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**From:**  
**Sent:** 26 January 2017 12:00  
**To:** HICKEY Rosita  
**Cc:** Dr. Ferenc Banfi  
**Subject:** CEPOL comments on draft practical guidelines for EU officials interacting with interest representatives

Dear Mrs Hickey,

On behalf of CEPOL Executive Director Prof.h.c. Dr. Ferenc Banfi I am pleased to express his sincerest regards to you and your colleagues. Dr Banfi highly welcomes your initiative helping the EU administration to improve its standards on transparency and thanks you for providing CEPOL the opportunity to comment on the draft at an early stage.

As a background, please allow us to highlight that CEPOL in its role as the EU Agency for law enforcement training has limited contact with interest representatives.

Notwithstanding this, CEPOL has sought being pro-active in covering areas of potential risk (such as the area of procurement or the area of external relations of the Agency addressing often non-EU actors).

More in particular, as a good practice, CEPOL has centralised the handling of invitations for attending meetings triggered by third parties addressed to CEPOL staff. Such invitations, are examined by the Executive Director or the Head of the Operations Department in order to decide a) whether the agenda of the meeting justifies the presence of CEPOL b) in the affirmative who should attend such a meeting. Attendance of meetings creates by-default a reporting back obligation for all staff members.

We find the proposed draft guidelines comprehensive, balanced and easy to retain. Regarding the topic of the name, indeed "Top Tips" or even "Do and Don't" appear to be more fit-for-purpose compared to "Guidelines". We look forward seeing the outcome of the present consultation round and we commit providing further feedback if need be.

Yours sincerely,



Secretary to the Executive Director

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