



**Proposal to the Secretaries General of EU Parliaments**  
PROPOSAL FOR AN IPEX BOARD 2008/09

18 March 2008  
Ref.: 07-000877-20

The Secretaries General are asked to appoint an IPEX board for the period 2008/09. The parliaments/chambers from the following member states have already informed the current IPEX Chair (Denmark) of their intention to ask for a re-appointment to the IPEX Board.

1. Italy
2. UK
3. Finland
4. Denmark

In addition, the following member states are entitled to Board membership as a result of their participation in the “troika” of the Conference of EU Speakers:

1. The Slovak Republic (to be replaced by Sweden at the close of the Speakers Conference in June 2008)
2. Portugal
3. France

The European Parliament is automatically entitled to a seat on the Board, while COSAC and ECPRD are entitled to be associate members of the Board.

If no other parliaments request to Chair the IPEX Board, the Danish Parliament is willing to Chair the IPEX Board until the meeting of Secretaries General in France.

The current IPEX Board **calls on other member states<sup>1</sup> to consider membership on the IPEX Board** and inform the Portuguese Presidency of their intention.

IPEX Board Members should contribute to the effective functioning of IPEX,

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<sup>1</sup> Membership on the IPEX Board is organised by member states and not by parliament/chamber. If a member state with two chambers is appointed to the IPEX Board – both chambers are entitled to participate in Board meetings.

and are encouraged to participate on the Central Support. The IPEX Board meets 2 – 4 times a year.

The decision concerning the nomination of Board members shall be taken by the Secretaries General at their meeting in Lisbon on 4 April 2008. If the number of parliaments participating on the Board exceeds eight the guidelines shall be revised accordingly.

## **Legal base: Guidelines for IPEX**

### **Preamble**

IPEX, the InterParliamentary EU information eXchange, was created following recommendations and agreements by the Conference of European Union Speakers in Rome in 2000<sup>2</sup> and in The Hague in 2004<sup>3</sup>.

### **Objectives**

The objective of IPEX is to support Interparliamentary cooperation in the European Union by providing a platform for the electronic exchange of EU-related information between parliaments in the Union. In particular the IPEX web site contains a database for the exchange of information about parliamentary scrutiny in EU affairs including aspects of subsidiarity, a calendar of Interparliamentary meetings and forums for the exchange of views.

### **Composition**

IPEX is open to National Parliaments (Chambers) in the member states and candidate countries of the European Union and to the European Parliament. COSAC and the ECPRD are invited to join IPEX on an associate basis.

## **1 Organisation**

### ***1.1 The Conference of the Speakers of European Union Parliaments***

The Conference of European Union Speakers lays down the objectives of IPEX.

### ***1.2 Secretaries General of European Union Parliaments***

The Secretaries General<sup>4</sup> of European Union Parliaments

- oversee IPEX
- agree on the guidelines and on major changes to the IPEX system

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<sup>2</sup> In a memorandum adopted by the Conference in Rome on 22-24 September 2000, the Speakers proposed measures to promote cooperation and the exchange of information between institutions and parliaments in the Union. The Speakers requested that the administrations of the respective parliaments should look into the matter in more detail.

<sup>3</sup> Guidelines for Interparliamentary Cooperation in the EU as agreed upon by the Conference in The Hague, 2004.

<sup>4</sup> Whenever "Secretary General" is mentioned in this text, this shall include "other equivalent senior official appointed by the Speaker to represent the parliament/chamber in meetings of the Secretaries General".

- appoint members of the IPEX Board
- appoint the chairman of the IPEX Board among the ranks of the Secretaries General from Parliaments on the IPEX Board

### **1.3 The IPEX Board**

The IPEX Board is appointed for a one-year period, running from one Speakers' Conference to the next.

#### **1.3.1 Tasks**

The Board

- ensures the ongoing and effective management and maintenance of the IPEX system
- monitors the IPEX web site
- oversees the Central Support Function
- meets once a year with the IPEX Correspondents
- is responsible for relations with the European Commission, other EU institutions and bodies outside the European Union
- submits an annual report to the Secretaries General about the current status of IPEX
- appoints the members and chair of the Central Support Function

#### **1.3.2 Composition of the Board**

The Board consists of up to eight members representing

- The National Parliaments hosting the previous, current and upcoming Conference of the Speakers of European Union Parliaments (three)<sup>5</sup>
- Other National Parliaments (up to four)
- The European Parliament (one)

COSAC and the ECPRD participate as associate members.

### **1.4 The Central Support Function**

The Central Support Function manages all tasks that are relevant to the IPEX web site, editorial as well as technical.

#### **1.4.1 Tasks**

- Daily maintenance of the IPEX web site
- Overall management of users
- Assistance to the IPEX Correspondents
- Technical and editorial changes and developments
- May upon the request of the parliament hosting the Speakers' Conference assist in the updating and maintenance of the calendar of Interparliamentary cooperation

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<sup>5</sup> In the case of bicameral systems, it is up to each parliament to decide on the representation.

- Other tasks, assigned by the IPEX Board

#### **1.4.2 Composition of the Central Support Function**

The Central Support Function comprises four members from national parliaments represented on the Board and one from the European Parliament. Other national parliaments may assist in the functioning of the Central Support.

### **1.5 The IPEX Correspondents**

The IPEX Correspondents are appointed by the Secretary General of each parliament/chamber taking part in IPEX.

#### **1.5.1 Tasks - responsibilities**

The IPEX Correspondents are responsible for the contributions from their parliament/chamber to the IPEX system. This includes responsibility for

- organising the input to the databases etc from their parliament/chamber
- the correctness of the links and other items of information about their parliament/chamber on the national part of the IPEX web site
- the management of users in their parliament/chamber
- IPEX information and support in their administration
- the exchange of best practices

## **2 Revision of the guidelines**

The revision of these guidelines is the responsibility of the Secretaries General of the European Union parliaments.