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<th>Explanatory Memoranda</th>
<th>Requirements</th>
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<td>Austria</td>
<td>No, but it is planned that explanatory memoranda have to be provided for points on the agenda of the EU-affairs committees.</td>
<td>Not decided yet</td>
<td>Not decided yet</td>
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<td>Belgium</td>
<td>No</td>
<td>No</td>
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<td>Cyprus</td>
<td>Not decided yet</td>
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| Czech Republic | Yes                | 1) Position of the Government  
2) Impact on the national legislation  
3) Impact on state budget (if any)  
4) Impact on economy  
5) If relevant, impact on environment, health and consumer protection  
6) Compliance with the principle of subsidiarity and proportionality  
7) Hearing responses received from interest groups  
8) If relevant, impact on social services and employment  
9) If relevant, impact on SME, equality, environment, health and consumer protection  
10) Compliance with the principle of subsidiarity and proportionality  
11) Hearing responses received from interest groups | 10 days                       |
| Denmark     | Yes                   | 1) Description of the subject matter  
2) Legal base and procedure for adoption  
3) Opinions from European Parliament and the Commission  
4) Impact on national legislation  
5) Impact on public finances and administration  
6) Impact on economy  
7) If relevant, impact on employment, SME, equality, environment, health and consumer protection  
8) Compliance with the principle of subsidiarity and proportionality  
9) Hearing responses received from interest groups  
10) If relevant, impact on social services and employment  
11) Compliance with the principle of subsidiarity and proportionality  
12) Hearing responses received from interest groups | 4 weeks                       |
| Estonia     | Yes                   | 1) Short summary of the draft  
2) Legal base and procedure of adoption  
3) Timetable of the proceedings  
4) Position of Government  
5) Impact on national legislation  
6) Impact on economy  
7) If relevant, impact on employment, SME, equality, environment, health and consumer protection  
8) Compliance with the principle of subsidiarity and proportionality  
9) Hearing responses received from interest groups  
10) If relevant, impact on social services and employment  
11) Compliance with the principle of subsidiarity and proportionality  
12) Hearing responses received from interest groups | Government has to deliver the memoranda with the draft bill "as soon as possible" after having received it. In practice, Government is expected to submit the document in 4-5 weeks, except when sufficient analysis is not possible in that time. |
| Finland     | Yes                   | 1) Introduction to the proposal  
2) Description of the subject matter  
3) Position of government  
4) Impact on national legislation  
5) Impact on economy  
6) The Government's proposed plan of action  
7) If relevant, impact on social services and employment  
8) Compliance with the principle of subsidiarity and proportionality  
9) Hearing responses received from interest groups  
10) If relevant, impact on SME, equality, environment, health and consumer protection  
11) Compliance with the principle of subsidiarity and proportionality  
12) Hearing responses received from interest groups | Constitution, section 96: "without delay". In practice, memoranda must be available in good time before national positions need to be divulged in the Council's working groups. |
| France      | No                    | No                                                                                                                                                                                                      | No                             |
| Germany     | Yes. According to the law of 12 March 1993, the federal Government shall inform the Bundestag comprehensively and as quickly as possible of all initiatives within the framework of the European Union which could be of interest to the Federal Republic of Germany. | 1) Description of the subject matter  
2) Legal base and procedure for adoption  
3) Timetable for adoption  
4) Position of Government  
5) Opinions of the European Parliament, the Commission and the Member States  
6) Course of the deliberations  
7) Before taking a decision on European Union legislation, the Federal Government shall give the Bundestag an opportunity to state its opinion. The Federal Government shall use the opinion as a basis for its negotiations.  
8) If relevant, impact on social services and employment  
9) Compliance with the principle of subsidiarity and proportionality  
10) Hearing responses received from interest groups  | The period within which the opinion is to be stated shall be such that the Bundestag has sufficient opportunity to consider the item concerned. The Government has to deliver all its explanatory memoranda as soon as possible. A deadline is not legally provided. |
<p>| Greece      | Not decided yet       | Not decided yet                                                               | Not decided yet |</p>
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| Hungary | Yes                   | 1) Summary of contents  
2) Legal base and procedure of adoption  
3) Timetable of adoption  
4) Position of Government  
5) Objectives to be achieved and their reasons  
6) Presentation of possible legislative tasks  
The Parliament can also ask for an extended version that includes: Impact on economy, budget, and social affairs; Indication of the legislation applicable in Hungary and in the EU on the subject of the draft of the EU; Opinion of EU-institutions and Member States. | No specific deadline, however the Government shall send its proposed position to the Parliament at a date enabling the consultation in merit considering the EU agenda for decision-making. |
| Ireland | Yes                   | 1) Description of the subject matter to be laid before each House of the Oireachtas  
2) Implications of the proposed measures  
3) Other information considered by the Government to be appropriate  
The text of the measure together with an information note is circulated to the Oireachtas within four weeks after formal reception. | The text of the measure together with an information note is circulated to the Oireachtas within four weeks after formal reception. |
| Italy   | Under discussion. A law has passed the Chamber and is actually examined by the Senate. Art. 3 paragraph 7 of this law foresees explanatory memoranda. | 1) Description of the subject matter with commentaries  
2) Impact on national legislation  
3) Impact on economy  
4) Impact on public administration and on citizens  
5) State of the art of the negotiations at Community level | Not decided yet |
| Latvia  | Yes                   | 1) Position of Government  
2) Opinion of other EU-Member States  
3) Opinion of the EU-institutions  
4) Impact on budget  
5) Current legislation  
6) State of the art the document  
7) Consultations with other public authorities  
8) Consultations with NGO’s  | According to current legislation, only prior to the EU Council of Ministers’ meetings and the European Council meetings the national positions have to be submitted to the European Affairs Committee for adopting at the EAC meeting. |
| Lithuania | Yes              | 1) Legal base and procedure for adoption  
2) Position of Government and the process of its consideration  
3) Positions of other EU-Member States  
4) Impact assessment  
5) Current legislation on this topic  
6) Compliance with the principle of subsidiarity  
7) Proposals concerning the amendment of national legal acts  
8) Additional information  | The general rule is that an institution responsible for the preparation of a position concerning EU draft legislation submits to the Seimas an explanatory memorandum right after its preparation, but not later than 3 days prior to the debate on the position at the institutions of the European Union. If the legal act is qualified very relevant or relevant to Lithuania, an explanatory memorandum with filled-in subparagraphs 1, 5, 8 is submitted to the Seimas within 15 working days from the receipt of the proposal. |
| Luxembourg | Yes            | No          | No deadlines provided |
| Malta   | Yes                   | 1) Summary of the proposal  
2) Legal base  
3) Impact on national legislation  
4) Impact on social affairs  
5) Political implications | 3 weeks |
| Netherlands | Yes           | 1) Introduction of the proposal; 2) Legal base and procedure for adoption  
3) Timetable for adoption; 4) Position of Government; 5) Impact on national legislation; 6) Impact on developing countries; 7) Compliance with the principle of subsidiarity and proportionality; 8) Decisionmaking process and role European Parliament; 9) Possible set-up of comitology-committee; 10) Financial implications for the Community and the Netherlands and administrative consequences | Within 6 weeks of the document being deposited |
| Poland  | Yes                   | 1) Legal base and procedure for adoption  
2) Impact on national legislation  
3) Impact on economy  
4) Impact on social affairs  
5) Financial implication | The deadline for appending the statement of reasons is “no later than the 14th day following the day of receipt of the [legislative] proposals of the European Union” |
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<td>Portugal</td>
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| Slovakia         | So far, the Government is not obliged to do so, but after the adoption of relevant legislation (Rules of Procedures of the National Council of the Slovak Republic) it will have to provide the so-called preliminary position of the Slovak Republic on EU draft legislation. | 1) Description of the subject matter  
2) Legal base and procedure for adoption  
3) Timetable for adoption  
4) Impact on legislation  
5) Impact on economy  
6) Impact on social affairs  
7) Impact on environment  
8) Compliance with the principle of subsidiarity | The preliminary position of the Slovak Republic on EU draft legislation shall be provided within three weeks after its receipt from the Commission. |
| Slovenia         | Yes. The National Assembly shall participate in the formulation of positions of the Republic of Slovenia in relation to the EU affairs that fall under its jurisdiction in accordance with the Constitution (Art.3.a) and the Law on relation parliament-Government in EU matters. | 1) Legal basis and procedure for adoption  
2) Timetable for adoption  
3) Impact on budget  
4) Impact on economy  
5) Impact on public administration  
6) Impact on the environment  
7) Basic solutions and objectives of the draft act  
8) Necessity of amending the current regulations  
The Government may amend and supplement the subject matter of the assessment of the impacts and implications and of the draft positions of the Republic of Slovenia. | The Government shall forward the explanatory memoranda together with the draft positions of the Republic of Slovenia including an assessment of the impacts and implications for the Republic of Slovenia as soon as it has adopted such, but no later than within five weeks from reception date. |
| Spain            | Yes                   | No           | Law 8/1998 stipulates that draft legislation must be forwarded in order to allow the Commission enough time for information and examination. The Government's rapport must be transmitted in the shortest delays. |
| Sweden           | Yes                   | No           | The deadline for delivering to Parliament is within five weeks from the date when the Commission's proposal has been delivered to the Council in Swedish. |
| United Kingdom   | Yes                   | No           | Within ten working days of the document being deposited. (Deposit should be within two working days of the English text of a document becoming available.) Extra time is sometimes allowed if there is a long enough period before the document is expected to be agreed. |
| European Parliament | Yes                  | No           | No        |
| Bulgaria         | Yes                   | No           | No        |