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Finite and Non-Finite Clauses in Administrative Style

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Z á s a d y   p r o   v y p r a c o v á n í :

Cílem práce je analyzovat poměr výskytů finitních a nefinitních konstrukcí v anglických textech administrativního stylu, především s ohledem na jejich syntaktické funkce. V teoretické části se autorka zaměří především na popis jednotlivých typů finitních a nefinitních vět a jejich očekávané použití ve vybraných textech. V centru zájmu budou věty závislé, jejich kategorizace bude provedena podle formálních a funkčních kritérií. V praktické části bude na několika vzorcích textů administrativního stylu sledovat reálný výskyt těchto struktur v jednotlivých syntaktických funkcích. Po kvantitativním zpracování svých zjištění se bude autorka snažit vysvětlit rozdíly v jejich využití.

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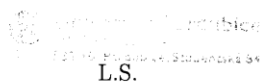
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Prohlašuji:

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Souhlasím s prezenčním zpřístupněním své práce v Univerzitní knihovně.

V Pardubicích 23. 6. 2015

Hana Macková

ANNOTATION

This Bachelor Thesis deals with non-finite and finite dependent clauses and their distribution in the administrative style. The thesis gives details about the whole system of non-finite and finite dependent clauses. The analysis of two administrative texts focuses on the proportion of dependent clauses and the classification of their functions.

KEYWORDS

non-finite and finite dependent clauses, sentence condensation, participles, gerunds, infinitives

NÁZEV

Finitní a nefinitní věty v administrativním stylu

ANOTACE

Tato bakalářská práce se zabývá nefinitními a finitními závislými tvary v administrativním stylu. Vysvětluje celý systém nefinitních a finitních závislých tvarů. Analýza textů administrativního stylu se zaměřuje nejen na frekvenci výskytu těchto závislých vět v textech, ale i klasifikaci z hlediska funkcí.

KLÍČOVÁ SLOVA

finitní a nefinitní závislé věty, redukce vět, participia, gerundia, infinitivy

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LIST OF SUMMARY CHARTS

LIST OF ABBREVIATIONS

(used in the analysis and in administrative texts)

1/ACR – text number 1/ EU Anti-Corruption Report

2/HA-CP – text number 2/ Humanitarian Aid and Civil Protection

F - Finite

NF - Non-finite

To-I - *To* infinitive

BI - Bare infinitive

P-*ing* - Present Participle

P-*ed* - Past Participle

G - Gerund

S - Subject

Extrp. - Extraposition

SC - Subject Complement

AdjC - Adjectival Complement

O - Object

DO - Direct Object

Adv – Adverbial

AdvP – Adverbial purpose

Att – Attributive infinitive

App – Appositive

PrO – Prepositional Object

PrC – Prepositional Complement

Post.Mod. – Post-Modification

Pre.Mod. – Pre-Modification

Cond. – condensation

Intrg. – Interrogative

RRC – Restrictive Relative Clause

NRC – Non-restrictive Relative Clause

SRC – Sentential Relative Clause

Introduction

The bachelor thesis deals with non-finite and finite dependent clauses in the administrative style. The main aim of the thesis is to find out the distribution of non-finite and finite dependent clauses in two administrative texts, to contrast the frequency of their use and to identify their functions. The thesis is divided into two parts, the theoretical part and the practical part.

The theoretical part gives details about the whole system of non-finite and finite dependent clauses. Since non-finite verb forms play an important role in the whole system, the development of non-finite verb forms is briefly mentioned from a historical point of view.

The practical part is based on the analysis of two English texts in the administrative style to gain a more varied sample of language from each text and to compare the proportion of the use of finite and non-finite dependent clauses. The obtained instances are classified from the point of functions.

NON-FINITE DEPENDENT CLAUSES

1. LONG-TERM TRENDS IN THE EVOLUTION OF ENGLISH NON-FINITE CLAUSES

To begin with, Present-Day English is characterized by a complex system of non-finite clauses – infinitival, gerundial and participial. To be able to understand the whole system of non-finite clauses, it is worth mentioning the development of non-finite verb forms from a historical point of view.

