

EU-Dok

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Procedures for Access to T-TIP Consolidated Texts in U.S. Embassies

- Member State officials will be welcome to read approved T-TIP consolidated texts in U.S. embassies during two designated days each week, ideally Mondays and Wednesdays, by appointment only. Additional openings are at embassies' discretion.
- Each Member State's Trade Policy Committee full member will inform USTR which Member State officials may review documents in the relevant U.S. embassy. Member State lists will be subject to mutually-agreed limits that reflects the capacity of individual embassies. USTR will provide a list of these officials to each embassy. Designations may be limited to documents concerning a particular aspect of the negotiations. Embassies will only allow access to those Member State officials on the list provided by USTR.
- Appointments for access to review documents at the U.S. embassy will be available on a first come, first served basis. Appointments will be limited to two hours. Embassies may work out alternative viewing schedules in consultation with member state governments.
- Two Member State officials will be allowed to visit the U.S. embassy to review documents at a time.
- The rooms in which documents are read will be monitored by U.S. embassy personnel, who will remain in the room to ensure that procedures are followed and documents are not removed.
- Member State officials visiting U.S. embassies to read T-TIP documents will sign in upon entry and sign out upon exit. USTR will provide sign-in sheets that will contain an acknowledgement of reading room procedures and the obligation not to disclose the contents of documents.
- Each Member State official visiting a U.S. embassy to read documents will be allowed to bring a pen or pencil and paper with them to take limited notes. No cell phones, cameras or recording equipment of any type will be permitted. No computing devices will be permitted, including no laptop computers, tablet computers, e-readers, e-organizers, or any other electronic devices that may contain some form of permanent or temporary memory.

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EUROPEAN COMMISSION
Directorate-General for Trade

The Director General

Brussels, **22 DEC. 2014**
DG TRADE/JLD

**NOTE FOR THE ATTENTION OF
THE MEMBERS OF THE TRADE POLICY COMMITTEE**

In line with our previous announcement regarding the establishment of reading rooms in US embassies in Member State capitals for accessing TTIP consolidated documents, I would like to inform you that we have just received from the US the modalities for access. You should be able to start using them in the New Year.

We are aware that Member States see the reading rooms in US embassies as a welcome but transitional solution for access to consolidated TTIP texts. We are continuing to invest significant efforts to look into alternative systems. The Commission also continues to stress to USTR that going forward Member State access to US offers and requests will be critical to the negotiating process.

In attachment you will find the procedures for access to TTIP consolidated texts in the US Embassies, which you would be able to contact directly as soon as USTR has received your list. The contact person in USTR for further details is Director Katherine Kalutkiewicz and you can reach her at Katherine_R_Kalutkiewicz@ustr.eop.gov.

Jean-Luc DEMARTY

Encl: Procedures for Access to T-TIP Consolidated Texts in U.S. Embassies