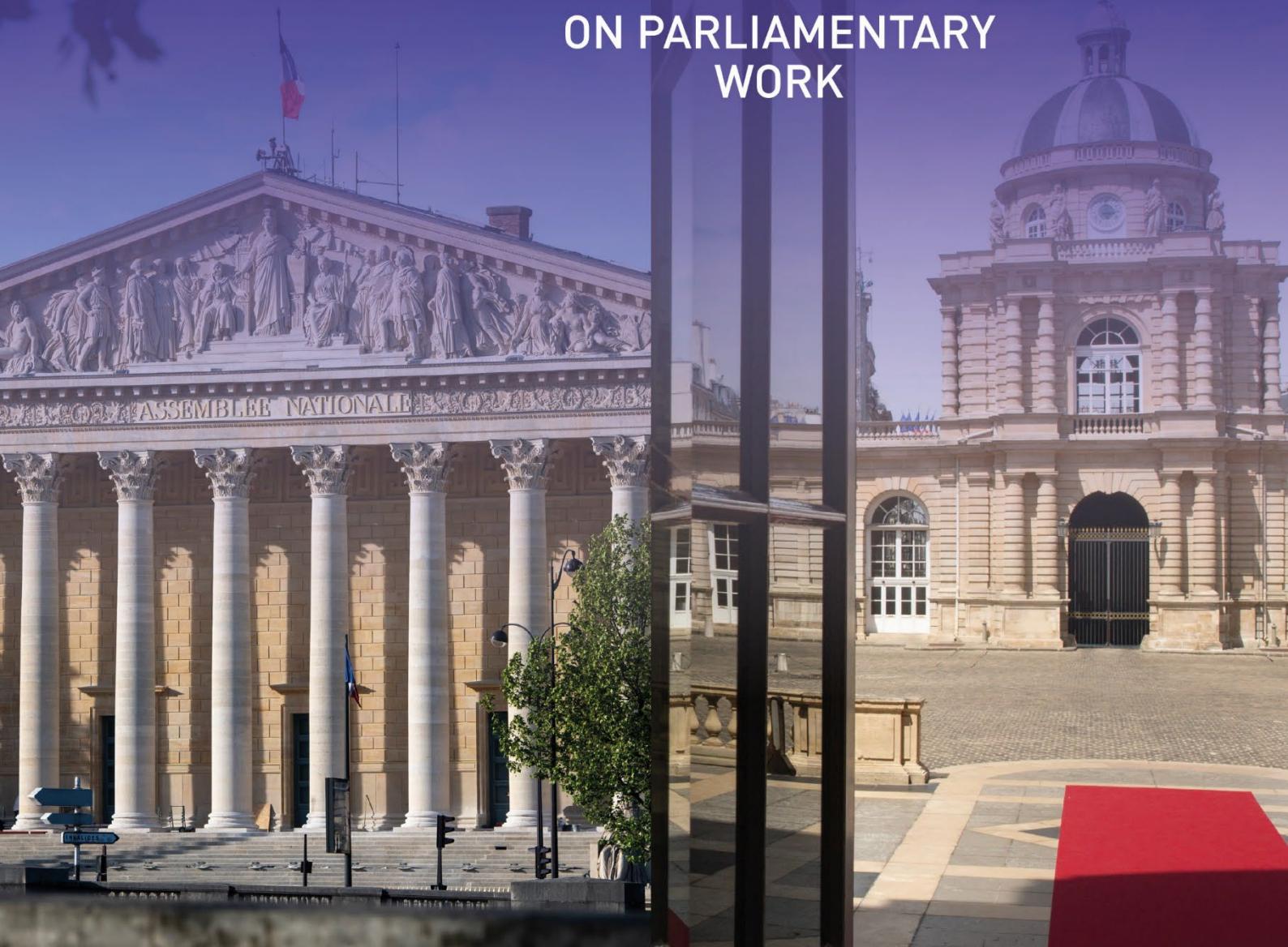




GETTING TO KNOW
THE FRENCH PARLIAMENT
FROM NOVEMBER 17 TO 21, 2025

INTERNATIONAL TRAINING CYCLE ON PARLIAMENTARY WORK



with the support of:

INSP
Institut national
du service public


**MINISTÈRE
DE L'EUROPE
ET DES AFFAIRES
ÉTRANGÈRES**
*Liberté
Égalité
Fraternité*

YOUR CONTACTS

For all general questions regarding this training program, please contact us at:

cooperation@parlement.fr

NATIONAL ASSEMBLY



Ms Gabrielle GUERRERO JIMENEZ

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→ **She is one of your two contacts for all questions regarding the National Assembly.**



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SENATE



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→ **She is one of your two contacts for all questions regarding the Senate.**

TRAINING SCHEDULE

INTERNATIONAL TRAINING CYCLE ON PARLIAMENTARY WORK

Getting to know the French Parliament — From November 17 to 21, 2025

Monday 17 November

Trainees are requested to arrive at least 15 minutes before the start of each presentation.

