

ANNEXES

to

RESPONSES TO THE DISCHARGE QUESTIONNAIRE 2013

Table of contents

Annex 1 - Procédures négociées exceptionnelles 2013 (point 40)	3
Annex 2 - EuroParlTV (point 69)	11
Annex 3 - Visitors Groups (point 69)	13
Annex 4 - Information Offices (point 73).....	14
Annex 5 - European Liaison Office (point 76).....	34
Annex 6 - Events for staff (point 86)	66
Annex 7 - Contract between EP - BCD Travel Belgium (point 130).....	68

Annex 1

PROCEDURES NEGOCIEES EXCEPTIONNELLES 2013
articles 134 a) à g) et 135 a) à d) et > à 15.000 €
Direction générale des Infrastructures et de la Logistique (point 40)

Nom/s de/s l'attributaire/s	Lot	Objet	Montant	Base juridique	Motif	Candidats		Critères d'acceptabilité	Reference du marché	Date Avis FMP
AM GREISCH - NEY		Suivi de l'exécution des travaux - Charpente PHS	€409.200,00	PN article 134.1 b)	défaillances répétitives configurant une non exécution du contrat cade DNT(2009)241 entraînant la résiliation de ce contrat Décision de l'ordonnateur compétent d'engager sans délai une PN sans présaisine interne mais avec info à posteriori du FMP (GEDA D(2013)27650)	1	1	prix	AO 13-015	N.A.
BMW FINANCIAL SERVICES BELGIUM	Lot 1	1 contrat de maintenance pour véhicule CD 70 01	€10.330,60	PN article 134.1 b)	Le choix du fournisseur a été influencé par le fait que la garantie fabricant implique l'obligation d'utiliser son réseau de concessionnaires.	1	1	Prix et conditions générales du contrat sont comparables aux autres offres sur le marché	AWD/INLO/2013/230	N.A.

Nom/s de/s l'attributaire/s	Lot	Objet	Montant	Base juridique	Motif	Candidats		Critères d'acceptabilité	Reference du marché	Date Avis FMP
BMW FINANCIAL SERVICES BELGIUM	Lot 2	1 contrat de maintenance pour véhicule CD 70 08	€10.330,60	PN article 134.1 b)	Le choix du fournisseur a été influencé par le fait que la garantie fabricant implique l'obligation d'utiliser son réseau de concessionnaires.	1	1	Prix et conditions générales du contrat sont comparables aux autres offres sur le marché	AWD/INLO/2013/230	N.A.
CSTB		Mission en vue d'établir un bilan des mesures prises par le PE pour la mise en place des recommandations du premier rapport du Centre Scientifique et Technique du Bâtiment (CSTB) concernant l'entretien et la maintenance des bâtiments du PE	€30.690,00	PN article 134.1 b)	Raisons techniques. L'opérateur économique respectif est celui qui a rédigé le rapport sur la politique immobilière du Parlement européen (connu comme le rapport "Baloche"). Il porte sur la rédaction d'un rapport d'analyse des mesures prises par le Parlement européen dans le domaine de l'entretien et de la maintenance des bâtiments comme suite au premier rapport "Baloche" 2008, dans le cadre de la nouvelle politique immobilière du Parlement européen (Décision du bureau du 24 mars 2010). C'est la seule entreprise capable de rédiger un tel rapport.	1	1	L'offre devait correspondre à l'estimation, fondée sur l'expérience passée.	INLO.AO-2013-010-LUX-UCI-02	N.A.
ES ENERGIE STRASBOURG		Energie électrique- Achat de garanties	€33.600,00	PN article 134.1 b)	Le Parlement européen a choisi, dans le cadre de sa politique environnementale, de s'assurer que son	1	1	Afin de satisfaire aux critères de sélection, un	INLO.AO-STR-011-UGIMS-007	N.A.

Nom/s de/s l'attribitaire/s	Lot	Objet	Montant	Base juridique	Motif	Candidats		Critères d'acceptabilité	Reference du marché	Date Avis FMP
		d'origine de l'énergie renouvelable pour l'année 2014			électricité provienne de sources renouvelables. Étant sur le marché réglementé d'électricité, le PE s'approvisionne en électricité par Énergies Strasbourg (ES). Seul le fournisseur du pouvoir adjudicateur est en mesure de certifier la provenance de l'énergie d'origine renouvelable consommée par le Parlement Européen.			soumissionnaire doit disposer des autorisations nécessaires, d'une capacité économique et financière suffisante, d'une capacité technique et professionnelle ainsi que d'une expérience dans le domaine du marché suffisante pour lui permettre d'exécuter le marché dans le respect des dispositions contractuelles.		
G I ENTREPRISE		Operation, maintenance and upkeep of the House of Europe in Sofia (Bulgaria)	€21.040,00	PN article 134.1 b)	Maintenance pendant la première année assurée par le vendeur, selon l'acte notarié d'acquisition du bâtiment	1	1	Prix par poste conformes à l'estimation	INLO.AO-2013-032-LUX-UGIMBI-04	N.A.

Nom/s de/s l'attributaire/s	Lot	Objet	Montant	Base juridique	Motif	Candidats		Critères d'acceptabilité	Reference du marché	Date Avis FMP
HABITAT ET SANTE-ENVIRONNEMENT		Avenant 1 au contrat-cadre de services CNT(2012)022 : Gestion des dossiers techniques amiante et établissement des diagnostics associés avant travaux - STR	€55.000,00	PN article 134.1 b)	Continuité et cohérence dans la méthode de prélèvement et d'analyse de matériaux dans le cadre des chantiers existants (notamment du bar des chauffeurs)	1	1	bordereau des prix identique à celui du marché initial	INLO.AO-2013-007-STR-UGIMS-05 :Avenant 1	N.A.
HOMOLKA MODELLBAU		Mise à jour de la maquette du bâtiment KAD	€16.980,00	PN article 134.1 b)	Il s'agit du maquettiste qui avait créé la maquette actuelle	1	1	Prix acceptable	INLO.AO-2013-018-LUX-UPIL-01	N.A.

Nom/s de/s l'attributaire/s	Lot	Objet	Montant	Base juridique	Motif	Candidats	Critères d'acceptabilité	Reference du marché	Date Avis FMP	
INFEUROPE		avenant au contrat de veille réglementaire des équipements techniques	€58.428,00	PN article 134.1 e)	Lors des discussions au sein du groupe de travail interinstitutionnel en matière immobilière (ILISWG), plusieurs autres Institutions européennes ont exprimé le souhait de pouvoir participer à l'appel d'offres visant la conclusion d'un nouveau contrat pour la veille réglementaire et un protocole d'accord interinstitutionnel est en cours de signature. Il s'agit donc d'une circonstance imprévue que le pouvoir adjudicateur n'aurait pas pu prendre en compte suffisamment à l'avance lors de la planification du marché actuellement en cours visant le renouvellement de ce contrat. Par ailleurs, le présent marché ne pouvait pas être techniquement ou économiquement séparé du marché principal, inconvénient majeur pour le pouvoir adjudicateur. En effet, la mise en place d'un éventuel nouveau contrat temporaire pour quelques mois seulement (visant à couvrir le laps de temps entre la fin du contrat actuel et la signature du contrat résultant de la procédure	1	0	L'avenant porte uniquement sur la prolongation d'une durée initiale d'un trimestre, reconductible tacitement au maximum 2 fois du contrat en cours, au même prix que celui prévu dans le marché de base. Il n'y a donc pas eu de modification des conditions financières de la prestation de base.	INLO A BATILUX GEN VEILLE REGLEMENTAIRE	N.A.

Nom/s de/s l'attributaire/s	Lot	Objet	Montant	Base juridique	Motif	Candidats		Critères d'acceptabilité	Reference du marché	Date Avis FMP
					interinstitutionnelle en cours) aurait comporté de toute évidence une période de mise en route avec des inconvénients techniques et opérationnels non négligeables pour les services compétents.					
ISS		Prestations complémentaires au contrat de nettoyage des bâtiments du PE à BRU	€134.213,49	PN article 134.1 e)	Prise d'occupation de nouveaux bâtiments et modification des horaires d'intervention suite à une adaptation des heures d'ouverture au public.	1	1	Prix unitaires selon l'offre dans le marché initial. Les prix unitaires supérieurs ont fait l'objet d'une négociation.	INLO.AO-2012-024-LUX-UGIMB-01 Avenant 5	20/02/2013

Nom/s de/s l'attributaire/s	Lot	Objet	Montant	Base juridique	Motif	Candidats		Critères d'acceptabilité	Reference du marché	Date Avis FMP
PORT AUTONOME DE STRASBOURG		Convention de partenariat pour la mise en place d'une desserte fluviale pour la visite du Parlement européen à Strasbourg et relative au financement de travaux d'amélioration de l'embarcadere	€60.000,00	PN article 134.1 b)	Participation aux travaux d'amélioration de l'embarcadere, pour la création d'un circuit de visites spécifiques en collaboration avec Batorama. Amélioration de l'accueil des visiteurs.	1	1	Travaux réalisés par le Port autonome dans le cadre de la convention de partenariat	AWD/INLO/2013/434/EMBARCADERE/STR	N.A.
STABIL		Fourniture (en location) d'un système de support du noyau central de la charpente de l'hémicycle dans le bâtiment Paul-Henri Spaak du Parlement européen à Bruxelles	€130.000,00	PN Article 126 1b)	opérateur économique déterminé	1	1	Prix	INLO.AO-2012-029-BRU-UGIMB-21	05/12/2012

Nom/s de/s l'attributaire/s	Lot	Objet	Montant	Base juridique	Motif	Candidats		Critères d'acceptabilité	Reference du marché	Date Avis FMP
STIB		Participation aux frais de transports avec l'opérateur STIB	€950.000,00	PN article 134.1 b)	fournisseur exclusif pour le transport public dans la Région de Bruxelles-Capitale	1	1	l'opérateur STIB a le monopole du transport public dans la Région de Bruxelles-Capitale	INLO/DG INLO/CNT(2013)35	22/02/2013
TPF ENGINEERING		Assistance architecture et technique à la réalisation de travaux de sécurisation, d'aménagement d'un restaurant ainsi que de l'aménagement d'une sandwicherie situés dans les bâtiments du Parlement européen à Bruxelles.	€491.472,50	PN article 134.1 b)	résiliation du contrat CNT(2009)241 Décision de l'ordonnateur compétent d'engager sans délai une PN sans présaisine mais info à posteriori du FMP (GEDA D(2013)29953)	1	1	prix	AO 13-018	N.A.

EuroParlTV (point 64) (Reply from 2012 Discharge Questionnaire)

§35: Despite calls in the 2010 discharge report (para. 55) for proposals "for the closure of the operation", the European Parliament continues to attribute funds to EuroParlTV. The Bureau Working Party has made a number of recommendations to improve the service, especially with regard to cost-effectiveness. What has been the outcome of this process and will it allow significant savings as requested by the Parliament's resolution on the discharge for 2010? Is a cost-benefit analysis available as requested in the 2010 discharge report?

Parliament's administration is bound to implement the budget as voted by the budget authority. The 2012 budget was voted by Parliament, with EUR 8.5 million earmarked for EuroParlTV under line 3246.

EuroParlTV is one important element within Parliament's wide range of multimedia information tools. It has moved away from the former model of web-based television and turned into a **web video production powerhouse**, specialising in the production of edited ready to use audio-visual products on Parliament's work for a multiplicity of clients: national, regional and local TV broadcasters, the main national online news providers, interested citizens and the social media profiles of Parliament and its MEPs.

In recent years, while EuroParlTV has boosted its performance, its budget has been drastically reduced: from EUR 9 000 000 in 2008 to EUR 5 000 000 in 2014. The editorial approach has also changed. ready to use audio-visual products now concentrate on the most intensive weeks of parliamentary activity: plenary sittings and committee weeks. It also produces a larger proportion of ready to use audio-visual products with a longer lifespan, such as educational videos which explain and put into context Parliament's positions, roles and impact in the EU. Unsuccessful programmes with little viewership have been removed.

EuroParlTV has also launched a series of exclusive co-productions with national TV channels such as TVE, France 24 and Greek public television, thus securing guaranteed audiences for debates with the participation of MEPs. This editorial effort has resulted in increasing audience figures. Exclusive EuroParlTV productions are developed for Parliament's Facebook profile, which now has 1.2 million 'friends'. EuroParlTV videos are also reused and disseminated by MEPs via their own web platforms and communication activities. EuroParlTV ready to use audio-visual products are widely used by more than 180 media partners in 23 Member States. They are broadcast on national, regional and local television stations as well as via web portals.

Through these partnerships, EuroParlTV has launched exclusive co-productions with national broadcasters. For example, in July EuroParlTV co-produced a debate programme with TVE on youth employment, with the participation of five Spanish MEPs from different political groups. This programme had an audience of about 500 000.

To increase the cost-effectiveness of EuroParlTV productions, selected raw images have been made accessible to TV broadcasters via Europe by Satellite. For example, images covering the visit by a LIBE committee delegation to Washington from 28 to 30 October 2013 were used by CNN International in nine different programmes.

