

COMPARATIVE STUDY
ON THE ORGANIZATION AND OPERATION OF E.U. PARLIAMENTS
AFTER THE ECONOMIC CRISIS

DRAFT TO BE DISCUSSED IN THE NEXT GENERAL SECRETARIES' MEETING

The current global economic crisis has generated a vicious circle of fiscal and development impasse, striking hard at the economies of EU member-states at a financial and social level.

This crisis is not a temporary phenomenon, nor is it purely economic, as it displays deep political features. One of these features, particularly worrisome, is the fact that it renders citizens more open to anti-parliament criticisms having as their starting point the way in which Parliaments operate and the relevant costs.

Within this framework, it is useful for Parliaments to exchange information on the way in which the economic crisis has affected their operation and the measures that have been or will be adopted in order to have a more efficient management of their budget and to be able to provide citizens with answers to the criticism raised in relation to their operating cost.

The ECPRD did undertake some comparative studies in the past. However, the questions raised between September 2008 (beginning of the recent economic crisis) and today, as well as the relevant answers, do not encompass all the issues pertaining to the organization and operation cost of Parliaments and make no reference to the economic crisis and to the political dimensions mentioned above.

The proposed analysis of the basic features of the parliamentary institution in the EU-27 in conditions of economic crisis shall constitute a useful tool for the analysis of the Parliaments' organizational and operational structures and their changes caused by the crisis.

The present questionnaire consists of two units.

Unit A, titled «Administrative Organization», contains questions on the administrative structure of the services of Parliament, possible changes – modifications of the organization chart due to the economic crisis, the housing of services and the services rendered to the parliamentary function by other agencies.

Unit B, titled «Parliament's Human Resources», contains questions pertaining to the labor relations of Parliament's personnel, to human resources and the drop (in many cases) in the number of employees due to the economic crisis, personnel hiring procedures, salaries, allowances and retirement conditions.

UNIT A: ADMINISTRATIVE ORGANIZATION

1. ADMINISTRATIVE STRUCTURE OF PARLIAMENT SERVICES

Please tick the case ☒ if you can «match» a corresponding service in the administrative chart of your Parliament.

- ☐ **OFFICE OF THE SPEAKER OF PARLIAMENT**
- ☐ **OFFICES OF DEPUTY-SPEAKERS** / *Please note the members of D.S.* ☐
- ☐ **OFFICE OF THE GENERAL SECRETARY**
- ☐ **OFFICES OF PARLIAMENTARY GROUPS:** *Their mission is to provide administrative and secretarial support and assist in general the Parties represented in the Parliament.*
- ☐ **SCIENTIFIC SERVICE:** *Its main competence is to provide scientific support to the Parliamentary Committee and the Plenum during the elaboration of the draft laws.*

SERVICES RELATED TO THE WORKS OF THE PLENUM

- ☐ **Directorate for Legislative Work**
- ☐ **Directorate for Parliamentary Control**
- ☐ **Directorate of Shorthand and Parliamentary Minutes**

SERVICES RELATED TO THE WORK OF PARLIAMENTARY COMMITTEES

- ☐ **Directorate for Committees**
- ☐ **Directorate for Committees' Minutes**

SERVICES RELATED TO INTERNATIONAL RELATIONS

- ☐ **Directorate for European Affairs**
- ☐ **Directorate for International Relations** (*e.g. WEU, NATO, OSCE, Council of Europe, etc.*).
- ☐ **European Parliament Liaison Office (Brussels)**
- ☐ **Directorate for Relations with emigrants**
- ☐ **Parliamentary Friendship Groups**

SERVICES RELATED TO PUBLIC RELATIONS

- ☐ **Directorate for Communication**
- ☐ **Directorate of Publications and Printing**

SERVICES RELATED TO THE HUMAN RESOURCES OF PARLIAMENT

- ☐ **Directorate for Human Resources and Further Education**
- ☐ **Directorate for IT and New Technologies**
- ☐ **Department of MPs and Parties:** *its main competence is to manage archives and data on MPs and Parties represented in the Parliament.*

SERVICES RELATED TO THE FINANCIAL MANAGEMENT OF PARLIAMENT

- ☐ **Directorate of Financial Affairs**
- ☐ **Directorate for Procurements and Management of Materials**

