



**COUNCIL OF
THE EUROPEAN UNION**

Brussels, 1 February 2011

**5688/1/11
REV 1**

POLGEN 7

NOTE

from: General Secretariat
to: Delegations

Subject: List of Council preparatory bodies

Delegations will find attached in:

- Annex I: The list of Council preparatory bodies, updated as foreseen in Article 19(3), second subparagraph of the Council's Rules of Procedure ¹;
- Annex II: The chairpersons of preparatory bodies with a fixed chair;
- Annex III: The rules governing the list of Council preparatory bodies;
- Annex IV: The rules on access to meetings, in particular where classified information is discussed.

¹ See B11, C29, D3, D10, D11, E25, F29, G7, G22, Annexes II and IV.

LIST OF COUNCIL PREPARATORY BODIES

A. Committees established by the Treaties, by intergovernmental decision, by Council act and groups closely associated with COREPER	3
B. General Affairs	5
C. Foreign Affairs	6
D. Economic and Financial Affairs	8
E. Justice and Home Affairs	9
F. Agriculture and Fisheries	10
G. Competitiveness (Internal Market, Industry, Research and Space)	12
H. Transport/Telecommunications/Energy	13
I. Employment/Social Policy/Health and Consumer Affairs	13
J. Environment	13
K. Education/Youth/Culture/Sport	13

COMMITTEES ESTABLISHED BY THE TREATIES	
A.1	Permanent Representatives Committee (COREPER) (a) Part II (b) Part I
A.2	Economic and Financial Committee ¹
A.3	Employment Committee ²
A.4	Trade Policy Committee ³ - Full Members - Deputies - Experts (STIS, Services and Investment, Mutual Recognition)
A.5	Political and Security Committee ⁴
A.6	Standing Committee on Operational Cooperation on Internal Security (COSI) ⁵
A.7	Social Protection Committee ⁶
COMMITTEE ESTABLISHED BY INTERGOVERNMENTAL DECISION	
A.8	Special Committee on Agriculture (SCA) ⁷

- ¹ This advisory body, established under Article 134 of the Treaty on the Functioning of the European Union (TFEU), formulates opinions at the request of either the Council or the Commission and contributes to the preparation of Council proceedings. It has an elected chair and its secretariat is provided by the Commission (see OJ L 158, of 27.6.2003, p.58).
- ² This advisory body, established under Article 150 of the TFEU formulates opinions at the request of either the Council or the Commission and contributes to the preparation of Council proceedings. It has an elected chair and its secretariat is provided by the Commission (see OJ L 29, of 4.2.2000, p.21).
- ³ The Trade Policy Committee assists the Commission in the negotiation of trade agreements and advises the Commission on the common commercial policy. Its consultative role is without prejudice to the functions of the relevant geographical working parties responsible for bilateral relations with third countries. It was previously called 133 Committee. Cf. docs. 16864/09 and 5662/10.
- ⁴ Pursuant to Article 2, second subparagraph, of the European Council Decision 2009/881/EU of 1 December 2009, OJ L 315, 2.12.2009, p. 50, the Chair of the Political and Security Committee shall be held by a representative of the High Representative of the Union for Foreign Affairs and Security Policy. See also Article 4 and Annex II of Council Decision 2009/908/EU of 1 December 2009, OJ L 322, 9.12.2009, p.28.
- ⁵ This Committee, foreseen by Article 71 of the TFEU, was set up by Council Decision contained in doc. 5949/10 + COR 1.
- ⁶ This advisory body, established under Article 160 of the TFEU, formulates opinions at the request of either the Council or the Commission. It has an elected chair and its secretariat is provided by the Commission (see OJ L 314, of 13.10.2004, p.8).
- ⁷ The Special Committee on Agriculture (SCA) was established by a decision of the Representatives of the Governments of the Member States on 12 May 1960 to prepare decisions of the Agriculture Council.

