



European Heritage Legal Forum

29 – 30 April 2024

Brussels - Belgium

OPERATIONAL GUIDELINES

Adopted in Berlin on April 24th, 2019



1. Task
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1. Tasks



1.1 To ensure that improved and timely information on the development and consequences of legal acts developed by the European Union which may impact on cultural heritage are conveyed to the national competent authorities.

1.2 To follow and review developments in EU policies of relevance to cultural heritage and inform the national competent authorities.

1.3 At the request of National experts, to share best practice and challenges on national legislation and management practices that impact on cultural heritage.



2. Mandate

2.1 The EHLF is a standing committee of the European Heritage Heads Forum (EHHF). The actions of the EHLF are restricted to information gathering and the impact assessment of EU legislation and EU policy development regarding cultural heritage and communicating them to relevant parties.

2.2 The EHLF is not a legal entity and has no budget.

2.3 The EHLF may not, as a body, undertake political lobbying activities. Such activity remains the prerogative of the national competent authority and their national governments.

2.4 Individual EHLF members may, as representatives of their national administrations, undertake independent or joint political lobbying activities if and when these are part of their national authority competencies.

2.5 The EHLF operating guidelines will be reviewed at least every 5 years.



3. Membership

3.1 Members of the EHLF are mandated by their national competent authorities.

3.2 Members of the EHLF report to their national competent authorities.



4. Requirements

4.1 Members should have competence in cross-sectorial cooperation within their national administrations and be able to access necessary technical expertise in their country.

4.2 Members should communicate their actions at the national level as appropriate related to relevant EU legislation and EU policy development to the EHLF.

4.3 Members should undertake to initiate and facilitate impact assessment at the national level of planned and existing EU legislation and EU policy development affecting cultural heritage.

4.4 Members should communicate and disseminate information as appropriate on their impact assessment results through their competent authorities to the EHLF.

4.5 Members are encouraged to enhance the mutual exchange of information related to EU policies of relevance to cultural heritage and their best practices in the transposition process.

4.6 Members participate in an annual meeting.

4.7 Members are eligible to be appointed to the Secretariat.

4.8 Members are responsible for organising that their own costs are met for work on monitoring, impact assessment and information gathering as related to EHLF and any such costs associated with their participation in meetings.



5. Secretariat

5.1 The members of the EHLF nominate a secretariat to administrate and coordinate the work.

5.2 The secretariat members are nominated for four years and constitute themselves.

5.3 The secretariat should be composed of representatives of a minimum of 3 and a maximum of 6 member countries.

5.4 The secretariat organises the EHLF meetings in collaboration with the hosting entity. Secretariat meetings are open to all EHLF members.

5.5 The secretariat organises the operation of the EHLF network in cooperation with the EHLF Secretariat.

