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## Organisational chart of the Administration of the German Bundestag – published by the Organisation Division of the Administration of the German Bundestag

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## **I. The structure of the organisational chart**

The organisational chart of the Administration of the German Bundestag is divided into five hierarchical levels.

The first level consists of the President of the German Bundestag and the associated organisational units.

The second level has the Secretary-General of the German Bundestag and the associated organisational units, the Parliamentary Commissioner for the Armed Forces and the associated organisational units, and the Data Protection Competence Centre.

The third level comprises the Parliamentary Commissioner for the Federal Police Authorities, the Permanent Representative of the Parliamentary Oversight Panel and the directorates-general of the Bundestag Administration.

The Bundestag Administration is currently structured into six directorates-general:

- Directorate-General P – Parliament and Members
- Directorate-General A – External Relations, Europe and Analysis
- Directorate-General I – Information and Documentation
- Directorate-General B – Building and Infrastructure
- Directorate-General D – Digitalisation
- Directorate-General Z – Central Services

In addition, the Parliamentary Commissioner for the Armed Forces, the Parliamentary Commissioner for the Federal Police Authorities, the Permanent Representative of the Parliamentary Oversight Panel, and the Parliamentary Commissioner for the Victims of the SED Dictatorship have units which enable them to carry out their duties.

The fourth level consists of the Chief Administrators and Deputies of the Parliamentary Commissioner for the Armed Forces and the Parliamentary Commissioner for the Federal Police Authorities, the Parliamentary Commissioner for the Victims of the SED Dictatorship and the various directorates and their associated units arranged in that order from left to right.

The fifth level lists all divisions within each directorate, from top to bottom.

Connecting lines show the Administration's hierarchy. These hierarchies are explained in the information provided below.

## **II. The President of the German Bundestag**

At the very top of the organisational chart of the Administration of the German Bundestag is the President of the German Bundestag, Ms Julia Klöckner. The field representing her is positioned in the centre of the organisational chart at its highest level. The President's Support Staff, including the Office of the President, is directly connected to this and its field located immediately next to and on the right of the President's field. The President's Support Staff oversees three units: PräSB 1, PräSB2 and Protocol. Unit PräSB 1 is responsible for press and media, while Unit PräSB 2 is responsible for speeches, texts and citizens' enquiries.

## **III. The Secretary-General of the German Bundestag**

Directly under the President of the German Bundestag comes the Secretary-General of the German Bundestag, Paul Götcke. The Office of the Secretary-General is connected to the Secretary-General's field and positioned on its left.

Under the Secretary-General's field, the following fields are arranged across the entire width of the organisational chart, from left to right:

- Field 1: Permanent Representative of the Parliamentary Oversight Panel
- Field 2: Directorate-General P
- Field 3: Directorate-General A
- Field 4: Directorate-General I
- Field 5: Directorate-General B
- Field 6: Directorate-General D
- Field 7: Directorate-General Z

## **IV. Data Protection Competence Centre**

The Data Protection Competence Centre (abbreviation: DS) is responsible for data protection in relation to the Members of the German Bundestag. In addition, the Competence Centre includes the Data Protection Officer. The Data Protection Competence Centre and the Data Protection Officer report directly and solely to the Secretary-General of the German Bundestag.

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## **V. The Parliamentary Commissioner for the Armed Forces**

The German Bundestag's Parliamentary Commissioner for the Armed Forces is Henning Otte. The personal assistant to the Commissioner for the Armed Forces, press and media staff and the Chief Administrator and Deputy are connected directly to him. The Parliamentary Commissioner for the Armed Forces is located on the same level as the Secretary-General. The Chief Administrator and Deputy is located on the same level as the directorates and the Parliamentary Commissioner for the Victims of the SED Dictatorship.

### **Chief Administrator and Deputy of the Parliamentary Commissioner for the Armed Forces**

The Chief Administrator and Deputy oversees Divisions WB 1 to 6. The Chief Administrator and Deputy reports directly to the Parliamentary Commissioner for the Armed Forces.

Division WB 1 is responsible for policy, principles of internal leadership, and internal administration.

Division WB 2 is responsible for leadership in der Bundeswehr and for service personnel abroad.

Division WB 3 is responsible for the topics of balancing family life and service, voluntary service, women in the armed forces, and matters concerning reservists.

