



Quaestors



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Editorial of the Chair-in-Office

Dear Colleagues,

I am delighted to lead the college of the Quaestors at the final stage of Parliament's term. As we near the end of the mandate, I am certain that I can count on all Members to work closely with the Quaestors in view of all the end-of-term arrangements that fall under our responsibility. We need to prepare very well for welcoming the new Members after the elections, based on our experience when we arrived in Brussels as newly elected Members. My priorities for my term-in-office include:

- *Modernizing the Central Register of Attendance*
- *Matters related to Members' financial and social entitlements and the holding of general and individualised information sessions*
- *Enhancing the rules related to intergroups and other unofficial groupings, such as friendship groups*
- *Improving the arrangements for the welcoming of new Members*



Karol KARSKI, Chair-in-Office of the Quaestors

Modernizing the Central Register of Attendance

Following the Bureau decision of June 2018 on facilitating digital signing of the central attendance register, a test phase began in Brussels on 21 January 2019 and will end on 12 April 2019. During this phase Members are able to use their access badge in order to attest their presence. Members interested in participating can submit a written request to the xxxx.xxxxxx@xx.xxxxxx.xx or visit the MEPs' Portal Front Desk (ASP03H352). During the test phase, three specially installed badge readers are

available: one at the MEPs' Portal Front Desk and two at the Members' entrances in the SPINELLI building (Wiertz entrance, see [Notice 03/2019](#)). Advantages of the new system include a greater choice of locations to register attendance; faster payment of daily allowances; and high standards for the protection of personal data. During the test phase, the new, badge-based and the old system using the Members' signature co-exist.



Digital signing of the register

Members' financial and social entitlements

As the current term draws to an end, the MEPs' Portal offers Members individual, tailor-made information sessions regarding their financial and social entitlements, with practical and personalised guidance. To guarantee confidentiality and data protection, these information sessions will be provided to Members only. For information on how to request an info-session, please see [Notice 42/2018](#) . Moreover, open info-sessions for outgoing Members will also be organised by Parliament's administrative services. Members will be informed per e-mail.



Info sessions for MEPs

Audio-visual recordings on the Parliament's premises

The Quaestors recently clarified the scope of the [Rules](#) on recordings by non-media representatives on Parliament's premises, noting that these rules concern external, non-media representatives, including external providers who wish to make audio-visual recordings of Members' activities, and not recordings by internal Parliament's staff (groups' staff, APAs, trainees, officials, etc).

However, although Parliament's staff are not explicitly bound by the above-mentioned rules, when making such recordings they must respect obligations laid down in the Staff Regulations regarding respect for the dignity of the Institutions; the Code of Conduct for officials and other staff of the European Parliament; and the guidelines for the use of social media by staff.



Audio-visual recordings

News in Brief

World Down Syndrome Day

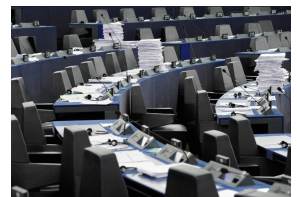
In the framework of the World Down Syndrome Day 2019 on 20 March 2019, young people with Down Syndrome trained in restaurant hospitality and catering, will join the Parliament staff of Forum and Hemicycle bars in offering food and drink services. This project proposed by several Members builds on a similar, succesful initiative which took place last year launched by Mr Mikolasik, Member.

New travel Agency

As you may be aware, the Parliament concluded a contract with a new travel agency following a call for tender. Carlson Wagonlit Travel (CWT) replaced BCD Travel on 1 January 2019. In order to facilitate a smooth transition a [website](#) has been set up featuring all relevant information and contact details regarding your travel arrangements. ([see Notice 45/2018](#))

Ergonomic analysis of the Chamber and meeting rooms in Strasbourg

A project has been launched in order to carry out ergonomic improvements on the chairs used in the meeting rooms in Strasbourg, including the Chamber. The improvements concern the manoevrability and comfort of the chairs and will be implemented during a test phase to part of the Chamber chairs as well as to all chairs in the meeting rooms of the Conference of Presidents, the Bureau and the Quaestors and the Conference of Committee Chairs. A final assessment is planned for the end of the year, which will take into account intellectual property rights and the related financial implications of the whole project.



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: xxxxxxxx@xx.xxxxxx.xx
Link to the website of the [Quaestors](#)