MISCELLANEOUS SERVICES

- ☐ **DIRECTORATE OF TECHNICAL SERVICES**
- ☐ **CAR PARK**
- ☐ **GYM**
- ☐ **KINDERGARTEN**

- ☐ **DIRECTORATE OF LIBRARY**
- ☐ **PRESS AND PARLIAMENTARY INFORMATION OFFICE**
- ☐ **OFFICE OF THE DIPLOMATIC ADVISOR**
- ☐ **OFFICE OF THE LEGAL ADVISOR**
- ☐ **DEPARTMENT FOR CIVIL EMERGENCY PLANNING**
- ☐ **INFIRMARY**
- ☐ **PARLIAMENT'S POLICE OFFICE**
- ☐ **AGENCY FOR MPs' OFFICES:** *The purpose of the Agency is to support and operate the offices of MPs elected outside the capital and need this service in order to fulfill their parliamentary mandate.*
- ☐ **SPECIAL AGENCY TO THE COMMITTEE FOR MP AND POLITICAL PARTY AUDITS:** *it supports the Committee for MP and Political Party Audit.*
- ☐ **TV CHANNEL**
- ☐ **AGENCY FOR EUROPEAN PROGRAMS' AND PROJECTS' IMPLEMENTATION:** *its objective is to valorize European programs to the benefit of the Hellenic Parliament.*
- ☐ **PARLIAMENT'S FOUNDATION:** *it undertakes the planning and implementation of activities and events which, although beyond the realm of parliamentary work, are nonetheless associated directly or indirectly with the institutional role of the Parliament (e.g. exhibitions, conferences, etc.).*

2. **OTHER SERVICES**

Please add in the table below any service of your Parliament which does not fall within one of the above mentioned descriptions. Please give a brief description of the relevant competencies.

SERVICES	DESCRIPTION

3. **CHANGES – MODIFICATIONS IN THE ORGANIZATIONAL STRUCTURE**

A. Please record, should it be the case, the services of your Parliament which, due to the recent economic crisis, have been restructured or abolished. Give a brief description of changes in their organizational structure.

SERVICES	DESCRIPTION OF CHANGES IN ORGANIZATIONAL STRUCTURE

B. In the event a new service(s) that has/have been created in order to better adapt the administrative model of your Parliament to the new data brought about by the recent economic crisis, please record the service in question and give a brief description of its competencies.

NEW SERVICE	DESCRIPTION OF COMPETENCIES

4. HOUSING OF SERVICES

Please list, should it be the case, any service housed outside the main building of your Parliament. Please tick ☐ if the buildings in question belong to your Parliament or are rented premises.

SERVICE OUTSIDE THE MAIN BUILDING	OWNED PREMISES	RENTED PREMISES

5. OTHER SERVICES LOCATED WITHIN THE PARLIAMENT

It often happens that the Parliament building houses other services (public or private) which are necessary for its operation. A list of such services is recorded in the table below. Please tick ☒ to indicate whether or not such services are present in your Parliament building. You can also add any other service that is not mentioned.

SERVICE	YES	NO
POST OFFICE		
BANK		
AIRLINES		
TELECOMMUNICATIONS		
OTHER (please specify):		

UNIT B: PARLIAMENT'S HUMAN RESOURCES

1. LABOR RELATIONSHIP OF PARLIAMENT EMPLOYEES

- A. Please record the number of employees of your Parliament over the last three years according to their labor relationship. Use the last column to indicate any forecast you may have for 2011.

LABOR RELATION	2008	2009	2010	2011 (forecast)
PERMANENT EMPLOYEES				
EMPLOYEES ON FIXED TERM CONTRACTS				
SECONDED EMPLOYEES				
REVOCABLE EMPLOYEES				
OTHER CATEGORY OF EMPLOYEES				
TOTAL				

- B. Please record the number of permanent employees who have retired and who have been fired from your Parliament over the last three years. Use the last column to indicate any forecast you may have for 2011.

PERMANENT EMPLOYEES	2008	2009	2010	2011 (forecast)
FIRED				
VOLUNTARY DEPARTURE				
RETIRED				

2. PARLIAMENT'S HUMAN RESOURCES

Please record the numbers of employees in each department/service of your Parliament. The table reproduces the administrative structure described in Unit A. Should you have added more services, please list them at the end. Use the last column to indicate any forecast for 2011.

