

GENERAL SECRETARIAT OF THE COUNCIL

DG F2 TRANSPARENCY

Andrä RUPPRECHTER – Director
**Carla SANTOS MOORE - Transparency
& Access to Documents**
Carlo MARZOCCHI - Library
Katharina PAUSCH - Library

Brussels, 5 December 2013

GENERAL SECRETARIAT OF THE COUNCIL

**TRANSPARENCY AND
ACCESS TO DOCUMENTS**

Transparency in the Treaties

❖ THE AIM (article 1 TEU)

An ever closer union among the peoples of Europe, with decisions taken as closely as possible to its citizens.

❖ HOW TO ACHIEVE IT (article 15(3) TFEU)

When deliberating and voting on legislative acts the Council meets in public.

The public has a right of access to documents of the Union's Institutions.

Council's Open Sessions

❖ **Openness of legislative deliberations** (art. 7 CRP)

- The Council meets in public when deliberating or voting on legislative acts.
- Documents submitted to the Council under legislative deliberations are public.
- The results and explanation of votes, as well as Statements in the Council's minutes, on legislative acts are public.

Council's Open Sessions

❖ **Public deliberations and debates** (art. 8 CRP)

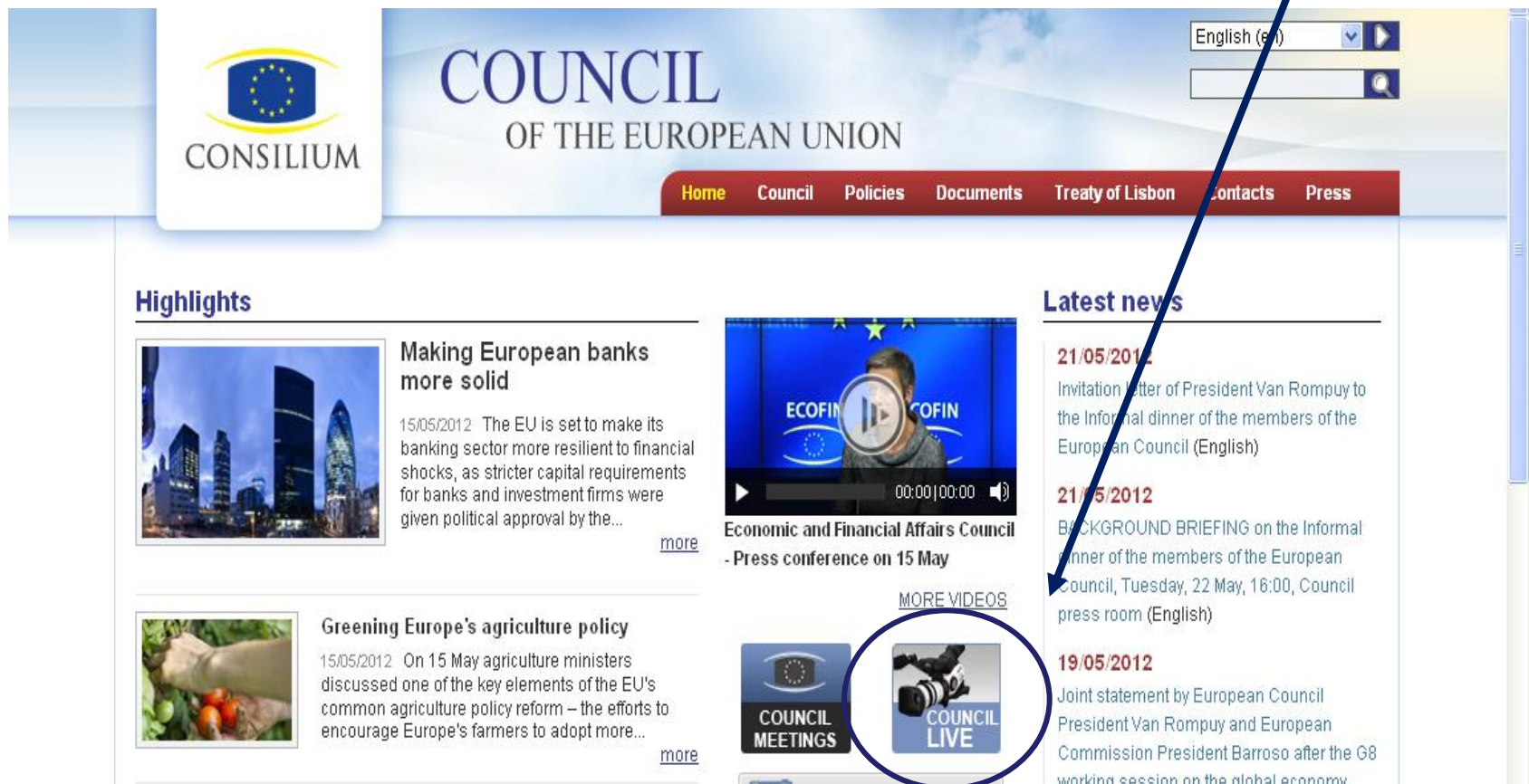
- Council's first deliberation on important non-legislative proposals is public [art 8(1)].
- The Council holds public debates on important issues affecting the EU and its citizens [art 8(2)].
- The debate on the GAC's 18 month programme, the priorities of the other Council's configurations, and the debate on the Commission's five-year programme, are public [art 8(3)].
- Documents submitted to the Council under an item marked as public deliberations and public debates are public.

