en/TXT/?uri=CELEX:01976X1008(01)-20020923

## **Elections: Parliamentary immunity**

Parliamentary immunity is not a Member's personal privilege, but guarantees that a MEP can freely exercise his or her mandate and cannot be exposed to arbitrary, political persecution. As such it is a guarantee of the independence and integrity of Parliament as a whole.

Members of the European Parliament cannot be subject to any form of inquiry, detention or legal proceedings because of opinions expressed or votes cast in their capacity as MEP.

An MEP's immunity is twofold:

- in the territory of his or her own member state, similar to the immunities accorded to members of their national parliament; and
- in the territory of any other member state, immunity from any measure of detention and from legal proceedings. (Article 9 of Protocol n°7)

Immunity does not apply when a MEP has or is suspected by the competent judicial authorities of having committed an offence.

### How can the immunity be waived or defended?

Following a request by a competent national authority to the European Parliament that the immunity of a Member be waived (or a request by an MEP or former MEP that his/her immunity is defended), Parliament's President will announce the request to the plenum and refer it to the parliamentary committee responsible, which is the Committee on Legal Affairs.

The committee may ask for any information or explanation which it deems necessary. The MEP concerned will be given an opportunity to be heard, and may present any documents or other written evidence.

The committee adopts, in camera, a recommendation to the whole Parliament to approve or reject the request, i.e. to lift or defend the immunity. At the plenary session following the committee decision, Parliament reaches a decision by a simple majority vote. Following the vote, the President will immediately communicate Parliament's decision to the MEP concerned and to the competent authority of the Member State concerned.

### Does an MEP keep his/her seat even if his or her immunity is waived?

Yes. The mandate of an MEP is a national mandate and cannot be taken away by any other authority. Moreover, the lifting an MEP's immunity is not a "guilty" verdict. It merely enables the national judicial authorities to proceed to undertake an investigation or a trial. And as MEPs are elected under national electoral law, if an MEP is found guilty of a criminal offence, it is for the member state's authorities to decide whether his or her mandate therefore falls.

### Links

 Rules of Procedure of the European Parliament - Rule 9: Procedures on immunity: http://www.europarl.europa.eu/sides/getDoc.do?pubRef=-//EP//TEXT+RULES-EP+20150909+RULE-009+DOC+XML+V0//EN

## Elections: How is an MEPs who resigns replaced?

If a member leaves the Parliament during the mandate she or he is replaced according to the rules of his or her country. Contact your local European Parliament Liaison Office for more information.

### Links

· List of outgoing and incoming MEPs: http://www.europarl.europa.eu/meps/en/incoming-outgoing.html

# Elections: How are the Commission President and Commissioners appointed?

### **Commission President**

The European Parliament elects the Commission President.

After the elections, one of the first tasks of an incoming Parliament is to elect a new President of the European Commission (the EU's executive body). Member states nominate a candidate for the post, but in doing so they must take account of the European election results. Moreover, Parliament needs to approve the new Commission President by an absolute majority (half of the existing MEPs plus one). If the candidate doesn't obtain the required majority, the member states need to propose another candidate within a month's time (European Council acting by qualified majority). For the 2014 elections, Parliament introduced the system of lead candidates. Each European political party put forward a candidate for Commission president and the party which became the biggest in the elections could propose Parliament's candidate for the nomination for the Commission leadership.

#### Commissioners

Candidates for the remaining Commission portfolios have to go through a tough parliamentary vetting process too.

The Council, in agreement with the Commission President-elect, adopts a list of candidate commissioners, one for each member state. These Commissioners-designate appear before parliamentary committees in their prospective fields of responsibility. Each committee then meets to draw up its evaluation of the candidate's expertise and performance, which is sent to the President of the Parliament. A negative evaluation has prompted candidates in the past to withdraw from the process. The full Commission, including the Commission President and the High Representative for Foreign Affairs and Security Policy, then needs to be approved in a single vote of consent by Parliament.

After the President and Commissioners have been approved by Parliament, they are formally appointed by the Council, acting by a qualified majority.

In the event of a substantial portfolio change during the Commission's term of office, the filling of a vacancy or the appointment of a new Commissioner following the accession of a new member state, the Commissioners concerned is heard again before the relevant committees.

