

EUROPEAN PARLIAMENT



BUREAU

MINUTES

of the meeting of

20-05-2013

Louise Weiss Building - Room R1.1

Strasbourg

BUREAU

MINUTES

of the meeting of Monday, 20 May 2013
from 18:30 to 20:30 hours

Louise Weiss Building - Room R1.1

Strasbourg

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BUREAU

MINUTES

of the meeting of Monday, 20 May 2013

Strasbourg

Mr Martin SCHULZ, President of the European Parliament, opened the meeting at 18.37 hours.

Present

Mr Martin SCHULZ, President*

Vice-Presidents

Mr PITTELLA
Mr MARTÍNEZ*
Ms PODIMATA
Mr VIDAL-QUADRAS*
Ms ANGELILLI
Mr KARAS
Mr McMILLAN-SCOTT
Ms DURANT
Mr WIELAND*
Mr VLASÁK
Mr PROTASIEWICZ*
Mr SURJÁN

Excused

Mr PAPASTAMKOS
Mr ALVARO

Quaestors

Ms LULLING*
Ms GERINGER DE OEDENBERG
Mr LIBERADZKI
Mr MAŠTÁLKA

Excused

Mr HIGGINS

Also Present

Mr WELLE, Secretary-General*

* present for item 6 *in camera*

Invited for item 5

Ms VANDERLINDEN Head of Strategy at Ogilvy Group Brussels

List of officials present at the meeting:

Private Office of the President

Mr WINKLER*
Mr KAISER
Ms MARTINEZ IGLESIAS
Mr MANNELLI
Mr FREEDMAN
Ms CASALES LOPEZ

Private Office of the Secretary-General

Mr MANGOLD*
Ms LUEDDECKE
Mr SØRENSEN
Mr MORENO DIAZ**
Ms SCHADE***
Ms MALASOMMA**
Mr SCHULMEISTER***

Secretariat

| | |
|---|---|
| DG Presidency (PRES) | Ms RATTI*/ Mr O'BEARA/Mr CAROZZA/ Mr DE FEO |
| DG Internal Policies (IPOL) | Mr RIBERA d'ALCALA |
| DG External Policies (EXPO) | Mr AGUIRIANO |
| DG Information (COMM) | Ms LAHOUSSE/ Mr DUCH-GUILLOT/ Mr WARASIN/ Ms CABANELAS |
| DG Personnel (PERS) | Mr QUITIN* |
| DG Infrastructure and Logistics (INLO) | Mr STRATIGAKIS |
| DG Translation (TRAD) | Ms PITT |
| DG Interpretation and Conferences (INTE) | Ms COSMIDOU |
| DG Finance (FINS) | Mr VANHAEREN/ Mr GUILLEN ZANON/ Mr KLETHI |
| DG Innovation, Technical Support (ITEC) | Mr VILELLA |
| Legal Service | Mr PENNERA, Jurisconsult/ Mr PASSOS |
| Conference of President's Secretariat | Mr HILLER |
| Director for the Relations with Political Groups | Mr SCHWETZ |

* present for item 6 *in camera*

** only present for item 4

*** only present for item 5

Political group secretariats,

| | |
|--------------|------------------------|
| Mr RYNGAERT | (EPP) |
| Mr HORNAK | (S&D) |
| Mr BOUTER | (ALDE) |
| Mr PRUMMEL | (Greens/EFA) |
| Mr WOODARD | (ECR) |
| Mr RAECK | (GUE/NGL) |
| Mr VAUGIER | (EFD) |
| Mr SERVELLON | (Non-attached Members) |

Vice-Presidents' and Quaestors' assistants

| | |
|--------------------|--------------------------------------|
| Mr CARDELLA | Mr PITTELLA's assistant |
| Mr GUERRA REINA | Mr MARTÍNEZ's assistant |
| Ms ZANELLA | Ms PODIMATA's assistant |
| Ms LAHOUSSE JUAREZ | Mr VIDAL-QUADRAS's assistant |
| Mr CHATZIFOTIS | Mr PAPASTAMKOS's assistant |
| Ms WILHELM | Mr KARAS's assistant |
| Ms BIESEMANS | Mr McMILLAN-SCOTT's assistant |
| Mr VALETTE | Ms DURANT's assistant |
| Ms BAUER | Ms ALVARO's assistant |
| Ms GIPPERT | Mr WIELAND's assistant |
| Mr SRNOVÁ | Mr VLASÁK's assistant |
| Ms KURANT | Mr PROTASIEWICZ's assistant |
| Mr PÁPÁI | Mr SURJÁN's assistant |
| Ms SCHLIM | Ms LULLING's assistant |
| Ms KEARNEY | Mr HIGGINS's assistant |
| Ms ZIELINSKA | Ms GERINGER de OEDENBERG's assistant |
| Mr VOGT | Mr LIBERADZKI's assistant |
| Ms ŘEHOŘOVÁ | Mr MAŠTÁLKA's assistant |

Mr TZIORKAS*, Mr QUARANTA, Ms MANGIANTE, Mr CALINOGLOU, Ms KYST and Mr ADLER acted as secretary to the meeting.

* present for item 6 *in camera*

1. Adoption of draft agenda

The Bureau.