Council's Open Sessions

❖ **Votes on non-legislative deliberations** (art. 9 CRP)

- When adopting the important non-legislative proposals referred to in art. 8(1), the voting results, explanation of votes and statements are public.
- The Council may also decide to make public the voting results of any other non-legislative act. In the case of Title V TEU, this decision is unanimous.

How to follow the Council's open sessions?



The screenshot shows the official website of the Council of the European Union. At the top, there is a header with the Council logo, the text "COUNCIL OF THE EUROPEAN UNION", a language selector set to "English (en)", and a search bar. Below the header is a navigation menu with links: Home, Council, Policies, Documents, Treaty of Lisbon, Contacts, and Press.

The main content area is divided into two columns. The left column is titled "Highlights" and contains two items:

- Making European banks more solid**
15/05/2012 The EU is set to make its banking sector more resilient to financial shocks, as stricter capital requirements for banks and investment firms were given political approval by the... [more](#)
- Greening Europe's agriculture policy**
15/05/2012 On 15 May agriculture ministers discussed one of the key elements of the EU's common agriculture policy reform – the efforts to encourage Europe's farmers to adopt more... [more](#)

The right column is titled "Latest news" and contains three items:

- 21/05/2012**
Invitation letter of President Van Rompuy to the Informal dinner of the members of the European Council (English)
- 21/05/2012**
BACKGROUND BRIEFING on the Informal dinner of the members of the European Council, Tuesday, 22 May, 16:00, Council press room (English)
- 19/05/2012**
Joint statement by European Council President Van Rompuy and European Commission President Barroso after the G8 working session on the global economy

In the center of the page, there is a video player showing a press conference by the Economic and Financial Affairs Council on 15 May. Below the video player, there is a link to "MORE VIDEOS" and two icons: "COUNCIL MEETINGS" and "COUNCIL LIVE". A blue circle highlights the "COUNCIL LIVE" icon, and a blue arrow points from the "COUNCIL LIVE" icon to the "Latest news" section.

❖ Council open sessions

- Watch public sessions *LIVE*
- See outcome of voting on legislative acts
- Consult documents related to the public sessions
- Consult background notes and press releases



The screenshot shows the official webcast page of the Council of the European Union. The header features the Council logo and the text "COUNCIL OF THE EUROPEAN UNION WEBCAST". A navigation bar includes links for Home, Coming Up, Latest, Archived, Search, Podcasts, RSS, Contacts, and FAQ. The main content area is titled "Council of the European Union - Employment, Social Policy, Health and Consumer Affairs" and displays a live video feed of a meeting. Below the video is a "Current Agenda" section. To the right, there are sections for "Coming up" (listing upcoming events with dates and times), "Live webcasts" (showing the current live broadcast), and "Latest" (showing recent news items).

