



Seminar

Understanding Decision-Making in the European Union: Principles, Procedures, Practice

Maastricht (NL),
18-19 March 2010 / 20-21 May 2010
14-15 October 2010 / 9-10 December 2010



INTRODUCTION

This course explains how decisions are taken in the European Union following the entry into force of the Lisbon Treaty. After two days, participants will understand the essential principles and structures of the EU system, as well as the basic competences and functioning of the EU institutions; they will be familiar with the different stages in the legislative cycle (proposal, decision-making and implementation); and they will have an insight into how decisions are reached, both in theory and in practice.

The course first provides a framework for understanding EU decision-making. It offers an update on the competences and functioning of the EU institutions. It also discusses how the EU has deepened the "Community method" of integration through law while developing other forms of common action. The participants are thus introduced to policy coordination, self- and co-regulation, and intergovernmental cooperation.

The different phases and processes in the legislative cycle are then successively addressed. The elaboration of a Commission proposal is presented, with emphasis on the processes of public consultation and impact assessment. In order to understand the process of legislative decision-making, participants first simulate a meeting of a Council Working Party and benefit from a debriefing given by an experienced EU practitioner, thus gaining insight into the role of the Presidency and the Commission, as well as some of the challenges for individual participation and national coordination in Council negotiations. EIPA experts then illustrate the complex interaction between the European Parliament and the Council with case studies. Finally, the implementation phase at EU level is analysed and illustrated with examples. An introduction is given about the Commission's exercise of delegated powers, and the role of the so-called "comitology" committees. This is followed by a discussion of the role of EU Agencies in implementing EU policies.

PROGRAMME

THURSDAY

- 08.45 Registration of Participants
- 09.00 **Welcome and Introduction to the Course**
EU DECISION-MAKING: OVERVIEW
- 09.15 **Structures and Principles of EU Decision-Making**
- 10.00 **The Institutional Actors (I): European Council and Council**
- 10.45 Coffee break
- 11.00 **The Institutional Actors (II): Commission, Parliament and Advisory Bodies**
THE COMMISSION AND LEGISLATIVE PROPOSALS
- 12.00 **Elaboration of a Commission proposal**
- 13.00 Lunch
DECISION-MAKING IN THE COUNCIL
- 14.00 **Simulation of a Council Working Party Meeting**
- 16.00 Debriefing
- 17.00 **Council Decision-Making and National Policy Coordination**
- 17.30 End of first day
Reception

FRIDAY

- THE PARLIAMENT AND EU LEGISLATION
- 09.00 **The European Parliament and Legislative Proposals**
Legislative Procedures: Overview
- 11.00 Coffee break
- 11.15 **The Ordinary Legislative Procedure: Case Studies**
- 12.30 Lunch
IMPLEMENTATION OF EU LEGISLATION: EU DIMENSIONS
- 13.30 **Commission Acts and Comitology: a Short Introduction**
- 15.15 Coffee break
- 15.30 **The Role of EU Agencies**
- 16.00 Evaluation and End of the Course



GENERAL INFORMATION

Programme

The programme will commence on Thursday at 08.45 and will finish on Friday at 16.00.

Target group

Public officials requiring an intensive introduction or update on EU institutions and decision-making following the entry into force of the Lisbon Treaty.

Description

The course offers an update on the EU institutions, and discusses how the EU has deepened the "Community method" of integration through law while developing other forms of common action such as policy coordination, co-regulation, and intergovernmental cooperation. The different phases in the policy cycle are then addressed in detail.

Method

A combination of lectures, case studies and simulation exercises, as well as the sharing of experiences between participants.

Objectives

At the end of the course the participants will understand the principles and structures of the EU system and the basic competences and functioning of the EU institutions; they will be familiar with the different stages in the legislative cycle; and they will have an insight into how decisions are reached, both in theory and in practice.

Course Venue

The course will take place at the Bordeaux Conference Room (1.16) of the European Institute of Public Administration, O.L. Vrouweplein 22, NL-6211 HE Maastricht, tel.: +31.43.3296222, fax: +31.43.3296296.

Working language

The course will be conducted in English with simultaneous interpretation in French (please note that interpretation will be subject to a minimum number of participants requiring translation). Please indicate your language of preference on the registration form.

Course requirements

Participants should have at least a general familiarity with the EU institutions. A good command of English or French is essential.

Please note that these seminars in particular have a maximum number of 30 participants and are dynamic and diverse due to the large number of different nationalities. We would like to point out that the seminars appear to be of great interest to the participants for networking purposes and exchange of experiences. Please note that in order to achieve the diversity of the group we can only accept a maximum of 2/3 persons coming from the same department.

