

11 November 2019

Information note for the IPEX Correspondents' Meeting

Vienna, 14 -15 November 2019

State of play: Activities in support of the NCs and NC's tasks

Based on the current Work Programme and the approved Action Plan¹ prepared by the Board Working Group on Enhancing the Network, some very concrete points have been identified to support the national Correspondents' daily work and to encourage them to fully make use of the tools of the Digital System and to fully provide the necessary and reliable information on EU related matters in the national parliaments.

Although the tasks and duties of the national Correspondents are described in the IPEX Guidelines², the workshop would like to recall and define them more precisely according to the Action Plan and to verify where there is need for support or another approach. Acknowledging that IPEX is becoming a "one stop shop" for inter-parliamentary exchange on EU affairs and that it is serving as a "institutional memory" of inter-parliamentary cooperation in the EU a competent and strong network of Correspondents is indispensable.

The Action Plan suggests very clearly different activities, which we would like to work on with you:

1.1 Encourage more translations of important decisions published on IPEX

- What translation capabilities do you have in your chamber or national parliament (inventory)?
- Would you think that a template for EN/FR summary for PD (and RO) documents is useful?
- Do you have an overview of the published documents (inventory)?

1.2 Enhancing the work of IPEX Correspondents

- Do you live up to the Guidelines and what are the problems to fulfill these tasks?
- Did you hold annual info sessions on IPEX?
- Which best practices of NC activities emphasizing the NC responsibility of keeping IPEX updated can you propose?

1.2.1 Increase awareness of IPEX Correspondents

- How would you summarize your job description?
- Which news and topics would you cover in a newsletter?

¹ [Board Meeting 25 May 2018](#)

² [IPEX Guidelines, Rome 13 March 2015](#)

- Did your chamber/parliament translate the IPEX Folder in your language?

1.2.2 Encourage communication and exchange of information between correspondents

- What are your expectations on a new format of the NCM combined with a Users' Conference?
- What other tools of communication are you missing and would like to use?

1.2.3 Increase the use of internal IPEX networks in the national parliaments

- Do you conduct trainings within your administration and do you find them useful?
- Have you ever presented IPEX to Members of parliament/political groups?
- Do you offer and use the links to the IPC pages?

1.2.4 Increase the cooperation with other networks within the national parliaments

- After our survey last year, did you contact your ECPRD Correspondent or did she/he contact you?
- Did you visit the ECPRD website after the password has been circulated by the IPEX Information Officer?

1.2.5 Improve the pages of the National parliaments on IPEX

- When did you update this page the last time?
- Do you regularly check the page?
- Do you consult other national pages for research or information?

During our workshop, we would like to talk about the issues mentioned above, but not only, while creating an atmosphere of genuine exchange.

In addition to this, we would like to discuss with you about how IPEX can be of help in supporting general scrutiny of EU legislation and in supporting all kinds of formats of cooperation among national parliaments, as well as any other topic of interest for you.