Webcast

AGRICULTURE - Public debate
Tuesday, May 15, 2012 at 9.45

Watch *LIVE*
deliberation or
debates →

Consult related
documents and
voting results

Browse through
individual speakers



Current Agenda

CAP Reform
Reform of the common agricultural policy (CAP) : greening Orientation debate

Spain



Replay

CAP Reform

Reform of the common agricultural policy (CAP) : greening Orientation debate



SK

Fiche de vote

General Secretariat of the Council

Institution Council of the European Union
Session 3035th meeting
Configuration Competitiveness (Internal Market, Industry and Research)
Item 2009/0005 COD (Document : PE-CONS 34/10)
Voting Rule Qualified majority (EU-27)*
Subject Formalités déclaratives applicables aux navires à l'entrée ou à la sortie des ports des États membres de la Communauté

Sitting date

11/10/2010

Member State	Vote	Weighting	
BELGIQUE / BELGIE		12	
БЪЛГАРИЯ		10	
ČESKÁ REPUBLIKA		12	
DANMARK		7	
DEUTSCHLAND		29	
EESTI		4	
ÉIRE/IRELAND		7	
ΕΛΛΑΣ		12	
ESPAÑA		27	
FRANCE		29	
ITALIA		29	
ΚΥΠΡΟΣ		4	
LATVIJA		4	
LIETUVA		7	
LUXEMBOURG		4	
MAGYARORSZAG		12	
MALTA		3	
NEDERLAND		13	
ÖSTERREICH		10	

Member State	Vote	Weighting	
POLSKA		27	
PORTUGAL		12	
ROMÂNIA		14	
SLOVENIJA		4	
SLOVENSKO		7	
SUOMI / FINLAND		7	
SVERIGE		10	
UNITED KINGDOM		29	

Council Meetings

How to be informed on forthcoming Council meetings?



The screenshot shows the official website of the Council of the European Union. The header features the 'CONSILIUM' logo and the text 'COUNCIL OF THE EUROPEAN UNION'. A navigation bar includes links for Home, Council, Policies, Documents, Treaty of Lisbon, Contacts, and Press. A language dropdown menu is set to 'English (en)'. The main content area is divided into 'Highlights' and 'Latest news' sections. A blue arrow points from the title 'How to be informed on forthcoming Council meetings?' to a 'COUNCIL MEETINGS' button in the 'MORE VIDEOS' section, which is circled in blue. Another blue arrow points from the title to the 'Latest news' section.

Highlights

Making European banks more solid
15/05/2012 The EU is set to make its banking sector more resilient to financial shocks, as stricter capital requirements for banks and investment firms were given political approval by the... [more](#)

Greening Europe's agriculture policy
15/05/2012 On 15 May agriculture ministers discussed one of the key elements of the EU's common agriculture policy reform – the efforts to encourage Europe's farmers to adopt more... [more](#)

Latest news

21/05/2012
Invitation letter of President Van Rompuy to the Informal dinner of the members of the European Council (English)

21/05/2012
BACKGROUND BRIEFING on the Informal dinner of the members of the European Council, Tuesday, 22 May, 16:00, Council press room (English)

19/05/2012
Joint statement by European Council President Van Rompuy and European Commission President Barroso after the G8 working session on the global economy

More Videos

Economic and Financial Affairs Council - Press conference on 15 May

COUNCIL MEETINGS

COUNCIL LIVE

Council Meetings

How to be informed on forthcoming Council meetings?