The system of Present-Day English has been the subject of restructuring since older stages of language, such as Old and Middle English. While some of these changes have been small and not very important, other changes have been "systematic long-term drifts" (Leech 2009, 181). One such long development is "the spread of infinitival subordinate clauses at the expense of finite ones" and "the spread of infinitival *wh*-complement clauses" (Leech 2009, 182). Further, if we move to adverbial subordination, we easily find other instances of variation between finite and non-finite clauses, for instance, in the area of clauses of purpose and result. There is a choice between *in order that* and *in order to.* Those innovations are measured in centuries rather than decades. (Leech 2009, 182)

Secondly, if the spread of infinitival complement clauses at the expense of finite ones is a phenomenon, then the rise of the gerund is a more recent phenomenon, dating back to the 17th century. As Leech gives the details, "the deverbal noun ending in *-ing* began to take on verbal and clausal properties and it emerged as an additional competitor in the domain of clausal subordination" (2009, 185). That it is a more recent phenomenon proves investigations of larger databases, both The British National Corpus and Oxford English Dictionary quotations, and as Leech emphasizes, they "allow robust statistical generalizations and additionally show that the reversal of preferences in favour of the gerund is of very recent origin, in fact an entirely 20th century phenomenon" (2009, 185).

2. GENERAL CHARACTERISTIC OF NON-FINITE CLAUSES

They can be classified either by structural type (in terms of the elements they themselves contain) or by function (structural position they have in the superordinate clause), fully described in the following chapters.

There is the absence of a finite verb form. They have no tense and they cannot include a modal verb, there are no distinctions of person and number.

If there is no "overt link" (Biber 2002, 226), the non-finite verb form itself indicates that the clause is dependent. In most cases, there is no problem in recognising when a dependent clause is beginning.

Non-finite clauses have the ability to do without a subject, although in many kinds of non-finite clauses a subject is optional. If there is no subject, then the clause requires "understood subject" that is recoverable from the linguistic context. If *to*-infinitive clause contains an "overt subject" (subject is expressed), then this subject is introduced by *for* that is taken as a clause subordinator. (Hudleston 2002, 65)

That subject and finite verb can be omitted is a sign that the meaning should be recoverable from the context. But on the other hand, this advantage of "compactness" must be balanced against ambiguity. *We met you (when you?/we?were) leaving the room.* (Quirk 1972, 724)

Finally, non-finite clauses contain such exclusive non-finite verb phrases that can change finite clauses into non-finite clauses. Therefore, it will be paid particular attention to the manner in which English makes use of gerund, the infinitive and the participles.

3. NON-FINITE VERB PHRASES

With the help of **the gerund, the infinitive and the participles**, a finite dependent clause with the subject and the verb realized by a finite verb phrase can be changed into a non-finite clause without "overt subject" and with a non-finite verb form expressing so-called "secondary predication" (Petrlíková 2006, 6). The founder of English studies on Czech English contrastive basis Vilem Mathesius considers the gerund, the infinitive and the participles as means of "complex condensation" or sometimes called "sentence condensation" because it is possible to express "entire complexes of content" (1975, 146).

Before the description of non-finite clauses, it is worth mentioning the gerund. This term does not appear in some reference books at all. Mostly this term is replaced by the term "-*ing* participle" (the Comprehensive Grammar of the English Language) or "-*ing* form" (in the Longman Grammar of Spoken and Written English). Huddleston in the Cambridge Grammar of the English Language introduces the term "gerund-participle" (2002, 1220). Petrlíková in her work dealing with the gerund also covers a brief comparison of the view of the gerund in representative grammar books and also finds that most grammarians use the term –*ing* participle or –*ing* form (2006, 8,9).

Vilém Mathesius explains that "owing to the difficulties involved in drawing a clear line between the English gerund and the present participle some grammarians do not distinguish between the two forms and refer to both by the term verbal –*ing* (e.g. Kruisinga)" (1975, 130).

We can consider the gerund a distinct non-finite form that combines nominal features, such as the modification by possessive forms on nouns and pronouns, and typical verbal features and mainly, it takes nominal functions, such as a subject, a direct object, a prepositional object, a subject complement, an adjectival complement, an attribute of a noun and also as an adverbial. Therefore, the gerund has its own qualities and its functions within the sentence and that is why, it can be regarded as a distinct category. As Mathesius mentions, "in most cases it is possible to determine conclusively whether the form in question is the participle or the gerund, though in a minority of cases this determination involves difficulties" (1975, 130).