COMMITTEES ESTABLISHED BY COUNCIL ACT	
A.9	Military Committee (EUMC) ¹
A.10	Committee for Civilian Aspects of Crisis Management ²
A.11	Economic Policy Committee ³
A.12	Financial Services Committee ⁴
A.13	Security Committee ⁵ - INFOSEC (AQUAs, experts) - GNSS experts ⁶ - Security Accreditation Panels (SAPs)
GROUPS CLOSELY ASSOCIATED WITH COREPER	
A.14	Antici Group
A.15	Mertens Group
A.16	Friends of the Presidency Group
COUNSELLORS/ATTACHES	
A.18	Counsellors/Attachés ⁷

¹ See Council Decision 2001/79/CFSP of 22 January 2001, OJ L 27 of 30.1.2001, p. 4-6. This Committee has an elected chair, as is confirmed by note 2 to Annex II to Council Decision 2009/908/EU of 1 December 2009, OJ L 322, 9.12.2009, p.28.

² See Council Decision 2000/354/CFSP of 22 May 2000, OJ L 127, p.1. Pursuant to Article 4 and Annex II of Council Decision 2009/908/EU of 1 December 2009, OJ L 322, 9.12.2009, p.28, this Committee shall be chaired by a representative of the High Representative of the Union for Foreign Affairs and Security Policy, after a transitional period of up to six months after the adoption of the Council Decision on the organisation and functioning of the European External Action Service.

³ See Council Decision 2000/604/EC of 29 September 2000, OJ L 257 of 11.10.2000, p. 28. This Committee has an elected chair and its secretariat is provided by the Commission.

⁴ See Council Decision of 18 February 2003, OJ L 67 of 12.03.2003, p. 17. This Committee has an elected chair.

⁵ See Council Decision 2001/264/EC of 19 March 2001, OJ L 101 of 11.4.2001, p. 10. This Committee is chaired by a member of the General Secretariat of the Council.

⁶ Cf. doc. 7559/1/06 REV 1.

⁷ There is no change in the practices followed in different sectors for convening and organising formal Counsellor or Attaché meetings.

GENERAL AFFAIRS	
B.1	Working Party on General Affairs
B.2	<i>No longer exists</i>
B.3	High-Level Working Group on Asylum and Migration ¹
B.4	Horizontal Working Party on Drugs ²
B.5	Working Party on Structural Measures
B.6	Working Party on Outermost Regions
B.7	Working Party on Atomic Questions
B.8	Working Party on Statistics ³
B.9	Working Party on Information ⁴
B.10	<i>No longer exists. Replaced by B21</i>
B.11	Coordination Committee for CIS ^{4,5} - Experts
B.12	Working Party on Codification of Legislation ⁴
B.13	Working Party of Legal/Linguistic Experts ⁴
B.14	Working Party on the Court of Justice
B.15	Working Party on the Staff Regulations
B.16	Working Party on New Buildings ⁴
B.17	Ad hoc Working Party on the follow-up to the Council conclusions on Cyprus of 26 April 2004 ⁶
B.18	Ad hoc Working Party on the Cooperation and Verification Mechanism for Bulgaria and Romania ⁷
B.19	Working Party on Enlargement and Countries Negotiating Accession to the EU ⁸
B.20	Ad hoc Working Party on Drafting the Accession Treaty with Croatia ⁹
B.21	Working Party on E-Law ¹⁰

¹ Approved by the Council on 25 January 1999 and Coreper on 4 June 2002.

² The Horizontal Working Party retains a general overview of all drug-related questions. The Presidency and the General Secretariat will accordingly ensure that it receives information on all drug-related issues being handled in other working parties.

³ Deals in particular with ECOFIN, internal market, agricultural and fisheries, social policy and health/consumer protection statistics. This Working Party retains a general overview of all statistical questions. The Presidency and the General Secretariat accordingly ensure that it receives information on all statistics-related issues being dealt with in other Working Parties (cf. 7003/03, p. 2).

⁴ Working Party chaired by a member of the General Secretariat of the Council

⁵ Cf. doc. 14195/10

⁶ Cf. COREPER (Part 2) of 7 April 2004.

⁷ Cf. doc. 5144/07.

⁸ Cf. doc. 10249/06.

⁹ Cf. doc. 16918/09, adopted by COREPER on 7.12.2009.

¹⁰ Includes B10. Cf. doc. 16113/10.

