

## 02. Change log

### Change log - Europa Web Guide

| Date       | Summary of change   | Page reference   | Rule amended /created |
|------------|---|--|-----------------------|
| 09.08.2022 | Added definitions of different applications, detailed the request process for mobile applications and added information about the Mobile Office | <a href="#">Applications</a>   | Yes                   |
| 25.05.2022 | improved visual explanations regarding the design templates and simplified classification   | <a href="#">Rules and guidelines per site types</a>  | Yes                   |
| 24.05.2022 | Created a new page explaining the repatriation process  | <a href="#">Repatriation</a>   | Yes                   |
| 03.05.2022 | Updated and clarified the information related to 3rd party tools  | <a href="#">Europa Webtools and third party tools</a>  | No                    |
| 17.03.2022 | Uploaded a glossary   | <a href="#">Glossary</a>   | Yes                   |
| 17.03.2022 | Yearly updated of the list of browsers that must be supported   | <a href="#">Browser support</a>  | Yes                   |
| 15.03.2022 | Added the rule regarding the language of the EC or EU logo  | <a href="#">Logos and icons</a>  | Yes                   |
| 22.02.2022 | Added description of the UX services from DG COMM and DIGIT   | <a href="#">User Experience</a>  | Yes                   |
| 14.02.2022 | Uploaded the funding type of content page   | <a href="#">Funding</a>  | No                    |
| 08.12.2021 | Uploaded rules about the Asset Manager replacing the Staging Manager  | <a href="#">Asset Manager</a>  | Yes                   |
| 26.11.2021 | Added rules about the favicon   | <a href="#">Logos and icons</a>  | No                    |
| 19.11.2021 | Added design rules for EU branded websites  | <a href="#">EU branded websites design, E U branded core website design, EU branded harmonised websites design</a>             | Yes                   |
| 19.11.2021 | Added the rules for EU branded core and harmonised websites   | <a href="#">The inter-institutional website, E U branded websites, EU branded core website, EU branded harmonised websites</a> | Yes                   |
| 29.10.2021 | Added content on bullet points and numbered lists   | <a href="#">Formatting</a>   | No                    |
| 13.09.2021 | Updated the language coverage policy page and principles  | <a href="#">Language coverage policy</a>   | No                    |
| 13.09.2021 | Uploaded an introduction to the web guide   | <a href="#">About the Web Guide</a>  | No                    |
| 06.08.2021 | Added clarity to the contact sections and loaded a feedback section   | <a href="#">We welcome your feedback</a>   | No                    |
| 06.08.2021 | Updated the section regarding Promotional URLs  | <a href="#">Promotional URLs</a>   | No                    |
| 06.08.2021 | Added guidelines regarding the place for logo with exception  | <a href="#">Logos and icons</a>  | No                    |
| 23.07.2021 | Added information regarding websites are due to be removed  | <a href="#">Archiving</a>  | No                    |
| 13.07.2021 | Added guidelines to the URL structure rules   | <a href="#">URL structure</a>  | No                    |
| 13.07.2021 | Added information about fraudulent use of EU and EC Emblems   | <a href="#">Logos and icons</a>  | No                    |
| 13.07.2021 | Created the Publications type of content page   | <a href="#">Publications</a>   | No                    |
| 04.06.2021 | Updated information regarding data protection and scope of cookies  | <a href="#">data protection / cookies and similar technologies</a>   | No                    |

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| 03.06.2<br>021 | Updated form, link to the wiki and contacts for social media team       | Social media   | No  |
| 31.05.2<br>021 | Moved training under the Europa service catalogue                       | Europa service catalogue                                   | No  |
| 26.05.2<br>021 | Uploaded the quarterly analytics reports for 2020                       | Monitor web traffic usage and analytics                    | No  |
| 22.04.2<br>021 | Uploaded the new Web Request Form for revamps and new sites             | Revamps and new websites                                   | No  |
| 14.04.2<br>021 | Updated the guidelines for copyright notice and disclaimer              | Legal notice and copyright                                 | No  |
| 23.03.2<br>021 | Uploaded information on EUSurvey in corporate solutions                 | EUSurvey   | No  |
| 16.03.2<br>021 | Updated the alternatives to EU jargon                                   | Jargon and clear writing alternatives                      | No  |
| 12.03.2<br>021 | Made the web request form easy to download                              | Revamps and new sites                                      | No  |
| 03.03.2<br>021 | Uploaded how to access the Extranet Confluence Wikis                    | How to access the Extranet Confluence Wikis                | No  |
| 01.03.2<br>021 | Added information regarding hierarchy of headings                       | Formatting   | No  |
| 23.02.2<br>021 | Uploaded a new list of logo exceptions                                  | Logos and Icons  | No  |
| 23.02.2<br>021 | Updated guidelines related to archiving                                 | Archiving  | No  |
| 02.02.2<br>021 | Uploaded new EC standardised and harmonised group 3 templates           | Rules and guidelines per site type                         | No  |
| 26.01.2<br>021 | Updated the list browsers supported                                     | Browser support  | No  |
| 26.01.2<br>021 | Updated information about Europa Analytics                              | Europa Analytics   | No  |
| 19.01.2<br>021 | Updated governance rules on core website                                | Department and related information                         | Yes |
| 19.01.2<br>021 | Change DEVCO in INTPA   | Contacts in DG Communication, per DG and Class managers    | No  |
| 12.01.2<br>021 | Footnote explain 211 countries (and territories counted separately)     | Process to define the 15 classes                           | No  |
| 04.01.2<br>021 | Uploaded rules for adequate protection of data sent over the Internet   | Secure Connection to Commission websites                   | Yes |
| 22.12.2<br>020 | Updated list of corporate solutions                                     | Corporate Solutions  | No  |
| 18.12.2<br>020 | Published the types of content section with news, event and audiovisual | Types of content   | Yes |
| 15.12.2<br>020 | Uploaded new web request form   | Revamps and new websites                                   | No  |
| 13.11.2<br>020 | Uploaded data protection implications for external links                | Web writing guidelines: linking                            | No  |
| 06.11.2<br>020 | Updated the class: live, work and travel in EU                          | EC branded websites top level architecture: the 15 classes | No  |
| 04.11.2<br>020 | Uploaded accessibility requirements for links                           | Web writing guidelines: linking                            | Yes |
| 04.11.2<br>020 | Uploaded the questions and updates of the audience profiles             | Basis for user tests, surveys or polls                     | No  |
| 22.10.2<br>020 | Added EUSurvey in the list of corporate solutions                       | Corporate solutions  | No  |
| 14.10.2<br>020 | Published new rule about site moderation                                | How should websites be moderated?                          | Yes |
| 8.10.20<br>20  | Uploaded Code storage information                                       | Code and documentation storage                             | Yes |
| 8.10.20<br>20  | Added zip. files in the file formats section                            | File Formats   | No  |