- heard Ms PODIMATA, Vice-President, request that the order of debate on points 4 (Preparing for 2014 - structural changes in the EP Secretariat General - Organigram) and 5 (Presentation of the Creative Concept for the Institutional Information and Communication Campaign on the European Elections) be inverted to allow her to attend the debate on point 5, which falls within the responsibility of the Working Group on Information and Communication, which she is chairing;
- heard Mr VIDAL-QUADRAS, Vice-President, request a debate on items 13 and 15 of the agenda;
- heard Mr MARTÍNEZ, Vice-President, ask for the floor on point 8 of the agenda to make a brief statement;
- noted the draft agenda (PE 508.838/BUR) and adopted it as shown in these minutes.

2. Adoption of Minutes of the Bureau Away Days of 9 April 2013 and the Bureau meeting of 15 April 2013

The Bureau,

- heard Mr McMILLAN-SCOTT, Vice-President, request a modification in the Minutes of the Bureau Away Days held in La Hulpe on 9 April 2013 to reflect the fact that he had asked and the President had agreed that the administration would provide him with the figures concerning the cost of Parliament's three working places;
- heard the President agree that the relevant figures submitted by the Secretary-General to the Committee on Budgetary Control in the context of the 2011 discharge procedure be included in the Minutes of the 2013 Bureau Away Days;
- approved the Minutes of the meeting of the Bureau Away Days held in La Hulpe on 9 April 2013 (PE 508.823/BUR);
- approved the Minutes of the meeting of 15 April 2013 in Brussels (PE 505.019/BUR).

3. Communications by the President

3.1. Congratulations to Mr VIDAL-QUADRAS on his birthday

The Bureau,

- heard the President congratulate Mr VIDAL-QUADRAS, Vice-President, on the occasion of his birthday;
- heard Mr VIDAL-QUADRAS, Vice-President, thank the President and his colleagues for their kind wishes.

A. DECISIONS/EXCHANGE OF VIEWS

4. Preparing for 2014 – structural changes in the EP Secretariat General – ORGANIGRAM – Note from the Secretary-General

The Bureau,

- took note of the note from the Secretary-General of 14 May 2013, on the above-mentioned subject (PE 508.926/BUR and annexes).
- heard the Secretary-General present his note highlighting in particular the following:
 - until now the Deputy Secretary-General has been a super-sized Director-General heading a collection of services, which do not always go easily together; the increase in Parliament's legislative powers makes it necessary to rethink the function of the Deputy Secretary-General; thus, in line also with how the Commission organises this function, it is proposed to establish the function of the Deputy Secretary-General separate from any Directorate-General, with a small private office, to support the Secretary-General in the areas of legislative coordination and programming, interinstitutional cooperation and confidential documents, backed up by a limited number of separate units;
 - the Deputy Secretary-General would continue to chair the interinstitutional coordination group, would replace the Secretary-General during his absence and should seek to explore the full potential of Article 17 TEU concerning multiannual programming with a view to achieving interinstitutional agreements, which so far has been an empty letter;
 - the new structure would allow also for a more rational organisation of DG Presidency, which currently deals with a number of not necessarily related matters (security services, library and lawyer linguists); in this context the Library could be separated from DG Presidency and developed into a new Directorate-General for Parliamentary Research Services, with about 200 staff, by bringing together, in a budgetary neutral way, the core functions of the Library Directorate and a thematically organised Directorate Members Research Service

with the Directorate for Impact Assessment and European Added Value from DG Internal Policies;

- the task of this new Directorate-General would be to provide individual Members with high quality expert advice, an area where the comparative studies showed that the EP is lagging behind some national parliaments and the US Congress; the Policy Departments would continue to support parliamentary committees and should cooperate as close as possible with the new Directorate-General; depending on the efficacy of this working cooperation, halfway through the next legislature the cooperation between the two could be reviewed;
 - with the already started internalisation process (first the accreditation and supervisory functions and then the security guards) DG Presidency would grow to more than one thousand staff; the building up of strategic capacity would recommend to separate security from DG Presidency and develop it into a new Directorate-General with a Guards Directorate, a Strategy Directorate and a Resource Directorate, encompassing at the start roughly 650 staff;
 - a working mandate should be given to Mr WIELAND, Vice-President with responsibility for Informatics and Telecom, and the Secretary-General to analyse the issue of IT security and elaborate concrete proposals for the consideration of the Bureau;
 - concerning the timetable, the establishment of the Deputy Secretary-General as a separate function from DG Presidency and the creation of a Directorate-General for Parliamentary Research Services should be effective from the beginning of 2014; the establishment of a Directorate-General for Security should take place in a second phase in order to be in place in summer 2014 with the completion of the internalisation process in Brussels;
- held a broad exchange of views on the proposals outlined by the Secretary-General with the participation of Mr PITTELLA, Mr WIELAND, Mr McMILLAN-SCOTT, Mr VIDAL-QUADRAS, Mr MARTÍNEZ, Ms PODIMATA , Vice-Presidents and Mrd LIBERADZKI, Quaestor, noting in particular:

- overall agreement with the proposals from the Secretary-General for structural changes in the EP General Secretariat as outlined in his note of 14 May 2013;
 - the need to clarify in more detail the duties of the new post of Deputy Secretary-General separate from DG Presidency assisting the Secretary-General;
 - some enquiries concerning the budgetary impact of the proposed structural changes as well as to which extent the increase of parliamentary staff in recent years is proportionate to the increase in the number of Members;
 - the need to take cyber security seriously, with the evaluation and a joint proposal by Mr WIELAND, Vice-President, and the Secretary-General, and to strengthen efforts concerning security of parliamentary delegations, the corresponding cooperation with the external action service and the overarching issue of contingency planning;
 - a query whether the Transparency unit - Public access to documents would not fit better under the new Directorate-General for Parliamentary Research Services instead of DG Presidency;
- heard the President note that the increase of staff was related to the accession of ten new Member States, to Parliament's decision to create a new category of parliamentary staff, the Members' assistants, with their own statute, and to the increase in the number of political groups, all of which are entitled to staff;
- heard the Secretary-General explain that:
- the proposed structural changes would be budgetary neutral and a number of additional posts for the build up of the new Directorate-General for Parliamentary Research Services might become available from the efficiency gains from the starting negotiations with the two Advisory Committees in the area of translation, as approved by the Bureau at its last meeting;
 - the new Directorate-General for Parliamentary Research Services and the Policy departments should cooperate closely together and share their information,

expertise and documents; the cooperation arrangements could be reviewed at half time of the new legislature and if necessary take any decisions then;

- the placing of the Transparency unit - Public access to documents would be considered again;
 - the security of informatics and telecommunications would be dealt with by a proposal for the consideration of the Bureau, elaborated jointly by Mr WIELAND, Vice-President, and the Secretary-General;
 - concerning the number of staff, the current state of play of the MFF calls for a reduction of 5% in the next years, which requires to use the available staff more efficiently;
 - heard the Secretary-General note that the redefined role of the Deputy Secretary-General would be to assist and support the Secretary-General as follows:
 - legislative coordination and short, mid and long term legislative planning,
 - inter-institutional relations with respect to the latter (European Council, European Commission and Council of Ministers),
 - in respect to the above direct assistance to the President and to the preparation and participation of meetings of the relevant governing bodies (Bureau, Conference of Presidents, Conference of Committee Chairs),
 - close involvement in central tasks,
 - management of specific subjects at the request of the Secretary-General,
 - deputising for the Secretary-General when absent, prevented from exercising his duties, at his direct request;
- decided unanimously:
- on the establishment of the function of a Deputy Secretary-General separate from DG Presidency as of the beginning of 2014;
 - on the creation of a Directorate-General Parliamentary Research Services as of the beginning of 2014;

- in a second phase, to establish a new Directorate-General Security as of summer 2014.

5. Creative Concept for the Institutional Information and Communication Campaign on the European Elections – Presentation

The Bureau,

- took note of the note from the Secretary-General of 28 March 2013 on the above-mentioned subject (PE 508.772/BUR and annex);
- took note of a presentation on the creative concept for the institutional information and communication campaign on the 2014 European elections (PE 508.934/BUR);
- heard the Secretary-General explain that the note resulted from the work of the Working Group on Information and Communication, stress the distinct differences of the 2014 elections and highlight the notable achievements of the 2009 information and communication campaign due to the use of smart communication techniques and to a strong presence on social media, TV channels and movie theatres, which allowed for greater interactivity as well as to reach a much wider public than would otherwise have been possible within the constraints of existing budget limitations;
- heard Ms PODIMATA, Vice-President and Chair of the Working Group on Information and Communication Policy, inform that the campaign strategy proposal, as outlined in the note from the Secretary-General, fully reflected the exchanges in the Working Group, and highlight the key elements and the different stages of the 2014 campaign, which will be branded by the slogan "This time it's different - Act. React. Impact.";
- heard Mr KARAS, Vice-President and Vice-Chair of the Working Group on Information and Communication Policy, remind the importance of an effective implementation of the campaign which is not meant to substitute the election campaigns organised by political groups and national parties, but should be seen as a neutral element, put at the service of all stakeholders involved in the European elections;
- observed a presentation by Ms Kristel VANDERLINDEN, Head of Strategy at Ogilvy Group Brussels, the public relations firm charged with the 2014 elections campaign strategy, on the creative concept and the key elements of the institutional

information and communication campaign, including two videos ("mood films") giving an overview of the main visual elements to be implemented;

- held an exchange of views with the participation of Mr MARTÍNEZ, Mr WIELAND, Mr VLASÁK, Mr VIDAL-QUADRAS, Vice-Presidents, and Mr LIBERADZKI and Ms GERINGER DE OEDENBERG, Quaestors, noting *inter alia*:
 - overall agreement on the creative concept and the main elements of the proposed institutional information and communication campaign;
 - enquiries on the feasibility and effectiveness of translating the campaign slogan "ACT. REACT. IMPACT." into all official languages, and recommendations not to opt for literal translations, but to find in each language the words best suited to convey the desired message;
 - the importance of reaching the maximum number of citizens with a neutral, institutional campaign while avoiding any element that hints to Parliament as being marked by division or confrontation;
 - the need for a more prominent inclusion of images from the European Parliament and its name and logo, as well as the word "elections" in some of the proposed visual elements;
 - enquiries on the choice of the images to appear in the promotional videos, which have to be carefully selected in order to fully respect the neutrality of the campaign, while at the same time covering as much as possible all facets of European society;
 - the need to include in the campaign highly successful events such as the Open Days, to involve whenever possible the EP Information Offices and to ensure a better and more efficient organisation of the election evening in Brussels;
 - enquiries on the budgetary aspects of the proposed campaign;
- heard the President stress that he would, for personal reasons, abstain from featuring in the campaign by any means;

- endorsed unanimously the proposed creative concept for the institutional information and communication campaign for the 2014 European elections, and instructed the Working Group on Information and Communication to take into consideration the above-mentioned suggestions and remarks and develop a well balanced compromise.