Council meetings

(1 - 10) [404 Sessions] [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#)

Economic and Financial Affairs



3167th Council meeting - Brussels, 15 May 2012
15/05/2012

[▶ Webcast](#)

» [Press release - Communiqué](#)

- » [Presidency briefing - Briefing de la présidence](#)
- » [Agenda - Ordre du jour](#)
- » [Background note - Note d'information](#)
- » [Public debates and deliberations](#)
- » Open session : [Available here](#)
- »  [Available pictures](#)

Foreign Affairs



3166th FOREIGN AFFAIRS (Development) Council meeting, Brussels, 14 May 2012
14/05/2012

[▶ Webcast](#)

» [Press release - Communiqué](#)

- » [Presidency briefing - Briefing de la présidence](#)
- » [Agenda - Ordre du jour](#)
- » [Background note - Note d'information](#)
- » Open session : [Available here](#)

❖ Access to documents (art. 10 + Annex II)

- The public has a right of access to documents of the Council and of the European Council.
- Regulation 1049/2001 establishes the general principles and limits governing the right of access to documents of the Institutions
- Annex II of the CRP sets specific provisions for the implementation of this right by the Council.

Public register

- The Institutions are required to make a document register available to the public.
- The Council's Public Register has been operational since 1 January 1999.
- On 31 December 2011, the register listed almost 1 730 000 documents - 77 % are public.
- During the year of 2011, the Council's Public Register received almost a 1,4 million visits.

Public register

How to find the public register on the Council's website?

Step 1: From the home page, choose “Documents” from the top red bar menu.



COUNCIL OF THE EUROPEAN UNION

English (en)

[Home](#) [Council](#) [Policies](#) [Documents](#) [Treaty of Lisbon](#) [Contacts](#) [Press](#)

Highlights

Making European banks more solid

15/05/2012 The EU is set to make its banking sector more resilient to financial shocks, as stricter capital requirements for banks and investment firms were given political approval by the...

[more](#)

Greening Europe's agriculture policy

Latest news

21/05/2012
Invitation letter of President Van Rompuy to the Informal dinner of the members of the European Council (English)

21/05/2012
BACKGROUND BRIEFING on the Informal dinner of the members of the European Council, Tuesday, 22 May, 16:00, Council press room (English)

Economic and Financial Affairs Council - Press conference on 15 May

[MORE VIDEOS](#)

Public register

How to find the public register on the Council's website?

Step 2: Once in the Documents page, choose “Public Register”.



How to search in the public register?



The screenshot shows the official website of the Council of the European Union's Public Register. The header features the Council of the European Union logo and the word "CONSILIUM". A navigation bar includes links to Home, Council, Policies, Documents (highlighted), Treaty of Lisbon, Contacts, and Press. A language selector is set to "English (en)". The main content area is titled "Access to Council documents: Public Register" and includes a sub-header "Access to Council documents: Public Register" and a link to "Legislative Transparency Archives". A breadcrumb trail reads: Home » Documents » Access to Council documents: Public Register. The "Public Register" section explains that the register, operational since 1 January 1999, contains references to Council documents entered via an automatic archiving system. It states that all non-sensitive documents submitted to the Council or its preparatory bodies, which serve as a basis for deliberations, could influence the decision-making process or reflect progress on a given subject, and are automatically listed in the register. A link to "Technical help online" is provided. The "Search possibilities" section lists three options: Simple search, Advanced search, and Latest documents. A sidebar on the right contains a list of links: Search in the Register, How to search in the register, Request a document, Technical help on line, and Access to the public register of the other Institutions and bodies.

COUNCIL OF THE EUROPEAN UNION

English (en)

Home Council Policies **Documents** Treaty of Lisbon Contacts Press

Access to Council documents: Public Register

Access to Council documents: Public Register

Legislative Transparency Archives

Home » Documents » Access to Council documents: Public Register

Public Register

The public register of Council documents, which has been operational since 1 January 1999, contains references to the Council documents entered in it via an automatic archiving system. Accordingly, all non-sensitive documents submitted to the Council or to one of its preparatory bodies which are to serve as a basis for deliberations, could influence the decision-making process or reflect the progress made on a given subject are automatically listed in the register.

