



The President

Brussels, 4 July 2023  
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## **Regulation No 6/2023**

**of 4 July 2023**

**on transparency measures at the European Committee of the Regions in accordance with the Interinstitutional Agreement of 20 May 2021 between the European Parliament, the Council of the European Union and the European Commission on a mandatory transparency register**

THE BUREAU OF THE EUROPEAN COMMITTEE OF THE REGIONS,

HAVING REGARD TO the Treaty on the Functioning of the European Union<sup>1</sup>, and in particular Articles 305, 306 and 307 thereof,

HAVING REGARD TO the Interinstitutional Agreement of 20 May 2021 between the European Parliament, the Council of the European Union and the European Commission on a mandatory transparency register (hereafter "the Interinstitutional Agreement"), and in particular Article 11 thereof<sup>2</sup>,

HAVING REGARD TO Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012<sup>3</sup>,

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<sup>1</sup> [OJ C 202, 7.6.2016, p. 47.](#)

<sup>2</sup> [OJ L 207, 11.6.2021, p. 1.](#)

<sup>3</sup> [OJ L 193, 30.7.2018, p. 1.](#)

HAVING REGARD TO the Rules of Procedure of the European Committee of the Regions ("the Rules of Procedure")<sup>4</sup>, and in particular Rules 37, 39, 40 and 69 thereof,

HAVING REGARD TO the Code of Conduct for the members of the Committee, and in particular Articles 2 and 6 thereof,

WHEREAS:

- (1) In accordance with Article 11(1) and (2) TEU, the institutions must, "by appropriate means, give citizens and representative associations the opportunity to make known and publicly exchange their views in all areas of Union action" as well as "maintain an open, transparent and regular dialogue with representative associations and civil society".
- (2) The European Committee of the Regions (hereafter "the Committee") is committed to ensure the transparency of its decisions and activities as openly as possible.
- (3) Within the European institutional set-up, the Committee's consultative role enables sub-national authorities to participate in the European Union decision-making process. This expertise and the search for convergence resulting from these discussions and negotiations improve the quality and credibility of the European Union decision-making process, insofar as they make it more comprehensible and acceptable for Europe's citizens and increase the transparency which is so vital for democracy. As a chamber for debating and for drawing up opinions and reports, the Committee helps to strengthen the democratic credentials of the process of building the European Union.
- (4) Activities by a number of actors are excluded from the scope of the Transparency Register in accordance with Article 4 of the Interinstitutional Agreement, such as those carried out by political parties; by public authorities of Member States, including their permanent representations and embassies, at national and subnational level; or by associations and networks of public authorities at EU, national or subnational level. Staff and members of other EU institutions, bodies, offices and agencies are excluded from the notion of interest representatives when dealing with the Committee. Other activities are also excluded from the scope of the Transparency Register, notably where an actor has only indirect influencing potential, such as experts making submissions in response to direct and specific requests from the Committee's rapporteurs for factual information, data or expertise, or when a contribution is provided through a stakeholder consultation.
- (5) To that effect, the following transparency measures have been retained in respect of members acting in their capacity as Committee member: an invitation for Committee office-holding members and rapporteurs only to meet with interest representatives that have registered in the Transparency Register; the obligation for office-holding members and rapporteurs to publish online the list of meetings with interest representatives; the inclusion, on a voluntary basis, of a "legislative footprint" in the file of Committee opinions and reports; and an invitation for office-holding members and rapporteurs to encourage interested parties to register in the Transparency Register.

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<sup>4</sup> [OJ L 472, 30.12.2021, p. 1.](#)

- (6) By adopting these measures, the Committee aims to lay down the foundations for a reinforced transparency policy.

HAS ADOPTED THIS REGULATION:

*Article 1*

1. The Committee shall be involved on a voluntary basis in the Transparency Register established by means of the Interinstitutional Agreement of 20 May 2021 between the European Parliament, the Council of the European Union and the European Commission and adhere by its principles.
2. The Committee's involvement in the Transparency Register shall take place through the measures outlined in Articles 3, 4 and 5.