- More information about past hearings: http://www.europarl.europa.eu/hearings
- EU Commission presidency: choosing from a legion of super candidates (video): https://www.europarltv.europa.eu/programme/eu-affairs/eu-commission-presidency-choosing-from-a-legion-of-super-candidates

# Elections: Unfinished business: what happens to legislation that has not been completed by the end of a parliamentary term?

All votes taken by Parliament before the elections remain legally valid for the next Parliament. This means that after the elections the new Parliament will pick up the files where the previous Parliament left them and will continue with the next stage of the decision-making procedure.

For legislative business that hasn't reached the plenary before the elections, there is no legally valid Parliament position and therefore Parliament's internal rules of procedure stipulate that in these cases the work done on them (e.g. in committee) during the previous parliamentary term lapses. However, at the beginning of the new parliamentary term, the new Parliament's Conference of Presidents – the EP President and the political group leaders – may decide to continue the work already done on those files (rule 229 of the EP's rules of procedure).

### Links

Legislative observatory: http://www.europarl.europa.eu/oeil/search/search.do?searchTab=y

## Elections: What are Intergroups and how are they formed?

Intergroups are unofficial groupings of MEPs who are interested in a particular topic which does not necessarily fall within the scope of the European Parliament's normal work but may be of interest to wider society. Intergroups hold informal discussions and promote exchanges between MEPs and civil society.

As intergroups are not official bodies of Parliament, they cannot express Parliament's views. They may not engage in any activities which might be confused with Parliament's official activities.

Parliament's presidium has laid down conditions for establishing intergroups, which are formed at the start of each parliamentary term (such as that an application must be signed by at least three political groups and a yearly declaration of financial interests is required). If these conditions are met, political groups may provide intergroups with logistical support.

Chairs of intergroups must declare any support they receive in cash or kind. These declarations must be updated every year and be publicly available.

#### Links

List of intergroups and rules on them: http://www.europarl.europa.eu/aboutparliament/en/20150201PVL00010/Organisation#intergroups

### **MEPs: The work of MEPs**

MEPs are the elected representatives of the people in the EU; they represent their interests and those of their cities or regions in Europe. They listen to people with local and national concerns, interest groups and businesses. They are EU lawmakers but can also quiz the Commission and the Council of Ministers. MEPs play an important role on the big issues of our times such as climate change, migration, human rights in the world and the way in which we regulate our financial markets.

MEPs' daily workload is split between work for their constituents back in their home country, their work in the committees, the debates in their political groups as well as debates and votes in the plenary. MEPs attend meetings of their committees and their political groups as well as many others. They may also be part of a delegation for relations with non EU-countries which might require occasional travel outside the EU.

### Working in committees

Parliament is divided up into twenty specialised committees, which are the first to deal with legislative proposals submitted to it.

These committees deal with the legislative proposals through the adoption of reports with amendments. (In between the committee votes and the plenary debates and votes, the amendments and resolutions are discussed by the political groups.) The committees also appoint a team of MEPs to conduct negotiations with the Council on EU legislation. And they adopt own-initiative resolutions, organise hearings with experts and scrutinise the other EU bodies and institutions.

A committee consists of between 25 and 73 full members and an equivalent number of substitutes.

Each committee elects a chair and up to four vice-chairs amongst its full members, forming together the 'committee bureau', for a two and a half year mandate. The political make-up of the committees reflects that of the plenary assembly.

Parliament can also set up sub-committees and special temporary committees to deal with specific issues, and it may create committees of inquiry to investigate alleged contraventions or maladministration of EU law.

The parliamentary committees normally meet in Brussels. Their debates are held in public and, in principle, can be followed by webstreaming.

- Video "Behind the scene of a plenary session": https://www.europarltv.europa.eu/programme/eu-affairs/backstage-of-a-plenary
- Website of committees: http://www.europarl.europa.eu/committees/en/home.html
- · Webstreaming of committees: http://www.europarl.europa.eu/ep-live/en/committees/search
- Website of delegations: http://www.europarl.europa.eu/delegations/en/home

## **MEPs: How many MEPs?**

Since 1 July 2014 there have been 751 MEPs in the European Parliament, as laid down in the Lisbon Treaty.

