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NOTE

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To:	Working Party on e-Law (e-Law)
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Subject:	Standardisation activities - Harmonisation of Formats

1. At the meeting of the Working Party on e-Law held on 18 December 2015 a representative of the Publications Office introduced for the first time the work of the Inter-institutional Formats Committee (IFC).
2. The purpose of the presentation was to:
 - a) inform the participants about the works of IFC and notably the Common Vocabulary (CoV) for EU legal documents
and
 - b) speak about the relevance of this work to the Member States.
3. During the presentation reference was made to a new Working Group of the *European Forum of Official Gazettes* dealing with related matters.
4. The first objective is to establish an inventory on editing tools for legal drafting and related aspects. The work of the IFC on the CoV was presented during the first meeting.

5. In a first phase the CoV will define a common semantic and legal structure for all documents that are exchanged in the context of the ordinary legal procedure (OLP).
6. As an example for illustration: the CoV provides a definition and use cases of the concept which constitute a legal document, such as "enacting terms", "final", "date_adoption" and other more.
7. In order to enable interoperability at document level for the exchange of legal documents, an alignment of concepts and their meaning is required. This is the prime objective of the IFC.
8. Exchanges of legal documents occur between:
 - Between EU institutions
 - and
 - EU institutions and Member Statesbut also at Member State level.
9. Thus, the works of the IFC on the CoV appear to be of relevance to Member States and their exchanges of legal documents.

CONCLUSION

10. With a view to establish best possible synergies Member States are invited to contribute to the ongoing work for the establishment of an inventory not only on editing tools but also on vocabularies defining the semantic and logic structures for legal documents.