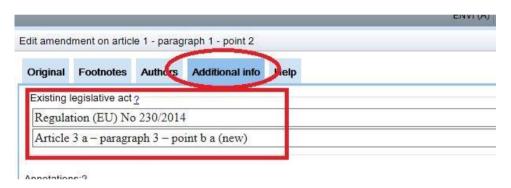
## 1. How can I amend a provision of the basic act which is part of the Commission proposal (for an amending act)?

Please edit the provision of the basic act (the act to be amended) included in the Commission proposal, which you would like to amend, and make the necessary changes, as follows:

(3) In Article 7, paragraph (1) is replaced by the following:

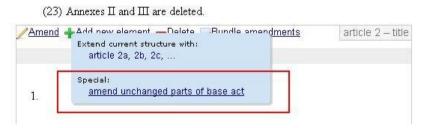


Before saving the amendment, please don't forget to add the references to the basic act in "Additional info".



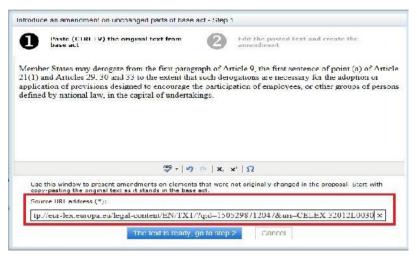
## 2. How can I create an amendment to an amending act which concerns a provision of the basic act (the act to be amended) which the Commission proposal does not seek to amend?

Go to the right place in the COM proposal where such an amendment should be created. Select the option "amend unchanged part of the basic act" available under "Add new element".



A two-steps interface will open. In the first step, insert the original text (from an outside source, usually from Eurlex) and the appropriate reference. In the second step, make your amendment as for a standard amendment.

**Step 1**: insert the original text and copy/paste the url address from Eurlex or enter the CELEX reference number.

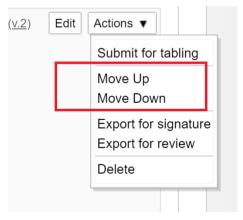


**Step 2**: edit the pasted text and create the amendment.

Don't forget to add the introductory part in the righ-hand columnand the reference to the basic act in "Additional info".

## 3. How can I move an amendment which was created in the wrong place?

1) You can move amendments up and down using the relevant option available in "Actions".

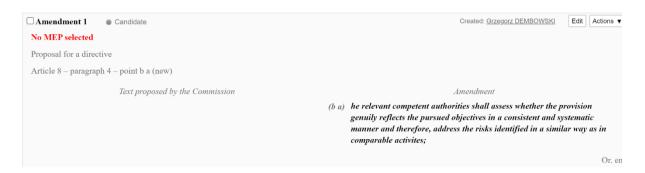


However, this option is rather limited as it allows you to move the amendments within a family of provisions. This means that you will not be able to move an amendment e.g. from the enacting part to recitals.

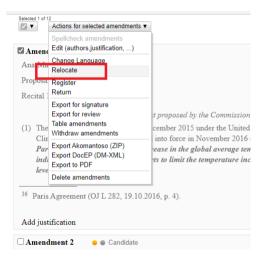
## 2) Relocation:

The 'relocate' function allows to move the amendments around in a more flexible way than the 'move up' and 'move down' function. However, this function is only available to the committee secretariats.

In the example below a new point (ba) has been created in paragraph 4 of Article 8, whereas that amendment should have been created as a new paragraph (2a) of Article 6.



In order to relocate it, go to "Actions for selected amendments" in the upper left corner, and then click on "Relocate":



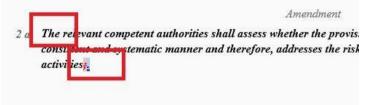
A window will pop up which will allow you to select the new desired location:



Click on "save new position".



If need be, you need to adapt the amendment accordingly.



Please note that you can move up or down or relocate only amendments which introduce a new provision. Thus, it is not possible to relocate an amendment which seeks to amend a provision being already part of the COM proposal, such as this one:

