



## MINISTRY OF FOREIGN AFFAIRS

### COMPOSITION AND RESPONSIBILITIES OF THE GENERAL SECRETARIAT OF EUROPEAN AFFAIRS

The General Secretariat currently consists of 11 persons (3 diplomats, an official seconded from the Council of the European Union, two officials from the House of Representatives, an official from CYBC, three officials from other ministries and an administrative assistant). The General Secretariat collaborates daily with all Ministries and Services dealing with European issues in Cyprus as well as with the Permanent Representation of Cyprus to the EU in Brussels.

The main responsibilities of the General Secretariat are the following:

1. Monitoring the comprehensive national strategy with the positions of the Republic of Cyprus on EU issues as well as its implementation
2. Coordination between all government departments on European affairs, in cooperation with the Permanent Representation of Cyprus to the EU for the continuous and uninterrupted flow of information, preparation of information briefs and promotion of the Republic's positions at the EU.
3. Supporting the President of the Republic with his/her participation in the European Council and other Summit formations (i.e. MED9) as well as the Minister of Foreign Affairs in preparation for the General Affairs Council.
4. Ensuring a continuous flow of information on EU issues between the General Secretariat, the Permanent Representation of Cyprus to the EU, the other Ministries/Deputy Ministries and Services as well as the Diplomatic Office of the President of the Republic.
5. Strengthening relations with all EU institutions, in cooperation with the Permanent Representation, as well as promoting the recruitment of Cypriots and establishing influence mechanisms.
6. Coordinating the timely and correct transposition of European directives into national law and monitoring the infringement process.
7. Providing administrative and other support to the Ministerial Committee of European Affairs.