



QUAESTORS' Quarterly

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Dear colleagues,

I am delighted to become Chair of the Quaestors for the first time since my election to the College of the Quaestors in January 2017.

I would like to share with you some of my priorities, which I will pursue during my 6-month term:

- the promotion of mobility for both Members and staff, in particular the Stairs Health Campaign,
- the implementation of security-related initiatives, such as regular evacuation exercises and the use of new IT-technologies,
- the promotion of the Zero-Harassment Agenda, also in my capacity as a member of the Advisory Committee dealing with harassment complaints involving Members,
- the adoption of guidelines concerning the allocation and use of office space in Parliament's Liaison Offices,
- the rules on unofficial groupings in the European Parliament.

I look forward to working closely with you on these important issues.



Vladimir MAŇKA,
Chair-in-Office of the Quaestors

Stairs Health Campaign

In the context of my "mobility" priorities, I had the pleasure of launching the Stairs Health Campaign on 28 February 2018, in the presence of President Tajani.

As a result of our busy agendas, we're never short of an excuse to avoid exercising. However, lest we forget, walking is still the easiest way to exercise and, to this end, there are a great number of staircases on our premises.

I have been taking the stairs myself and have observed numerous positive benefits, such as increased physical fitness and productivity, and arriving on time for meetings even during peak

times, when our elevators are at their busiest.

By taking the stairs instead of the elevators we burn calories instead of electricity and make important savings in terms of elevators maintenance.

As Quaestor in charge of security, I would also like to stress that a good knowledge of the emergency exits in our buildings is essential in case of evacuations, when lifts are often inoperable.

May I thus take this opportunity to invite you to participate in the creation of a healthier, safer and more eco-friendly

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Parliament. Become the 2018 Stair Challenge Champion by registering [here](#) to download the application! Follow the purple signage in the SPINELLI building, find the nearest stairs and scan the QR-codes when entering and leaving the staircases.



Sports Centre has re-opened

The Sports Centre has reopened and looks forward to welcoming you once again. The warm water circuit has been re-established and until further notice, access to the Sports Centre will remain free of charge and is limited to MEPs, officials, APAs, Temporary Agents, Contractual Agents and trainees.



Rules for pop-up banners

The number of pop-up banners in our corridors has steadily increased. Often placed in the middle of busy passageways, they could easily be knocked over and thus present a health and safety risk, especially in the case of an evacuation.

The Quaestors have addressed the matter in order to adapt the rules for notices adopted by the Bureau in 2014, and also include pop-up banners. These revised rules will be submitted to the Quaestors at a forthcoming meeting before they are forwarded to the Bureau for final approval.

Environmental Management

The Quaestors were informed about the work of the Eco-management and audit scheme (EMAS) Unit. In sum, EMAS is a management tool enabling Parliament's services to evaluate, report and improve environmental performance, thus saving valuable resources and money.

The EMAS Unit focuses on four pillars:

- resource efficiency and carbon emissions,
- sustainable mobility,
- waste management,
- green public procurement.

Key performance targets have been met and even surpassed in numerous areas, such as, the reduction of CO₂ emissions and the reduction of electricity, gas, heating oil, paper, and water consumption. As a result, new targets have been adopted in all the aforementioned areas.



In recognition of its excellent overall environmental performance, Parliament has been awarded the 'Label entreprise Eco Dynamique' (2016) and the 'Prix Luminus de l'énergie et de l'Environnement' (2017).

Tipping prohibited

Further to the Internalisation of the drivers' service on 1 March 2017, all Parliament's drivers are members of the EP staff and thus receive a salary and enjoy the same conditions as all other officials. Nevertheless, the Quaestors were informed that some Members continue to offer tips, which are occasionally accepted by the drivers themselves.

Members are thus kindly reminded that this practice is not appropriate. In addition, the drivers have once again been clearly instructed by their hierarchy to refuse tips from Members.



Changes to the ordering process for Standard Stationery

Every year Members can order pre-printed letterheads in all official languages, as well as follow-up paper and envelopes.

In the interest of increased efficiency, the entire process, from the point of ordering to the actual delivery of the stationery products, has been automated. As a result, pre-printed stationery can now be ordered from the Web2Print application, via Parliament's intranet or directly at <http://web2print.ep.parl.union.eu/DSF>, using their EP login and password.

For further information please refer to the related [Quaestors' notice \(04/2018\)](#).



FOR FURTHER INFORMATION

This Newsletter is produced by the Secretariat of the Bureau and Quaestors. For further information on any of the articles in this edition, please contact one of the Quaestors responsible or the Secretariat at the following address:

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Link to the website of the [Quaestors](#)