In relation to the EuroParlTV section of the website:

- visits increased by approximately 30 % from October 2012 to October 2013;
- the number of videos viewed on the EP website has increased from approx. 50,000 views in October 2012 to approx. 90,000 views in October 2013

EuroParlTV also has a fast-growing audience on YouTube. The average number of monthly views of EuroParlTV videos on YouTube increased more than threefold from October 2012 (7 964) to October 2013 (29 642). Furthermore, engagement with MEPs on Twitter has spiked in recent months, with Members systematically re-tweeting EuroParlTV videos in which they appear. EuroParlTV's number of followers has more than doubled in 10 months, from 5 500 in December 2012 to 12 000 in October 2013.

In accordance with the note adopted by the Bureau on 3 December 2012, services are commissioning an external evaluation study of Parliament's online multimedia production. The study is being carried out by independent experts. Its findings will help to shape the future online communication policies of Parliament and its newly elected MEPs

**Visitors Groups (point 69)
(Reply from the 2012 Resolution Discharge)**

*§69: "Notes that since January 2012, a new set of rules came into force governing the reception of visitors' groups, including the method of paying subsidies; notes that the Bureau decided to maintain the option to make cash payments to visitor groups; is concerned about the significant reputational and security risk entailed in making cash payments to visitor groups; **asks for a new decision of the bureau to abolish cash payments** which constitutes a violation of Directive 2005/60/EC of the European Parliament and of the Council¹; takes note that out of approximately 2 000 visitor groups annually, only 365 in 2012 received more than EUR 15 000 but that the majority of these visitors' groups opt for cash payment method, although Parliament's administration encourages payment by bank transfer or a mix of both methods instead;"*

The rules governing the reception of visitors' groups, including the method of paying subsidies, were revised by the Bureau in November 2011. On this occasion, the Secretary-General made a proposal to the Bureau based on the principle that the travel expenses would be paid by bank transfer only. However, following the exchange of views, the Bureau decided to endorse the revised rules with the following addition: 'All subsidies payable in respect of travel expenses shall be paid by bank transfer or in cash.' The rules came into force on 1 January 2012. The payment of subsidies by bank transfer is consistently encouraged by Parliament services, in the light of the advantages that this method presents. However, the decision on whether or not to allow payment of subsidies in cash remains under the sole responsibility of the Bureau. Taking into account the entry into office of a new Bureau as from July, the Secretary General will explore with the Vice-President responsible the opportunity to change the present rules.

¹ Directive 2005/60/EC of the European Parliament and of the Council of 26 October 2005 on the prevention of the use of the financial system for the purpose of money laundering and terrorist financing (OJ L 309, 25.11.2005, p. 15).

DG COMM

Directorate for Information Offices

Horizontal and Thematic Monitoring Unit



**The European Parliament
Information Offices
in 2013
(point 73)**

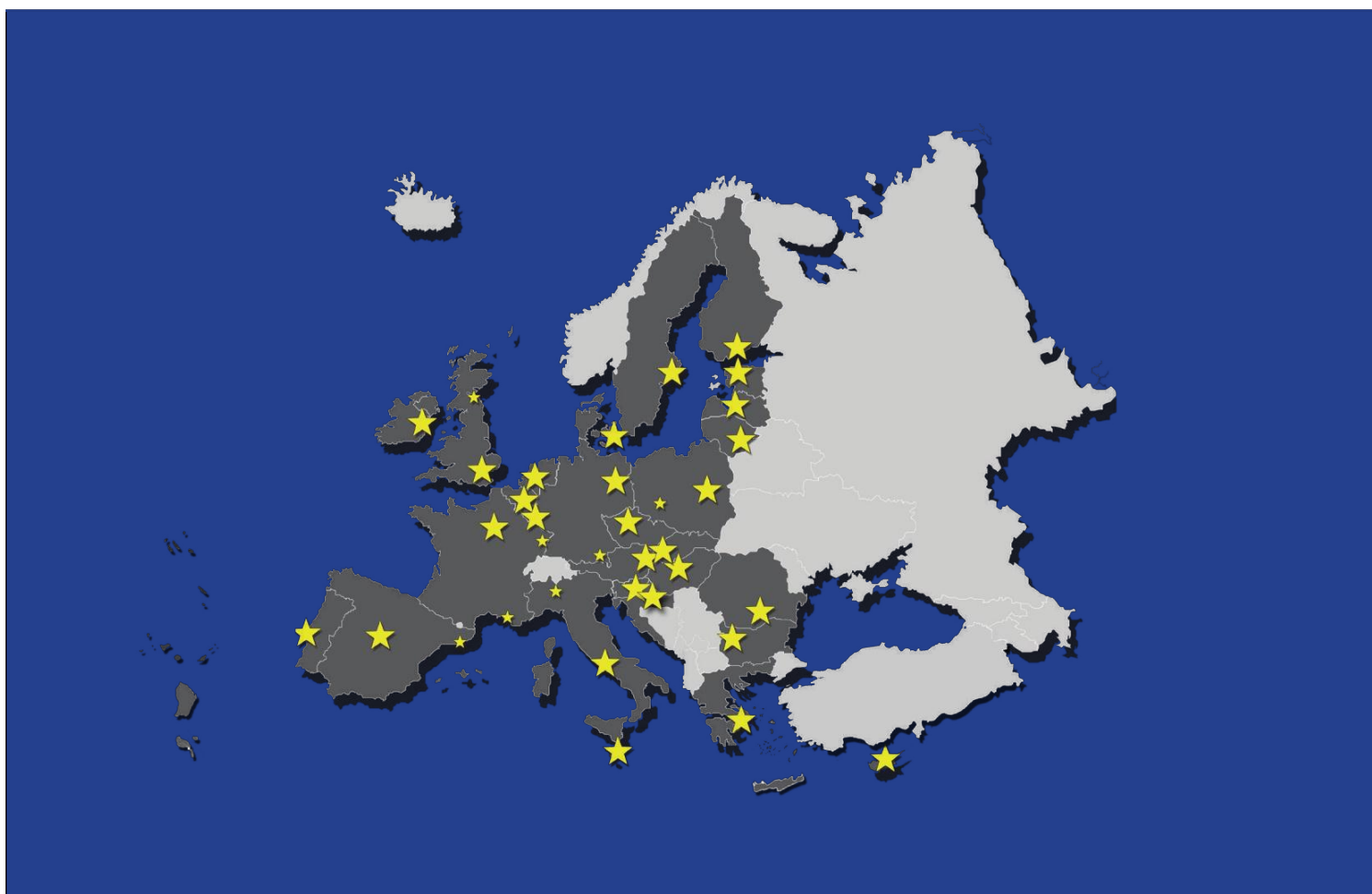


Table of content

1. Introduction
2. Legislative activities
 - a. Regional Discussion Fora
 - b. Cross Border Fora
3. Promoting Values
 - a. International Women's Day
 - b. Europe Day / 9 May
 - c. Lux Film Prize
 - d. Sakharov Prize
 - e. Citizen's Prize
 - f. European Year of Citizens
4. Youth activities
 - a. Events for young people
 - b. Euroscola
5. European Elections 2014 Communication Campaign
 - a. Kick-off of the campaign
 - b. Thematic Phase (Jobs, EU in the World, Money)
6. Media
7. Internet and Social Media
8. Inter-institutional relations
9. Annexes

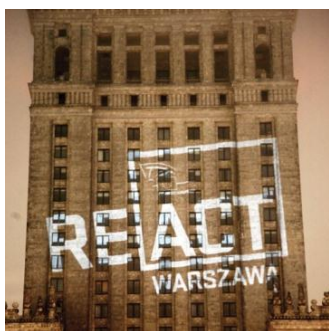
1. Introduction

Each year the EP Information Offices implement the communication strategy of the European Parliament in the Member States to increase the awareness of the EP, its policies and values. Through decentralised activities in which Members of the Parliament play a central role, the Information Offices bring the political debate closer to the citizens and opinion leaders.

This report is an overview of the achievements in 2013. The first half of the year was devoted to the regular communication activities while as of September the Information Offices were fully involved in the implementation of the

2014 Elections Communication Campaign.

The figures presented in this report are provided per theme or type of action. The themes are often interrelated with the type of activity and therefore some figures might be overlapping and should not be added up in order to produce totals. The large figures of participants include direct and indirect participants (people attending fairs and exhibitions, EPIOs information stands, festivals and open days).



2. Legislative activities

Since the European Parliament plays a key role in the European Union decision-making process, communicating on legislative issues is a priority for the EP Information Offices. Various events were organised in Member States, with a goal of engaging both citizens and stakeholders, and shedding light on the main legislative matters important to each and every European.

Facts and figures :

- 204 activities covering legislative issues
- More than 291.000 participants
- 188 MEPs present
- 3.280+ journalists present
- 10.700+ stakeholder organizations with estimated potential outreach of 46.594.000+

a. Regional Discussion Fora

As of 2010 the EP Information Offices became actively engaged in organising Regional Discussion Fora: specially designed regional events, which are platforms for MEPs, stakeholders and citizens to discuss the legislative issues relevant to their region during several days. These events proved to be very successful among citizens, stakeholders and media representatives.

Facts and figures :

- 74 Regional Discussion Fora
- More than 136.200 participants and 5.852 stakeholder organizations involved
- 57 MEPs present

b. Cross Border Fora

Moreover, cross-border activities were initiated and implemented jointly by several EP Information Offices. They not only helped to develop cross-border relations between the stakeholders and local institutions, but also were covered by media to a large extent.

Facts and figures :

- 11 Cross Border Fora organized
- 177 stakeholders and 76 journalists participated





3. Promoting values

To promote values that EP stands for, Information Offices worked actively to engage citizens in the Member States in the key celebrations going on in Brussels and Strasbourg.

a. 9th May

Celebration of the 9th May, namely the Europe Day, allowed combining entertaining events – concerts, cultural fairs, games, etc. – and debates on political, social and economic issues. On this occasion, the European Parliament Information Offices, often in partnership with the EC Representations and other institutional stakeholders, organised around 100 events using the European Year of Citizens topic to encourage dialogue and begin raising awareness of the European Elections 2014.

Facts and figures :

- 399.000+ participants
- 348 journalists
- 217 reports in print media, 120 in audio-visual and 399 online, 220 blog posts

b. International Women’s Day

As in previous years, the EP Information Offices organised a large number of activities to celebrate International Women’s Day in 2013, contributing significantly to the EP communication campaign on women’s rights and gender equality, focused around the theme “Women’s response to the crisis”.

Facts and figures :

- 72 MEPs present
- 7.500 participants



c. Lux Film Prize

In the framework of 7th edition of LUX Prize, the European Parliament Information Offices organised the screenings of films in Member States between October and mid-December 2013 with the participation of Members of the European Parliament, stakeholders and citizens.

In most of the cases, the screenings were followed by a debate on the subject related to the film.



Facts and figures :

- 28.600 participants
- 1.500.000 EPIOs Facebook friends and EPIOs Twitter followers of the 2013 LUX prize events

d. Citizen’s Prize

Aimed at recognizing exceptional achievements by European citizens, associations or organisations, the annually awarded prize is given out by the European Parliament since 2008. With 2013 being the European Year of Active Citizenship, this year’s Citizen’s Prize attracted even more attention. Altogether, 43 laureates received their winning medals at the national ceremonies organized by European Parliament Information Offices.

Facts and figures :

- 1.900 people participated in Citizen’s Prize events
- 59 MEPs were present



e. Sakharov Prize

The importance of the Sakharov Prize for the Freedom of Thought was communicated by the European Parliament during the last 25 years. The latest winner, the 16 years old Pakistani activist Malala Yousafzai, was in the centre of attention during 2013 Sakharov Prize events organized by EP Information Offices in EU Member States.



Facts and figures :

- 52.700+ participants
- 108 journalists attended
- 72 reports in print media, 57 in audio-visual and 85 online

f. European Year of Citizens

In 2010, the European Parliament called on the European Commission to make 2013 the European Year of Citizenship in order to boost the debate on EU citizenship and inform EU citizens of their rights. Throughout the year, numerous activities organised by the Information Offices were related to the theme of citizenship. Many events organised in the framework of other themes (e.g. Citizen's Prize) were integrated in the celebrations of the European Year of Citizens .



Facts and figures :

- Estimated potential outreach of EYOC activities is more than 80.000.000
- More than 8.327 media outlets (audio visual, online and printed) reported on these events
- 268 MEPs participated in these events

4. Youth activities

Young people, in particular first time voters, were a very important target group for all Information Offices in 2013, especially for the awareness rising about the European Elections in 2014. In many Member States special presentations of the campaign were organised for the first time voters and university students. Also during the thematic phase of the election campaign, a large number of debates and seminars with MEPs were targeted at young audience, in particular events related to jobs.

