

**EUROPEAN COMMISSION**

Secretariat-General

The Secretary-General  
The Head of the President's Cabinet

Brussels,

**NOTE TO HEADS OF CABINETS, DIRECTORS GENERAL AND HEADS OF SERVICE****Subject: Launch of the new version of the Transparency Register**

A new version of the Transparency Register is being launched online today, 27 January 2015. This 'second generation' Register implements the provisions of the revised Interinstitutional Agreement (IIA) signed between the European Parliament and the European Commission in April 2014 and in force since 1 January 2015.<sup>1</sup>

The Register helps to shed light on who is seeking to influence policy-making in the EU institutions, on behalf of whom, on which issues and with what level of financial resources. This is important for the public legitimacy of the EU decision-making process, but also helps Commission staff to understand better the profile, mission and activities of the organisation they are in contact with, as well the resources behind the interest represented. The Commission's established policy is that Commissioners, Cabinet members or Directors-General will only meet organisations and self-employed individuals if they are registered in the Transparency Register.<sup>2</sup>

The main changes to the system are the following:

- All registrants must declare their estimated costs related to lobbying the EU institutions – previously this was a requirement only for companies and trade/professional associations;
- The human resources invested in lobbying must be broken down into percentages of full time equivalent (FTE) – previously only an overall staff figure was needed;
- Registrants must declare their participation in EU committees, fora, intergroups or other similar structures;
- A streamlined 'alerts & complaints' procedure has been put in place to allow for more efficient checks of registrations allegedly containing wrong or misleading information;
- There are stronger incentives for registration.

<sup>1</sup> [http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv:OJ.L\\_.2014.277.01.0011.01.ENG](http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv:OJ.L_.2014.277.01.0011.01.ENG)

<sup>2</sup> Commission Working Methods adopted on 12.11.2014

In addition, the new Register website features a more modern design and an improved structure. It features a straightforward registration process accompanied by comprehensive guidelines, quicker search of registered entities, helpdesk services and useful links. The Register is available in all EU official languages.

A meeting with Deputy Heads of Cabinets and Assistants to the Directors-General will be held in February to present the upgraded Register. A calendar invitation will follow in due course. This will also be an opportunity to take stock of the first experiences with implementing the decisions taken by the Commission in November 2014 to publish information on meetings held between Commissioners, members of their Cabinets, Directors-General and organisations or self-employed individuals, and to address any outstanding questions.<sup>3</sup>

Looking further ahead, preparatory work will soon begin on a proposal for an Interinstitutional Agreement on a mandatory Transparency Register which the Council will also be invited to join, as announced in the Commission Work Programme 2015.

In the meantime we count on your full cooperation to use and promote the Register actively and to continue to adhere to the Commission Decisions concerning publication of information on meetings.



Catherine Day



Martin Selmayr



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<sup>3</sup> C(2014) 9048 and Decisions (C(2014) 9051 of 25.11.2014