Seminar

Understanding EU Decision-Making: Principles, Procedures, Practice (+ preliminary module)

Maastricht (NL), 3 - 6 March 2020

Practical Information

Course venue
European Institute of Public Administration (EIPA)
O.L. Vrouweplein 22
6211 HE, Maastricht
the Netherlands

Programme Organiser
Ms Eveline Hermens
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Fee
Participation in the seminar (+ preliminary module)
EIPA members' fee: €1370 (regular fee: €1520)

Participation in the seminar (three days)
EIPA members' fee: €1170 (regular fee: €1300)

The fee includes documentation and refreshments. Lunches, a reception or dinner are included if mentioned in the programme. Accommodation and travel costs are at the expense of the participants or their administration.

Discounts
EIPA offers a 10% discount to all civil servants working for one of EIPA’s supporting countries, and civil servants working for an EU institution, body or agency.

Who are the supporting countries?
Civil servants coming from the following EIPA supporting countries are entitled to get the reduced fee: Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Lithuania, Luxembourg, Malta, the Netherlands, Norway, Poland, Portugal, Spain, Sweden, United Kingdom. For all other participants, the regular fee applies.

Meals
Special dietary requirements (e.g. vegetarian, diabetic) can be indicated once you receive the confirmation of the seminar.

Hotel reservations
EIPA has special price arrangements with a number of hotels. All hotels are within 10 minutes walking distance from EIPA.

Registration
Kindly complete the online registration form which can be found on EIPA’s website https://www.eipa.eu/courses/ before 10 February 2020.

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

Payment
Prior payment is a condition for participation.

Cancellation policy
For administrative reasons you will be charged €150 for cancellations received within 15 days before the activity begins. There is no charge for qualified substitute participants.

EIPA reserves the right to cancel the activity up to 2 weeks before the starting date. In that case, registration fees received will be fully reimbursed. EIPA accepts no responsibility for any costs incurred (travel, accommodation, etc.).

www.eipa.eu
About this course

“I'm going to that meeting in Brussels next week. Is it an expert group or a comitology committee?”

“I need to brief the boss about what to expect. Will the Commission ask her to vote?”

“How can I know where our issue is in the EU decision process, and what comes next?”

Simple questions, the answers to which may be complex, and yet can make your job easier. This course will get you up to speed on the essential elements of how the EU system works: the different powers that the EU has, who does what, and how you can have a role in shaping EU decisions. It is concise but thorough, and focuses in detail on EU law-making.

You will also receive insights as to what to expect from the new European Parliament and European Commission.

Who is this course for:

- Officials who have taken on a new role in Brussels
- Officials who have to take part in meetings in the Commission or Council
- Anyone who needs to know how EU decision-making works in practice

Course methodology

- Extensive insights with multiple examples and real life cases
- Group exercises
- Role-plays and simulation games
- Inputs from experienced EU practitioners.

After-course support

In order to help retain and deepen the knowledge acquired afterwards, you will receive a copy of Edward Best’s 2016 book Understanding EU Decision-Making, published with the support of the EU Publications Office.

What you will learn in this course

- The differences between legislative acts, implementing acts and delegated acts, relating them to their place in the EU policy cycle, as well as in the hierarchy of laws.
- Decision-making procedures in the Commission, the Council and the European Parliament, and the ways in which national officials and other stakeholders fit into the policy process.
- The ordinary legislative procedure and how a ‘trilogue’ works.
- Delegated and implementing acts using topical cases

By the end of the course, you will:

- Understand the essential principles and procedures that you need to know in order to be credible when operating in an EU context
- Be better equipped to explain how things work to your colleagues and associates
- Have a feel for how things work in practice, and be able to prepare appropriately
- Have a solid basis for continuous learning on the job afterwards.

The introductory module

We would want you to get maximum benefits out of this course, irrespective of your level of knowledge on EU decision-making.

So in this course, we have included an introductory module to be held on the afternoon before the commencement of the detailed course, covering the following topics:

- The legal bases for what the EU can and cannot do
- The main ways in which decisions are taken
- The different powers that Member States have given to the EU
- The roles and structures of the EU institutions

While this module is optional, if you are not sure you are familiar with the basics, we recommend that you attend it, to be able to make the most of the intensive course and immerse yourself in the detailed exercises over the following days.

If you are confident of all the basics, and do not feel that you need any further training on it, you can register only for the Course.

- Welcome and self-presentation of the participants
- Coffee break
- Introduction and overview of EU decision-making
- Group exercise: Who does what in the EU institutional system?
- Coffee break
- First round of discussions
- Lunch
- Second round of discussions
- Coffee break
- General discussion
- Coffee break
- Recapitulation of main points covered during the day
- End of second day

THURSDAY 5 MARCH 2020

09.00 The Ordinary Legislative Procedure
11.00 Coffee break
11.15 Simulation exercise
Edward Best, Political Administrator, General Secretariat of the Council

Introduction to the case (the EU Firearms Directive) and individual background preparation.

FRIDAY 6 MARCH 2020

09.00 Delegated and implementing acts
10.45 Coffee break
11.00 Practical perspectives: preparing for EU decision-making
Anita Toca, Counsellor, Permanent Representation of Latvia to the EU; EIPA visiting expert
Frank Lavadoux, Senior Lecturer, EIPA