Fee

The participation fee is € 825 and includes documentation, 2 lunches, 1 reception and refreshments. Accommodation and travel costs are at the expense of the participants or their administration.

EIPA offers its members a reduction of 10% of the registration fee. This reduction is available to all civil servants working for one of EIPA's member countries (i.e. AT, BE, BG, CY, CZ, DK, EE, FI, FR, DE, GR, HU, IE, IT, LT, LU, MT, NL, PL, PT, ES, SE, UK) as well as civil servants working for an EU institution or agency. If you are eligible for a discount, please tick the box in the registration form. Please note that reductions cannot be accumulated. For more information, please visit EIPA's website: <http://seminars.eipa.eu> (FAQ-special discounts).

Hotel reservations

The European Institute of Public Administration will be pleased to make hotel reservations for you at a hotel in Maastricht. We have made a block booking at Hotel Mabi**** (www.hotel-mabi.nl), at the rate of ± € 98 p.p.n. (incl. breakfast and tourist tax). Should you wish to make use of this possibility, please indicate the dates of arrival and departure on the registration form. Payment is to be made directly and personally to the hotel on checking out. Please note that if you register after the closing date, hotel reservations cannot be guaranteed.

Meals

Meals will be served at the Institute's restaurant. Should you require a special menu (e.g. vegetarian, diabetic), please inform the Programme Organiser so that this can be arranged.

Registration

Kindly complete the registration form and return it before the closing date to Ms Araceli Barragán, Programme Organiser, European Institute of Public Administration, P.O. Box 1229, NL-6201 BE Maastricht. Tel.: +31.43.3296 325; fax: +31.43.3296 296; e-mail: a.barragan@eipa.eu. You can also submit the on-line registration form which you can find on EIPA's web site www.eipa.eu.

Your name and address will be part of EIPA's database for our mailing purpose only. If you do not want to be included in our mailing database, please tick the box in the registration form.

Confirmation

Confirmation of registration will be forwarded to participants on receipt of the completed registration form.

Payment

Prior payment is a condition for participation. Please indicate the method of payment on the registration form. For cancellations received after the closing date indicated on the registration form we will have to charge an administration fee of € 150 unless a replacement participant is found.

Cancellation policy

EIPA reserves the right to cancel the course up to 2 weeks before the starting date. EIPA accepts no responsibility for any costs incurred (travel, hotel, etc.). For EIPA's cancellation policy, please visit our website <http://seminars.eipa.eu> (FAQ – Legal notice).



REGISTRATION FORM

Understanding Decision-Making in the European Union:

Principles, Procedures, Practice

European Institute of Public Administration (EIPA), Maastricht (NL)

Surname:	Title:	M/F
First name:		
Current position:		
Organisation:		
Department:		
Work address:		
Postal code & town:	Country:	
Tel. no:	Fax no:	
E-mail address:		

Language preference: English French

Date of Participation: <input type="checkbox"/> 18-19 March 2010	Closing date: 29 January 2010	Proj. no.: 1012201
<input type="checkbox"/> 20-21 May 2010	Closing date: 30 April 2010	Proj. no.: 1012202
<input type="checkbox"/> 14-15 October 2010	Closing date: 24 September 2010	Proj. no.: 1012204
<input type="checkbox"/> 9-10 December 2010	Closing date: 19 November 2010	Proj. no.: 1012205

Payment p:/0930301

The participation fee includes participation in the seminar, documentation,
2 lunches, 1 reception and beverages

€ 825

Discount (Please check first the conditions at www.eipa.eu (FAQ – special discounts))

discount

Method of payment

Bank transfer

The participants or their administration will receive an invoice for the payment of the registration fee.

Invoice address (if different from the abovementioned address):

.....

E-mail:.....

Credit card

American Express Card Eurocard/Mastercard Visa Card

Card no.: Expiry date: /

Name Card holder: (in case this differs from above)

Address Card holder: (in case this differs from above)

Postal code: Country: (in case this differs from above)

Card Validation Code: (the last three digits on the BACK of your card)
(Exempt from VAT by virtue of Article 11, para. 1 (o), subpara. 2 of the Dutch Law on VAT of 1968)

HOTEL RESERVATION

Please reserve hotel accommodation for me at Hotel Mabi

Date of arrival:

Date of departure:

No hotel reservation required.

No. of nights:

As the number of places is limited, please return the completed registration form **before the closing date to:**

Ms Araceli Barragán, European Institute of Public Administration, P.O. Box 1229, NL-6201 BE Maastricht,
tel.: +31.43.3296 325, fax: +31.43.3296 296, e-mail: a.barragan@eipa.eu



Your name and address will be part of EIPA's database for our mailing purpose only.
Please tick if you do not want to be included in our mailing database.