 NATIONAL ASSEMBLY	MORNING	
	Time	Speakers
<i>Morning:</i> 126, rue de l'Université 75007 Paris Room: 9 ^e bureau	09:30 am – 10:15 am → Opening session	Mr Jean-Luc LALA Director of European, International and Defence Affairs, National Assembly Mr Stanislas GODEFROY Director of International Relations and Protocol of the Senate
<i>Lunch:</i> 101, rue de l'Université 75007 Paris Room: 9 ^e bureau	10:30 am – 12:30 am → General presentation of the French institutions Topics covered: <ul style="list-style-type: none">Better understanding the French institutional systemThe place of Parliament in the Fifth RepublicRole and responsibilities of local governments and independent authorities	Ms Claire GLOAGUEN Deputy Head of the Cooperation and Bilateral Questions Unit Mr Xavier DUPRIEZ Head of the Division for interparliamentary and decentralized cooperation
 Official Lunch at the National Assembly		
AFTERNOON		
<i>Afternoon:</i> Room: 9 ^e bureau	02:45 pm – 04:45 pm → E-Parliament Topics covered: <ul style="list-style-type: none">Institutional websiteInternet and social networksDigital Tools implemented to improve the law-making process to strengthen the participation of citizensPetition system	Mr Frédéric POLI and Mr Pierre-François DERMINON Deputy Advisors in charge of citizen consultations Mr Louis BAUER Project Manager in charge of the coordination of social media

After a presentation of French practices, each participant will be invited to present in a 5 minutes presentation the best practices and processes which ensure transparency and access to parliamentary information, as well as public outreach and communication of parliamentary work in his/her Parliament.

After the presentations, a time slot will be dedicated to questions and answers.

4:45 pm – 5:00 pm

Day Wrap-up: *2 trainees present their feedback on the day's program and put it into perspective in relation to their own experience.*

Tuesday 18 November

Trainees are requested to arrive at least 15 minutes before the start of each presentation.



NATIONAL ASSEMBLY

Morning:

9 rue de
Bourgogne
75007 Paris

Room: 4088

MORNING

09:15 am – 10:45 am

→ The role of standing committees

Topics covered:

- *The draft of the bill at committee stage*
- *The examination of the amendments tabled in standing committees*
- *The role of standing committees in monitoring of government action*

Speaker

Mr Jacques LAUZE

Director of standing committees

11:00 am – 12:15 am

→ The plenary sitting

Topics covered:

- *The "Conference of Presidents"*
- *The steps in passing a piece of legislation*
- *The organization of the sitting, speaking and voting rules*
- *Examination of laws and amendments*

Speaker

Mr Simon REVOL

Advisor at the Unit of the Table office



Lunch at the National Assembly

AFTERNOON

Afternoon:

Room: 4075

02:00 pm – 02:45 pm

→ Institutional and historical tour of the Palais Bourbon

2:45 pm – 3:30 pm

→ Questions to the Government in the Chamber of the House

03:45 pm – 04:30 pm

→ The Member of Parliament

Topics covered:

- *The role and responsibilities of MPs*
- *Representation and public service*
- *Ethics and deontology*

Speaker

Ms Laetitia SAINT-PAUL

Member of Parliament

4:30 pm – 4:45 pm

Day Wrap-up: 2 trainees present their feedback on the day's program and put it into perspective in relation to their own experience.

Wednesday 19 November

Trainees are requested to arrive at least 15 minutes before the start of each presentation.



NATIONAL ASSEMBLY

9 rue de Bourgogne
75007 Paris

Room: 4075
(Until 2 pm)

MORNING

9:30 am – 10:00 am

→ Attending a standing committee meeting (parliamentary schedule permitting)

10:00 am – 11:15 am

→ Autonomy of the Chambers

Topics covered:

- Financial autonomy
- Human resources management

Speaker

Mr Frank BARON

Head of the unit of the General Administration, the Reception and the Litigation

11:30 am – 12:30 am

→ The Parliament, an open House: heritage and reception of the public

Speaker

Mr Pierre BOSSE

Head of the unit of the Library and Public Openings Division



Lunch at the National Assembly

AFTERNOON

3:30 pm – 05:30 pm

→ Cultural visit of the Château de Versailles including the "Congrès" Room

Thursday 20 November

Trainees are requested to arrive at least 15 minutes before the start of each presentation.