In February 2018 the MEPs voted to reduce the number of seats in the next European elections in May 2019. With the departure of the 73 British members, the MEPs want to see a reduction in the size of the EP from 751 to 705 seats. This reduction would leave room for possible future enlargements of the Union.

The proposal ensures that seats are distributed in an "objective, fair, durable and transparent way". If approved by the European Council, the new distribution of seats should respect the principle of "degressive proportionality", whereby larger member states have less seats than smaller ones in relation to their population; MEPs from larger member states represent more citizens than those from smaller ones. But the change also reflects any change in the number of member states and demographic trends, and respect the overall balance of the institutional system.

- List of MEPs: http://www.europarl.europa.eu/meps/en/map.html
- · MEPs by Member State and political group: http://www.europarl.europa.eu/meps/en/crosstable.html
- Press release: How will Brexit affect the size of the EP?: http://www.europarl.europa.eu/news/en/press-room/20180202IPR97025/size-of-parliament-to-shrink-after-brexit

## **MEPs: Salaries and pensions**

### How much do MEPs get paid?

Under the single statute for Members in force since July 2009, MEPs all receive the same salary.

The monthly pre-tax salary of MEPs, under the single statute, is € 8.611.31 (as of July 2017). This salary comes from Parliament's budget and is subject to an EU tax and insurance contributions, after which the salary is € 6.710.67. This salary is subject to a national tax as well in a number of Member States. The MEPs' basic salary is set at 38.5% of the basic salary of a judge at the European Court of Justice, so MEPs do not, and cannot, decide on their own salary.

There are a few exceptions to the single statute: MEPs who held a mandate in Parliament before the 2009 elections could opt to keep the previous national system for salary (in which they were paid the same amount as national MPs), transitional allowance and pensions, for the entire duration of their membership of the European Parliament.

### Are MEPs entitled to a pension? How much is it?

Members are entitled to an old-age pension from the age of 63. The pension equals 3.5% of the salary for each full year's exercise of a mandate but not more than 70% in total. The cost of these pensions is met from the European Union budget.

An additional pension scheme, introduced for MEPs in 1989, was closed to new members from July 2009 and is being phased out.

- About MEPs (scroll down for salaries and pensions): http://www.europarl.europa.eu/meps/en/aboutmeps.html
- Statute for Members of the European Parliament: http://eur-lex.europa.eu/legalcontent/EN/ALL/?uri=CELEX:32005Q0684

## **MEPs: Summary of allowances**

Much of MEPs' work means being away from home and their home country. Therefore, a number of allowances are available to cover the costs involved.

### **Travel expenses**

Most European Parliament meetings, such as plenary sessions, committee meetings and political group meetings, take place in Brussels or Strasbourg. MEPs are refunded the actual cost of their travel tickets for attending such meetings upon presentation of receipts, up to a maximum of a business class (or similar) air fare, a first class rail fare or €0.50 per km for car journeys (up to a maximum of 1000 km), plus fixed allowances based on the distance and duration of the journey to cover other costs of travelling (such as motorway tolls, excess baggage charges or reservation fees).

Members are often required to travel within and outside the Member State in which they were elected, both in the performance of their official duties and for other purposes (for example, to attend a conference or take part in a working visit). For activities outside their own country, MEPs may be reimbursed for their travel, accommodation and related expenses up to a maximum annual amount of €4 264. For activities within their Member State of election, only travel expenses are reimbursed, up to a maximum annual amount determined on a country-by-country basis.

## Daily allowance (also called "subsistence allowance").

Parliament pays a flat-rate allowance of €313 to cover accommodation and related costs for each day that MEPs are present in Brussels or Strasbourg on official business, provided that they sign a register to attest their presence. The allowance covers hotel bills, meals and all other expenses involved. The allowance is reduced by half, if MEPs miss more than half the roll-call votes on days when plenary votes are held, even if they have been present and signed the attendance register.

For meetings outside the EU, the allowance is €156 (again subject to signing a register) with hotel bills refunded separately.