Facts and figures :

- 70 MEPs participating in EPIO activities for young people
- 43.000+ young people participating in these events
- 112 reports in print media, 549 in audio-visual and 2.833 online

Euroscola

Euroscola is an important communication tool for the European Parliament to reach out to young people and to give young Europeans the possibility to experience its work and decision making process. The participating students get an opportunity to familiarize themselves with the workings of the European Parliament, to discuss democracy, fundamental rights, European values and to experience EU decision making in the form of a multilingual European youth parliament. It is a very successful platform for educating students about the work of the EP.

Facts and figures :

- 10.106 young people took part in Euroscola in 2013
- 425 separate groups participated which represents a 26% increase compared to the previous year

Each year there are around 20 Euroscola sessions held in Strasbourg and the Information Offices are in charge of the selection procedure through competitions in the Member States. The participation in Euroscola gains more and more popularity and each year the interest is increasing.

Apart from the usual Euroscola days, in 2013 a special Euronest Scola took place where 160 pupils, coming from EU Member States and the 6 countries of the EU's Eastern partnership (Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine) attended a special day during which they participated in a simulation of the work of Euronest Parliament Assembly, composed of Members of the European Parliament and National Parliaments. Together, they debated, discussed and adopted resolutions on issues of common interest to the Eastern Partnership.



5. European Elections 2014 Communication Campaign

The EP Information Offices are fully involved in the implementation of the Elections Communication Campaign and they are the crucial actors as regards spreading the information in the Member States.

The events which EPIOs organized have been tailored to follow the phases defined centrally for the whole communication campaign. To target the public and reach the expected results, activities have embraced a large diversity of formats.

a. Kick-off of the campaign

In addition to the active promotion of the campaign launch by Vice- Presidents Anni Podimata and Othmar Karas in Strasbourg, all EP Information Offices have implemented kick-off events to launch the 2014 Election Campaign in the Member States.

Facts and figures :

- 4.779 participants
 - 1.482 multipliers with estimated memberships of 19.415.000 people
 - 252.644 Potential viewers of the Humanifesto video via the Information Offices' Twitter accounts
- 56 MEPs participating in the kick-off activities organised by Information Offices

b. Thematic Phases of EE14 Campaign

In the thematic phase of the campaign, the Information offices are organising events related to five themes in order to inform about the role and decisions taken by the European Parliament in these specific areas: Jobs, Europe in the world, Money, Quality of life, economy. Three themes - jobs, EU in the World and Money - were launched in 2013.

• Jobs

Events related to jobs theme served to inform and find innovative and effective solutions to one of the most concerning issues in Europe now – unemployment. They provided a platform for discussing students' mobility, grants, job creation, economic growth, free movement of workers, and sustainable development. The Jobs events of the Information Offices provided an opportunity for stakeholders to enter into debate, dialogue, an exchange of views with MEPs.

Facts and figures :

- 10.500 participants,
- 2.050 stakeholder organisations with an estimated membership of 5.350.000 involved
- 5.700.000 people potentially reached by Twitter for Jobs events (including central ReAct event)

- **EU in the World**

The aim of the “Europe in the World” events implemented by the EPIOs was to raise awareness of Europe’s efforts in its position as a key global player, achieved via promoting its core values around the world or by providing specific help and dialogue where it is needed the most.

Facts and figures :

- 26.800+ participants in EU in the World events
- 87 MEPs present
- Potential estimated outreach of the “Europe in the World” events on Facebook (including central ReAct event): nearly 10.000.000 people

- **Money - Investing in Europe**

The third subject of the thematic phase of the 2014 European Elections campaign has been devoted to the topic: “Money - Investing in Europe”. Information Offices contributed to the debate on how European financial resources can be better spent, which was of particular importance to citizens in times of economic crisis.

Facts and figures :

- 3.600+ participants,
- potential estimated outreach of the “Money-Investing in Europe” events in the Member States (including central ReAct event): over 16.500.000 people



6. Media

Media, as an important multiplier to reach out to citizens, are an important element of activities organised by Information Offices. All types of media are targeted and invited to the events in order to ensure the widest possible presence of the Members of Parliament in press, audio-visual programmes or various online outlets.

Facts and figures:

- 4.586 journalists took part in EPIO events, which resulted in
- 16.832 media reports



7. Internet and Social Media

Information Offices also use their online presence to communicate with the public. All Offices have their own web site which contains general information on the Parliament as well as information targeted at the media. EP Information Offices are also widely present on social media: All Offices have Facebook pages and Twitter accounts, and some offices also use other social media tools such as Flickr, YouTube, Instagram, Pinterest or Storify. In order to build online national communities with European citizens, one community manager has been appointed in each Office. Its task is to ensure daily activity on offices' social media accounts, keeping citizens up-to-date with latest EP news and EPIOs activities in a friendly way, and engaging in conversations with them: answering their questions, discussing their concerns, busting myths if need be. Community managers in Information Offices also take the pulse of the citizens: they listen to what matters to them in order to stay as close as possible to their daily lives and realities.

Bloggers are still considered as an important target for EPIOs' online communication, and involved in many offline and online actions, where they can act as multipliers to relay the information directly to their communities.

Websites

Each Information Office has its own website which provides the main portal to the offices activities. The layout of the website went through a lifting in 2013: it is now more modern, more user-friendly and more efficient.

Facebook

All national EP Information Offices, as well as some regional antennas, have their Facebook page. As Facebook is the biggest social media platform in the EU, the Information Offices pages keep growing: from 48.172 fans on the 1st January 2013, they moved to 160.259 fans in total on the 1st January 2014. Their activity level keeps getting higher, with more and more likes, shares and comments every day.

Facts and figures:

- 1.384.277 visits to EPIO websites in 2013

Facts and figures:

- Number of fans on all Information Offices Facebook accounts: 160.259

Twitter

All national EP Information Offices, as well as some regional antennas, also have their Twitter account. Twitter is widely used in the EU by journalists, communication professionals, local politicians and more and more by citizens. As a consequence of an active involvement of Information Offices, the number of followers of their Twitter accounts rose significantly.

Facts and figures:

- Number of followers of Information Offices' Twitter accounts: 38.322

Youtube – Flickr – Pinterest – Instagram – Storify...

The galaxy of social media platforms keeps expanding every year and some Information Offices have created an account on platforms that are popular in their country. They use these accounts to share pictures of their events, organise competitions open to the public, share third-party content provided by the citizens. By multiplying their presence online, the EP Information Offices ensure that all citizens from all ages, origins and interests get a chance to interact with them online and to make their voice heard.

8. Inter-institutional Relations

All Information Offices cooperate closely with institutional stakeholders in their Member States and they have developed an important network of contacts, with whom they cooperate on a regular basis. These networks become particularly useful during the Election Campaign as via them the Information Offices managed to spread the campaign message to wider public and multiply its outreach, namely:

- **Europe Direct**

As a result of central agreements the 500 Europe Direct Information Centres are fully involved in the EE2014 communication campaign. They are implementing election activities, printing and distributing thousands of copies of EP elections materials in all languages.

- **Managements Partnership**

Following the decision of the Commission to put to an end this interinstitutional project, EPIOs managed to secure big amounts of the budget 2013 for election activities.

- **Share Europe Online Project**

This common project made available to EP Information Offices and the EC Representations experienced external social media experts in order to communicate more effectively about the European Union through social media. The project has proven very successful and improved significantly the level of citizens' engagement on EPIOs social media accounts.

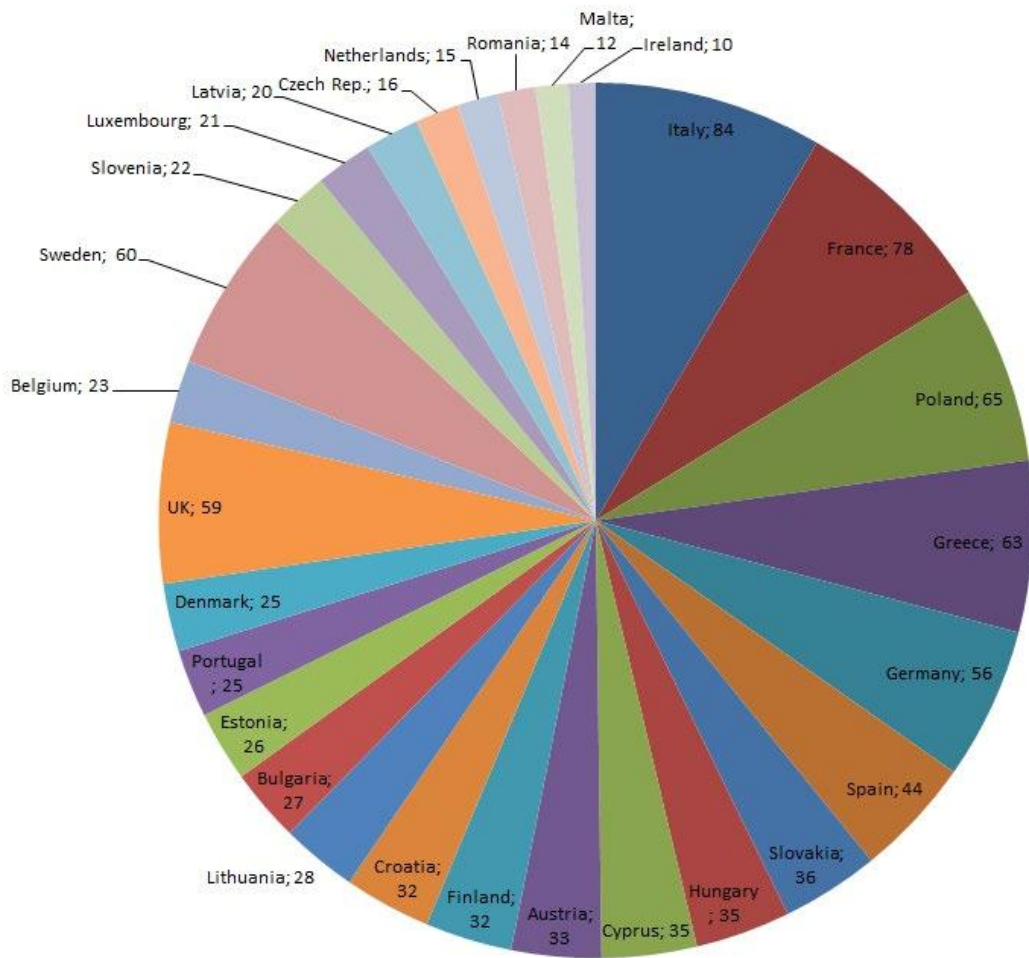
- **European Public Spaces**

In 2013, The European Public Space in Cyprus was reopened. There are now 17 European Public Spaces in the Member States.

