



# **Steering Group on Promotion and Prevention: Rules of procedure**

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# What is a Commission expert group?

A consultative body:

- set up by the Commission to provide them with advice and expertise
- composed of public and/or private sector members
- meets more than once





# Role of a Commission expert group

To advise the Commission on:

- the preparation of legislative proposals and policy initiatives
- the preparation of delegated acts
- the implementation of EU legislation, programmes and policies, including coordination and cooperation with Member States and stakeholders





# Why we need rules of procedure

## *Article 17*

### ***Rules of procedure***

1. Expert groups and sub-groups shall adopt rules of procedures by simple majority of its members on a proposal by and in agreement with the competent Commission departments.

For this purpose, Commission departments shall make use of the standard rules of procedure for expert groups.





# Rules of procedure

*Point 1*

**Operation of the group**

*Point 2*

**Convening a meeting**

*Point 3*

**Agenda**





# Rules of procedure

*Point 4*

**Documentation to be sent to group member**

*Point 5*

**Opinions of the group**

*Point 6*

**Sub-groups**





# Rules of procedure

*Point 7*

**Invited experts**

*Point 8*

**Observers**



# Rules of procedure

*Point 9*

**Written procedure**

*Point 10*

**Secretariat**

*Point 11*

**Minutes of the meetings**

*Point 12*

**Attendance list**







# Rules of procedure

*Point 13*

**Correspondence**

*Point 14*

**Transparency**





# Rules of procedure

*Point 15*

**Access to documents**

*Point 16*

**Deliberations**





*The group shall adopt its rules of procedure by simple majority of its members.*





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Commission

**Thank you**