Division WB 4 is responsible for personnel matters concerning career soldiers and temporary-career volunteers.

Division WB 5 is responsible for welfare and care.

Division WB 6 is responsible for visits to the troops and fact-finding visits, press and public relations, and specialist military affairs.

## **VI. Parliamentary Commissioner for the Federal Police Authorities**

The Parliamentary Commissioner for the Federal Police Authorities at the German Bundestag is Uli Grötsch. The Chief Administrator and Deputy is directly connected to him.

### **Chief Administrator and Deputy**

The Chief Administrator and Deputy oversees Divisions PolB 1 to 3. The Chief Administrator and Deputy reports directly to the Parliamentary Commissioner for the Federal Police Authorities.

Division PolB 1 is responsible for fundamental and legal matters.

Division PolB 2 is responsible for submissions.

Division PolB 3 is responsible for press and public relations.

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**VII. The Federal Parliamentary Commissioner for the Victims of the SED Dictatorship**

The Federal Parliamentary Commissioner for the Victims of the SED Dictatorship is connected directly and solely to the Secretary-General of the German Bundestag. In the hierarchy, the Commissioner is on the same level as the directorates.

The Federal Parliamentary Commissioner for the Victims of the SED Dictatorship is supported by the Office of the Commissioner for the Victims of the SED Dictatorship. The Office reports directly to the Commissioner.

**VIII. Permanent Representative of the Parliamentary Oversight Panel**

The Permanent Representative of the Parliamentary Oversight Panel is located on the far left of the organisational chart, on the same horizontal line as the Administration's five directorates-general. Under Section 5a (2) of the Parliamentary Oversight Panel Act, the Permanent Representative acts on the instructions of the Parliamentary Oversight Panel. The legal position is determined by Section 5b of the Act.

**Parliamentary Oversight of the Intelligence Services Directorate**

Directorate PK is responsible for parliamentary oversight of the intelligence services. The Directorate comprises Secretariat PK 1 and Divisions PK 1 to 4, which are displayed from top to bottom under the field representing the Parliamentary Oversight of the Intelligence Services Directorate.

Secretariat PK 1 is responsible for the Parliamentary Oversight Panel, legal affairs and policy, and liaising with the Confidential Committee.

Division PK 2 is responsible for structural and ad hoc oversight in relation to extremism and terrorism.

Division PK 3 is responsible for structural and ad hoc oversight in relation to cyber defence and espionage.

Division PK 4 is responsible for structural and ad hoc oversight in relation to the services' technical capabilities, and for G10 affairs.

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## **IX. Parliament and Members Directorate-General**

Directorate-General P is responsible for Parliament and Members.

In the organisational chart, the field representing Directorate-General P is located on the left side, next to the Permanent Representative of the Parliamentary Oversight Panel and on the same horizontal line as the Permanent Representative and the other directorates-general of the Bundestag Administration.

Directorate-General P has four directorates: the Parliamentary Services Directorate, the Services for Members Directorate, the Committees Directorate and the Petitions and Submissions Directorate. These directorates are displayed on the same level as Directorate PK and are arranged in the order stated below from left to right.

### **1. Parliamentary Services Directorate**

Directorate PD is responsible for parliamentary services, and contains Divisions PD 1 to 3 and Secretariat PD 4. The divisions are listed in numerical order, from top to bottom, directly under the field representing Directorate PD.

Division PD 1 is the Parliamentary Secretariat. It is also responsible for the Joint Committee under Article 53a of the Basic Law (the German constitution).

Division PD 2 is responsible for parliamentary law.

Division PD 3 is the Shorthand Writers' Service.

Secretariat PD 4 is responsible for the Committee for the Scrutiny of Elections, Immunity and the Rules of Procedure.

### **2. Services for Members Directorate**

Directorate PM is responsible for services for Members of the Bundestag. It oversees the Internal Control System Unit (abbreviation: IKS) and Divisions PM 1 to 4. Beginning with Unit IKS, these are listed numerically from top to bottom in the organisational chart.

Unit IKS is the directorate's internal control system.

Division PM 1 is responsible for the remuneration of Members.

Division PM 2 is responsible for Members' staff.

Division PM 3 is responsible for party financing and the parliaments of the *Länder* (federal states).