[Technical help online](#) ?

Search possibilities

- Simple search
- Advanced search
- Latest documents

- Search in the Register
- How to search in the register
- Request a document
- Technical help on line
- Access to the public register of the other Institutions and bodies

Simple search

Simple Search

Document Number



8330/99, 12586/2/99

Words in Title

Text

search only possible in public documents

Subject Matter

List

Date of Meeting




Search Now


New Search

Advanced search


Advanced Search


Public Documents only ☐


Document Number 
8330/99, 12586/2/99


Interinstitutional File 
2000/0183(COD), 2001/0011(CNS)

Words in Title
 Text
search only possible in public documents

Subject Matter 

Document Date 

Date of Meeting 

Document Language 

Rows per Page

Maximum Result Rows

Order By

Subject matter (list)

[A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [Y](#) [Search Page](#)

Description	Subject Matter
FAIRS AND EXHIBITIONS	EXPO
FALSE DOCUMENTS	FAUXDOC
FAROE ISLANDS	FEROE
FINANCIAL FRAMEWORK 2007-2013	CADREFIN
FINANCIAL INSTITUTIONS	EF
FINGERPRINTING OF ASYLUM SEEKERS	EURODAC
FISHERIES	PECHE
FOOD AID	ALIM
FOOD LEGISLATION	DENLEG
FOREIGN DIRECT INVESTMENT	FDI
FORESTS	FORETS
FORMER YUGOSLAV REPUBLIC OF MACEDONIA	FYROM
FRONTIERS	FRONT

Interinstitutional File

- ❖ The interinstitutional file number identifies a draft legislative act
- ❖ It consists of a code representing:
 - the year YYYY
 - the series number
 - an abbreviation of the procedure in brackets
- ❖ Example: 2011/0210 (COD)

Document accessible and available for downloading

Advanced Search Results

◀ ◀ (1-1/1) ▶ ▶

[Refine Search](#)

accessible

Please note that any references contained in the register are not legally binding. Only legal acts published in the [Official Journal](#) are binding.

Document Information	Title	Content
8842/12	Proposal for a REGULATION OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL amending Directives 1999/4/EC, 2000/36/EC, 2001/111/EC, 2001/113/EC and 2001/114/EC as regards the powers to be conferred on the Commission	
20-04-2012		

Document partially accessible (after request)

Advanced Search Results

◀ ◀ (1-1/1) ▶ ▶

[Refine Search](#)

partially accessible

Please note that any references contained in the register are not legally binding. Only legal acts published in the [Official Journal](#) are binding.

Document Information	Title	Content
10041/10	Proposal for a Directive of the European Parliament and of the Council on preventing and combating trafficking in human beings, and protecting victims, repealing Framework Decision 2002/629/JHA	
25-05-2010		

Document not accessible


Advanced Search Results

not accessible

« (1-1/1) »

[Refine Search](#)

Please note that any references contained in the register are not legally binding. Only legal acts published in the [Official Journal](#) are binding.

Document Information	Title	Content
5565/11	"Five members of the Peasant Movement of Aguán (MCA) murdered in Honduras"	
24-01-2011		

Document Information of n/a document

Document Information

◀ ◀ (2/2) ▶ ▶

[Result List](#) | [Refine Search](#)

Please note that any references contained in the register are not legally binding. Only legal acts published in the [Official Journal](#) are binding.

Document Number 5565/11

Title "Five members of the Peasant Movement of Aguán (MCA) murdered in Honduras"

Content  [N/A](#)

Interinstitutional File

Subject Matter PE-QE 95

Document Category PRELIMINARY DRAFT REPLY TO WRITTEN QUESTION E-10283/10 put by Willy Meyer (GUE/NGL)

Originator General Secretariat of the Council

Addressee Permanent Representations of the Member States

Document Date 24-01-2011

Date of Meeting

Archive Date 25-01-2011

Document Language EN

Request a Document

Request a document

A [public register of Council documents](#) exists since 1 January 1999. If you do not find the document you are looking for, you may introduce a request.

