

1 **INTERNAL REGULATIONS OF THE EUROPEAN PEOPLE’S PARTY**
2

3 By and under supervision of the Political Assembly, the following additional organs and
4 bodies with decision-making powers will be established and function within the association.
5 The rules regarding the functioning and composition of these organs and bodies, as well
6 as other rules relating to the functioning of the association which are not set out in the by-
7 laws, will be set out in these Internal Regulations.
8

9 Having regard to article 10 of the by-laws, the organs of the association are the following:
10

- 11 (i) the Presidency
12 (ii) the Political Assembly
13 (iii) the Congress
14

15 Having regard to the rules set out in these Internal Regulations, the bodies of the
16 association are the following:
17

- 18 (i) the EPP Summit
19 (ii) the International Secretaries Steering Committee
20 (iii) the EPP Ministerial Meetings
21 (iv) the Working Groups fora and *ad hoc* Committees
22 (v) the Ethics Committee
23

24 **I. ON THE CONGRESS**
25

26 **a. Composition**
27

28 The members of Congress are:
29

- 30 - Members of the EPP Presidency;
31 - Presidents of Ordinary Member Parties, Associated Member Parties and Member
32 Associations;
33 - Delegates of Ordinary Member Parties, Associated Member Parties and Member
34 Associations
35 - Heads of State or Government of Member States of the European Union, who are
36 members of an Ordinary Member Party;
37 - Individual Members of the Association (cf. article 5, (4) of the by-laws);
38 - Members of the European Commission provided they are members of an Ordinary
39 Member Party;
40 - Presidents of the EPP, like-minded or associated Groups, at the Parliamentary
41 Assemblies of the CoE, the OSCE and NATO, the European Committee of the
42 regions, Union for the Mediterranean and EURONEST provided that they are a
43 member of an Ordinary Member Party or an Associated Member Party;
44 - Delegates of the EPP, like-minded or associated Groups, at the Parliamentary
45 Assemblies of the CoE, the OSCE and NATO, the European Committee of the
46 regions, Union for the Mediterranean and EURONEST, provided that they are
47 member of an Ordinary Member Party or Associated Member Party.
48

49 The overall number of delegates shall be decided upon by the Political Assembly prior to
50 convening the Congress.
51

52 Delegates of Ordinary Member Parties, Associated Member Parties, Member Associations,
53 the EPP, like-minded or associated Groups, at the Parliamentary Assembly of the CoE, the
54 OSCE and NATO, the European Committee of the regions, Union for the Mediterranean and
55 EURONEST respectively form delegations.
56

57 They must, in the composition of their delegation, give priority to their representatives at
58 the Political Assembly.

59
60 The number of delegates from each Ordinary Member Party, Associated Member Party and
61 Member Association is calculated in accordance with the number of delegate members of
62 the Political Assembly. Members *ex officio* are not taken into account.

63
64 Ordinary Member Parties and Associated Member Parties are entitled to a minimum of
65 three delegates. Member Associations and the EPP, like-minded or associated Groups, at
66 the Parliamentary Assembly of the CoE, the OSCE and NATO, the European Committee of
67 the regions, Union for the Mediterranean and EURONEST are entitled to six delegates.

68
69 The following are invited to the Congress as guests:

- 70
71 - three representatives of each Observer Member Party, in accordance with article 5
72 bis of the by-laws;
73 - two representatives of each EPP Partner and each Associated Entity, in accordance
74 with article 5 bis of the by-laws;
75 - Presidents of the Parliamentary Assemblies of the CoE, the OSCE and NATO, the
76 European Committee of the regions, Union for the Mediterranean and EURONEST;
77 provided they are member of an Ordinary Member Party, Associated Member Party,
78 Observer Member Party or EPP Partner.
79 - members of the Presidency of the EPP, like-minded or associated Groups, at the
80 Parliamentary Assemblies of the CoE, the OSCE and NATO, the European Committee
81 of the regions, Union for the Mediterranean and EURONEST;
82 - parliamentarians of the Group of the EPP in the European Parliament who are not
83 Individual Members of the association;
84 - all former Presidents and Secretaries-General of the party;
85 - Supporting Members.

86
87 The President has the right to invite other personalities to the meetings of the Congress.