Division PM 4 is the Parliamentary Medical Service.

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### **3. Committees Directorate**

Directorate PA is responsible for the Bundestag's committees, and oversees Secretariats PA 3 to PA 31. The secretariats are arranged in numerical order from top to bottom.

Secretariat PA 3 is responsible for the Committee on Foreign Affairs.

Secretariat PA 4 is responsible for the Committee on Internal Affairs.

Secretariat PA 5 is responsible for the Committee on Sports and Volunteering.

Secretariat PA 6 is responsible for the Committee on Legal Affairs and Consumer Protection.

Secretariat PA 7 is responsible for the Finance Committee.

Secretariat PA 8 is responsible for the Budget Committee.

Secretariat PA 9 is responsible for the Committee on Economic Affairs and Energy.

Secretariat PA 10 is responsible for the Committee on Agriculture, Food and Regional Identity.

Secretariat PA 11 is responsible for the Committee on Labour and Social Affairs.

Secretariat PA 12 is responsible for the Defence Committee.

Secretariat PA 13 is responsible for the Committee on Education, Family Affairs, Senior Citizens, Women and Youth.

Secretariat PA 14 is responsible for the Committee on Health.

Secretariat PA 15 is responsible for the Committee on Transport.

Secretariat PA 16 is responsible for the Committee on the Environment, Climate Action, Nature Conservation and Nuclear Safety.

Secretariat PA 17 is responsible for the Committee on Human Rights and Humanitarian Aid.

Secretariat PA 18 is responsible for the Committee on Research, Technology, Space and Technology Assessment.

Secretariat PA 19 is responsible for the Committee on Economic Cooperation and Development.

Secretariat PA 20 is responsible for the Committee on Tourism.

Secretariat PA 22 is responsible for the Committee on Cultural and Media Affairs.

Secretariat PA 23 is responsible for the Committee on Digital Transformation and Government Modernisation.



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Secretariat PA 24 is responsible for the Committee on Housing, Urban Development, Building and Local Government.

Secretariat PA 26 is responsible for the Parliamentary Advisory Council on Sustainable Development.

#### **4. Petitions and Submissions Directorate**

Directorate Pet is responsible for petitions and submissions. Secretariat PetA and Divisions Pet 1 to Pet 4 make up Directorate Pet and are arranged in that order from top to bottom.

Secretariat PetA is responsible for the Petitions Committee.

Division Pet 1 is responsible for preparing documents to be submitted to the Petitions Committee in the areas for which the following institutions are responsible: the Federal Ministry for Digital and Transport, the Federal Ministry of the Interior and Community, the Federal Ministry for Economic Affairs and Climate Action.

Division Pet 2 is responsible for preparing documents to be submitted to the Petitions Committee in the areas for which the following institutions are responsible: the Federal Ministry of Health, the Federal Ministry for the Environment, Nature Conservation, Nuclear Safety and Consumer Protection, the Federal Ministry for Housing, Urban Development and Building, the Bundesrat and the Bundestag.

Division Pet 3 is responsible for preparing documents to be submitted to the Petitions Committee in the areas for which the following institutions are responsible: the Federal Foreign Office, the Federal Criminal Police Office, the Federal Ministry of Labour and Social Affairs (specifically social affairs), the Federal Ministry of Education and Research, the Federal Ministry of Finance, the Federal Ministry for Economic Cooperation and Development, and the Office of the Federal President.

Division Pet 4 is responsible for preparing documents to be submitted to the Petitions Committee in the areas for which the following institutions are responsible: the Federal Ministry of Labour and Social Affairs (specifically labour), the Federal Ministry of Food and Agriculture, the Federal Ministry for Family Affairs, Senior Citizens, Women and Youth, the Federal Ministry of Justice, and the Federal Ministry of Defence.

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## **X. External Relations, Europe and Analysis Directorate-General**

Directorate-General A is responsible for external relations, Europe and analysis. In the organisational chart, the field representing Directorate-General A is located in the middle, on the same horizontal line as the other directorates-general.

Hotline W reports directly to Directorate-General A. Visually, the field representing Hot W is positioned on the right side of the Directorate-General's field.

The Project Team BüRat, which is responsible for citizens' assemblies, is also directly connected to Directorate-General A.