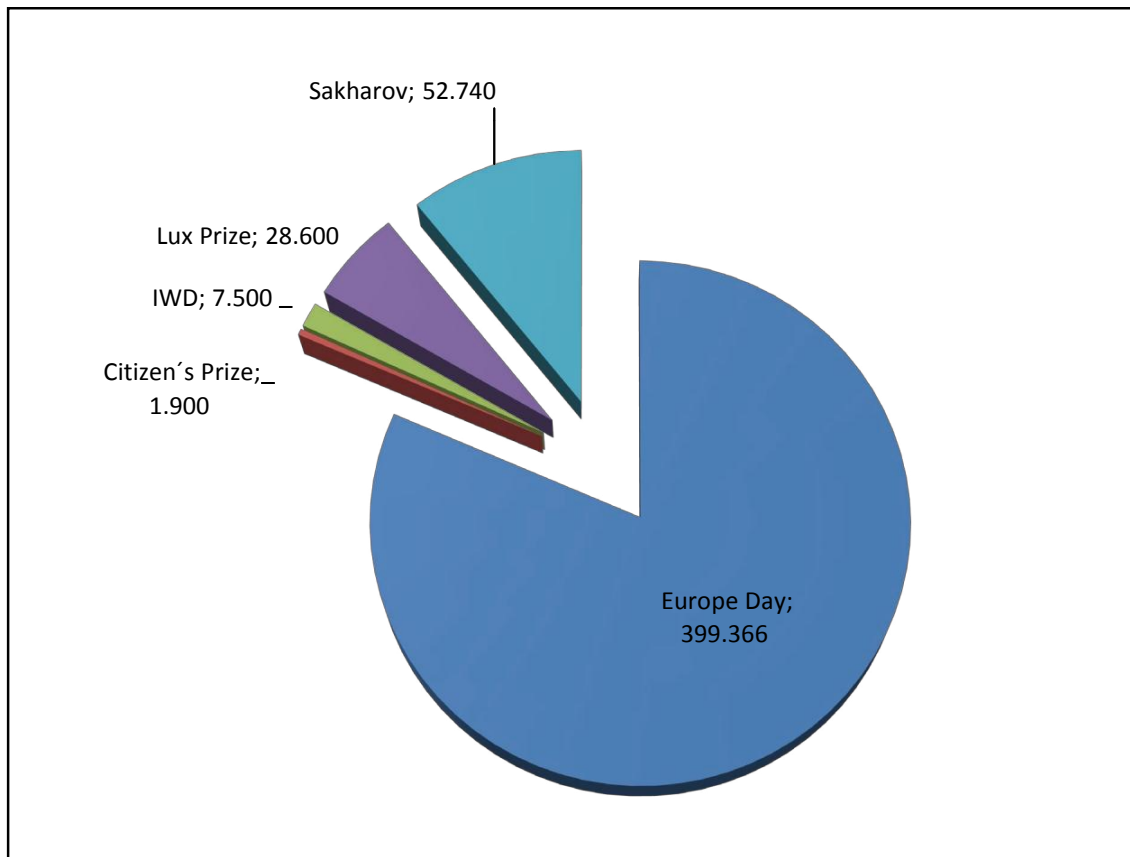
9. Annexes



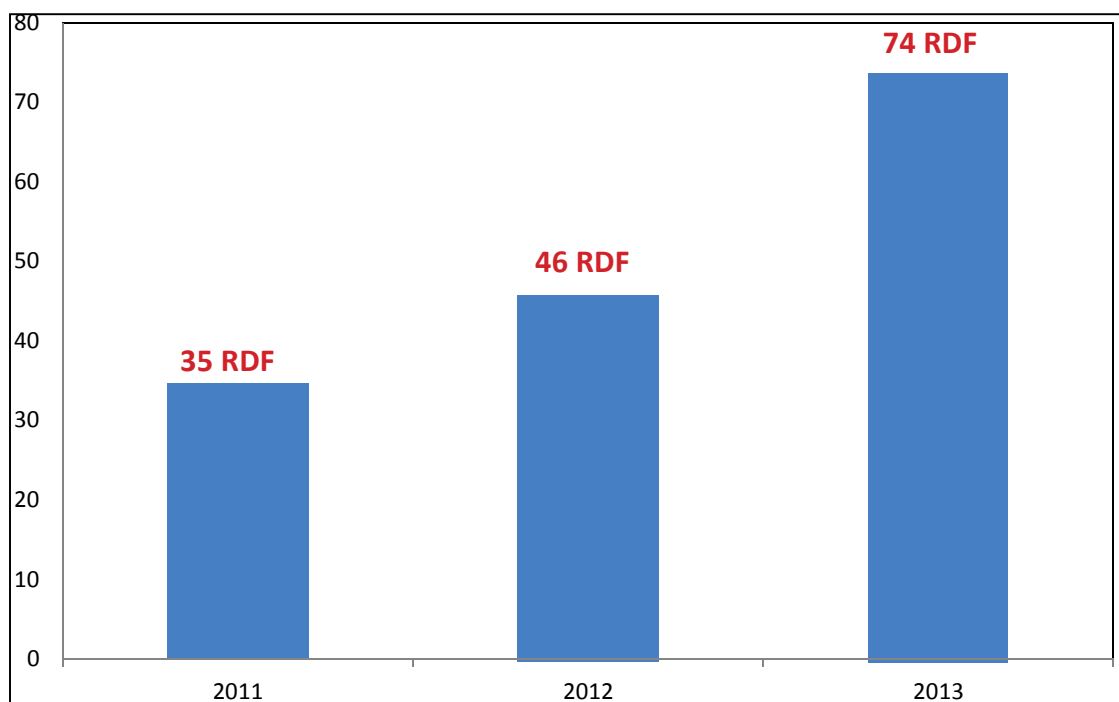
Total number of MEPs participating in EPIOs events in 2013



Number of participants in values events organised by the EP Informations Offices

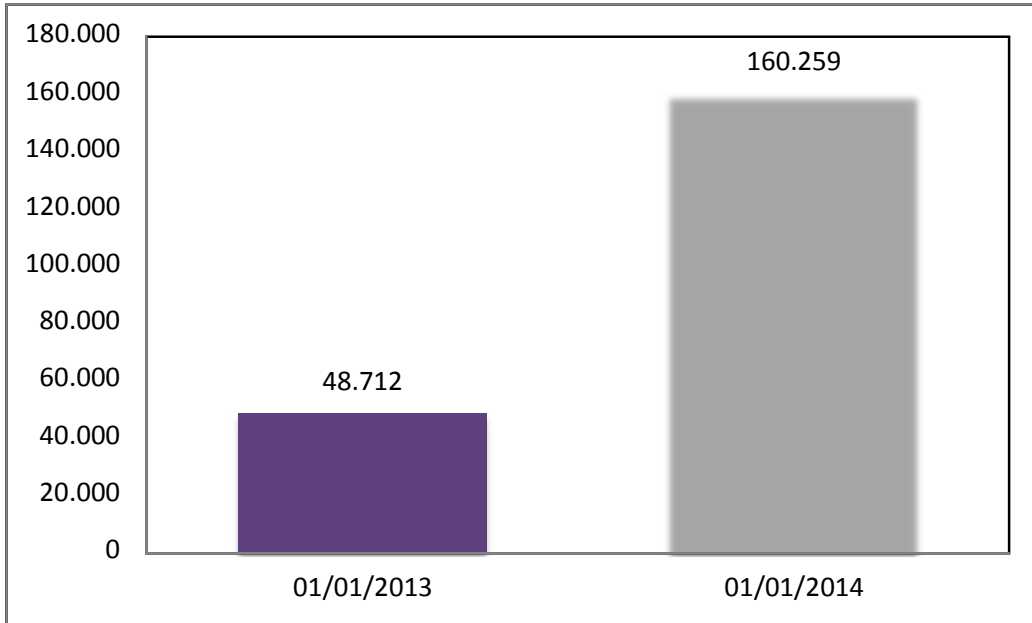


Evolution of the number of Regional Discussion Fora (RDF) organised by the EPIOs from 2011 to 2013

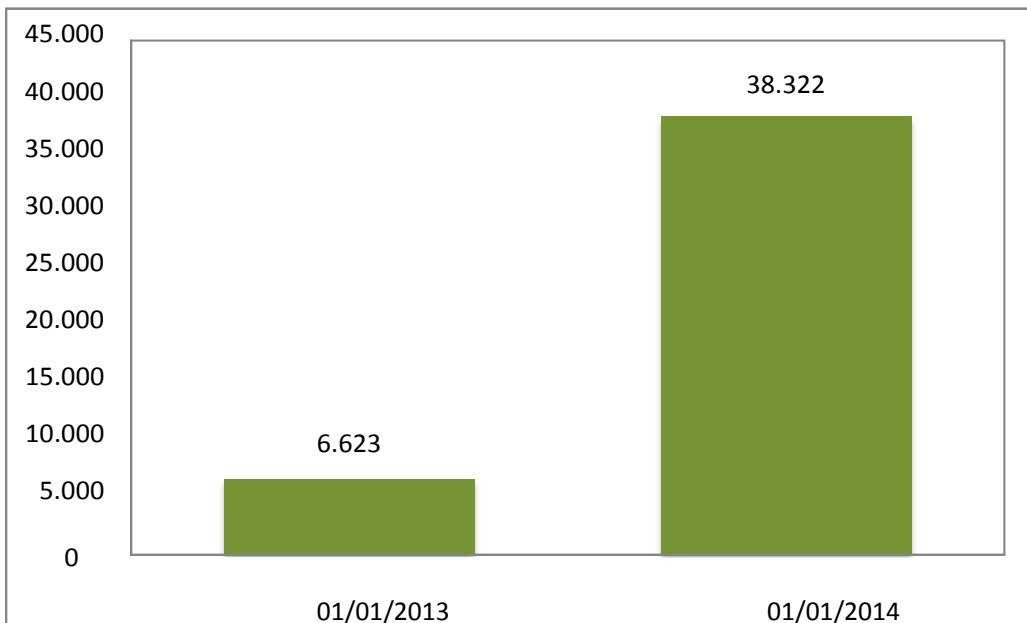


Number of F

Growth in number of EPIOs fans on Facebook (2013-2014)



Growth in number of EPIOs Twitter followers (2013-2014)



European Parliament Liaison Office Progress Report September 2014

(point 76)

Introduction

The only European Parliament office outside the European Union, the European Parliament Liaison Office with the U.S. Congress (EPLO) was inaugurated by President Jerzy BUZEK on April 29, 2010, following broad support by the European Parliament (such as the 25 April 2007 European Parliament resolution of 25 April 2007 to establish such a body). Though in promoting the transatlantic dialogue EPLO seeks enhanced "synergies" with the European Delegation to the U.S. (both located at 2175 K Street, N.W. Washington, D.C.), it works under Parliament's authority alone in its efforts to build transatlantic legislative and political cooperation on mutually important issues.

Its principle **objectives** have been to raise the profile of the EP in Washington and to contribute to practical cooperation between the Congress and the EP at the political and administrative level.



Contents

Introduction.....	2
Contents	3
1. Key Issues at Stake.....	5
2. Results	6
3. Staffing.....	7
4. Congressional Relations	8
5. EP/Congress Staff Cooperation	9
6. Reporting and "early warning" function	10
7. Public Diplomacy	11
7.1 Contributing to a constructive debate on transatlantic issues in Washington DC	11
7.2 EPLO Events.....	11
7.3 Communications Activities.....	12
7.3.1 <i>Working with the Press</i>	12
7.3.2 <i>Online Presence</i>	12
7.3.3 <i>Publications</i>	13
7.4 Academic Outreach	13
7.4.1 <i>University Outreach</i>	13
7.4.2 <i>Academic Conferences</i>	13
7.4.3 <i>Fellowship programme</i>	13
7.4.4 <i>Internship Programme</i>	14
7.5 Visitors' Programme - Exchange of Staffers	14
7.5.1 <i>EUVP</i>	14
7.5.2 <i>EU-DEL Congressional visits</i>	14
7.5.3 <i>CEPI</i>	14
7.5.4 <i>Relations with Think Tanks and Foundations</i>	14
8. EPLO/EU Delegation, complementary roles.....	15

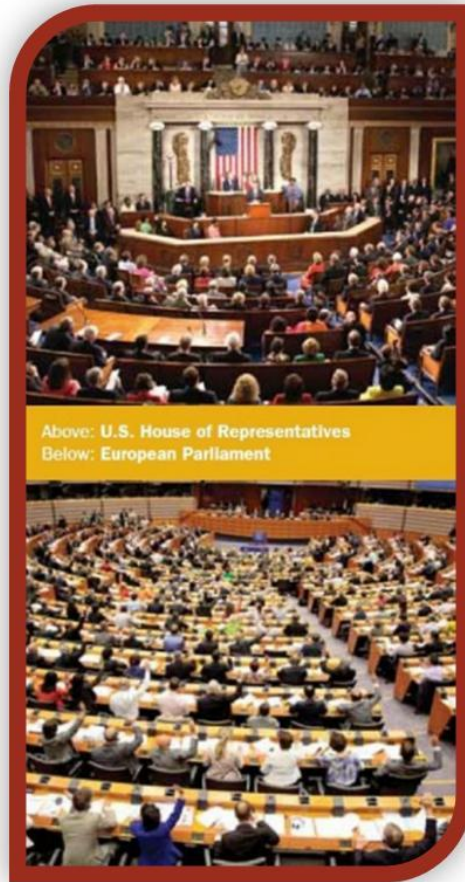
Annex 1: European Parliament Visits to the US	16
DG IPOL Committee Delegations.....	16
DG EXPO	22
<i>I. Committee delegations.....</i>	<i>22</i>
<i>II. TLD and TLD Bureau visits</i>	<i>23</i>
<i>III. Individual visits of Committee or Delegation chairs</i>	<i>23</i>
Summary Chart of Visits	24
Annex 2: Elections Events 2014.....	25
Annex 3: Academic Outreach	27

1. Key Issues at Stake

EPLO seeks to improve communication and cooperation between the EP and the U.S. Congress by building a network between legislators and staffers in the two legislatures. This includes general relationship-building between European and American legislators and staff, joint participation in dialogues and meetings, and long-term legislative planning and "early-warning" regarding important legislative developments.

EPLO also acts as a two-way conduit for pressing legislative information and facilitates MEP and Committee visits to the U.S. as well as virtual exchanges. Moreover, it promotes the profile of the European Parliament in D.C. through relationship-building with leading universities, think tanks, and the broader policy community. In a city without deep institutional knowledge of the European Union and the EP's roles within it, this requires extensive and active outreach and awareness-building.

Enhancing the bi-annual Transatlantic Legislators' Dialogue (TLD) is a central concern, including the range of technical issues in the proposed trade and investment agreement, as well as cyber security, financial regulation, and climate change mitigation.



2. Results

Just entering its fifth year, EPLO maintains contacts with most Congressional committees, Members of Congress and staffs (beyond the foreign affairs committees in both Houses of Congress, EPLO is in contact with committees with jurisdiction over issues that the EP identifies as transatlantic political and legislative priorities). Furthermore, EPLO is active in developing contacts and networking with the US Administration (Government Departments and Regulatory Agencies) as well as with international organisations based in Washington (IMF, World Bank, inter alia). Through regular contact with think tanks (SAIS, CTR, Brookings, Peterson Institute, Atlantic Council, for instance) and universities (Johns Hopkins, Georgetown, and American in particular plus a selection of university departments outside the DC area: Tufts, NYU, Yale, Pittsburgh) it has bolstered knowledge of the EP and EPLO's presence among the D.C. policy community. EPLO has facilitated official committee delegations to Washington D.C., visits of MEPs and Parliament's administrative leadership. EPLO also facilitates cooperation within the Trans-Atlantic Legislator Dialogue (TLD), which last convened in D.C. in late March 2014.



3. Staffing

The office consists of a Director/Head of Office, Deputy Head and two other permanent AD staff and 4 colleagues (envoys) based at EPLO for two years, from IPOL (2 staff) and one each from DG EXPO and DG COMM. In July 2014 an envoy from the EPRS will join EPLO. Three ASTs complete the team.

EPLO is based within DG COMM (Directorate for Information offices). All personnel, administrative and financial decisions are subject to approval by DGCOMM in Brussels.

4. Congressional Relations

The DC Office was created primarily in order to improve the cooperation on both legislative and non-legislative issues between the EP and both Chambers of Congress.

The Office has concentrated its activities and devoted most part of its human and financial resources to this fundamental objective. Beyond reporting on Congressional activities in areas of interest, EPLO exists to facilitate cooperation between EP and the Congress on key issues.

These priorities are based on the exchange of information with the staff of the EP committees and with a view to Congressional agenda and to issues of transatlantic interest.

Within the Congress, the office aims to strengthen cooperation with the staffs of Members, and especially of the leading office holders, with the TLD and also with the EU Caucus. The expected wide-ranging changes in leadership positions in the EP and Congress after the 2014 elections are an opportunity to revitalise these key relationships.



5. EP/Congress Staff Cooperation

The key to a successful legislative and political relationship between our Institutions is a strong relationship with staffers and Congressmen in Washington, and a close involvement of all actors in the European Parliament, including the political Groups.

The EP Office in DC has undertaken various efforts e.g. working breakfasts intended for Congress staffers focused on priority issues.

EPLO has close contacts with the Congressional Research Service and has contributed to a regular exchange of information between the CRS and the EPRS and Policy Departments.

Visits of Congressional staffers to EU institutions in Brussels and/or exchanges of staffers between EP and Congress have also proved extremely valuable. EPLO continues to work with the EU delegation on this and is looking to cooperate with the Bertelsmann Foundation which until 2014 received a grant from the EU for such exchanges including assistance to the CEPI (Congress-European Parliament Initiative).



6. Reporting and "early warning" function

The EPLO addresses a "feedback note" to all MEPs and relevant EP and political group colleagues summarising the main political developments in Washington on issues of interest to our institution.

The "envoys" of DG IPOL and DG EXPO provide regular more detailed information on specific issues to relevant secretariats and the President's office.

The **Rolling Transatlantic Legislative Agenda** serves as the basis for practical cooperation and information exchange on each legislative issue identified as a priority.

The RTLA is maintained in order to provide a broad overview of issues to monitor and to inform about to the Secretariat in Brussels. It is updated and implemented in cooperation with TLD administrators.

Each service of DGIPOL and EXPO has a designated staff member to follow transatlantic issues and regular video conferences are held with these TLD administrators convened by the TAR (Transatlantic Relations) Unit of DGEXPO.

7. Public Diplomacy

7.1 Contributing to a constructive debate on transatlantic issues in Washington DC

Another core function of the Office is to ensure that the European Parliament is better known and its role understood in the Washington DC milieu.

In close partnership with Think-Tanks, Foundations, and Universities and NGOs, EPLO regularly organises events on aspects of the transatlantic partnership (e.g. TTIP, Human Rights, Data Privacy etc.). Visits of committee delegations and of individual MEPs have already provided numerous opportunities to set up events of this kind. Major events have also been organised around the visits of the President and Vice-Presidents of Parliament as well as the visits of the Secretary General and other senior members of the Administration.

7.2 EPLO Events

In addition to events on the occasion of the visit of MEPs and other figures, EPLO organises a regular calendar of events to raise awareness of the work of the Parliament.

EPLO also organises 6-8 staffers breakfasts in Congress every year. These events bring Congressional staffers and EP staff together through a video-link to discuss a specific topic of interest. For example, a Farm Bill / CAP event was held in May.

Every year in May, the EPLO office takes part in the EU Embassies Open House day organised around Schuman Day. A dedicated EPLO stand within the EU-DEL premises provides an opportunity to highlight the role of the European Parliament within the wider EU framework as well as to draw attention to the work of the EPLO office. This year the focus was on the upcoming elections, with interactive games designed specifically for the event. For the first time, EPLO organised information activities at bus hubs to target visitors travelling between embassy locations.

The office contributed to the European Youth Event 2014. A "Strasbourg Calling" videoconference was held with around 20-25 participants each in DC and Strasbourg discussing issues of transatlantic interest, including trade, data protection, counter-terrorism and the global fight on poverty. This event solicited a high level of interest amongst young people in Washington.

The 25th anniversary of the Sakharov Prize in 2013 saw the inaugural Sakharov event organised by EPLO in Washington DC. Following the great success of this event, EPLO will continue to organise yearly events to mark the award of the Sakharov



Prize and the 2014 event is currently being planned for early December.

A series of events was also organised around the elections (see appendix 3 for the full list). Of particular interest were the live streaming of the two big presidential debates on 28 April and 15 May which attracted an audience of around 80-100 people each, and a live 'results watch' event co-organised with the EU Ambassador to the US with over 100 attendees. EPLO aims to organise events for the Commission hearings for selected portfolios of transatlantic importance.

7.3 Communications Activities

Complementing and supporting the political and policy engagement of the office, EPLO also carries out a range of public relations activities. The aim of these actions is to raise awareness among the media, opinion formers and politicians. Most recently this has concentrated on the 2014 elections and their impact, including the process of nomination and election of the new Commission President and the Commission as a whole.

7.3.1 Working with the Press

The media work focuses on two different press segments: journalists working for US media outlets and DC-based journalists working primarily for European media outlets. The engagement is both active (circulating press releases, inviting journalists to press events, etc) and passive (responding to requests for background information or interview requests).

Delegation visits and visits by leading MEPs & staff offer the best opportunities for press engagement and, where possible, EPLO organises press conferences for delegations and coordinates personal interviews for delegation leads and/or rapporteurs on key pieces of legislation. The visits receiving the highest level of media interest are those with a clear and strong message, especially when this ties into subject that is of current interest in the US. The European Elections also saw an increased level of engagement, particularly from US print journalists.

In an effort to raise awareness of the EU and the European Parliament amongst US journalists, EPLO organises a yearly journalist study-visit to Brussels and Strasbourg. Two such trips have been organised, the first focusing on TTIP (June 2013) and the second looking at Data Protection, TTIP and the European Elections (March 2014). The feedback from journalists taking part in these trips has been very positive and EPLO looks forward to organising the 2015 edition of the study-visit.

7.3.2 Online Presence

EPLO is active on Facebook and Twitter with a growing following. The accounts have been active for just over a year and the Twitter account in particular is growing at a steady pace.

The content published through the Facebook account has a lighter tone with stories aiming to spark a general interest in the work of the Parliament. The Twitter account publishes more policy and legislative-oriented information and is also used to advertise events (general or press) organised by EPLO.

The EPLO website was redesigned in 2014 with an improved layout to offer key information and contact points for our US stakeholders:

- Background information about the Parliament and our office
- News and press releases from the EP Press Service that might be of interest to Members of Congress and staffers
- Local press releases and information for members of the Press
- Elections information for EU citizens living in the US (temporary page)

7.3.3 Publications

A regular Newsletter, "Politics & Policies", is sent to Congressional, Executive and Regulatory contacts drawing attention to key developments and news from Parliament.

EPLO also maintains a brochure, which was first published in 2012 with a revised edition in 2013. The brochure will be updated in light of the recent elections and the on-going appointments. EPLO is working on developing fact sheets adapted to our US audiences, which will complement the brochure.

7.4 Academic Outreach

EPLO regularly sends speakers to academic conferences and individual academic institutions in order to deepen awareness of the distinctive role of Parliament.

7.4.1 University Outreach

As shown in the annexed table and map, EPLO has developed a broad network with major U.S. universities across the country. A special attention is given to departments of international relations, public affairs, European affairs, law. Different levels of relationships have been established, ranging from simple exchanges of information to close cooperation including internships, conferences, videoconferences, and participation of students in EP initiatives (eg European Youth Event).

EPLO also provides critical help in the organization by American universities of visits to EU Institutions for their students, ensuring maximum visibility of the EP.

Furthermore, EPLO actively cooperates with leading associations of American universities: EU Centres of Excellence (EUCE) funded by the EU, Association of Professional Schools of International Affairs (APSIA), American Political Studies Association (APSA) Council for European Studies (CES) and American Consortium for European Studies (ACES).

7.4.2 Academic Conferences

EPLO has taken an active role in the organization of conferences organized by American universities and universities associations. Examples are the annual European Conference at Harvard, the annual meeting of EUCE, and CES Conference.

In addition, EPLO is strengthening its cooperation with the Harvard Kennedy School in view of an even more active involvement in the organization of its next annual conference. EPLO is also involved in the establishment of a new conference called "European Students Conference" organized by Yale. The goal is to ensure maximum EP visibility at these conferences.

EPLO staff are also regularly invited to give lectures about the European Parliament in different university departments (See Annex 4).

7.4.3 Fellowship programme

In parallel with the EU official programme of fellowship, EPLO is involved in the implementation and development of an EP pilot project of fellowships. This pilot project is intended to develop and become a permanent programme. Currently two EP officials have benefited from the pilot project in collaboration with the Center for Transatlantic Relations (CTR) at Johns Hopkins University, respectively, during 2012-2013 and 2013-2014 academic years.

A study is being conducted with the HQ in order to expand the number of potential beneficiaries to other universities in the Washington DC area.

7.4.4 Internship Programme

At any one time EPLO employs 4 (paid) US interns who assist the administrators in monitoring and reporting activities.

EPLO hosts 12 interns every year, divided into three periods of three months over the year, generally followed, when it is feasible by a second period of two months in Brussels and Strasbourg. This program is intended for U.S. graduate students from major U.S. universities. The programme has become extremely competitive, with up to 80 applicants per intake (4 posts). Interns provide critical support for the work of EPLO. It is also an investment to enable young people with a bright future to know and appreciate the EU and in particular the EP and become EP's ambassadors.

Different options are being considered to develop and further improve the program at constant costs. The current rotation is considered too fast for the interns and the office to fully benefit from this programme. Contacts are also being made with the political groups and MEPs to enable them to host U.S. students as interns. (See Annex 4)

7.5 Visitors' Programme - Exchange of Staffers

7.5.1 EUVP

Since its setting up, EPLO has taken an active part in the EU Visitors' Programme (EUVP), in close cooperation with EU-DEL in Washington. EPLO's involvement enables a greater number of Congressional staffers to participate in this programme and also ensures that the European Parliament is an important part in the visit agenda of the European Institutions in Brussels.

7.5.2 EU-DEL Congressional visits

Every year, the EU-DEL in Washington organizes a tour of European Institutions designed for staffers of Congress. In this context, EPLO takes an active part in both the selection of participants and in the programme development to the greater benefit of the cooperation between the EP and the Congress.

7.5.3 CEPI

Over the last 4 years, benefiting from EU-DEL funding, the Bertelsmann Foundation has organized an annual exchange between staffers of Congress and EP officials and assistants. EPLO has so far provided significant support for the selection of participants and setting up of the programme. Given that EU-DEL has decided to suspend its funding for this specific initiative, EPLO is currently seeking legal and financial solutions in close collaboration with HQ, for a partnership to maintain this important programme.

7.5.4 Relations with Think Tanks and Foundations

EPLO has established and maintains close relations with most think tanks based in Washington. Think tanks have an essential role in Washington's political and media debate, playing a key role in the development of policies on both the national sphere and international relations. They allow EPLO to make the voice of the Parliament be heard in American political institutions. In particular, they provide a prestigious and influential platform to delegations of MEPs (See Annex 4).

8. EPLO/EU Delegation, complementary roles

The overall relationship between EPLO Office and the EU Delegation is positive. It could, however, be significantly developed and structured whilst continuing to respect of the mutual roles they play in the US capital and of their respective goals.

Closer cooperation, much better exchange of information and on some special occasions, joint definition of objectives could contribute to increased synergy.

Beyond the current practice of regular contact meetings and exchanging information about visits, this cooperation could be extended to include:

- cooperation in press and public diplomacy, at least information exchange on activities. The EU delegation has substantial human and financial resources for this and its programme concerns all the institutions.
- the sharing of information
- closer cooperation on academic outreach.

The nomination of a new EU Ambassador in the course of 2014 as well as the confirmation procedure of the new HR/VP could be used as opportunities for an upgrading of this key relationship.

In association with the EU Delegation, EPLO holds regular informal briefings with the Congress Liaison officials of the 28 Member State Embassies in DC.

Annex 1: European Parliament Visits to the US

DG IPOL Committee Delegations

2010

Delegation to Washington D.C. of Senior Members of the European Parliament's Transport Committee on 15-17 March 2010

A small delegation of TRAN's senior Members came to Washington in order to discuss key issues related to the EU-US Aviation Agreement negotiations, aviation security, the EU Emissions Trading Scheme, EU-US aviation safety agreement, ways of moving forward with regard to reducing global maritime emissions, container scans, and the European high speed rail experience.

Delegation to Washington D.C. of the Committee on Civil Liberties, Justice and Home Affairs on 27-30 April 2010

Members of the Civil Liberties Committee discussed with the American counterparts privacy and respect of fundamental rights of EU citizens, in particular in the context of the EU-US TFTP negotiations. They met with Members of the House sitting on the committees for Homeland Security, Judiciary, Financial Services, Oversight and Government Reform, as well as with Chairmen of the Senate Intel and Judiciary Committees and Members of the Senate Homeland Security and Governmental Affairs. They also met with the US Department of State, Department of Treasury, Department of Homeland Security, and the Department of Justice.

Delegation to Washington D.C. of Members of the European Parliament's Special Committee on the Financial, Economic and Social Crisis (CRIS) Committee on 7-11 June 2010

A CRIS committee delegation led by its Chairman Rolf KLINZ held discussions over four days with high-level US banking and regulatory authorities, Congressmen, international organisations and civil society groups.

Delegation to Washington D.C. of the Committee on Civil Liberties, Justice and Home Affairs on 29 June-1st July 2010

The purpose of the visit was the discussion of the negotiations on the EU-US Passenger Name Record Agreement. The delegation met with Members of Congress, State Department, and paid a visit to the National Targeting Center in the presence of the Chief Privacy Officer.

Delegation to Washington D.C. of Members of the European Parliament's Economic and Monetary Committee on 12-14 July 2010

An ECON Committee delegation, led by Vice-Chair Arlene McCarthy, held high-level meetings at the U.S. Treasury Department, Federal Reserve, Federal Deposit Insurance Corporation (FDIC), U.S. Commodity Futures Trading Commission (CFTC), Securities and Exchange Commission (SEC), and the International Monetary Fund (IMF). On the Hill, the Delegation met with Senator Christopher Dodd, Chairman, and Senator Richard Shelby, Ranking Member of the Senate Banking Committee. Meetings with the U.S. House of Representatives included Barney Frank, Chairman of the House Financial Services Committee, Paul Kanjorski, Chairman of the Subcommittee on Capital Markets, and Congressmen Melvin L. Watt and Gregory W. Meeks.

Visit to Washington D.C. of the Chair of the Committee on the Internal Market and Consumer Protection on 19-21st July 2010

The main themes of the visit were: EU/US Internal Market regulatory dialogue, regulatory cooperation with China, consumer protection issues, product safety, information technology policy issues, and standardisation. The Chair of IMCO met with Chairs of the House's Committee on Energy and Commerce, and its subcommittee on Communications, Technology and the Internet, as well as with the Chair of the Senate's Subcommittee on Consumer Protection Product Safety and Insurance (a subcommittee of Commerce, Science and Transportation). He also met with the office of the US Trade Representative, representatives of business, and with the National Institute of Standards and Technology.

Delegation to Washington D.C. of the Committee on Legal Affairs on 28 September-1 October 2010

The main themes of the visit were regulatory impact assessment and copyright. JURI Members met with Members of Congress, the US Copyright Office, the Office of Information and Regulatory Affairs, the Congressional Budget Office, the Government Accountability Office, the Congressional Research Service, and with representatives of stakeholders (the Authors' Guild, Google).

Delegation to the IMF and World Bank Annual Meetings held in Washington D.C. of Members of the European Parliament's Economic and Monetary Committee on 8-10 October 2010

The ECON delegation participated at the IMF Annual meetings which focussed on the future of global monetary and financial system, global economic governance and the future of the IMF. The delegation also held bilateral meetings with representatives from IMF and WB.

2011

Delegation to Washington D.C. of the Committee on Civil Liberties, Justice and Home Affairs on 12-15 April 2011

The delegation visited Washington D.C. in the context of dialogue with US counterparts on the EU-US cooperation on data protection, PNR and SWIFT, as well as on cybersecurity. LIBE Members met with Members of Congress, the U.S. Department of Commerce, the Federal Trade Commission, White House advisors, the Department of State, and the Department of the Treasury.

Delegation to Palo Alto and San Francisco, California, of Members of the European Parliament's ITRE Committee on 18-21 April 2011

MEPs visited senior energy and technology executives in San Francisco and the Silicon Valley, including Google, Facebook, Ebay/ Paypal and held discussions on start-ups.

The programme including meetings with the California Public Utilities Commission and eMeter (Essential Software for Smart Grid Success). A major goal was speaking to the California Public Utilities Commission, responsible for rolling out the state's smart meter regime. The delegation also met energy specialists at Stanford University, and European representatives such as the Innovation Centre Denmark in Silicon Valley.

Delegation to Washington D.C. and New York of Members of the European Parliament's AGRI Committee on 14-17 June 2011

The AGRI Committee delegation met with Chairman Frank Lucas, the House Committee on Agriculture and other members of the Committee, with Chairwoman Stabenow, US Senate Committee on Agriculture, Nutrition and Forestry, the U.S. Secretary of Agriculture and the Chief Agricultural Negotiator at the US Trade Representative (USTR). Discussions focussed on new U.S. Farm Bill and new E.U. CAP, budget, tools for combating price volatility, trade issues (geographical indications and trademarks, market access, cloning, etc.), new technologies and food security. At the end of the stay, the delegation held meetings with UN and FAO representatives in New York and discussed global food security issue.

Delegation to the IMF and World Bank Annual Meetings held in Washington D.C. of Members of the European Parliament's Economic and Monetary Committee on 21-24 September 2011

Aside of attending meetings organised in the framework of the IMF and WB Annual meetings, the ECON Committee delegation met with Chair of the Senate Banking, Housing and Urban Affairs Committee, Chairman and Ranking Member of the House Financial Services Committee and Chairwoman of the Senate Agriculture Committee and discussed the state of play of financial reform, sovereign debt crisis, derivatives regulation, banking resolution, Basel II and III. These issues have been at the centre of discussion with Vice Chair of the Federal Reserve Board, representatives from the U.S. Treasury and key financial regulatory agencies (CFTC, SEC, FDIC).

2012

Delegation to Washington D.C. of the Committee on Civil Liberties, Justice and Home Affairs on 18-22 March 2012

The visit was concentrated along the issues of security and privacy. LIBE Members participated at an EU conference on privacy and protection of personal data. They also met with Members of Congress, representatives of the judiciary, various government agencies: Department of Homeland Security, Department of Commerce, Federal Trade Commission, Department of Treasury, as well as with the American Bar Association Standing Committee on Law and National Security.

Delegation to New York and Washington D.C. of the Committee on Women's Rights and Gender Equality on 2-4 April 2012

In New York the delegation met with representatives of the United Nations and with Members of Congress from the New York Congressional District. In Washington D.C. the delegation held meetings with trade unions, NGOs and think tanks working on women's issues in the U.S. and internationally, as well as with a number of government agencies: Department of Labor, Department of State, Department of Justice. FEMM Members also held meetings with representatives of the World Bank and the White House Council on Women and Girls.

Delegation to Washington D.C. of Members of the European Parliament's Economic and Monetary Committee on 16-18 July 2012

During its annual visit, the ECON Committee delegation, led by Chairwoman Bowles met with Chair of the House Financial Services Committee, Spencer Bacchus, Ranking Member of the Subcommittee on Financial Institutions and Consumer Credit, Carolyn Maloney, and discussed the progress on financial reform, state of implementation of Dodd-Frank Act, accounting issues (IFRS) and derivatives regulation. At the meeting with Chairman of the Federal Reserve Board, Ben Bernanke, the delegation discussed Fed's monetary policy, financial stability and Fed's role in the Financial Stability Oversight Council (FSOC). As it is the custom, the delegation met with counterparts from the U.S. Treasury Department, and chairs of the financial regulatory agencies: Federal Deposit Insurance Corporation (FDIC), U.S. Commodity Futures Trading Commission (CFTC), Securities and Exchange Commission (SEC). The delegation also held meetings at the International Monetary Fund (IMF) and discussed the Euro zone Crisis IMF programmes in the EU and Financial crisis management in the EU.

Visit to Washington D.C. of the Committee on the Internal Market and Consumer Protection on 16-19 July 2012

The main purpose of the IMCO visit were discussions with US counterparts on the issues of consumer protection, modernisation and reciprocity of public procurement, e-commerce and Internet policy. They held meetings with Members of Congress, including the Congressional Internet Caucus Advisory Committee, government agencies: the Department of State, Office of the USTR, the Federal Trade Commission, and stakeholders: consumer organisations and business associations.

2013

Delegation to Washington D.C. of the Committee on Transport and Tourism on 11-14 February 2013

The visit concentrated on key issues related to the transatlantic transport discussions (including transport security). Members of TRAN met with Members of Congress, the office of the USTR, the Department of Transportation, the Transportation Security Administration, representatives of major US airlines, the National Transportation Safety Board, and the National Railroad Passenger Corporation.

Delegation to Washington D.C. of the Special Committee on Organised Crime, Corruption and Money Laundering (CRIM) on 29 April - 1 May 2013

Members of the delegation met with US counterparts in order to discuss transatlantic implications of organised crime, corruption and money laundering. Meetings were held with the U.S. Immigration and Customs Enforcement, the FBI, the Drug Enforcement Administration, the Department of State, the Department of the Treasury, and the Department of Justice.

Delegation to Washington D.C. of Members of the European Parliament's Economic and Monetary Committee on 15-17 July 2013

A delegation of nine Members from the Economic and Monetary Affairs Committee, chaired by Chairwoman Sharon Bowles, paid a regular annual visit to Washington D.C. in order to meet with legislators and financial regulators and continue in the financial regulatory dialogue. The delegation held high level meetings with Members of the Congress, including Tim Johnson, Maxine Waters, Scott Garrett, and Mark Warner and met Federal Reserve Board Chair Ben Bernanke. As it is customary, and in order to pursue dialogue with financial regulatory agencies, the delegation met with top ranking officials from the U.S. Treasury and regulatory agencies including Mary Jo White, Chair of the Securities and Exchange Commission (SEC), Martin Gruenberg, Chairman Federal Deposit Insurance Corporation,

Mark Wetjen, and Scott O'Malia, Commissioners of the Commodity Futures Trading Commission (CFTC). The programme also included meetings at the IMF.

Delegation to Washington D.C. of Members of the European Parliament's ENVI Committee on 15-18 July 2013

A delegation of Members of the Environmental Committee travelled to Washington to meet key counterparts and discuss transatlantic dimension of issues such as environmental protection, climate change, clean energy, public health and food safety, not only from domestic regulatory agenda perspective but also with regard to the negotiations on the TTIP.

The delegation met with Members of the U.S. Congress, including Fred Upton, Chairman of the House Committee on Energy and Commerce, John Shimkus, Chairman of the Environment and the Economy Subcommittee of the House committee on Energy and Commerce, Tom Carper, Chairman of the Clean Air and Nuclear Safety Subcommittee of the Environment and Public Works Committee, Sheldon Whitehouse, Chairman of the Subcommittee on Oversight of the Environment and Public Works Committee. The programme comprised meetings with Ambassador Miriam E. Sapiro, Deputy US Trade Representative for Europe, Todd Stern, Special Envoy for Climate Change, U.S. Department of State and with top ranking officials from the Environmental Protection Agency (EPA) and US Food and Drug Administration

Delegation to Washington D.C. of the Committee on Budgets on 15-19 July 2013

The purpose of the delegation was an exchange of best practices in the budgetary and budgetary control fields. Members of the BUDG committee held meetings with their Congressional counterparts (House Budget Committee, House Appropriations Committee), the Office of Management and Budget, the Government Accountability Office, the Congressional Research Service, the Congressional Budget Office, the National Conference of State Legislators, and the Department of State.

Delegation to Washington D.C. of the Committee on Civil Liberties, Justice and Home Affairs on 28-30 October 2013

The discussions concentrated on the electronic mass surveillance of EU citizens by US agencies, which had come to light following the revelations by Edward Snowden earlier that year. Members of the delegation met with Members Congress, the US Department of Commerce, the Department of Homeland Security, the Department of the Treasury, the Privacy and Civil Liberties Oversight Board, the President's Review Group on Intelligence and Communications Technology, the Office of the Director of National Intelligence, the Executive Office of the President, the Federal Trade Commission and the Department of State. They also met with representatives of civil society and business.

2014

Delegation to Washington D.C. of Members of the European Parliament's Economic and Monetary Committee March 2014

A small delegation of Member of the Economic and Monetary Affairs Committee led by Chairwoman Sharon Bowles travelled to Washington to meet key U.S. counterparts and to discuss EU and US regulatory cooperation in financial services regulation and the possible inclusion of financial services in TTIP. The delegation held high-level meetings with Members of the U.S. Congress, including Devin Nunes (R, CA) and Maxine Waters (D, CA), Governor Jeremy Stein of the Federal Reserve Board, and high-level staff of the Department of Treasury and the Financial Stability Oversight Council. They also had fruitful conversations with the Comptroller of the Currency Thomas J. Curry, Chairman Martin Gruenberg at the Federal Deposit Insurance Corporation, Commissioner Mark Wetjen at the Commodity Futures Trading Commission and Commissioner Kara Stein at the Securities and Exchange Commission. The programme also included meetings with representatives from the financial services sector and events with the Atlantic Council and the Peterson Institute. In addition to the on-going debate about the inclusion of financial service regulation in TTIP, this visit came just days after the European Parliament managed to broker a deal with EU Member States on a single resolution mechanism to deal with failing banks - a key pillar of the EU Banking Union.

DG EXPO

I. Committee delegations

2010

1. Delegation to Washington D.C. and Norfolk of the Subcommittee on Security and Defence, 12-16 April 2010

This SEDE- delegation included a full-day programme at NATO's Supreme Allied Transformation Command (SACT) in Norfolk, and continued in Washington with meetings at the Department of Defence and the Department of State, as well as at the Congress, with focus on Eastern Europe and Afghanistan.

2. Delegation to Washington D.C. of the Subcommittee on Human Rights on 25-27 May 2010

The DROI delegation held discussions over three days with high-level representatives of the U.S. Administration, Congress and civil society, and focussed on two pillars. First, ways to strengthen EU-U.S. cooperation in defence of human rights and democracy promotion globally: in particular, the delegation agreed with counterparts from the House Sub-Committee on Human Rights and the Tom Lantos Commission on Human Rights. Secondly, the delegation raised issues relating to human rights in the U.S. (death penalty, ratification of CEDAW and CRC, cooperation with the ICC, closure of the Guantanamo Bay detention facility, U.S. counter-terrorism and detention policy).

2013

1. Delegation to Washington D.C. of the Committee on International Trade on 9-11 April 2013

The INTA visit took place just after the announcement to launch negotiations for a Transatlantic Trade and Investment Partnership agreement (TTIP), but before the negotiations started in June 2013. Members met with relevant Members of Congress, business- and labour organisations and held discussions with think-tanks on the outlook for the negotiations. They also met with Ambassador Froman, who was nominated as USTR only weeks after the meeting.

2. Delegation to Washington D.C. of the Committee on Foreign Affairs 28-30 October 2013

The thematic focus of the visit was the EU-US cooperation in the Middle East, and on policies towards Syria, Egypt and Iran; challenges and opportunities for transatlantic cooperation in East and South East Asia; perspectives for transatlantic cooperation on policy towards Russia and EU's eastern neighbours. The visit came however to be dominated by the effects of the revelations by Mr Snowden on NSAs mass surveillance programme, and the tapping of Chancellor Merkel's phone in particular, with a media coverage that delegations rarely experience.

There were also yearly AFET+SEDE+DROI delegations to the UN General Assembly sessions in New York, with limited assistance from the EPLO.

II. TLD and TLD Bureau visits

EPLO was also actively involved in preparing the Transatlantic Dialogues that took place in the US (2-6 Dec 2010 in San Francisco, 2-4 Dec 2011 in Jacksonville, 30 Nov-1 Dec 2013 as well as 25-26 March 2014 in Washington D.C.). Among the issues discussed, the financial crisis, prospects for the trade negotiations, energy, transport and different international crisis figured prominently.

Separately, the Bureau of the US delegation visited Washington on several occasions with programmes organised by the EPLO in order to prepare the upcoming TLD meetings, and to meet with Members of the Congress, the administration as well as with think-tanks. This was the case on 2-5 March 2010, 2-3 Nov 2011 and 4-5 Dec 2013.

III. Individual visits of Committee or Delegation chairs

EPLO also assisted several individual Committee- or delegation chairs visiting Washington DC, by preparing their programmes, sometimes with a particular thematic focus. This was the case for MEP Brok, Chair of the Foreign Affairs Committee in July 2013, focused on the NSA revelations, or MEP Ehler, Chair of the EU-US delegation on 27-28 August 2012, focused on cyber security. Mr Brok also visited Washington on 29 Nov-2 Dec 2010, 10-14 July 2011 and 25-26 March 2014. MEP Danjean, Chair of the SEDE committee held meetings focused on security and defence on 7-9 May 2013 and 27 February 2014.

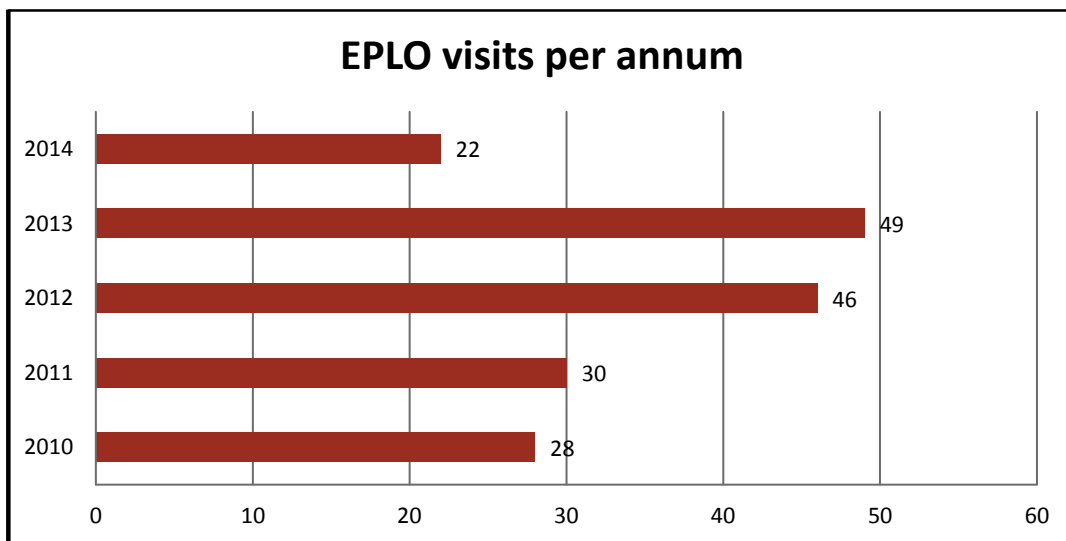
Summary Chart of Visits

Visits: year on year

Year	Number of Visits
2010	28
2011	30
2012	46
2013	49
2014†	22†

† Only counting visit up to the month of September 2012

Important Note: the information provided in the above table is based on the information supplied to EPLO and stored in its archives and may differ from the final composition and programmes of visiting delegations.



Annex 2: Elections Events 2014

The 2014 elections offered numerous event and speaking opportunities:

- **April 3rd** the US Chamber of Commerce set up a round table on the EP elections and their consequences.
- **April 23rd** Participation of EPLO in a panel organised by the University of Minnesota in Minneapolis, title: "European Parliamentary elections: why we need to pay attention"
- **April 28th** EPLO in cooperation with the Centre for Transatlantic Relations of the Johns Hopkins University arranged for a live, public viewing of the debate in Maastricht with the candidates for the Commission Presidency. Around 100 people (students, academics, media and officials) were present.
- **May 10th** EPLO staff took part in the EU open days with a stand in the EU delegation and a presence around various transit points (bus stops). Hundreds of leaflets, gadgets etc were distributed at this event which was, as usual, very well attended.
- **May 15th** at 13.30 EST, EPLO in cooperation with the European Institute (E.I.) arranged the screening of the second Commission Presidential candidates' debate via a video-link with Brussels. Around 100 people attended on this occasion and took part in the discussion afterwards.
- **May 16th** EPLO representatives participated in a discussion on "Racism and Intolerance" in the EP elections organised by the US-Italy Global Affairs Forum.
- **May 22nd** EPLO representatives took part in a round table on the elections with other speakers from the Friedrich Ebert Stiftung, the Centre for Strategic and International Studies and European Council of Foreign Relations. The event titled "**Democracy or Demonization?: The 2014 European Parliamentary Elections Considered.**"
- **May 25th** on the afternoon of the last day of the elections (simultaneous to the elections evening in Brussels) the Director of EPLO and the EU Ambassador hosted a number of officials, experts, diplomats and journalists at a "European Elections event" on the emerging election results. TV and computer links assured live coverage as the election results became available.
- **May 27th** a round table organized by EPLO and hosted by the Wilson Centre on the "Results of the European Elections and their possible impact on the Transatlantic Relationship."
- **May 27th** a talk by an EPLO staff member at the European Studies Center of the City University of New York on "The European Parliamentary Elections and the Future of Europe"
- **May 28th** EPLO held a Congressional Staffers' breakfast in the House of Representatives with relevant Congressional staffers to explain the outcome of the 2014 Elections with focus on the potential impact on trans-Atlantic relations. Antoine
- **May 28th** EPLO participated in a breakfast-time round table at the American Security Project on the Elections and the aftermath.
- **May 28th** EPLO, the Bertelsmann Foundation and the Transatlantic Policy Network organized a discussion on the EP Elections' outcome with visiting MEPs, members of Congress, business representatives.

- **May 30th** EPLO and the Peterson Institute held an event looking at economic developments after the European elections.
- **June 2nd** the Congressional Study Group on Europe in cooperation with EPLO arranged a meeting of Congress members and staff to be addressed by Peter Skinner MEP.
- **June 13th** EPLO organised an EU election debriefing for the 28 EU Congress liaison Officers.

EPLO aims to organise events for the Commission hearings of Commissioners with portfolios of transatlantic importance.

Figure 2 Academic Outreach by University

CODE				
Frequent Partners				
Contact Established				
Basic Contact				
*	AFSIA			
**	EUCE			
UNIVERSITY	OFFICE	INTERNS	LECTURES	
1	AMERICAN UNIVERSITY * / ** School of Professional & Extended Studies Washington Semester Program School of International Services	1		
2	BOSTON UNIVERSITY Center for the Study of Europe			
3	CITY UNIVERSITY OF NY EU Studies Center		JLR "EP Elections and the Future of Europe" 27/5/2014	
4	COLUMBIA UNIVERSITY * Center for Global Affairs European Institute European Legal Studies Center East Central European Center Columbia Law School School of Public and International Affairs (SIPA) Program in Economic Policy Management	1	JLR "The Balance of Powers in the European Union" TBD	
5	DUKE UNIVERSITY * Sanford School of Public Policy Duke Law School	1	JLR "The EU Decision Making Process after the entry into force of the Lisbon Treaty" TBD	
6	FLORIDA INTERNATIONAL ** EU Center of Excellence			
7	GEORGE MASON ** UNIVERSITY School of Public Policy Jean Monnet Chair	2		
8	GEORGETOWN UNIVERSITY * / ** School of Foreign Service - Global Politics and Security Concentration BMW Center for German and European Studies ortara Center for International Studies Associate Professor of Government & Foreign Service Georgetown Law	5	GH "Europe's Vision 20 Years After Maastricht" 9/2/2013	
9	GEORGIA INSTITUTE OF TECHNOLOGY * Sam Nunn School of International Affairs	1	GH "The European Union's Role in Human Rights: Problems and Prospects" 16/11/2012	
10	GEORGE WASHINGTON UNIVERSITY (GWU) * / ** Political Science and International Affairs The Elliot School of International Affairs	2		
11	HARVARD UNIVERSITY * European Studies Center EUCE Graduate School of Public and International Affairs International and Global Affairs Laird Bell Prof of History - Dptmt of History Minda de Gunzburg Center for European Studies Weatherhead Center for International Affairs John F. Kennedy School of Government (Harvad Kennedy School)	3	GH "The role of the European Parliament in Human Rights" (with Hauwa Ibrahim 2005 Sakharov Prize Winner) 18/4/2013 GH "The EP's role in the advancement of human rights" 11/12/2013	
12	INDIANA UNIVERSITY EUCE West European Studies Institute for European Studies	1	JLR Open address of the 2014 Midwest Model European Union 10-12/4/2012	
13	JAMES MADISON UNIVERSITY James Madison University in Florence Programs	1		
14	JOHNS HOPKINS UNIVERSITY * / ** Center for Transatlantic Relations Center for Advanced Governmental Studies School of Arts and Sciences Advanced Academic Programs Paul H. Nitze School of Advanced International Studies	2		
15	NYU SCPS International Programs Center for Global Affairs Center for Global Affairs Will Family Department of Politics NYU International Relations Association Center for Global Affairs Graduate Program Jean Monnet Center NYU School of Law Public Interest Law Center School of Law	4		