88
89 **b. Functioning**

90
91 The Congress meets at least every three years. It is convened by a decision of the Political
92 Assembly which determines the venue, date, agenda and regulations of the Congress.
93 Convening of the Congress is the responsibility of the President on behalf of the Political
94 Assembly.

95
96 The Political Assembly debates and approves the draft EPP Congress document.

97
98 Notice shall be made in writing and contain the venue, date and proposed agenda. It must
99 be dispatched, together with a copy of the regulations of the Congress, four weeks prior
100 to the Congress. Organizations that have delegates are responsible for informing them.

101
102 The venue and date of an ordinary Congress, as well as the number of delegates per
103 delegation, must be communicated at least two months in advance.

104
105 The Political Assembly can decide to convene an extraordinary Congress. At the request of
106 the Group of the EPP in the European Parliament or at least one-third of the Ordinary
107 Member Parties and Associated Member Parties, the Political Assembly shall convene an
108 Extraordinary Congress. The time period set out in the previous paragraphs shall be
109 reduced to minimum three weeks.

110

111 The Congress can validly take decisions if it has been correctly convened and if the simple
112 majority of its members are present. Failure to reach a quorum can only be established by
113 a formal motion, introduced during the Congress meeting itself.

114 A formal motion, preventing valid deliberation of the Congress, may be introduced by:

- 115
- 116 - the presidency of the Congress; or
 - 117 - at least seven Ordinary Member Parties and Associated Member Parties from five
118 different countries; or
 - 119 - the Presidency of the EPP Group in the European Parliament.
- 120

121 If a formal motion has not been introduced, the Congress can validly deliberate, regardless
122 of the fact that the attendance quorum has not been reached.

123

124 If a formal motion has been introduced, and the Congress is thus unable to make a valid
125 deliberation, the President shall, after consultation with the EPP Presidency, determine the
126 date and agenda of an extraordinary Congress. The stipulations concerning the notice and
127 notice period shall not apply. This extraordinary Congress can validly deliberate, regardless
128 of the attendance quorum.

129

130 Decisions shall be taken with a simple majority of the votes cast by the members of the
131 Congress present. Decisions on modifications to the by-laws are governed by article 27 of
132 the by-laws. Each member of Congress has one vote. Abstentions and blank votes are not
133 considered to be valid votes.

134

135 The Congress normally meets in public. On the request of the Congress Presidency, the
136 Congress may decide, by simple majority, to meet "in camera".

137

138 **II. ON THE EPP SUMMIT**

139

140 **a. Competences**

141

142 The EPP Summit prepares the position to be taken by the EPP Heads of State and of
143 Government at the European Council and issues recommendations on the strategy and
144 political orientation of the association.

145

146 **b. Composition**

147

148 The EPP Summit is composed of:

149

- 150 - the members of the EPP Presidency;
- 151 - the members of the European Council (Heads of State or Government), a Vice-
152 President of the EC to represent the members of the Commission in the absence
153 of the President, as far as he or she is a member of an EPP Ordinary Member
154 Party;
- 155 - Presidents of parties in coalition governments in EU Member States in cases where
156 the Head of Government is not a member of an EPP Ordinary Member Party;
- 157 - the President of the largest opposition party in each Member State of the European
158 Union.

159 Where EPP Ordinary Member Parties candidate only in complementary regions, the
160 President of each party is invited.

161

162 The President has the right to invite other personalities to the meetings of the EPP Summit.

163

164 The President will report to the Political Assembly on the outcome and general direction of
165 the EPP Summit.

166

167 **III. ON THE INTERNATIONAL SECRETARIES STEERING COMMITTEE**
168

169 The Secretary General chairs the 'International Secretaries Steering Committee', an *ad hoc*
170 consultative body that will assist, when necessary, the work of the institutional bodies of
171 the association. All international, external or related Secretaries of the EPP member parties
172 and partners as well as the Secretaries General of the EPP Associations have the right to
173 participate in this Committee.
174