From 20.51 hours, *in camera*

6. Staff matters

6.1 Launching of procedures for filling the posts of Directors-General

The Bureau, meeting *in camera*,

- heard the Secretary-General explain that following the decisions taken earlier by the Bureau on the structural changes for the EP General Secretariat it is now necessary to launch the procedures for filling the following posts of Director-General so that the agreed timetable can be respected:
 - DG Presidency
 - DG Parliamentary Research Services
- heard the Secretary-General further note that due to the impending retirement of the Jurisconsult at the end of the year, also the procedure for filling the post of Jurisconsult should be launched;
- agreed unanimously with the proposals from the Secretary-General.

B. DECISIONS WITHOUT DEBATE

7. Improving the visitors' facilities in Strasbourg – Note from the Secretary-General

The Bureau, without debate,

- took note of a note dated 8 May 2013 from the Secretary-General, on the above-mentioned subject (PE 508.909/BUR);
- approved the strategy for improving visitor-reception arrangements at the European Parliament in Strasbourg, as endorsed by the Bureau at its Away Days;
- instructed the Secretary-General to present to the Bureau the results of feasibility studies concerning the logistical and financial implications of these projects for Parliament;
- instructed the Secretary-General to make preparations for close cooperation with the *Mémorial d'Alsace-Moselle* and the Port of Strasbourg and to explore the scope for cooperation with the City of Strasbourg and the other European institutions with premises in Strasbourg with a view to creating a 'European itinerary'.

8. Organisation of Citizen's Agora on Youth Unemployment in November 2013 in Brussels - Note from the Secretary-General

The Bureau, with debate,

- took note of the note dated 11 April 2013, from the Secretary-General, on the above-mentioned subject (PE 508.907/BUR and financial statement);
- heard Mr VLASÁK, Vice-President, express his reservation against this Agora project;
- heard Mr MARTÍNEZ, Vice-President, stress that a three languages interpretation regime would not be appropriate for a conference dedicated to unemployed youth, as they could not be expected to master the necessary language skills, and propose to approve options b) or c) instead (6 or 23 languages regime), as detailed in the financial statement;
- heard the President recall that a 23 language regime would cost the Parliament € 229.320, versus € 50.960 for a 6 language regime, and therefore propose to approve the option covering six languages and to consider whether to choose among the official languages of the countries with the highest rates of youth unemployment;
- approved the modalities of the event, including option b) concerning the interpretation arrangements;
- approved the financial statement, including the choice of arrangements.

9. EMAS - Revision of Manual - Note from the Secretary-General

The Bureau, without debate,

- took note of a note dated 2 May 2013, from the Secretary-General, on the above-mentioned subject (PE 508.901/BUR and annexes);
- adopted the revised version of the Environmental Manual of the Environmental Management System of the European Parliament, annexed to the Secretary-General's note;
- instructed the Secretary-General to keep the Environmental Manual updated and to continue implementing the Environmental Policy adopted by the Bureau;
- instructed the Secretary-General to keep the Bureau regularly informed by way of submission of the Environmental Management Review;
- took note of the 2011 Environmental Management Review, attached to the Secretary-General's note.

10. Ninth annual report on Parliament's historical archives and the work of the Archive and Documentation Centre (Cardoc) – 2012 - Note from the Secretary-General

The Bureau, without debate,

- took note of the note dated 28 March 2013, from the Secretary-General, on the above-mentioned subject (PE 508.821/BUR and annex);
- took note of the Ninth annual report on Parliament's historical archives, and;
- authorised its distribution, notification to the other Institutions and publication on Parliament's intranet and website.

11. 2012 Annual Report on access to documents – Note from the Secretary-General

The Bureau, without debate,

- took note of a note dated 7 May 2013, from the Secretary-General, on the above-mentioned subject (PE 508.908/BUR and annex);
- approved the draft 2012 Annual Report on the implementation within Parliament of Regulation (EC) No 1049/2001 on access to documents;
- requested that the draft 2012 Annual Report on the implementation within Parliament of Regulation (EC) No 1049/2001 be forwarded by the President to the Committee on Civil Liberties, Justice and Home Affairs, as the Bureau's contribution in accordance with Rule 104(7) of the Rules of Procedure.

12. Request from the European Twowheel Retailers' Association (ETRA) to use the Esplanade Solidarność 1980 on 17 and 18 September 2013 for an exhibition and demonstration event on 'Sustainable2Wheels' in the framework of the European Mobility Week – Letter from Ms DURANT, Vice-President responsible

The Bureau, without debate,

- took note of a request from the European Twowheel Retailers' Association (ETRA) to use the Esplanade Solidarność 1980 on 17 and 18 September 2013 for an exhibition and demonstration event on 'Sustainable2Wheels' in the framework of the European Mobility Week 2013;
- took note of a letter dated 17 April 2013, from Ms DURANT, Vice-President responsible for relations with the Belgian authorities, recommending to the Bureau to deliver a favourable opinion (PE 508.871/BUR and annexes);
- approved the event in question, in line with the recommendation from Ms DURANT, Vice-President, and instructed DG Communication to proceed with the necessary arrangements.

13. Request from the Committee on Civil Liberties, Justice and Home Affairs to authorise a derogation from the limits laid down in Article 14(1) of the Code of Conduct on Multilingualism for the own-initiative report on the Situation of Fundamental Rights: standard and practices in Hungary – Letter from Mr LÓPEZ AGUILAR, Chair of the Committee concerned

The Bureau, with debate,

- took note of a letter dated letter dated 22 April 2013 from Mr LÓPEZ AGUILAR, Chair of the Committee on Civil Liberties, Justice and Home Affairs, on the above-mentioned subject (PE 508.877/BUR and financial statement);
- heard Mr VIDAL-QUADRAS, Vice-President, express his concern that granting such a derogation might create a precedent for similar requests, which could be introduced for reasons of political visibility in the run-up of the 2014 European elections and therefore propose that the request be denied;
- heard Ms DURANT, Vice-President, stress that the request from the Committee on Civil Liberties, Justice and Home Affairs is exceptional and therefore justifiable and should not constitute a precedent for similar requests, thus proposing that the requested derogation be granted;
- held a brief exchange of views with the participation of Mr MARTÍNEZ, Mr WIELAND, Vice-Presidents, and the President;
- took note that Mr SURJAN, Vice-President, who had left the meeting earlier, had given his proxy vote to Mr VIDAL-QUADRAS in line with the applicable arrangement;
- decided, by majority, to authorise the requested derogation to increase by 45 pages the annual reserve of the Committee on Civil Liberties, Justice and Home Affairs for translations for the year 2013, in order to cover five working documents and a draft report..

Committee delegations within the EU and applicant countries

14. Request to send a STOA delegation of up to three members to visit the CEA premises (Commissariat à l'énergie atomique et aux énergies alternatives) in Grenoble and Chambéry from 23 to 24 May 2013 – Letter from Mr CORREIA DE CAMPOS, Chair of the STOA Panel

The Bureau, without debate,

- took note of a letter dated 3 April 2013 from Mr CORREIA DE CAMPOS, Chair of the STOA Panel, requesting authorisation for up to three Panel members to visit the CEA premises (*Commissariat à l'énergie atomique et aux énergies alternatives*) in Grenoble and Chambéry from 23 to 24 May 2013, including journey times (PE 508.777/BUR, annexes and financial statement);
- noted that the Members concerned will leave Strasbourg on Thursday 23 May 2013 after the end of the part-session;
- granted the authorisation requested.

15. Request from the Committee on Petitions for authorisation for a fact-finding visit to Lower Silesia, Poland, from 29 to 31 May 2013 – Letter from Ms MAZZONI, Chair of the Committee concerned

The Bureau, with debate,

- took note of a letter dated 4 April 2013 from Ms MAZZONI, Chair of the Committee on Petitions, requesting authorisation to send a delegation composed of three official Members, plus two accompanying Members elected in Poland, on a fact-finding mission to Lower Silesia (Poland) from 29 to 31 May 2013, including journey times (PE 508.779/CPG, annex and financial statement);
- noted that the visit does not feature in the 2013 programme of travel by Committee delegations outside Parliament's places of work, which was approved by the Bureau on 4 February 2013;
- noted that the dates of the visit coincide with a period set aside mainly for Committee meetings;
- noted the recommendation of the Conference of Presidents given on 18 April 2013;
- heard Mr PROTASIEWICZ, Vice-President, suggest that, as 30 May is a public holiday in Poland, this would impede the members of the delegation to meet with Polish officials and therefore propose that the delegation be re-scheduled to other dates;
- heard Mr McMILLAN-SCOTT, Vice-President and Ms GERINGER DE OEDENBERG, Quaestor, suggest to allow the visit to go ahead on the requested dates as the visit had already been deferred once and any processions and other celebrations would take place only in the morning and only meetings with petitioners had been scheduled for 30 May;
- heard the President indicate that his private office would contact Ms MAZZONI, Chair of the Committee on Petitions, with a view to resolving the matter;
- subject to the above mentioned condition, granted the authorisation requested, it being understood that interpretation facilities shall be provided into one language

only, in conformity with Article 6(2) of the applicable Rules, and that the Committee's quota for travel within the European Union and the applicant countries is respected.

16. Request from the Committee on Foreign Affairs and the Delegation for relations with Switzerland and Norway and to the EU-Iceland Joint Parliamentary Committee and the European Economic Area Joint Parliamentary Committee to reschedule their visit to Reykjavik, Iceland, to 27-28 June 2013 – Letter from Mr BROK, Chair of the AFET Committee and Mr GALLAGHER, Chair of the SINEEA Delegation