SENATE

46, rue
de Vaugirard
75006 Paris
Room: RD204

MORNING

09:00 am – 10:30 am

→ Parliamentary bi-cameralism

Topics covered:

- *Presentation of the history of French bi-cameralism*
- *The institutional, political and technical legitimacy of the Senate*
- *The parliamentary shuttle*

Speaker

Mr Éric TAVERNIER
Secretary General
of the French Senate

10:45 am – 11:45 am

→ The Senator

Topics covered:

- *The role and responsibilities of MPs*
- *Representation and public service*
- *Ethics and deontology*

Speaker

Ms Vanina PAOLI-GAGIN
Senator for the department
of Aube



Lunch at the Senate

AFTERNOON

02:00 pm – 03:00 pm

→ Ethic issues in Parliament

Topics covered:

- *Material resources*
- *Code of ethics and the prevention of conflicts of interest*
- *Controlling expenses*
- *Dealing with situations of harassment*

Speaker

Mr Mathieu PERUYERO
Advisor to the Secretariat of
the Parliamentary Ethics
Committee

3:15 pm – 5:15 pm



Collective workshop: resolution proposal and public sitting simulation

Speaker

Mr Matthieu LEBOURGEOIS
Advisor to the Parliamentary
and Decentralised Cooperation
Division

5:15 pm – 5:30 pm

Day Wrap-up: 2 trainees present their feedback on the day's program and put it into perspective in relation to their own experience.

Friday 21 November

Trainees are requested to arrive at least 15 minutes before the start of each presentation.



SENATE

15 ter, rue
de Vaugirard
75006 Paris

Room: 216

*Lunch and
closing ceremony:*

Salons de
Boffrand of the
Senate
Presidency



INSP

*(Institut
national du
Service public)*

MORNING

9:00 am – 10:30 am

→ **The assessment of public policies and
the monitoring of government action**

Topics covered:

- *Inquiry committees*
- *The assessment of public policies*
- *Ex-ante and ex-post assessment*

Speaker

Mr Xavier MOAL

Head of the European Affairs
Committee

11:00 am – 12:00 am

→ **Institutional and historical tour of the Palais du Luxembourg**



Official Lunch at the Senate and closing ceremony

AFTERNOON

3:00 pm – 4:30 pm

→ **Managing the digital transformation
of the public sector**

Speaker

Ms Fadila LETURCQ

Head of the Public Digital
Campus Unit –
Interministerial Directorate
for Digital Technology

4:30 pm – 4:45 pm

Day Wrap-up: 2 trainees present their feedback on the day's program and put it into perspective in relation to their own experience.

SPEAKERS

Parliamentarians:



Ms Laetitia SAINT-PAUL

Member of Parliament (Horizons, Maine-et-Loire)
Secretary of the Committee on Foreign Affairs



Ms Vanina PAOLI-GAGIN

Senator for the department of Aube
Vice-President of the Delegation for Foresight

Chambers officials:



Mr Frank BARON

Head of the unit of the General Administration, the Reception and the Litigation
National Assembly



Mr Louis BAUER

Project Manager in charge of the coordination of social media
National Assembly



Mr Pierre BOSSE

Head of the unit of the Library and Public Openings Division
National Assembly

**Mr Pierre-François DERMINON**

Deputy Advisor in charge of the citizen petitions
National Assembly

**Mr Xavier DUPRIEZ**

Senior Advisor, Head of the Interparliamentary Cooperation Division
Department for International relations and Protocol
Senate

**Mr Stanislas GODEFROY**

Senior advisor
Director of the International Relations and Protocol Department
Senate

**Ms Claire GLOAGUEN**

Deputy Head of the Cooperation and Bilateral Questions Unit
National Assembly

**Mr Cédric JURGENSEN**

Deputy Head of the Economic Affairs Committee
National Assembly



Mr Jean-Luc LALA

Head of European, International and Defence Affairs Department
National Assembly



Mr Jacques LAUZE

Head of the Committees Department
National Assembly



Mr Matthieu LEBOURGEOIS

Advisor
Department for International Relations and Protocol
Senate



Mr Xavier MOAL

Head of the European Affairs Committee
Senate



Mr Mathieu PERUYERO

Advisor principal
Chairman and Bureau's secretariat Unit
Senate



Mr Frédéric POLI
Deputy Advisor in charge of the citizen petitions
National Assembly