### General expenditure allowance

This flat-rate allowance is intended to cover the cost of activities in the constituencies mainly, such as office rent and management costs, telephone and subscriptions, representation activities, computers and telephones, the organisation of conferences and exhibitions. The allowance is halved for Members who, without due justification, do not attend half the number of plenary sittings in one parliamentary year (September to August).

In 2018 the allowance is € 4.416 per month.

### **Medical costs**

MEPs are entitled to a reimbursement of two-thirds of their medical expenses. Apart from the proportion of reimbursement, the detailed rules and procedures of this system are the same as that which covers EU civil servants.

### **End-of-term allowance**

At the end of their term of office MEPs are entitled to a transitional allowance, equivalent to their salary, for one month per year they were in office. The maximum duration of this allowance is two years. The allowance is not paid if a Member has a mandate in another parliament or takes public office. If the MEP is simultaneously entitled to an old-age or invalidity pension, s/he cannot receive both, but must choose one or the other.

## Other entitlements

Parliament provides equipped offices to MEPs in both Brussels and Strasbourg. MEPs may make use of Parliament's official vehicles on official business when in either city.

- About MEPs (scroll down for allowances): http://www.europarl.europa.eu/meps/en/about-meps.html
- Statute for Members of the European Parliament: http://eur-lex.europa.eu/legalcontent/EN/ALL/?uri=CELEX:32005Q0684

## MEPs: Staffing arrangements: parliamentary assistants

MEPs can choose their own staff, within a budget set by Parliament. In 2018, the maximum monthly amount available for all the costs involved in recruiting personal assistants is € 24,526 per MEP. None of these funds are paid to the MEP themselves.

MEPs can choose different kind of assistants:

- Accredited assistants, based in Brussels (or Luxembourg/Strasbourg) are managed administratively directly by Parliament's administration, under the same employment conditions as for temporary EU staff. MEPs can recruit a maximum of three accredited assistants (under certain conditions four). A minimum of a quarter of the total budget must be used for the employment of accredited assistants.
- MEPs can also hire "local" assistants based in their member states. They are managed administratively by qualified paying agents to ensure that tax and social security requirements are properly met. A maximum of 75 % of the total budget can be used for these local assistants.

Apart from employing accredited and local assistants, up to a quarter of the total budget available can also be used to pay for services from providers chosen by the MEP, such as ordering an expert study.

The assistants are required to avoid external activities that may cause a conflict of interest. Since 2009, MEPs may no longer employ close relatives.

The names or corporate names of all assistants are published on Parliament's website for the duration of their contract, unless they obtain a derogation on duly justified grounds of protection of their safety.

- List of MEPs Assistants: http://www.europarl.europa.eu/meps/en/assistants.html
- Staffing arrangements: http://www.europarl.europa.eu/meps/en/about-meps.html

# Parliament (organisational aspects): Why does Parliament move between Brussels and Strasbourg?

The EU's national governments unanimously decided in 1992 to lay down in the EU treaty where the EU institutions are officially seated.

This decision had important consequences for the working arrangements for the Parliament: its official seat and the venue for most of the plenary sessions officially became Strasbourg; parliamentary committees were to have their meetings in Brussels; and Parliament's Secretariat (its staff) would be officially based in Luxembourg. In 1997 this whole arrangement was incorporated into the EU treaty.

Any change in the current system would need changing the treaty, which requires unanimity among all member states governments and ratification by each of their national parliaments.

What are the costs of using Strasbourg as a seat of Parliament?

A 2013 study by the European Parliament shows that €103 million could be saved per year should all EP operations be transferred from Strasbourg to Brussels (2014 prices). This is a significant amount, though it corresponds to just 6% of Parliament's budget, or 1% of the EU's administrative budget or just 0.1% of the entire EU budget.

In 2014 the Court of Auditors prepared its own, independent analysis in response to the EP's resolution of 20 November 2013. The Court confirmed the conclusions of the 2013 EP study but arrived at a total expenditure associated with the Strasbourg seat of €109 million per year. A further €5 million savings would come from reduction of the travel expenses in the budgets of the European Commission and the Council.

# Parliament (organisational aspects): Why was Strasbourg designated the official seat of the European Parliament?

The decision in 1992 formalised a situation which already existed at the time and which reflected compromises arrived at over a number of years.