FOREIGN AFFAIRS	
C.1	Working Party of Foreign Relations Counsellors - Sanctions ¹
C.2	Working Party on Public International Law - International Criminal Court
C.3	Working Party on the Law of the Sea
C.4	United Nations Working Party (category 3)
C.5	Working Party on OSCE and the Council of Europe (category 3)
C.6	Working Party on Human Rights (category 3)
C.7	Working Party on Transatlantic Relations (category 2)
C.8	<i>No longer exists</i>
C.9	Working Party on Eastern Europe and Central Asia (category 2)
C.10	Working Party on EFTA ²
C.11	Working Party on the Western Balkans Region (category 2)
C.12	Ad hoc Working Party on the Middle East Peace Process (category 3)
C.13	Middle East/Gulf Working Party (category 2)
C.14	Mashreq/Maghreb Working Party (category 2)
C.15	Africa Working Party (category 2) ³
C.16	ACP Working Party ⁴
C.17	Asia-Oceania Working Party (category 2)
C.18	Working Party on Latin America (category 2)
C.19	Working Party on Terrorism (International Aspects)
C.20	Working Party on Non-Proliferation (category 3)
C.21	Working Party on Conventional Arms Exports (category 3)
C.22	Working Party on Global Disarmament and Arms Control (category 3)
C.23	Working Party on Dual-Use Goods
C.24	Working Party on European Arms Policy (category 4)
C.25	Politico-Military Group (category 4)
C.26	Military Committee Working Group (EUMCWG) ⁵
C.27	Working Party on Trade Questions
C.28	Working Party on the Generalised System of Preferences
C.29	<i>Transferred to DII</i>
C.30	Working Party on Development Cooperation
C.31	Working Party on Preparation for International Development Conferences
C.32	Working Party on Humanitarian Aid and Food Aid
C.33	Working Party on Commodities
C.34	Working Party on Consular Affairs
C.35	Working Party on CFSP Administrative Affairs and Protocol (category 3)
C.36	Nicolaidis Group (category 3) ⁶
C.37	<i>no longer exists</i>
C.38	Working Party on the application of specific measures to combat terrorism ⁷

¹ Cf. doc. 5603/04.

² In addition to the EFTA countries and the Faroe Islands, the Working Party on EFTA is responsible for matters relating to Monaco, Andorra, San Marino and the Holy See.

³ Cf. doc. 8745/08.

⁴ Includes ACP/FIN.

⁵ This Working Group has an appointed chair, as is confirmed by note 2 to Annex II to Council Decision 2009/908/EU of 1 December 2009, OJ L 322, 9.12.2009, p. 28. Experts may be convened to meet concurrently with the Working Group meeting (cf. doc 400/1/00 ADD 1 REV 2, pp. 37-95).

⁶ Cf. doc. 8441/03.

⁷ Cf. doc. 10826/1/07.

NOTES:

Category 2 preparatory bodies shall be chaired by a representative of the High Representative of the Union for Foreign Affairs and Security Policy, after a transitional period of up to twelve months after the adoption of the Council Decision on the organisation and functioning of the European External Action Service. See Article 4 and Annex II of Council Decision 2009/908/EU of 1 December 2009, OJ L 322, 9.12.2009, p28.

Category 3 and 4 preparatory bodies identified above shall be chaired by a representative of the High Representative of the Union for Foreign Affairs and Security Policy, after a transitional period of up to six months after the adoption of the Council Decision on the organisation and functioning of the European External Action Service. See Article 4 and Annex II of Council Decision 2009/908/EU of 1 December 2009, OJ L 322, 9.12.2009, p.28.

ECONOMIC AND FINANCIAL AFFAIRS	
D.1	Working Party on Own Resources
D.2	Working Party of Financial Counsellors
D.3	Working Party on Financial Services - Deposit guarantee schemes - Investor compensation schemes - Transport of euro cash - Short selling - OTC derivatives - Financial conglomerates - SEPA - Omnibus 2
D.4	Working Party on Tax Questions - Indirect Taxation (VAT, Excise duties, Energy taxation) - Direct Taxation (including Taxation of Savings, Interest and Royalties)
D.5	Code of Conduct Group (Business Taxation) ¹ - Subgroup A - Subgroup B - Subgroup (anti-abuse issues related to inbound and outbound profit transfers and mismatches between tax systems)
D.6	High Level Working Party ²
D.7	Budget Committee
D.8	Working Party on Combating Fraud
D.9	Working Party on Insurance ³
D.10	Ad-hoc Working Party on Economic Governance ⁴
D.11	Export Credits Group ⁵

¹ High-level representatives of the Finance Ministers. This Group has an elected chair.