Mr Simon REVOL
Advisor at the Unit of the Table office
National Assembly



Mr Éric TAVERNIER
Secretary General of the Senate

External Partners:



Ms Fadila LETURCQ
Head of the Public Digital Campus Unit
Interministerial Directorate for Digital Technology

TRAINEES

Armenia



Ms Ruzanna HAYRAPETYAN

Project Coordinator

United Nations Development Program



Ms Heghine KHACHIKYAN

Deputy Chief of Staff, National Assembly

National Assembly of Armenia

Austria



Mr Davy-Nathan BURGSTALLER

Head of the parliamentary tours unit

Parliament of Austria



Ms Marlene SPRINGER

Legal advisor

Parliament of Austria

Brazil



Mr Alessandro REICHERT

Legislative Consultant

Brazilian Chamber of Deputies



Ms Elizabeth VELOSO

Legislative Consultant

Brazilian Chamber of Deputies

Czech
Republic



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Consultant, Office of the Chamber of Deputies
Parliament of the Czech Republic

Germany



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Desk officer, Secretariat of the Franco-German Parliamentary Assembly, Bundestag
Parliament of Germany



Mr Wolfram ZANDER

Executive officer, Online services and parliamentary television unit, Bundestag
Parliament of Germany

Hungary



Dr. Ilona SZABO

Parliamentary adviser, Office of the Hungarian National Assembly
Parliament of Hungary

India



Mr Kushal Kumar PATHAK

Joint Secretary (System & Capacity Building), and Chief Information Security Officer
Parliament of India

Iraq



Mr Ahmed Nadhim ALSAEDI

Administrative employee in the Committee Affairs Department,
Office of the First Deputy Speaker of Parliament

Parliament of Iraq

Jordan



Mr Hazem HAWAMDEH

Director of Public Relations and Parliamentary Affairs at the
General Secretariat

House of Representatives of Jordan

Kurdistan



Mr Fouad AHMED SLEMAN

Parliamentary advisor and Head of the Research Center

Parliament of Kurdistan

Mongolia



Ms Batbayar KHATANTUUL

Senior Legal Advisor, Secretariat of the Parliament

Parliament of Mongolia

Netherlands



Mr Niels MANTEN

Deputy Clerk of the Committee on Defence and Clerk of the
Netherlands-France Parliamentary Contact Group

House of Representatives of the Netherlands

Norway



Ms Grete BERGGARD

Senior adviser, Chamber secretariat, Constitutional department

Parliament of Norway

Poland



Ms Agata WALCZAK

Democratic Institutions and Processes Specialist

United Nations Development Program

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Ms Amina MANSOOR

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Ministry of Justice of Qatar

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Legal advisor

Parliament of Spain



Mr Roberto REYES IZQUIERDO

Administrative Technician

Parliament of Spain

United Kingdom



Mr Alasdair LOVE

Secretary, House of Lords Commission

House of Lords of the United-Kingdom

THE PARLIAMENTARY WORK TRAINING CYCLE IS SUPPORTED BY:

**Le ministère de l'Europe
et des affaires étrangères**



**MINISTÈRE
DE L'EUROPE
ET DES AFFAIRES
ÉTRANGÈRES**

*Liberté
Égalité
Fraternité*

**L'Institut national du service public
(INSP)**

INSP
**Institut national
du service public**

RULES ON ATTENDANCE, PUNCTUALITY, AND PROPER USE OF DIGITAL TOOLS

The certificate issued by the French Parliament and the National Institute of Public Service (INSP) is conditional on the attendance of participants throughout the training program.

Attendance is mandatory from the first to the last day of the program. Signing the attendance sheet confirms that you were actually there.

Being on time and participating are key to getting the most out of the program.

Any planned absence (e.g., professional appointment) that is duly justified must be systematically communicated in advance by email to the program managers. Unplanned absences (e.g., illness, accident, hospitalization) must be communicated as soon as possible by email or telephone to the contacts at the National Assembly and the Senate.

The training takes place mainly in parliamentary assemblies that are in session. It is imperative not to interfere with parliamentary work and to comply with the enhanced security rules under the Vigipirate plan. We kindly ask you to make your calls, if necessary, during the breaks between presentations.

Finally, we would like to remind you that it is forbidden to film the training sessions delivered by experts from the National Assembly and the Senate.