SERVICE	2008	2009	2010	2011
OFFICE OF THE SPEAKER				
OFFICES OF DEPUTY SPEAKERS				
OFFICE OF THE SECRETARY GENERAL				
OFFICES OF PARLIAMENTARY GROUPS				
SCIENTIFIC SERVICE				
SERVICES RELATED TO THE WORKS OF THE PLENUM				
SERVICES RELATED TO THE WORK OF PARLIAMENTARY COMMITTEES				
SERVICES RELATED TO PUBLIC RELATIONS				
SERVICES RELATED TO INTERNATIONAL RELATIONS				
SERVICES RELATED TO THE PARLIAMENT'S HUMAN RESOURCES				
SERVICES RELATED TO THE PARLIAMENT'S FINANCIAL MANAGEMENT				
DIRECTORATE OF TECHNICAL SERVICES				
LIBRARY DIRECTORATE				
PRESS AND PARLIAMENTARY INFORMATION OFFICE				
OFFICE OF THE DIPLOMATIC ADVISOR				
OFFICE OF THE LEGAL ADVISOR				
DEPARTMENT FOR CIVIL EMERGENCY PLANNING				
INFIRMARY				
GYM				

KINDERGARTEN				
PARLIAMENT SECURITY SERVICES				
AGENCY FOR MP's OFFICES				
SPECIAL AGENCY TO THE COMMITTEE FOR MP AND POLITICAL PARTY AUDITS				
TV CHANNEL				
AGENCY FOR EUROPEAN PROGRAM AND PROJECT IMPLEMENTATION				
PARLIAMENT'S FOUNDATION				
OTHER SERVICES				
TOTAL				

3. **RECRUITMENT OF PARLIAMENT PERSONNEL**

The table below lists the procedures for Parliament personnel recruitment/appointment. Please tick ☐ the corresponding column or indicate in the last column any other hiring procedure that may exist.

LABOR RELATIONSHIP	PUBLIC TENDER	DECISION OF THE SPEAKER	DECISION OF THE PLENUM	OTHER (name)
PERMANENT EMPLOYEES				
EMPLOYEES ON FIXED TERM CONTRACTS				
REVOCABLE EMPLOYEES				
SECONDED EMPLOYEES				
OTHER CATEGORY OF EMPLOYEES				

4. **PARLIAMENT PERSONNEL PAYROLL**

Please indicate the percentage difference (%) between the basic salary of Parliament employees and the basic salary of other civil servants over the last three years (if such a difference does exist).

BASIC SALARY	2008	2009	2010	2011 (forecast)
PERCENTAGE DIFFERENCE				

5. ALLOWANCES

A. The table below lists the allowances paid to civil servants or to Parliament employees. Please tick ☐ the allowances paid to the employees of your Parliament or indicate any other allowance paid in addition to basic salary.

TYPE OF ALLOWANCE	YES	NO
MARRIAGE		
CHILDREN		
POST-GRADUATE DEGREE - PHD		
I.T.		
UNHEALTHY WORK		
OVERTIME		
RESPONSIBILITY ALLOWANCE <i>(paid to Heads of Departments and Directorates for as long as they exercise the specific duties)</i>		
OTHER ALLOWANCES (please specify)		

B. Please list the sum corresponding to each allowance over the last three years, as well as forecasts for 2011.

TYPE OF ALLOWANCE	2008	2009	2010	2011
MARRIAGE				
CHILDREN				
POST-GRADUATE DEGREE - PHD				
I.T.				
UNHEALTHY WORK				
OVERTIME				
RESPONSIBILITY ALLOWANCE				
OTHER ALLOWANCES				

6. RETIREMENT OF PARLIAMENT EMPLOYEES

A. Retirement age of Parliament employees and calculation of pension are different from those of other civil servants

☐ yes or ☐ no

B. Please describe by filling out the tables below as the case may be.

	PARLIAMENT EMPLOYEE			CIVIL SERVANT		
	2008	2009	2010	2008	2009	2010
YEARS REQUIRED FOR PENSION						

	PARLIAMENT EMPLOYEE			CIVIL SERVANT		
	INCREASED	UNCHANGED	DECREASED	INCREASED	UNCHANGED	DECREASED
AMOUNT OF PENSION						
AMOUNT OF LUMP-SUM*						

**In some pension systems the employee, who retires, is entitled to a lump-sum payment, which depends on the years of employment.*