² Established to ensure the coordination of work to achieve parallel progress on the tax package (cf doc. 9915/01).

³ (Former G 5, cf. doc. 5441/07 - Listed here since "insurance" is dealt with by Ecofin).

⁴ Established by COREPER 2 on 18 November 2010 to consider six legislative proposals by the Commission in the field of economic governance.

⁵ Former C29. Tasks defined in doc S/477e/74, Council decision of 27.9.1960.

JUSTICE AND HOME AFFAIRS¹	
E.1	Strategic Committee on Immigration, Frontiers and Asylum (SCIFA) ²
E.2	Working Party on Integration, Migration and Expulsion
E.3	Visa Working Party
E.4	Asylum Working Party
E.5	<i>no longer exists</i>
E.6	Working Party on Frontiers ³
E.7	Working Party on Civil Law Matters
E.8	<i>no longer exists (merged with E 17 and E 18 in E 27)</i>
E.9	<i>no longer exists (merged with E 17 and E 18 in E 27)</i>
E.10	<i>no longer exists</i>
E.11	<i>no longer exists</i>
E.12	Working Party on Terrorism
E.13	Customs Cooperation Working Party
E.14	Working Party on Cooperation in Criminal Matters ⁴
E.15	Working Party on Substantive Criminal Law
E.16	<i>no longer exists</i>
E.17	<i>no longer exists (merged in E 27)</i>
E.18	<i>no longer exists (merged in E 27)</i>
E.19	<i>no longer exists (merged in E 28)</i>
E.20	<i>no longer exists</i>
E.21	Working Party on Civil Protection
E.22	Working Party on Fundamental Rights, Citizens' Rights and Free Movement of Persons ⁵
E.23	Working Group on Information Exchange and Data Protection ⁶
E.24	JAI-RELEX Working Party ⁷
E.25	CATS ⁸
E.26	Law Enforcement Working Party (<i>former E 10 and E 11</i>)
E.27	Working Party for Schengen Matters (<i>former E 17 and E 18</i>)
E.28	Working Party on General Matters including Evaluation (<i>former E 19</i>)

¹ Coreper decided on 17 December 2009 on several changes in the working structures, most of which took effect on 1 July 2010 (doc. 17653/09). In addition, on 24 November 2009, Coreper decided that (cf. doc. 16070/09 and 16072/09):

- (a) CATS/SCIFA shall continue to meet until 1 January 2012. Before that time, the necessity of having CATS/SCIFA shall be re-evaluated by Coreper, taking into account the efficiency and coherence of Council working structures.
- (b) CATS/SCIFA shall focus its discussions on strategic issues where COSI would not be able to contribute and meet as necessary, as convened by the Presidency.
- (c) CATS/SCIFA could be involved, when deemed appropriate, in legislative work. Coreper shall remain solely responsible for preparing legislative acts.

² Cf. docs. 7440/04, 7780/06 and 16072/09.

³ Including false documents.

⁴ Cf. doc. 6166/2/99.

⁵ Cf. COREPER (Part 2) of 27 April 2005 (8457/05 CRS CRP 20). On 17 December 2009, COREPER decided to task it with all matters relating to fundamental rights and citizens rights including free movement of persons, negotiations on accession of the Union to the ECHR, the follow-up of reports from the EU Agency for Fundamental Rights. The Working Party should be able to meet in different formations whenever necessary depending on the subject of the agenda. Made permanent by COREPER on 17 December 2009 (cf. doc. 17653/09).

⁶ Cf. docs 6259/5/06 REV 5, 9208/1/08 REV 1 (cf. doc. 17653/09)

⁷ Cf. doc. 14431/1/08. Made permanent by COREPER on 17 December 2009 (cf. doc. 17653/09).

⁸ Cf. doc. 16070/09.