Directorate-General A is divided into the following directorates: International Relations, European Affairs and Research Services. The fields representing the three directorates are positioned directly under the Directorate-General's field. The directorates are arranged in the order stated above from left to right.

### **1. International Relations Directorate**

Directorate Int is responsible for international relations. Divisions Int 1 to 4 make up Directorate Int and are displayed in numerical order from top to bottom.

Division Int 1 is the Language Service.

Division Int 2 is responsible for international parliamentary assemblies.

Division Int 3 is responsible for Members' and staff travel, as well as for the parliamentary friendship groups.

Division Int 4 is responsible for international exchange programmes.

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## **2. Europe Directorate**

Directorate EU is responsible for European affairs. Its subordinate organisational units are arranged in numerical order from top to bottom, starting with Secretariat EU 1, then Divisions EU 2 to 5, and finally Research Section EU 6.

Secretariat EU 1 is responsible for the Committee on European Union Affairs.

Division EU 2 is responsible for fundamental EU issues, and economic and monetary union issues.

Division EU 3 is responsible for analysis, prioritisation and advice on European Union affairs.

Division EU 4 is the EU Liaison Office.

Division EU 5 is responsible for European affairs documentation.

Research Section EU 6 is responsible for the subject of European affairs.

## **3. Research Services Directorate**

Directorate WD is responsible for the Research Services. Research Sections WD 1 to WD 8 are part of Directorate WD and are displayed in numerical order from top to bottom.

Research Section WD 1 is responsible for the topics of history, politics and culture.

Research Section WD 2 is responsible for the topics of foreign affairs, international law, economic cooperation and development, defence, human rights and humanitarian aid.

Research Section WD 3 is responsible for the topics of constitutional law and public administration.

Research Section WD 4 is responsible for the topics of budget and finance.

Research Section WD 5 is responsible for the topics of economic affairs, energy and environment.

Research Section WD 6 is responsible for the topics of labour and social affairs.

Research Section WD 7 is responsible for the topics of civil, penal and procedural law, media law, building and urban affairs.

Research Section WD 8 is responsible for the topics of health, family, education and research and life sciences.

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## **XI. Information and Documentation Directorate-General**

Directorate-General I is responsible for information and documentation. In the organisational chart, the field representing Directorate-General I is displayed in the same horizontal line as the other directorates-general in the Bundestag Administration.

The Library and Documentation Directorate and the Information and Communication Directorate make up Directorate-General I. The Library and Documentation Directorate is positioned below and to the left of the field representing Directorate-General I, while the Information and Communication Directorate appears below and to the right of Directorate-General I.

### **1. Library and Documentation Directorate**

Directorate ID is responsible for the Bundestag's Library and for documentation. It consists of Divisions ID 1 to 4, which are arranged in that order from top to bottom under Directorate ID.

Division ID 1 is responsible for the library.

Division ID 2 is responsible for the parliamentary archives.

Division ID 3 is responsible for parliamentary documentation.

Division ID 4 is responsible for press documentation.

### **2. Information and Communication Directorate**

Directorate IK is responsible for information and communication. It oversees Divisions IK 1 to 7, which are arranged in that order from top to bottom under Directorate IK.

Division IK 1 is the Visitors' Service.

Division IK 2 is responsible for public relations.

Division IK 3 is responsible for event management and special projects.

Division IK 4 is responsible for art in the German Bundestag.

Division IK 5 is responsible for parliamentary news.

Division IK 6 is responsible for online editorial team and parliamentary television.

Division IK 7 is responsible for social media.

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## **XII. Building and Infrastructure Directorate-General**

Directorate-General B is responsible for building and infrastructure. In the organisational chart, the field representing Directorate-General B is located to the right of centre on the same horizontal line as the other directorates-general in the Bundestag Administration. The Head of the Directorate-General is also responsible for Occupational Safety and Health and Accident Prevention, and Environmental Management Representative.

Directorate-General B consists of two directorates: Building Management (abbreviation: BG) and Central Supplies, Logistics and Infrastructure Services (abbreviation: BI). The Climate Neutrality, Sustainability, Occupational Safety & Health and Medical Services Unit (abbreviation: KNAB) is directly connected to Directorate-General B. The Head of the KNAB Unit is also responsible for Environmental Management.