When the European Coal and Steel Community (ECSC) was set up a few years after WWII, in 1952, establishing joint management of the steel and coal reserves of six countries, including Germany and France, its institutions were located in Luxembourg. The Council of Europe (an intergovernmental body for human rights and culture of 47 countries which was also set up in the immediate post-WW2 period), was already based in Strasbourg and it offered its plenary chamber for meetings of the ECSC's "Common Assembly", which was to develop into the European Parliament. Strasbourg gradually became the main home of plenary sessions of the Parliament, though additional sessions were also held in Luxembourg in the 1960s and 1970s.

After the creation of the European Economic Community in 1958, much of the work done by the European Commission and the Council of Ministers came to be concentrated in Brussels. Since Parliament's work involves closely monitoring and interacting with both these institutions, over time Members decided to organise more of their work in Brussels. By the early nineties, the present arrangement was more or less in place, with committees and political groups meeting in Brussels and the main plenary sessions taking place in Strasbourg. A major part of Parliament's staff is based in Luxembourg.

#### Links

 Resolution from 20 November 2013: http://www.europarl.europa.eu/sides/getDoc.do?type=TA&language=EN&reference=P7-TA-2013-0498

## Parliament (organisational aspects): Which languages are in use in the Parliament?

The EU has 24 official languages. An obvious reason is that all EU citizens should have the possibility to read laws or other EU documents that concern them in their own language and to follow debates in their own language. But it is also important that MEPs have the possibility to speak, listen, read and write in their own language and, in fact, in any of the EU's official languages. Because it is a fundamental democratic principle that every EU citizen can become a Member of the European Parliament, even if he or she does not speak one of its working languages (English, French). Any citizen who becomes a Member of the European Parliament must be able to perform his or her duties without a special knowledge of foreign languages. And to guarantee the same working conditions for all MEPs, they must have full access to information in their respective languages. MEPs' speeches in one official language are simultaneously interpreted into other official languages. And official texts are translated into all 24 languages.

The accession of Croatia on 1 July 2013, brought the total number of official languages to 24: Bulgarian, Czech, Croatian, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Italian, Irish, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovene, Spanish and Swedish.

The departure of the United Kingdom from the EU will not as such result in the abolition of English as an official language. All EU governments would need to decide on that unanimously and as English is also an official language in Ireland and Malta, that possibility seems remote.

### The work of an interpreter or translator

In general, each interpreter and translator works in his/her mother tongue. With 24 official languages, there are 552 possible language combinations. In order to cope with those, Parliament sometimes uses a system of "relay" languages: a speaker or a text is first interpreted or translated into one of the most widely used languages (English, French or German), and then into others.

Interpreting and translating are different professions: interpreters render one language into another orally in real time during meetings; translators work with written documents, producing a completely accurate version of the document in the target language.

The Parliament employs about 300 staff interpreters and can also regularly draw on more than 1,500 external accredited interpreters. Between 700 and 900 interpreters are on hand for plenary session weeks. The Parliament employs about 700 translators, who translate more than 100,000 pages each month.

In 2013, Parliament spent approximately a fourth of its total budget on multilingualism.

- Multilingualism at the European Parliament: http://www.europarl.europa.eu/aboutparliament/en/20150201PVL00013/
- Multilingualism: the fabric of Europe's identity (video): https://www.europarltv.europa.eu/programme/others/multilingualism-in-the-fabric-of-europes-identity
- The importance of multilingualism in Europe (infographic): http://www.europarl.europa.eu/news/en/headlines/society/20170705STO79028/infographic-the-importance-of-multilingualism-in-europe

## Parliament (organisational aspects): How many people work in the Parliament?

As of January 2018, the **number of civil servants, temporary and contract staff** working for Parliament (including for the political groups) in different locations was as follows:

TOTAL	Brussels	Strasbourg	Luxembourg	Other locations
7698	4903	292	2251	252

The majority of Parliament's staff (55%) are women.

Almost nine per cent of Parliament's staff work for the political groups (671 posts).

Parliament's staff come from all European Union member states and even a number of other countries. Belgium accounts for the largest share, followed by France, Italy, Spain and Germany.