AGRICULTURE/FISHERIES

F.1	High Level Group on Agriculture ¹
F.2	Working Party on Agricultural Structures and Rural Development - Agriculture and Environment - Rural Development - Agricultural Structures - Aegean Islands
F.3	Working Party on Horizontal Agricultural Questions - Simplification of the CAP - Strengthening of Controls ²
F.4	Working Party on the Promotion of Agricultural Products
F.5	Working Party on Genetic Resources in Agriculture
F.6	Working Party on Foodstuff Quality - Organic Farming - Geographical Indications and Designations of Origin - Certificates of Specific Character
F.7	Working Party on Animal Products - Beef and Veal - Sheepmeat and Goatmeat - Piguement - Eggs and Poultry - Milk and Milk Products - Beekeeping and Honey
F.8	Working Party on Arable Crops - Cereals - Oilseeds - Rice - Protein Crops - Dried Fodder - Seeds
F.9	Working Party on Sugar and Isoglucose
F.10	Working Party on Fruit and Vegetables - Bananas - Fresh Fruit and Vegetables - Processed Fruit and Vegetables - Potatoes
F.11	Working Party on Olive Oil ³
F.12	Working Party on Wines and Alcohol ⁴ - Wines - Aromatised Wines - Spirit drinks - Alcohol - OIV

¹ Cf. doc.13642/05. This Group meets at the level of Deputies of Ministers.

² Including the integrated system.

³ Including table olives.

⁴ Including vinegar.

F.13	Working Party on Special Plant Products - Floriculture - Hops - Tobacco - Textile Fibres
F.14	Working Party on Products not listed in Annex I
F.15	Working Party on Financial Agricultural Questions - Agri-monetary questions - AGRIFIN
F.16	Working Party on Forestry
F.17	Working Party on Agricultural Questions - Labelling of Processed Agricultural Products - Feedingstuffs - Seeds and Propagating Material - Harmful Organisms - Pesticide Residues - Pesticides/Plant Protection Products - Plant Breeder Rights - GMO
F.18	Working Party of Chief Plant Health Officers
F.19	Working Party on Plant Health - Protection and Inspection - Propagating and Planting Materials - Roosendaal Group
F.20	Working Party of Chief Veterinary Officers
F.21	Working Party of Veterinary Experts - Public Health - Animal Health - Animal Welfare - Animal Husbandry - Fishery Products - Potsdam Group
F.22	Coordination Working Party - FAO - OECD
F.23	Codex Alimentarius Working Party ¹
F.24	Working Party on External Fisheries Policy
F.25	Working Party on Internal Fisheries Policy
F.26	Working Party of Directors-General of Fisheries Departments
F.27	<i>No longer exists</i> ²
F.28	<i>No longer exists</i> ³
F.29	ad hoc Working Party on Genetically Modified Organisms ⁴

¹ This Working Party meets in different configurations depending on the item under consideration.

² Ad hoc Working Party on Procedural Principles for Arrangements with third countries in the Veterinary and Plant Health fields. Cf. doc. 5979/07.

³ doc. 11339/08.

⁴ c.f. doc. 12829/1/10 REV 1

COMPETITIVENESS (Internal Market, Industry, Research and Space¹)	
G.1	Working Party on Competitiveness and Growth ²
G.2	Working Party on Public Procurement
G.3	Working Party on Intellectual Property - Patents - Copyright - Design - Trademarks
G.4	Working Party on Company Law
G.5	<i>No longer exists (cf. D9)</i>
G.6	Working Party on Establishment and Services
G.7	Working Party on Technical Harmonisation - Standardisation - Motor Vehicles (internal market; international) ³ - Machinery - Construction products - Dangerous substances
G.8	Working Party on Customs Union - Customs Legislation and Policy - Common Customs Tariff
G.9	<i>no longer exists (transferred to E 23)</i>
G.10	<i>transferred to I 5</i>
G.11	<i>no longer exists⁴</i>
G.12	Working Party on Competition
G.13	Working Party on Research
G.14	Joint Working Party on Research/Atomic Questions
G.15	<i>no longer exists (became G 21)</i>
G.16	<i>no longer exists</i>
G.20	<i>no longer exists</i>
G.21	<i>ERAC⁵</i>
G.22	Working Party on Space ⁶

¹ Following the entry into force of the Treaty on the functioning of the EU (TFEU) and in particular its Article 189, a decision to include the denomination on Space was submitted by the GAC of 13 September 2010 to the European Council of 16 September 2010, which adopted it.