How to submit a request?

- You can [request a document](#) electronically in one of the official languages of the European Union.
 - If you already know that the document you are looking for is not public, then request access to a [non-public document](#).

- You can also request a document by sending us a letter:
General Secretariat of the Council of the European Union

DG F - Communication
rue de la Loi 175
B-1048 Brussels

or by fax:
+32 (0)2 281 4977

When will I receive a reply?

The Secretary-General will provide a reply to a request for access within 15 working days, although this can, exceptionally, be extended by further 15 working days.

- [+ Search in the Register](#)
- [How to search in the register](#)
- [Request a document](#)
 - [Public documents](#)
 - [Non-public documents](#)
- [Technical help on line](#)
- [Access to the public register of the other Institutions and bodies](#)

Request a Document

Electronic Form

Please fill in the following fields as completely as possible.

(Those marked with an asterisk (*) are indispensable to ensure correct delivery of the Institution's reply)

Personal details

Mr/Ms: ☐ Mr ☐ Ms

Family name: *

First name: *

E-Mail: *

Occupation:

On behalf of:

(indiv., organisation, etc.)

Postal Address

Full Postal Address: *

(this is necessary when one or more requested documents do not exist in electronic format)

Telephone:

Mobile telephone:

Fax:

You may have your personal data rectified at any time. If you would like corrections to be made, please inform the Council's Transparency Service in writing at the following e-mail address: access@consilium.europa.eu

❖ *When will I receive a reply?*

The Secretary-General will reply within 15 working days (exceptionally extended by a further 15 working days).

❖ *How will I have access?*

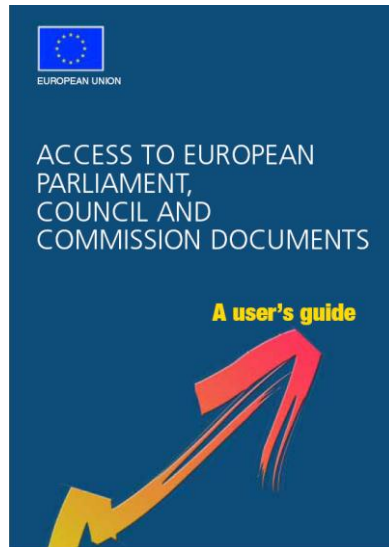
You will receive an electronic copy of the document or, if this is not possible, a paper copy. It is also possible to consult documents on the Council's premises.

❖ *What if access is refused?*

If access is refused, you have 15 working days to make a confirmatory application asking the Council to reconsider its position.

If the confirmatory application is rejected, you may make a complaint to the [Ombudsman](#) or bring an action before the [General Court](#).

Publications on access to documents



The Interinstitutional booklet on access to documents:

- summarizes Regulation 1049/2001 and describes how to submit a request for access,
- provides a list of useful addresses (public registers of documents, data bases etc.)

GENERAL SECRETARIAT OF THE COUNCIL

CENTRAL LIBRARY

- <http://councillibrary.wordpress.com>
- **Think Tank Review**



VISIT THE CENTRAL LIBRARY

- Located in the Justus Lipsius building
- Provides information and research services for GSC staff and is open to
 - Knowledge multipliers (EDCs)
 - Research community

for on-site consultation – visits on appointment only, in line with general GSC security procedures

central.library@consilium.europa.eu

BIBLIOGRAPHIES

- **Structure:**
 - European Council
 - Council of the European Union
 - General Secretariat of the Council (GSC)
- **800 references, of which more than 95% have been added to the Library collection in full text**
- **Link: http://ec.europa.eu/eclas/F/?func=file&file_name=ceu-biblios-main&local_base=CEU01**
- **Please suggest new references (articles, books or theses) to central.library@consilium.europa.eu**