Some work has been outsourced such as parts of Parliament's building management, IT, cleaning and canteen services. On any given day there may be over 10,000 people on Parliament's premises, when staff numbers are swelled by journalists, visitors and lobbyists.

# Parliament (organisational aspects): Accessibility to the European Parliament for people with disabilities

Over the years, a great number of measures have greatly improved accessibility for Members, staff and visitors with disabilities. All new projects to extend, renovate or fit out its buildings must from the start fully ensure accessibility for people with disabilities as a priority.

All Parliament buildings have at least one entrance that is accessible by wheelchair. The car parks in all three cities where Parliament is located (Brussels, Strasbourg and Luxembourg) have spaces reserved for disabled drivers, and the cafeterias are equipped with tables and cash tills adjusted for people using a wheelchair. Working dogs are allowed onto the Parliament premises.

In addition to these access-friendly facilities, the Parliament's digital accessibility has been steadily improved over the last few years, with an increase of assistive technologies available on request. For the hearing impaired, induction loops can be provided and sign language interpreters can be requested in advance. For the visually impaired, braille printing and displays, reading aids and screen reader programmes are just a few of the assistive technologies at hand.

In line with the EU directive for the accessibility of websites of public sector bodies, the Parliament's website has been adapted to follow web accessibility initiative (WAI) guidelines. The webpages have been made clearer and easier to navigate, and content remains the same when viewed through a screen reader. Multimedia content has also been made more accessible with the addition of subtitles and transcriptions.

## Parliament (organisational aspects): Parliament's buildings

As decided by the EU member state government leaders (European Council) in 1992, the Parliament has three places of work - Strasbourg (its official seat), Brussels and Luxembourg. It has a total of 29 buildings in the three places of work. It also has some buildings in other member states where the European Parliament Liaison Offices are located.

	TOTAL	Brussels	Strasbourg	Luxembourg
Number of buildings	29	18	5	6
Surface area, m <sup>2</sup>	1 203 715	661 913	343 930	197 872

The Parliament has gradually been buying the buildings it uses in its main working places, as in the mid and long-term this is more cost-effective than renting them. To meet the needs for more office space, for example as a result of the EU enlargements of 2004, it has preferred to buy rather than rent buildings where possible. The same is increasingly true of Parliament's Liaison Offices in the Member States.

Buying saves a lot of money – it is between 40 and 50% cheaper than renting over the long-term, according to the Court of Auditors. Overall, Parliament owns 87.5% of its buildings (151 300 m² rented and 1 052 400 m² owned). Renting them instead would cost around €163 million per year.

# Parliament (organisational aspects): Accredited lobbyists and journalists

On 23 June 2011 the European Parliament and the European Commission inaugurated a joint, public transparency register to provide information on those who seek to influence EU policy. As was the aim from the outset, the register now includes law firms, NGOs and think-tanks as well as traditional lobbyists.

In April 2018, there were 11,739 organisations on the register, of which 7235 people are accredited to the Parliament. Registration is mandatory to obtain a lobbyist's badge to access the European Parliament.

The European Parliament, Commission and Council started on 16 April 2018 the political negotiations on new joint rules that will bring yet more transparency to the activities of interest representatives at the EU level. The aim of the proposed new inter-institutional agreement is also to include the Council in the scope of the lobby register, since it has so far remained only an observer to the system.

There are also about 900 journalists accredited with all the EU institutions, and around 80 more are accredited with Parliament alone.

- Transparency register website: http://ec.europa.eu/transparencyregister/public/homePage.do
- Who is lobbying the EU (infographic): http://www.europarl.europa.eu/news/en/headlines/eu-affairs/20180108STO91215/transparency-register-who-is-lobbying-the-eu-infographic
- Press release on start of negotiations: http://www.europarl.europa.eu/news/en/pressroom/20180417IPR01903/talks-begin-on-a-mandatory-transparency-register-for-the-three-eu-institutions

# Parliament (organisational aspects): How big is the Parliament's budget?

The 2018 EP budget amounted to € 1.95 billion of which 44% is for staff expenses, mainly salaries for the around 7000 civil servants and staff of the political groups. The budget also covers interpretation costs, the costs of outsourced translations and staff travel expenses.