175 **IV. ON THE EPP MINISTERIAL MEETINGS**
176

177 The association organizes on a regular basis EU Ministerial Meetings prior to the EU Council
178 meetings on relevant EU policy sectors proposed by the EPP Presidency in order to improve
179 political coordination and policy synergy in the Council. At the recommendation of the EPP
180 President, EPP Vice-Presidents or other outstanding EPP political personalities may chair
181 such meetings if they have relevant policy experience and expertise. On those policy areas
182 where co-decision is required the European Commissioner, provided he belongs to an EPP
183 Member Party, may be invited as well as Members of the European Parliament of the EPP
184 Group who will participate following the recommendations of the Presidency of the EPP
185 Group in the European Parliament.
186

187 **V. ON THE WORKING GROUP CHAIRMEN**
188

189 The Members of the Presidency should commit themselves in the bodies of the party, e.g.
190 working groups, fora, ad-hoc committees. In case of vacancies, the Presidency together
191 with the Secretary General will appoint a high profile EPP personality to Chair a working
192 Group. In case of poor performance by an appointed working Group Chairperson, the
193 Presidency and the Secretary General have the right to replace the Chairperson with a new
194 appointment.
195

196 The Members of the Presidency and the members of the Political Assembly may suggest
197 or request the creation of a specific Working Group to discuss issues of particular
198 relevance for the EU and its international position.
199

200 Member Parties who do not participate in two consecutive meetings of the Working Group
201 Meetings, will not be able to present and/or vote amendments to EPP Working Group
202 documents or resolutions in the two following Working Group Meetings.
203

204 **VI. ON THE MEMBER ASSOCIATIONS**
205

206 **a. Admission as a Member Association**
207

208 Associations wishing to be recognised should apply to the Presidency in writing.
209

210 The application must include:

- 211 - the program of the association;
- 212 - the by-laws of the association;
- 213 - and information concerning the organization and the number of members;
- 214 - evidence that the recognition requirements set forth in the by-laws are satisfied.
215

216 The Presidency must submit the application to the members of the Political Assembly at
217 least one month prior to its examination.
218

219 The Political Assembly may decide to hear representatives of an applicant association.
220

221 **b. Relationship between Member Associations and third parties**
222

223 The EPP Member Associations are autonomous organisations and should act as separate
224 legal entities through their own bodies.

225
226 The Member Associations clearly indicate in their name their relationship to the association
227 in a way that no confusion is created over the fact that the Member Association is a
228 separate legal entity operating independently from the association.

229
230 The Member Associations should give due consideration to the interests of the association
231 and other Member Associations.

232
233 The Member Associations should observe the guidelines which the Political Assembly has
234 adopted to increase transparency as to the relationship between the association and the
235 Member Associations and to contribute to the good governance of the association and the
236 Member Associations.

237
238 **VII. ON THE BUDGET AND ACCOUNTS**

239
240 At the first meeting of each odd-numbered year, the Political Assembly elects two Internal
241 Auditors who may not be members of the EPP Presidency. Their mandate lasts two years.

242
243 **VIII. ON THE MEMBERSHIP**

244
245 **a. Admission**

246
247 During its preliminary examination of the membership application as mentioned in articles
248 5, 5bis, 6 and 19,vii of the by-laws, the Political Assembly may decide to hear a
249 representative of the applicant party.

250
251 The Secretary General in accordance with the President transmits the application for advice
252 to the EPP Working Group on 'EPP Membership'.

253
254 The Political Assembly will take a decision on the application on one of its next meetings
255 following the receipt of the advice of the EPP Working Group on 'EPP Membership'.

256
257 **b. Supporting members**

258
259 The Presidency may also grant the title of Supporting Member to other persons or
260 associations. They do not enjoy the same rights as the members mentioned in article 5
261 and article 5bis of the by-laws but may be invited by the President to attend meetings of
262 certain organs or bodies of the association.

263
264 **IX. ON THE FINANCIAL REGULATIONS**

265
266 **a. Membership Fees of EPP Ordinary Member Parties**

267
268 The annual Membership Fees of the EPP Ordinary Member Parties is based on:

269
270 a) a basic sum calculated on the basis of the votes obtained by that party in
271 the last European Elections

272 b) a basic sum per member of that party in the EPP Group in the European
273 Parliament

274
275 The basic calculation is made for the first budget following European Elections, on the
276 proposal of the Treasurer and the Secretary General and after approval of the Political
277 Assembly.