The Bureau, without debate,

- noted the letter dated 27 March 2013 co-signed by Mr BROK, Chair of the Committee on Foreign Affairs and Mr GALLAGHER, Chair of the Delegation for relations with Switzerland and Norway and to the EU-Iceland Joint Parliamentary Committee and the European Economic Area (EEA) Joint Parliamentary Committee (SINEEA), requesting authorisation to defer to 27-28 June 2013, excluding journey times, the sending of a joint delegation to Reykjavik (Iceland) composed of up to five Members of the AFET Committee (including its Chair travelling out-of-quota pursuant to Article 2(3) of the applicable Rules) and five Members of the SINEEA Delegation Iceland Working Group (visit initially scheduled for week 25) (PE 505.060/CPG and financial statement);
- noted that the new dates coincide with a period which includes a day set aside for Committee and political group meetings;
- noted that participating Members will leave Brussels after the end of the meetings of their respective political groups on Wednesday 26 June 2013;
- commended the AFET Committee and the SINEEA Delegation for organising the joint visit;
- noted the recommendation given by the Conference of Presidents on 18 April 2013;
- noted the reasons provided for the deferral of the visit;
- approved the sending of a five-Member delegation of the AFET Committee to Reykjavik on 27-28 June 2013 as part of the above-mentioned joint visit, it being understood that interpretation facilities shall be provided into one language only (pursuant to Article 6(2) of the applicable Rules) and that the Committee's quota for

travel within the European Union and the applicant countries is respected;

- requested the Committee to send to the President the list of participants and the draft programme in good time prior to the delegation's departure, as required by Article 10 of the applicable Rules.

Committee delegations outside the EU and applicant countries

17. Request from the Committee on Foreign Affairs to reschedule its visit to Bosnia and Herzegovina to 20-21 June 2013 – Letter from Mr BROK, Chair of the Committee concerned

The Bureau, without debate,

- took note of a letter dated 27 March 2013 from Mr BROK, Chair of the Committee on Foreign Affairs, requesting authorisation to defer to 19-21 June 2013, including journey times, the sending of a five-Member delegation to Bosnia and Herzegovina (BiH), which features in the 2013 programme of travel by committee delegations outside Parliament's three places of work scheduled for Week 14 (PE 505.059/CPG and financial statement);
- noted that the proposed new dates coincide with a period mainly set aside for Committee meetings;
- noted the recommendation given by the Conference of Presidents on 18 April 2013;
- approved, on account of the reasons provided, the new dates of the visit, on the understanding that interpretation facilities shall be provided into one language only pursuant to Article 6(2) of the applicable Rules and that the Committee's quota for travel outside the European Union and the applicant countries is respected;
- requested the Committee to send to the President the draft programme and the list of participants in good time prior to the delegation's departure, as required by Article 10 of the applicable Rules.

18. Request from the Committee on Development to send a delegation to the UN General Assembly Millennium Development Goals Review Summit, to take place on 25 September 2013 in New York, USA – Letter from Ms JOLY, Chair of the Committee concerned

The Bureau, without debate,

- took note of a letter dated 11 April 2013 from Ms JOLY, Chair of the Committee on Development, requesting authorisation to send a delegation composed of nine Members, including the Chair travelling out-of-quota pursuant to Article 2(3) of the applicable Rules, to the UN General Assembly (UNGA) Millennium Development Goals (MDGs) Review Summit, to take place in New York on 25 September 2013, and to hold bilateral meetings on the day before (PE 508.834/CPG and financial statement);
- noted that the date of the Summit coincides with a period set aside for Committee meetings;
- noted the recommendation given by the Conference of Presidents on 16 May 2013;
- approved the request, provided that the Committee's quota for travel outside the European Union and the applicant countries is respected and on the understanding that interpretation facilities shall be provided into one language only as required by Article 6(2) of the above-mentioned Rules;
- invited the President to request the Commission and the Council Presidency to include the nine Members in question into the European Union's delegation to the Summit.

19. Request from the Committee on International Trade to send a delegation to the Parliamentary Conference and to the 9th WTO Ministerial Conference to Bali, Indonesia, from 2 to 6 December 2013 – Letter from Mr MOREIRA, Chair of the Committee concerned

The Bureau, without debate,

- took note of the following documents:
 - a letter dated 26 March 2013 from Mr MOREIRA, Chair of the Committee on International Trade, requesting authorisation to send a 15-Member *ad hoc* delegation to the Parliamentary Conference on the WTO and to the 9th WTO Ministerial Conference in Bali, Indonesia, from 1 to 7 December 2013, including journey times (PE 508.767/CPG and financial statement),
 - a letter dated 14 May 2013, distributed in the meeting room, co-signed by Mr MOREIRA, Chair of the Committee on International Trade and the political group coordinators of this Committee modifying the original request in the light of the recommendation given by the Conference of Presidents on 18 April 2013 (PE 508.945/BUR);
- noted that the dates of both events coincide with a period mainly set aside for political group meetings;
- noted that, at its meeting of 18 April 2013, the Conference of Presidents declined the sending of a delegation on the terms requested by the INTA Committee for not being in conformity with the rules on *ad hoc* delegations and endorsed, instead, on an exceptional basis and in view of the significant political importance of both events, the sending of a delegation of up to seven Members to be drawn from the Committee's annual quota and on the understanding that interpretation facilities shall be provided into one language only, pursuant to Article 6(2) of the applicable Rules;
- followed the recommendation of the Conference of Presidents of 18 April 2013, it being understood that the Committee's quota for travel outside the European Union and the applicant countries is respected;

- invited the President to request the Commission to include the Members in question into the EU delegation to the 9th WTO Ministerial Conference.