As the Parliament is a democratically-elected institution, making laws that are binding in all member states, an important proportion of its permanent, temporary and freelance staff are working to translate or interpret its proceedings, so that Members and citizens alike can follow them.

About 22% of the 2018 budget is spent on MEPs' expenses, including salaries, costs for travel, offices and the pay of personal assistants.

Expenditure on Parliament's buildings accounts for 13% of the 2017 budget. It covers rent of buildings, construction, maintenance, security and running costs in the three main places of work - Brussels, Luxembourg and Strasbourg - as well as for its liaison offices in the 28 member states.

Information policy and administrative expenditure such as IT and telecommunications accountedfor 16% in 2017. Political group activities account for a further 6% of the budget.

- 2017 budget and how EP makes the most of it: http://www.europarl.europa.eu/aboutparliament/en/20150201PVL00012/The-EP%27s-budget
- Rules governing budgetary procedures: http://www.europarl.europa.eu/sides/getLastRules.do?language=EN&reference=TOC#T2R6
- · Committee on Budgets website: http://www.europarl.europa.eu/committees/en/budg/home.html
- Budget online: http://eur-lex.europa.eu/budget/www/index-en.htm

## Visitors: Group and individual visits to the EP

The European Parliament receives over 300,000 visitors every year from the EU and beyond. Most bring a visit to the main buildings of Parliament, where they can meet MEPs, listen to lectures and take a look in the plenary chamber. Since 2011, visitors can also go to the Parlamentarium, next to the main building, free of charge and open seven days a week. The Parlamentarium is an interactive visitors' centre including a 3600 video showing how Parliament works and the possibility to role-play a European politician. In May 2017, the House of European History opened its doors, which tries to give a better understanding of 20th Century developments across the European continent.

Visitors to the Parliament chamber mainly come as part of one of the around 7000 groups, either by invitation of a MEP or independently. All groups are welcomed by civil servants who give an informative talk on the work and role of the European Parliament. The visits also include a dialogue with one or two Members of Parliament and a visit to the Hemicycle's gallery. Groups invited by MEPs receive a financial subsidy by the Parliament, as a contribution to the payment of travel cost and meals.

The European Parliament is also open to individual visitors who come by without a prior invitation. They are offered a visit with audio-guide to the public gallery of the European Parliament's plenary chamber at designated times and on specific days. It's also possible to visit the hemicycle in Strasbourg, which is home to most of the plenary sessions.

The Strasbourg premises of Parliament also host the student programme of Euroscola, which offers thousands of students between 16 to 18 years old the experience of being a member of parliament for a day.

#### Links

· Practical information on how to organise your visit: http://www.europarl.europa.eu/visiting/en/

## Visitors: Why are some visitor groups subsidized?

The European Parliament believes that the public should have easy access to its proceedings and premises, because it sees transparency as important to the exercise of democratic rights within the European Union. As the cost of travelling to Brussels and Strasbourg may be prohibitive for many EU citizens due to the long distances involved, Parliament helps to cover their costs.

### **Groups officially sponsored by MEPs**

Each MEP may sponsor up to 110 visitors a year, in groups of at least 10 visitors. Members can invite up to 5 groups per year to Strasbourg or Brussels.

Visitors are welcomed by civil servants, who give them a tutorial on the EU and Parliament. They meet one or two Members of Parliament and can visit the chamber on its public gallery.

Applications and financial contributions are handled by European Parliament staff. The subsidy is paid by bank transfer, but a small part of the financial contribution (up to 40 EUR per visitor) can be paid to the leader of the group in order to have some ready cash on the day of the visit.

The size of the subsidy is calculated on the basis of three factors that are multiplied with the number of visitors: travel cost: kilometer-based rate (€0.09 per kilometer) for the distance between the point of departure of the group and Brussels or Strasbourg, hotel costs in case of an overnight stay (60 EUR) and meal expenses (40 EUR). Only the actual costs are reimbursed.

The final financial contribution cannot exceed the real costs actually incurred by the group for the visit to the Parliament. After the visit, the head of group declares the costs actually incurred during the visit and any surplus has to be reimbursed to the Parliament.