*Article 2*

For the purpose of this regulation the following definitions shall apply:

- (a) "Committee office-holding member" means the President, the First Vice-President, the presidents of the political groups and the commission chairs.
- (b) "Rapporteurs" means members who have been duly appointed pursuant to the provisions of articles 43 and 60 of the Rules of Procedure to draw up a draft opinion or report.
- (c) "Meeting" means a bilateral encounter organised at the initiative of an interest representative or a Committee office-holding member or rapporteur to discuss an issue related to policy-making and implementation in the EU.
- (d) "Interest representatives" means any natural or legal person, or formal or informal group, association or network, that engages in activities covered under the provisions of the Interinstitutional Agreement on a mandatory transparency register.

*Article 3*

1. Committee office-holding members and rapporteurs should adopt the practice of only meeting interest representatives that have registered in the Transparency Register.
2. When Committee office-holding members and rapporteurs meet with interest representatives who are not registered, they should promote the Transparency Register and explain the advantages of being registered in order to improve transparency at EU level and to give them further opportunities to present their positions to EU institutions.

#### *Article 4*

1. Committee office-holding members and rapporteurs shall make public information on all meetings held by them with interest representatives falling under the scope of the Interinstitutional Agreement. The general secretariat shall provide for necessary infrastructure on the Committee's website.
2. The information to be made public shall consist of the date of the meeting, the location, the name of the Committee office-holding member or rapporteur, the name of the interest representative and the subject of the meeting.

#### *Article 5*

In appendix to the present regulation, a model for a voluntary "legislative footprint", collecting a non-exhaustive list of organisations and individuals from whom the rapporteur has received input in drawing up the opinion or report, is established. This legislative footprint shall be drawn up under the exclusive responsibility of the rapporteur and attached to the file of opinions or reports on a purely voluntary basis.

#### *Article 6*

1. The information set out in Article 4(2) shall be published in a standardised format on the web pages of the Committee members within a period of two months following the meeting.
2. The publication of the information may be withheld where such publication could undermine the protection of one of the interests referred to in Article 4(1), (2) and (3) of Regulation (EC) No 1049/2001, in particular the life, the integrity or privacy of an individual; the financial, monetary or economic policy of the EU; market stability or sensitive commercial information; the proper conduct of court proceedings or inspections, investigations, audits or other administrative procedures; or the protection of any other important public interest recognised at EU level.
3. Interest representatives shall be informed of the fact that the information set out in Article 4(2) will be made public.
4. The names of individuals (acting on behalf of interest representatives) or Committee officials attending meetings shall not be made public unless they have unambiguously given their consent.

#### *Article 7*

1. In the relations with the management board and the Secretariat of the Transparency Register, the Committee shall be represented by the Secretary-General.

2. The Secretary-General shall take the measures that are necessary to implement this regulation.
3. This regulation shall enter into force on 1 January 2024.

Done at Brussels, 4 July 2023.

signed

Vasco Alves Cordeiro

Appendix

*Voluntary "legislative footprint" (specimen)*

**LIST OF INTEREST REPRESENTATIVES**  
**FROM WHOM THE RAPPORTEUR HAS RECEIVED INPUT**

*The following list is drawn up on a purely voluntary basis under the exclusive responsibility of the rapporteur. The rapporteur has received input from the following interest representatives (organisations and/or self-employed individuals) in the preparation of the [opinion/report]:*

<i>Organisations and/or self-employed individuals</i>

**Explanatory note on the use of this annex**

- 1. The filling in of this annex is purely voluntary.*
- 2. Filling in this annex is the exclusive responsibility of the rapporteur. The list need not be exhaustive. The entries on the list as submitted by the rapporteur will not be verified by the secretariat.*
- 3. Names of individuals acting on behalf of organisations or self-employed individuals shall only be listed in this annex if they have unambiguously given their consent. By including names of individuals in the annex, the rapporteur acknowledges that the individuals listed have been duly informed about, and agree to, disclosure of their names in public.*
- 4. The annex will be included in the file related to the opinion or report only when it is filled in and submitted by the rapporteur within the applicable deadline.*
- 5. The secretariat will inform the rapporteur about the applicable deadline for the submission of the annex, i.e., when the draft report or opinion is submitted for translation.*
- 6. The secretariat should inform the rapporteur about the voluntary nature and use of this annex and provide him/her with the appropriate model.*
- 7. The content of the list will not be translated.*