Public Hearings

20. Request from the Committee on Economic and Monetary Affairs to authorise a public hearing on the Foreign Account Tax Compliance Act on 27 and 28 May 2013 in Brussels – Letter from Ms BOWLES, Chair of the Committee concerned

The Bureau, without debate,

- noted the letter dated 3 April 2013 from Ms BOWLES, Chair of the Committee on Economic and Monetary Affairs, requesting authorisation to hold a public hearing on the "Foreign Account Tax Compliance Act (FATCA)" during the Committee meeting on Monday 27 or Tuesday 28 May 2013 in Brussels (PE 508.785/BUR and annex);
- noted that the requested hearing does not feature in the 2013 programme of public hearings adopted by the Bureau on 12 December 2012;
- recalled that for public hearings not included in the annual programme approved by the Bureau, specific individual authorisation must be requested at the latest four weeks in advance;
- noted that the hearing is scheduled to take place during the normal committee meeting time, thus not requiring any additional interpretation facilities;
- noted that the Committee intends to invite five speakers and that if any of these experts requires reimbursement of costs, this would fall within the Committee's annual quota of sixteen paid guests;
- granted the authorisation requested, it being understood that the Committee concerned shall notify the President prior to the public hearing of all relevant information, in particular the final date and programme of the hearing as well as the names and capacities of the invited experts, as required by Article 4 of the applicable rules, and that the Committee will remain within its 2013 quota of sixteen paid guests.

21. Request from the Committee on Industry, Research and Energy to authorise a mini-hearing on the "European industrial strategy to protect and valorise European assets and inventions developed in relation to Galileo" on 19 June 2013 in Brussels – Letter from Ms SARTORI, Chair of the Committee concerned

The Bureau, without debate,

- took note of a letter dated 25 March 2013, from Ms SARTORI, Chair of the Committee on Industry, Research and Energy requesting authorisation to hold a mini-hearing on the "European industrial strategy to protect and valorise European assets and inventions developed in relation to Galileo" on 19 June 2013 in Brussels (PE 508.780/BUR);
- noted that the requested hearing does not feature in the 2013 programme of public hearings adopted by the Bureau on 12 December 2012;
- recalled that for public hearings not included in the annual programme approved by the Bureau, specific individual authorisation must be requested at the latest four weeks in advance;
- noted that the hearing is scheduled to take place during the normal committee meeting time, thus not entailing any additional interpretation costs;
- noted that if any of the invited experts requires reimbursement of costs, this will be made from the Committee's annual quota of sixteen paid guests;
- granted the authorisation requested, it being understood that the Committee concerned shall notify the President prior to the public hearing of all relevant information, in particular the final programme and the names and capacities of the invited experts, as required by Article 4 of the applicable rules, and that the Committee will remain within its 2013 quota of sixteen paid guests.

22. Request from the Committee on Budgetary Control to authorise a public hearing on the "Accountability of the European Commission as administrator responsible of the management and control of the EU budget over the last 10 years" on 17 September 2013 in Brussels – Letter from Mr THEURER, Chair of the Committee concerned

The Bureau, without debate,

- took note of a letter dated 10 April 2013, from Mr THEURER, Chair of the Committee on Budgetary Control, requesting authorisation to hold a public hearing on "Accountability of the European Commission as administrator responsible of the management and control of the EU budget over the last 10 years " on 17 September 2013 in Brussels (PE 508.850/BUR);
- noted that the hearing is scheduled to take place on a date set aside for a meeting of the Committee on Budgetary Control and that if any of the invited experts require reimbursement of expenses this shall be made within the Committee's annual quota of sixteen paid guests;
- noted that the requested hearing features in the 2013 programme of public hearings adopted by the Bureau on 12 December 2012;
- noted that the requested hearing is intended to replace a hearing of the Committee on Budgetary Control originally entitled "The Commission as administrative authority – results of the Kinnock Reform" and planned for 18 September 2012;
- recalled the decision of the Conference of Presidents of 13 September 2012 cancelling the previously planned 2012 hearing and asking the Committee on Budgetary Control to come forward with a new request for a hearing, which would neither jeopardise nor interfere with the current legislative procedure on the reform of the Staff Regulations;
- took note of the programme for the new hearing and the assurances given by the Committee Chair that the hearing will not relate to the ongoing legislative procedure concerning the staff of EU institutions;
- granted the authorisation requested, it being understood that the Committee on

Budgetary Control shall notify the President prior to the public hearing of all relevant information, in particular of the final programme and the names and capacities of the invited experts, as required by Article 4 of the applicable rules, and that the Committee will remain within its 2013 quota of sixteen paid guests.

23. Request from the Committee on Industry, Research and Energy to authorise a public hearing on "Cloud Computing" on 30 May 2013 in Brussels – Letter from Ms SARTORI, Chair of the committee concerned

The Bureau, without debate,

- took note of a letter dated 22 April 2013, from Ms SARTORI, Chair of the Committee on Industry, Research and Energy, requesting authorisation to hold a public hearing on "Cloud Computing" on 30 May 2013 in Brussels (PE 508.875/BUR);
- noted that the hearing is scheduled to take place during the normal committee meeting time, thus not entailing any additional interpretation costs;
- noted that the requested hearing does not feature in the 2013 programme of public hearings adopted by the Bureau on 12 December 2012;
- recalled that for public hearings not included in the annual programme approved by the Bureau, a specific individual authorisation must be requested at the latest four weeks in advance;
- granted the authorisation requested, it being understood that the Committee concerned shall notify the President prior to the public hearing of all relevant information, in particular the final programme and the names and capacities of the invited experts, as required by Article 4 of the applicable rules, and that the Committee will remain within its 2013 quota of sixteen paid guests.