Bibliographies of the Council

I. EUROPEAN COUNCIL

- A. History of the European Council
- B. European Council sessions
- C. Role of European Council
- D. Presidency of European Council
- E. Relations between European Council and Council, Commission, other institutions and civil society
- F. Organisation and internal rules
- G. Deliberations in European Council / European Council and politics

II. COUNCIL OF THE EUROPEAN UNION

- A. History of the Council of the European Union
- B. Role of the Council
- C. CFSP (functioning) / High Representative
- D. Functioning of JHA
- E. Presidencies
- F. Relations with European Council, with Member States, with other EU institutions, with civil society
- G. Organisation and internal rules
- H. Negotiations in Council / Council and politics
- I. Comitology

III. GSC

- A. History of GSC
- B. Role of GSC
- C. Organisation of GSC
- D. Relations with EEAS, with Member States and in particular with Permanent Representations, with other institutions, with civil society

BIBLIOGRAPHIES - EXAMPLE

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Full View of Record

Results list

Choose format: [Standard format](#) [Catalog card](#) [MARC tags](#)

Record 9 out of 222



Title	 Think global - Act european : the contribution of 16 European think tanks to the Polish, Danish and Cypriot trio presidency of the European Union / directed by Elvire Fabry
Other author(s)	 Fabry, Elvire.
Publisher	 Paris : Notre Europe, 2011.
Description	207 p.
Language(s)	English
Terms of Use	 Access may be restricted to Council staff or users at subscribing institutions.
Online version	Full text available http://www.notre-europe.eu/uploads/tx_publication/TGAE2011-web_02.pdf 
Information	Printed edition also available.
Contents	Part I - Prospects for economic growth ; The single market act in search of a strategy / Tinne Heremans -- The single market act: is it really what the market needs? / Jörgen Hettne -- Implementation of Europe 2020: time to act / Fabian Zuleeg, Maria João Rodrigues -- A new innovation spirit and the future of lead markets / Pawel Zerka -- Reconciling the single market objective with the renewable energy objective / Goerg Zachmann -- Carbon capture and storage: EU advancing, but not fast enough / Stephen Tindale -- Policy options to improve the security of European energy supplies: results from the SECURE project / Arno Behrens, Andrea



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Full View of Record

Results list

Choose format: [Standard format](#) [Catalog card](#) [MARC tags](#)

Record 2 out of 55



Title	● L'Europe née de Lisbonne : premier bilan / Alain Lamassoure.
Author (personal)	● Lamassoure, Alain.
Host Title	In: Politique étrangère 2010, n. 3, p. 537-549
Language(s)	French
Availability	Central Library -- Articles -- 29743/179
Abstract	"Le traité de Lisbonne a parachevé la structure bipolaire - fédérale et confédérale - de l'Union européenne, mettant en place des procédures et institutions nouvelles, et clôturant le débat institutionnel. Les premiers mois d'application montrent pourtant qu'il n'y a toujours pas dans l'avion de pilote spécifiquement européen. Si le Traité permet de progresser, par exemple à travers les coopérations renforcées, tout dépend maintenant de la volonté politique des dirigeants qui ne peuvent plus rendre l'alibi de l'insuffisance des traités."--Editeur.
Language Note	En français ; avec résumés en français et anglais.
Subject	● Treaty of Lisbon ● European Movement ● European integration ● EU institution ● institutional reform ● European Council ● president of an institution
Uncontrolled term	● Haut Représentant de l'Union pour les affaires étrangères et la politique de sécurité / High Representative of the Union for Foreign Affairs and Security Policy

CONTACT

For Inter-Library Loans contact:

bibliotheque.ill@consilium.europa.eu

For further information and appointments:

central.library@consilium.europa.eu

Tel +32 2 281 6525

Mon, Tue, Thu, Fri 9 – 17h

Wed 11 – 17h

QUESTIONS?

**General Secretariat of the Council (GSC)
DG F2 Transparency
departments at your service**

ACCESS TO DOCUMENTS

**To access documents as provided for by Reg. 1049/2001
access@consilium.europa.eu**

CENTRAL LIBRARY

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