² Including internal market, industry, shipbuilding and tourism. In line with the COREPER decision (doc. 14818/02), this Working Party meets in different configurations depending on the agenda. When necessary and at the Presidency's initiative it meets at senior official level, with representatives designated by the Member States to deal, inter alia, with horizontal issues.

³ Cf. doc. 17185/08.

⁴ Merged with E22.

⁵ Formerly CREST. This committee is chaired by the Commission. Its secretariat is provided by the Council Secretariat. The rules of procedure of ERAC allow for the establishment of ad hoc Working Parties. This reference includes two dedicated configurations of ERAC, called High Level Group on Joint Programming (GPC) and the Strategic Forum for international S&T Cooperation (SFIC).

⁶ cf. doc. 14274/10 (the Belgian Presidency organised the first meeting of the Working Party on 11 November 2010).

TRANSPORT/TELECOMMUNICATIONS/ENERGY

H.1	Working Party on Land Transport ¹
H.2	Working Party on Shipping ¹
H.3	Working Party on Aviation ¹
H.4	Working Party on Transport - Intermodal Questions and Networks ¹
H.5	Working Party on Telecommunications and Information Society
H.6	Working Party on Postal Services
H.7	Working Party on Energy ²
H.8	<i>no longer exists</i>

EMPLOYMENT/SOCIAL POLICY HEALTH AND CONSUMER AFFAIRS

I.1	Working Party on Social Questions
I.2	Working Party on Public Health
I.3	Working Party on Consumer Protection and Information
I.4	Working Party on Pharmaceuticals and Medical Devices
I.5	Working Party on Foodstuffs

ENVIRONMENT ³

J.1	Working Party on the Environment
J.2	Working Party on International Environment Issues

EDUCATION, YOUTH, CULTURE AND SPORT

K.1	Education Committee
K.2	Working Party on Youth
K.3	Committee on Cultural Affairs
K.4	Audiovisual Working Party
K.5	Working Party on Sport ⁴

¹ These working parties also meet in special configurations according to operational needs, including as special committees provided for in Council negotiating directives.

² Includes the High-level Working Party on Energy.

³ These Working Parties meet in different configurations depending on the subject under consideration.

⁴ See doc. 5009/10, Coreper 1 in February 2010.

CHAIRPERSONS OF PREPARATORY BODIES WITH A FIXED CHAIR ¹

Elected chairs

A.2 Economic and Financial Committee	Mr Thomas Wieser
A.3 Employment Committee	Mr Mik Wooley
A.7 Social Protection Committee	Mr Lauris Beets
A.9 Military Committee	General Håkan Syrén
A.11 Economic Policy Committee	Mr Lorenzo Codogno
A.12 Financial Services Committee	Mr Vittorio Grilli
C.26 Military Committee Working Group	Brigadier General Eckart Klink
D.5 Code of Conduct Group (Business Taxation)	Mr Wolfgang Nolz

Chaired by the General Secretariat of the Council

A.13 Security Committee	Mr David Galloway
B. 9 Working Party on Information	Mr Reijo Kemppinen (<i>as from 1.9.2010</i>)
B.21 Working Party on E-Law	Mr Fernando Paulino Pereira
B.11 Coordination Committee for CIS	Mr David Galloway
B.12 Working Party on Codification of Legislation	Mr Martin Bauer
B.13 Working Party of Legal/Linguistic Experts	<i>a jurist linguist</i>
B.16 Working Party on New Buildings	Mr Sergio Zangaglia

¹ See Annex III to Council Decision (2009/908) of 1 December 2009 laying down measures for the implementation of the European Council Decision on the exercise of the Presidency of the Council and on the chairmanship of preparatory bodies of the Council (OJ L 322, 9.12.2009, p. 28).