24. Request from the Committee on Transport and Tourism to authorize a public hearing on "Flight Time Limitations measures" on 18 June 2013 in Brussels – Letter from Mr SIMPSON, Chair of the committee concerned

The Bureau, without debate,

- took note of a letter dated 25 April 2013, from Mr SIMPSON, Chair of the Committee on Transport and Tourism, requesting authorisation to hold a mini hearing on "Flight Time Limitations measures" on 18 June 2013 in Brussels (PE 508.878/BUR and annex);
- noted that the hearing is scheduled to take place during the normal committee meeting time, thus not entailing any additional interpretation costs;
- noted that the requested hearing does not feature in the 2013 programme of public hearings adopted by the Bureau on 12 December 2012;
- recalled that for public hearings not included in the annual programme approved by the Bureau, specific individual authorisation must be requested at the latest four weeks in advance;
- granted the authorisation requested, it being understood that the Committee concerned shall notify the President prior to the public hearing of all relevant information, in particular the final programme and the names and capacities of the invited experts, as required by Article 4 of the applicable rules, and that the Committee will remain within its 2013 quota of sixteen paid guests.

25. Request from the Committee on the Internal Market and Consumer Protection to authorise a public hearing on "Network and information security – bringing the communities together" on 18 June 2013 in Brussels – Letter from Mr HARBOUR, Chair of the Committee concerned

The Bureau, without debate,

- took note of a letter dated 29 April 2013, from Mr HARBOUR, Chair of the Committee on the Internal Market and Consumer Protection, requesting authorisation to hold a public hearing on "Network and information security – bringing the communities together" on 18 June 2013 in Brussels (PE 508.882/BUR);
- noted that the hearing is scheduled to take place on a date set aside for a meeting of the Committee on the Internal Market and Consumer Protection and that two or three of the invited experts will require reimbursement of expenses within the committee's annual quota of sixteen paid guests;
- noted that the requested hearing does not feature in the 2013 programme of public hearings adopted by the Bureau on 12 December 2012;
- recalled that for public hearings not included in the annual programme approved by the Bureau, specific individual authorisation must be requested at the latest four weeks in advance;
- granted the authorisation requested, it being understood that the Committee concerned shall notify the President prior to the public hearing of all relevant information, in particular the final programmes and the names and capacities of the invited experts, as required by Article 4 of the applicable rules, that the Committee will remain within its 2013 quota of sixteen paid guests and that, if necessary, other committees concerned by the topics of the hearing will be invited to attend.

26. Request from the Committee on Constitutional Affairs to authorise a public hearing on "Ways to develop the European Parliament's right of self-organisation" on 27 May 2013 in Brussels – Letter from Mr CASINI, Chair of the committee concerned

The Bureau, without debate,

- took note of a letter dated 6 May 2013, from Mr CASINI, Chair of the Committee on Constitutional Affairs requesting authorisation to hold a public hearing on "Ways to develop the European Parliament's right of self-organisation" on 27 May 2013 in Brussels (PE 508.899/BUR and annex);
- noted that the hearing is scheduled to take place on a date set aside for meetings of the Committee on Constitutional Affairs and that if any of the invited experts require reimbursement this shall be made within the Committee's annual quota of sixteen paid guests;
- noted that the requested hearing does not feature in the 2013 programme of public hearings adopted by the Bureau on 12 December 2012;
- recalled that for public hearings not included in the annual programme approved by the Bureau, specific individual authorisation must be requested at the latest four weeks in advance;
- noted that the original request for the hearing was submitted on 21 March 2013, but by decision of the Bureau of 15 April 2013 was referred back to the Committee on Constitutional Affairs with the request to give it further reflection and in particular to consider whether the title of the hearing could be adjusted to better reflect the principle of Parliament's right for self-organisation;
- noted that the new title of the hearing appropriately takes into account the recommendation of the Bureau at its meeting of 15 April 2013;
- granted the authorisation requested, it being understood that the Committee concerned will remain within its 2013 quota of sixteen paid guest.

27. Urgent matters and any other business

There were none.

28. Items for information

The Bureau.

- noted the following documents:

Interinstitutional mail

External mail

Internal mail

- a letter, dated 17 April 2013, from Mr LEHNE, Chair of the Conference of Committee Chairs concerning the Annual report on the use of expertise budgets in 2012 – (PE 508.910/BUR and annex);
- a letter, dated 22 March 2013, from Ms DURANT, Vice-President responsible for relations with the Belgian authorities concerning a request from the European Anti-Poverty Network AISB (EAPN) to organise the 12th EU Meeting of People experiencing Poverty on the Simone Veil Agora and Esplanade Solidarność 1980 from 18 to 20 June 2013 (PE 508.911/BUR and annexes);

29. Date and place of next meeting

The Bureau.

- decided to hold its next meeting on **Monday, 10 June 2013**, from **18:30 to 20:30 hours**, in **Room R1.1** in the **Louise WEISS Building** in **Strasbourg**.

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The meeting closed at 20.59 hours.

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