### **Groups of opinion multipliers**

Groups of opinion multipliers invited by the Directorate-General for Communication may receive a contribution to travel expenses equal to 50% of the per capita rate for MEP-sponsored groups.

These groups are made up of opinion multipliers such as elected officials, representatives of socio-professional groups or national or regional associations and movements, teachers, secondary school pupils and students in higher education.

### **Journalists**

The EP invites local, regional, specialised and national media from the member states to attend plenary sessions. These invitations are made on the basis of the topics Parliament will debate and vote on, to the media to get a better insight in the decision-making process of the European Parliament. The visits to Strasbourg, Brussels allows journalists based in the member states to attend specific workshops on major pieces of legislation, to meet MEPs and to interview them.

Parliament helps journalists in this way as they do not have as easy an access to the EP as to their national parliaments because of the distance.

The Parliament sees it as its duty to transparency to allow all media in all member states to access its premises, and has therefore created this programme for visits by journalists. The European Parliament has no involvement whatsoever in the work that journalists produce (or not).

The invitation to the plenary session covers the trip and 2 hotel nights (maximum 180 Euro per night).

### **Visitors: Parlamentarium**

The European Parliament opened its Visitors' Centre Parlamentarium in Brussels in October 2011. It is the largest parliamentary visitors' centre in Europe and the first to be fully operational in 24 languages. It uses a variety of interactive multimedia tools to give citizens an insight into the workings of the European Parliament and other EU institutions. Visitors can experience how the political decisions are made in the EU that influence daily life directly or indirectly. The Parlamentarium operates in 24 languages and sign language is available in four languages (EN, FR, NL and DE).

It is open to all citizens seven days a week free of charge. On average it is visited by around 1000 persons per day. It is one of the 10 most visited sights in Brussels.

The Parlamentarium is designed for adults and children of all ages. Special 1-hour tours are available for 8-14 year olds. Children can have their own handheld media guides.

Parlamentarium offers around two temporary exhibitions per year.

The Parlamentarium also hosts a popular role-play game for secondary school students, modelled on the workings of the European Parliament, in which they play the part of an MEP negotiating legislation that will affect the day-to-day lives of people living in Europe.

### Looking for a Parlamentarium near you?

The European Parliament has also opened smaller visitors centers in Member States in an effort to go local and bring the Parliament closer to the citizens.

In 2016, Experience Europa opened in Berlin in the European House. It was set up at the initiative of the European Parliament in cooperation with the European Commission and offers various multimedia tools as well as a simulation game where visitors can slip into the role of a Member of the European Parliament or a Commissioner of the European Union.

In 2017 an exhibition space known as parlamentarium Simone Veil, similar in content to the Parlamentarium in Brussels, was opened in Strasbourg. It is part of the regular visit experience and allows visitors to better understand the role of the European Parliament and how it impacts their lives.

- Parlamentarium Brussels: http://www.europarl.europa.eu/visiting/en/brussels/parlamentarium
- parlamentarium Simone Veil Strasbourg: http://www.europarl.europa.eu/strasbourg/fr/parlamentarium-simone-veil-strasbourg/parlamentarium-simone-veil-en
- Europa Experience Berlin: https://erlebnis-europa.eu/

## **Visitors: House of European History**

In 2017 the House of European History opened its doors in Brussels. The museum gives visitors an opportunity to learn about European history and reflect on its meaning for the present day.

The permanent exhibition focuses on 20th century history across the European continent and on the history of European convergence, viewed from a broad historical perspective and bringing together contrasting experiences of Europeans in history. The House of European History also hosts temporary exhibitions.

The content of the exhibition was developed by an interdisciplinary Academic Project Team of historians, museologists, educational specialists and administrators from 18 different Member States. A high-level advisory board (Academic Committee) of internationally-renowned historians and museologists ensures the academic accuracy and relevance of the content of the exhibitions.

Visiting the House of European History is free and open to all.

Developing the project costs approximately €52,4 million. This covers the conversion, extension and renovation of the Eastman building as well as the development of the permanent exhibition and first temporary exhibition.

- House of European History: https://historia-europa.ep.eu/home
- FAQs on the House of European History: https://historiaeuropa.ep.eu/sites/default/files/assets/factsheet\_en.pdf