RULES GOVERNING THE LIST OF COUNCIL PREPARATORY BODIES

The list of Council preparatory bodies contains only Committees and Working Parties which prepare work for Council meetings. It does not cover Joint Committees and other bodies with third countries or comitology Committees within the Commission, which may, in certain circumstances, result in matters coming before the Council. Nor does it include certain bodies (e.g. the Schengen Joint Supervisory Authority, COST and the Standing Committee on Employment) which, although they meet in the Council building, are not strictly speaking Council preparatory bodies. Delegations and officials are reminded that:

- (i) Committees or Working Parties may only be set up by, or with the approval of, the Council or COREPER. Only the committees and Working Parties on this list may meet as Council preparatory bodies (Article 19(3) of the rules of procedure).
- (ii) Different, but closely-linked, expert sectors are presented as sub-areas of a single Working Party. Substantial important new technical proposals requiring specific expertise should, as a rule, be included within the remit of the competent existing Working Party. If necessary for practical reasons, however, it may be listed as a sub-area, rather than lead to the creation of new permanent or *ad hoc* Working Parties. It is important to note that the listing of sub-areas does *not* imply that Working Party remits are confined to the sub-areas in question; they include any other matters falling within the Working Party's general scope. The decision to list such sub-areas may be made by the Presidency on the basis of practical need.
- (iii) *Ad hoc* Working Parties should cease to exist once their specific mandate has been fulfilled. Their mandate should expressly state this rule.
- (iv) The existence of the list does not imply that every Working Party has to be convened during each Presidency. Working Parties should only be convened when a sufficiently substantive agenda exists or objective deadlines require. The Presidency and the General Secretariat should ensure that a sufficiently substantial agenda exists for full day meetings and refrain from convening half-day meetings unless warranted for reasons of urgency.
- (v) Preparatory bodies must be referred to in all official documents by the denomination used in this list.

ACCESS TO MEETINGS OF COUNCIL PREPARATORY BODIES

1. In order to protect access to meetings of COREPER II, COREPER I, the PSC, the Military Committee, COSI and CATS, the access badges of all delegates to these meetings (which must be displayed visibly) are checked at the entrance to the meeting room by the Council Security Office. The Security Office will be instructed to deny access to any delegate unable to produce their badge. Holders of day badges will only be admitted if their badges specifically authorise attendance at these meetings.
2. Discussion of items involving information classified SECRET UE must always take place in the room designated for this purpose. No electronic devices (including mobile phones) may be taken into the room. For delegates a personal security clearance (PSC) certificate ¹ shall be forwarded by the appropriate national authorities, the Commission Security Directorate, or the EEAS Security Office to the Council Security Office (e-mail: *securite.habilitations@consilium.europa.eu*), or exceptionally be hand carried by the delegate concerned (see. doc. 16012/1/04 REV. 1, point 20). The Council Security Office will control access for attendance for that item with the assistance of the Secretariat official responsible for servicing the meeting. Delegations will be reminded of the security clearance requirement for the item in question in advance in the notice convening the meeting. No exceptions are permitted.
3. Discussion of items involving information classified CONFIDENTIEL UE may take place in any meeting room. Delegations and interpreters will be instructed to switch off all electronic devices (portable computers, mobile phones, PDAs, etc.) for the duration of this item. For delegates and interpreters a personal security clearance (PSC) certificate shall be forwarded by the appropriate national authorities or the Commission Security Directorate to the Council Security Office (e-mail: *securite.habilitations@consilium.europa.eu*), or exceptionally be hand carried by the delegate concerned (see. doc. 16012/1/04 REV. 1, point 20). The Council Security Office will conduct regular random controls of access for that item with the assistance of the Secretariat official responsible for servicing the meeting. Delegations will be reminded of the security clearance requirement for the item in question in advance in the notice convening the meeting. No exceptions are permitted.
4. The Council has agreed (doc. 8683/05 + COR 1) that delegates in certain preparatory bodies (list available from the Secretariat) where classified items are regularly discussed must be security cleared at least to the specified minimum level as a matter of course. Any new delegates attending these meetings must therefore be cleared to the appropriate level as soon as possible. Note that the requirements under paragraphs 2 and 3 here above continue to apply in all cases.

¹ Paragraph 36 of the Council guidelines on the security clearance of personnel (doc. 16012/1/04 REV 1) allows one-time access to EUCI classified one level higher than that to which individuals are cleared, subject to certain specific criteria being fulfilled (listed in the guidelines). The Security Office will monitor recourse to such exceptional procedures.