The Building Management Directorate is positioned to the left under the field representing Directorate-General B, while the Central Supplies, Logistics and Infrastructure Services Directorate is on the right below this field. The KNAB Unit is located to the immediate right of the field representing Directorate-General B.

### **1. Building Management Directorate**

Directorate BG is responsible for building management. Directorate BG consists of Divisions BG 1 to 3, which are depicted in that order from top to bottom.

Division BG 1 is responsible for properties and steering.

Division BG 2 is responsible for building maintenance.

Division BG 3 is responsible for building technology.

### **2. Central Supplies, Logistics and Infrastructure Services Directorate**

Directorate BI is responsible for central supplies, logistics and infrastructure services. Directorate BI consists of Divisions BI 1 to 3, which are depicted in that order from top to bottom.

Division BI 1 is responsible for central supplies.

Division BI 2 is responsible for logistics.

Division BI 3 is responsible for infrastructure services.

### **XIII. Digitalisation Directorate-General**

Directorate-General D is responsible for Digitalisation. In the organisational chart, the field representing Directorate-General D is located to the right of centre on the same horizontal line as the other directorates-general in the Bundestag Administration.

Directorate-General D consists of two directorates: Development and Support (abbreviation: DE) and Information Technology Management (abbreviation: DI) The Development and Support Directorate is positioned to the left under the field representing Directorate-General D, while the Information Technology Management Directorate is on the right below this field.

#### **1. Development and Support Directorate**

Directorate DE is responsible for development and support. Directorate DE consists of Divisions DE 1 to 3.

Division DE 1 is responsible for coordination and client development and administration.

Division DE 2 is responsible for support, IT procurement and IT legal matters.

Division DE 3 is responsible for project management.

#### **2. Information Technology Management Directorate**

Directorate DI is responsible for information technology management. Directorate DI consists of Divisions DI 1 to 3.

Division DI 1 is responsible for central IT systems.

Division DI 2 is responsible for IT security.

Division DI 3 is responsible for communications technology.

#### **XIV. Central Services Directorate-General**

Directorate-General Z is the Central Services Directorate-General. In the organisational chart, the field representing Directorate-General Z is displayed on the far right of the same horizontal line as the other directorates-general in the Bundestag Administration. The Equal Opportunities Officer and the Internal Audit Unit are directly connected to this Directorate-General.

The field representing the Equal Opportunities Officer is positioned on the left of Directorate-General Z, while the field representing the Internal Audit Unit is located on the right. All three of these fields are on the same level. Directorate-General Z oversees the Central Administration Directorate, the Law Directorate and the Security Directorate.

##### **1. Central Administration Directorate**

Directorate ZV is the Central Administration Directorate. Directorate ZV directly oversees the eFile Service Unit along with Divisions ZV 1 to ZV 5, which are displayed in that order from top to bottom.

The eFile Service Unit is responsible for providing electronic file support.

Division ZV 1 is responsible for higher and higher intermediate service personnel.

Division ZV 2 is responsible for intermediate and ordinary service personnel.

Division ZV 3 is responsible for general personnel matters.

Division ZV 4 is responsible for organisation.

Division ZV 5 is responsible for training, further training and social matters.

##### **2. Law Directorate**

Directorate ZR is responsible for all legal matters. Directorate ZR consists of Divisions ZR 1 to 4, which are depicted in that order from top to bottom.

Division ZR 1 is responsible for the budget.

Division ZR 2 is responsible for legal affairs.

Division ZR 3 is responsible for procurement.

Division ZR 4 is responsible for the lobbying register.

### **3. Security Directorate**

Directorate ZS is responsible for all security matters. Directorate ZS oversees the Critical Infrastructure and Crisis Prevention Unit (abbreviation: ZS KIP) along with Divisions ZS 1 to ZS 3, which are arranged in that order from top to bottom

Unit ZS KIP is responsible for critical infrastructure and crisis prevention.

Division ZS 1 is responsible for the Police.

Division ZS 2 is responsible for the security of classified material and freedom of information.

Division ZS 3 is responsible for Building Access.

### **XV. Bodies representing staff interests**

The Works Council, the Youth and Apprentices Representation, and the Representative of the Severely Disabled are all outside the Administration's hierarchy.