16	SYRACUSE UNIVERSITY	Maxwell School	2	
17	TEXAS A&M *	EU Center of Excellence Bush School of Government & Public Service		
18	TUFTS UNIVERSITY *	Fletcher School of Law & Diplomacy	1	
19	UNIVERSITY OF MINNESOTA *	European Studies Consortium Hubert H. Humphrey School of Public Affairs		JLR "European Elections: why we need to pay attention" 23/4/2014
20	UNIVERSITY OF NORTH CAROLINA **	Center for European Studies Transatlantic Masters Program	1	JLR "The role and responsibilities of the EP in the EU architecture" 21/10/2013
21	UNIVERSITY OF PITTSBURGH * / **	European Studies Center EUCE Graduate School of Public and International Affairs	2	JLR "The EU in Today's World" 31/03/2014
22	BERKELEY UNIVERSITY **	Institute of European Studies		
23	BOSTON COLLEGE			GH "The role of the EP in international affairs" 12/12/2013
24	BRIGHAM YOUNG UNIVERSITY (BYU)	J. Reuben Clark Law School	1	GH "The European Parliament on the eve of the 2014 EP Elections" 2/2/2014
25	COLGATE UNIVERSITY		1	
26	EMORY UNIVERSITY	School of Law	1	
27	GEORGIA STATE UNIVERSITY	European Studies	1	
28	LOYOLA UNIVERSITY CHICAGO	School of Communication		
29	SAMFORD UNIVERSITY	International Relations	1	GH "The European Union after the 2014 European Parliament Elections, Challenges and Opportunities" 16/9/2014
30	SOUTH TEXAS UNIVERSITY	College of Law	1	
31	ST. JOHN'S UNIVERSITY	International Communication		
32	UNIVERSITY OF CALIFORNIA *	Center on Institutions and Governance School of International relations and Pacific Studies		
33	UNIVERSITY OF COLORADO **	EU Center of Excellence		
34	UNIVERSITY OF DENVER *	Josef Korbel School of International Studies	1	
35	UNIVERSITY OF ILLINOIS **	European Union Center	1	
36	UNIVERSITY OF MARYLAND *	School of Public Policy	1	
37	UNIVERSITY OF MIAMI **	EUCE		
38	UNIVERSITY OF MICHIGAN *	EUCE Center for European Studies Weiser Center for Europe & Eurasia Gerald R. Ford School of Public Policy	1	JLR "The Rise of Fringe Parties in Europe and its Consequences" TBD
39	UNIVERSITY OF MISSOURI	Political Sciences Department		
40	UNIVERSITY OF SOUTHERN CALIFORNIA *	Center for International Studies Center for Public Diplomacy	1	
41	UNIVERSITY OF UTAH	Hinckley Institute of Politics DC Program		
42	UNIVERSITY OF TEXAS AT AUSTIN * / **	Lyndon B. Johnson School of Public Affairs EUCE	1	
43	UNIVERSITY WASHINGTON - SEATTLE **	Center for West European Studies		
44	YALE UNIVERSITY *	Center for International and Area Studies The Whitney and Betty MacMillan Center for International and Area Studies Jackson Institute of Global Affairs		
45	WISCONSIN-MADISON UNIVERSITY **	International Institute Center for European Studies		
46	CARNEGIE MELLON	Hez College Washington		
47	CLAREMONT MCKENNA COLLEGE			
48	FUND FOR AMERICAN STUDIES			
49	HOLY CROSS	Washington Semester Program		

Figure 3 Internships by University

UNIVERSITY	No. of Interns
American University School of International Service	1
Columbia University School of International and Public Affairs	1
Duke University Sanford School of Public Policy	1
George Mason University	2
George Washington University The Elliott School of International Affairs	2
Georgetown University School of Foreign Service	5
Georgia Institute of Technology Sam Nunn School of International Affairs	1
Harvard Kennedy School of Government	3
James Madison University	1
John Hopkins University Craig School Paul H. Nitze School of Advance International Studies (SAIS)	2
NYU	4
Syracuse University Maxwell School of Citizenship and Public Affairs	2
University of North Carolina at Chapel Hill	1
University of Pittsburgh	2
Brigham Young University J Reuben Clark Law School	1
Colgate University	1
Emory University School of Law	1
Georgia State University	1
Samford University	1
South Texas College of Law	1
Tufts University Fletcher School	1
University of Denver	1
University of Illinois	1
University of Indiana	1
University of Maryland	1
University of Michigan	1
University of Southern California	1
University of Texas at Austin	1
TOTAL	42

Figure 4 Relations with Think-tanks & Foundations

INSTITUTION	
Frequent Partners	
Atlantic Council*	
Bertelsmann Foundation*	
Brookings Institution*	
Center for American Progress	
Center for Strategic and International Studies (CSIS)*	
Center for Transatlantic Relations (CTR)*	
European Institute*	
German Marshall Fund (GMF)	
Peterson Institute	
Transatlantic Business Council (TBC)*	
Wilson Center	
Contact Established	
Bipartisan Policy Center	
Carnegie Endowment for International Peace*	
Cato Institute	
Council on Foreign Relations	
Heritage Foundation	
Institute for National Strategic Studies	
McCain Institute for International Leadership*	
The Lugar Center*	
United Nations Foundation	
US Global Leadership Coalition	
US Institute of Peace (USIP)	
Basic Contact	
American Enterprise Institute for Public Policy Research (AEI)	
American Security Project*	
Center for Climate Strategies*	
New America Foundation*	
RAND Corporation	

* funded by EUDEL 2014-2015

Annex 6

Away Days for staff in 2013 (point 86)

	DATE	PLACE	PARTICIPANTS	TRAINER / EXPERTS	ROOM + CATERING	SUB-TOTAL	Mission costs	Total cost	Total cost PP
Away Day SEC GEN	24-25/01/2013	Hotel Kempinsky Bruges	60	None	EUR 18 693	EUR 18 693	EUR 11 453	EUR 30 146	EUR 502
DG COMM Away Day (management)	21-22/01/2013	Leuven Institute for Ireland in Europe	48	None	EUR 2 117	EUR 2 117	EUR 14 193	EUR 16 310	EUR 340
Away Day DG EXPO	31/01/2013	SOFITEL Brussels Europe	30	None	EUR 3 188	EUR 3 188	None	EUR 3 188	EUR 106
Away Day DG INTE	06-07/06/2013	Hotel GABRASIL Cadzand (NL)	36	EUR 8 800	EUR 7 433	EUR 16 223	EUR 8 472	EUR 24 695	EUR 686
Away Day DG INTE (<u>follow-</u>	18/10/2013	MCE	31 (same participants as	EUR 7 854	EUR 2 645	EUR 10 499	None	EUR 10 499	EUR 339

	DATE	PLACE	PARTICIPANTS	TRAINER / EXPERTS	ROOM + CATERING	SUB-TOTAL	Mission costs	Total cost	Total cost pp
<u>up</u>)			away day)						
Away Day DG FINS	12-13/09/2013	Hostellerie des Châteaux OTTROT (FR)	43	EUR 4 840	EUR 6 716	EUR 11 556	EUR 12 200	EUR 23 756	EUR 552
DG COMM Away Day Lithuanian Pres.	24-25/09/2013	SOFITEL Brussels Europe (day 1) Lithuanian Representation (day 2)	48	EUR 3 065	EUR 6 142	EUR 9 207	EUR 9437	EUR 18 644	EUR 388
Away Day DG TRAD	2-3/12/2013	Hotel Bellevue	45	EUR 4 050	EUR 9 542	EUR 13 492	None	EUR 13 492	EUR 300
TOTAL			310	EUR 29 594	EUR 56 476	EUR 84 975	EUR 55 755	EUR 140 730	

Annex 7

Contract between EP – BCD Travel Belgium s.a/n.v (POINT 130)

Following the tender procedure EP/FINS 2012-201 (Selection of a travel agency with the view to supply travel, accommodation and related services for the European Parliament, the European Court of Justice, the European Court of Auditors, the European Economic and Social Committee and the European Ombudsman), the contract has been awarded to BCD Travel NV.

Contract duration	2 years + 1 + 1 + 1	1 January 2014 – 31 December 2015, renewable three times, each time of a period of one year.																		
Estimated value	LOT I (EP, EESC, Ombudsman)	<table border="1"> <thead> <tr> <th></th> <th>EP</th> <th>EESC</th> <th>Ombudsman</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Estimation annual turnover (EUR)</td> <td>36 430 371</td> <td>1 467 211</td> <td>70 793</td> <td>37 968 375</td> </tr> <tr> <td>Estimation annual transactions</td> <td>132 070</td> <td>2 653</td> <td>590</td> <td>135 313</td> </tr> </tbody> </table>					EP	EESC	Ombudsman	TOTAL	Estimation annual turnover (EUR)	36 430 371	1 467 211	70 793	37 968 375	Estimation annual transactions	132 070	2 653	590	135 313
	EP	EESC	Ombudsman	TOTAL																
Estimation annual turnover (EUR)	36 430 371	1 467 211	70 793	37 968 375																
Estimation annual transactions	132 070	2 653	590	135 313																
Price	Monthly management fee	<table border="1"> <thead> <tr> <th>Composition of the monthly management fee</th> <th>EUR</th> </tr> </thead> <tbody> <tr> <td>Total wage bill for 37 agents</td> <td>EUR 145 670</td> </tr> <tr> <td>Cost travel to Strasbourg (11 agents)</td> <td>EUR 9 400</td> </tr> </tbody> </table>				Composition of the monthly management fee	EUR	Total wage bill for 37 agents	EUR 145 670	Cost travel to Strasbourg (11 agents)	EUR 9 400									
Composition of the monthly management fee	EUR																			
Total wage bill for 37 agents	EUR 145 670																			
Cost travel to Strasbourg (11 agents)	EUR 9 400																			

		<table border="1"> <tr> <td>Operating cost</td> <td>EUR 4 790</td> </tr> <tr> <td>Overheads</td> <td>EUR 3 400</td> </tr> <tr> <td>Agency's profit</td> <td>EUR 3 250</td> </tr> <tr> <td>Total monthly management fee</td> <td>EUR 166 510</td> </tr> </table>	Operating cost	EUR 4 790	Overheads	EUR 3 400	Agency's profit	EUR 3 250	Total monthly management fee	EUR 166 510
Operating cost	EUR 4 790									
Overheads	EUR 3 400									
Agency's profit	EUR 3 250									
Total monthly management fee	EUR 166 510									
		<p>The management fee will be invoiced to and paid by European Parliament, who will further settle the financial contributions directly with the other Institutions according to an agreement. The amount to be paid by the EESC is equivalent to 2/37 of the costs (2 of the 37 agents) and that to be paid by the European Ombudsman is according to the pro rata of its transactions.</p>								
	Price revision	As from 2 nd year of contract, annual revision upwards or downwards is possible when the number of transactions changes considerably or for annual indexation.								
	Reimbursement of commissions	The management fee is covering all executed services and includes agency's profit. Other revenues the agency receives as a result of the turnover made, have to be reimbursed to the EP.								

Obligations of the agency	Transport and hotel reservations	<ul style="list-style-type: none"> – Proposing most consistent solution in the EP's best interest while applying most economical rates available for transport, including Low Cost Carriers; – Assisting organisers in the practical organisation of delegations; – Applying the internal rules related to missions, travel and tickets ordering to the different categories of clients (MEPs, Staff, free-lance interpreters); – Issuing tickets and invoicing to the cost centres for each category of clients (DG FINS, DG PERS, DG INTE, Political Groups) in accordance with their invoicing policies and the applicable Financial Regulations.
	Transport organised by the Parliament (chartered flights and trains including chartered trains to Strasbourg)	<ul style="list-style-type: none"> – Do market research and compare offers with regular transport, in order to propose best solution to the organising entity; – Sign the contract for the offer withheld by the organiser; – Proceed with the bookings of the individual passengers and split the cost over their number, invoice the competent authorising officers; – Provide the organiser with all practical information regarding the journey.
	Technical assistance	<ul style="list-style-type: none"> – Provide various statistics on reservations and prices; – Provide assistance in the EP's negotiations with transport companies and other designated suppliers, such as hotels or hotel chains; – Establish itineraries and reference prices for MEPs travel between the MEP's home town or their member state capital and the working place of the EP or a meeting place; – Provide any assistance to verify if a transport had been used not only with regard to the tickets issued by the agency itself but also for tickets issued by other agencies; – Manage open tickets timely in order to avoid cancellation fees; – Ensure a retention policy of the tickets history for 5 years; – Establish and keep a register of complaints; – Keep the market trends permanently under review.
	Crisis management and business continuity	<ul style="list-style-type: none"> – Provide assistance to the European Parliament in the management of crisis situations and guarantee business continuity (such as repatriation of passengers stranded due to natural catastrophes, strikes, terrorist attacks, etc.); – Provide travellers with a 24/7 emergency service (phone +32 3 200 55 50)
	IT projects	<ul style="list-style-type: none"> – Develop IT projects for the purpose of organising travel; – Make a secure portal (Self-booking tool) at the disposal of the Institution which allows passengers to make bookings themselves; – Offer most up-to-date information and communication technologies (e.g. Apps)