278

279 When a modification in Membership Fees is necessary, it is possible to vote for either a
280 modification of basic sum a) or for a modification of basic sum b) or for a modification of
281 both sums.
282

283 **b. Membership Fees for Observer Member Parties based in the European**
284 **Union**
285

286 On the proposal of the Treasurer and Secretary General, the Membership Fees of EPP
287 Observer Member Parties based in the European Union, is calculated by the Political
288 Assembly on the basis of 50% of the votes obtained by these Observer Member parties
289 during the last national elections. The Observer Member Parties based in the European
290 Union will start paying Membership Fees immediately after their admission as an Observer
291 Member Party, *pro rata temporis*.
292

293
294 **c. Contribution of Supporting Members**
295

296 Supporting Members based in the European Union contribute to the financing of the EPP.
297 The contribution is at least 20 euro.
298

299 **d. General Stipulations**
300

301 Membership Fees are fixed in euro; they are payable without deduction of incurred costs.
302 Membership Fees are adjusted annually in line with Belgian inflation levels.
303

304 **e. Subventions to Member Associations**
305

306 1. The association in so far as possible supports the activities of its Member Associations.
307 The nature and conditions of this support are determined by the EPP authorities responsible
308 for the budget and follow the decisions of the Bureau of the European Parliament and
309 article 210 of the RAP with regard to 'support to third parties'.
310

311 2. Each Member Association submits each year by the 1st February at the latest to the EPP
312 Secretary General the budget and action programme of the year to come and the activity
313 report of the previous year. As soon as completed, it also furnishes its accounts and balance
314 sheet of the previous budgetary year. The balance sheet and accounts are to be
315 accompanied by the report of the financial auditors and the minutes of the meeting at
316 which this report was approved.
317

318 3. Following this, each member association is entitled to a reimbursement to a maximum
319 amount of 60.000€ of proven expenditures with regard to the organisation of events and
320 administrative costs. In order to obtain reimbursements of these costs the associations
321 must produce all supporting documents including invoices, bank statements and detailed
322 cost overviews.
323

324 4. A detailed list of eligible and non-eligible expenditures will be provided to each member
325 association.
326

327 5. On all invitations to the activities and on all publications concerning the activities of the
328 Member Associations for which reimbursement is requested the EPP logo must be
329 prominently displayed.
330

331 **f. Financial support to related organizations**
332

333 Should the EPP Political Assembly decide to give annual financial support to other related
334 organizations, these organizations should follow the same procedure as described above,

335 in section e.

336

337

g. Administration of Resources

338

339 The EPP Treasurer and Secretary General are entrusted by the EPP Presidency and Political
340 Assembly with the proper administration and use of the financial resources of the
341 association. To that purpose they will draft Internal Financial Regulations that will be
342 submitted for the approval of the Presidency.

343

344

h. Decisions on the accounts and budget

345

346 In accordance with article 12 and article 24 of the by-laws, any member of the EPP
347 Presidency who is a Member of the European Commission or President of the European
348 Parliament shall abstain from taking part in the deliberation and voting process regarding
349 the annual accounts and budget of the association.

350

351

X. ON THE EPP MERIT AWARD

352

353 The EPP Presidency has the right to grant an "EPP Merit Award" to individuals that have
354 made an outstanding contribution in promoting the association. The EPP Presidency will
355 receive nominations and examine them on a case-by-case basis before granting the Award.

356

357

XI. ON THE WILFRIED MARTENS FUND

358

359 The association will participate in the 'Wilfried Martens Fund' established together with the
360 KU Leuven University.

361 The Wilfried Martens Fund is created to honour the memory and legacy of the late
362 association's President Wilfried Martens. The Wilfried Martens fund shall present a yearly
363 report on its activities and finances to the Political Assembly.

364

365

XII. ON THE ROBERT SCHUMAN INSTITUTE

366

367 The Robert Schuman Institute is recognized as the training institute of the European
368 People's Party and will be supported by the European People's Party. The Robert Schuman
369 Institute shall present a yearly report on its activities and finances to the Political Assembly.

370

371

XIII. ON THE LGBT+ ALLIANCE

372

373 The LGBT+ Alliance is created as a network of conservative, Christian-democrat, and
374 liberal-conservative LGBT-groups in Europe to provide an LGBT voice in the centre-right
375 policies. The Alliance shall present a yearly report on its activities and finances to the
376 Political Assembly.