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| 6.10.2020  | Added mention of acronyms in URL structure   | URL structure  | No  |
| 5.10.2020  | Made governance bodies publically available  | Governance bodies  | No  |
| 5.10.2020  | Amended the description of EWPP  | Europa Web Publishing Platform   | Yes |
| 1.10.2020  | Uploaded ECL content on partnership websites   | EC branded harmonised websites   | No  |
| 1.10.2020  | Updated Machine Translation page   | eTranslation   | Yes |
| 29.9.2020  | Amended the page regarding Promotional URLs  | Promotional URLs   | No  |
| 24.9.2020  | Amended the procedure description for Cookies  | Cookies  | Yes |
| 9.9.2020   | Amended the warning notice in Rule section   | Iframes  | Yes |
| 13.7.2020  | Uploaded latest version of Commission Style Guide (July 2020)  | Other style guides   | No  |
| 8.7.2020   | Published new and approved Content Types page  | Content types  | No  |
| 28.4.2020  | Added latest version of Web request form (v.04-20) featuring new field: confirmation of the web coordinator  | Revamps and new websites<br>Mobile applications<br>Domains and site names  | No  |
| 27.4.2020  | Added factsheets on 'Funding, Tenders', 'Research and Innovation', and 'EU strategy, political priorities' user surveys to the <a href="#">07. EC branded websites top-level architecture: the 15 classes</a> section of the guide (see page reference)  | Funding, tenders<br>Research and Innovation<br>Strategy  | No  |
| 28.1.2019  | Added COMM B3 service catalogue section to guide   | 15.<br>+COMM+B3+service+catalogue<br><br>01.<br>+Customer+Relationship+Management<br><br>02.<br>+Governance+of+the+Europa+web+domain<br><br>03.+Website+management<br><br>04.+Europa+corporate+tools | No  |
| 24.1.2019  | Added Training videos on Accessibility page to accessibility section of guide  | 01. Training videos on accessibility   | No  |
| 20.12.2019 | Uploaded new web request form (v.12-19) on three pages   | 01.<br>+Revamps+and+new+websites<br><br>02.+Mobile+applications<br><br>04.<br>+Domains+and+sites+names   | No  |
| 19.12.2019 | Linking overview page - inserted clarification - "always specify, with an icon or a label, that the link points to an external site (i.e. a website not under the europa.eu domain)"   | 01. Linking overview   | No  |
| 14.10.2019 | A comprehensive guide on the procedures to follow when adding or editing content on the European Commission's main website (ec.europa.eu/info).  | European Commission website content governance   | Yes |
| 14.10.2019 | Alignment of rules with the new <a href="#">Web Accessibility Directive</a> , including update of reference standard from WCAG 2.0 (AA) to WCAG 2.1 (AA). New sections added on: uploading documents; automated accessibility checking tools; writing an accessibility statement; and content that is exempt from the Directive. New <a href="#">accessibility checklist</a> for content creators available. | Accessibility  | Yes |
| 14.10.2019 | When introducing a new website or revamp request, it is now mandatory to attach the opinion of your DG's IRM or IT portfolio manager, along with the approval of the Head of Communication unit. The new request form is available on <a href="#">Revamps and new websites - Restricted</a> .  | Revamps and new websites request procedure   | Yes |
| 14.10.2019 | If required, websites must make use of Europa Webtools and cannot feature third party tools and services.  | Third-party tools vs corporate tools and services  | Yes |
| 14.10.2019 | Use of the cookie consent kit is mandatory on each page of the European Commission web presence, regardless of the cookies used.   | Cookies  | Yes |
| 14.10.2019 | In place of templates, the Commission has launched the Europa Component Library, which provides reusable design elements and visual standards for all EU and EC branded websites and web information systems. The components must be used following the specific design rules depending on site category.  | Europa Component Library   | Yes |

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| 14.10.2<br>019 | Depending on their content, new websites and revamps will need to comply with the design constraints linked to their branding and site category.   | <a href="#">Design rules and guidelines for the European Commission's websites</a>       | Yes |
| 14.10.2<br>019 | <p>New model defined to ensure the coherence, relevance and cost-effectiveness of the Commission's web presence and that its look and feel remains consistent and inspires confidence.</p> <p>Depending on the type of content, two types of branding can be applied to European Commission websites: EU or EC branded. In addition, the model identifies three new categories of websites – core, standardised and harmonised. These new website categories have been created to match various communication objectives. Note that they come with their own design constraints.</p> | <a href="#">Categories of European Commission websites: branding and site categories</a> | Yes |