Non-finite verbal constructions and their use as means of complex condensation serve to distinguish these classes of non-finite clauses: infinitive clauses, *ing*-participle clauses, *ed*-participle clauses and the clauses with gerundial constructions belonging to the category of

"nominal clauses" (Quirk 1985, 1048) because just as noun phrases may occur in a range of functions and their high frequency of distribution is supposed to be in administrative style.

3.1 Gerund and its functions

3.1.1 Subject

Clauses with the gerund can occur before the verb in the subject position. This position is also sometimes called "pre-predicate position", because the complement clauses can come before the predicate. *Her coming was quite useless.* (Biber 2004, 310)

If the subject of the gerundial construction is not expressed, it is called "covert subject" (Petrlíková 2006, 19). In this case the subject is recoverable from the linguistic context.

The other situation is that the subject of the gerundial construction is implied, it is called "overt subject" (Petrlíková 2006, 19).

When the subject occurs, it can be expressed by the genitive case (*his/John′s making)*, the objective case for pronouns or common case for other noun phrases (*him/John making)*. Quirk takes the view that "the genitive has a stilted effect, and it is .particularly unsuitable when the subject is an inanimate or abstract noun phrase which would not normally take the genitive case" (1972, 741).

If the agent of the action is not indicated by the actual subject of the gerundial construction, the general agent might be implied. *Sailing on the lake is great fun.* (Dušková 2006, 571) Then, this general item realizing the actual subject can also occur in the possessive case or in the objective case. *His leaving no address was most inconvenient.* (Dušková 2006, 572)

However, there are other alternatives. The extraposition with the anticipatory *it* is more common. *It is dangerous doing things like that.* Further, the gerund in the function of the subject can occur after the existential construction *there is. There was skating and tobogganing.* (Dušková 2006, 572)

3.1.2 Subject complement

The gerundial constructions can appear in copular predictions with "copulas" or "linking verbs", but mostly with the "colourless copula" *be* (Quirk 1972, 820). A copular verb is used to link the subject and the complement of a clause. It can be preceded by the preposition. *He is not above lending a hand.* (Dušková 2006, 573)

3.1.3 Object

The gerundial constructions in this function involve the gerund after one-word verbs, after phrasal verbs, after prepositional verbs and after phrasal-prepositional verbs. Despite this formal difference, there is one common feature. As Petrlíková mentions, they are "di-valent" (2006, 99). They need an object as the other constitutive element and this element can be realized by the gerundial construction.

He ought to give up walking along the Harrow Road. (Petrlíková 2006, 99) (gerundial object after phrasal verb)

There are a lot of verbs that are complemented by the gerundial constructions in the function of the **direct object**. According to the type of the superordinate verbs preceding the gerundial constructions, we may deal with the gerundial direct object after one-word verbs.

After certain verbs the gerundial object can alternate with the infinitive object. The most frequent verbs are *hate, like, try, prefer, regret, intend, begin, start, remember, cease, plan.* For instance: *I prefer typing/ to type all my letters.* Mostly they are used with a slight difference. *I remember posting the letter* (something has happened) x *Remember to post the letter* (something is going to happen). Whereas after the verb *stop* the gerund is in the function of the object, the infinitive is in the function of adverbial. (Dušková 2006, 575)

The agent of the gerundial construction is not expressed if it is identical with the subject in the superordinate clause or the subject is understood from the previous context. *He denies knowing anything about it.* (Dušková 2006, 573)

If the agent of the gerundial construction in the function of the direct object is different from the subject in the superordinate clause, it can be also expressed by the possessive or objective form. *I hope you don´t mind my having used your typewriter.* (Dušková 2006, 573)

3.1.4 Prepositional object

The gerundial constructions appear often in the function of the prepositional object. The gerund can follow prepositional verbs or phrasal prepositional verbs. *Petworth is just thinking of returning to his room.* (Petrlíková 2006, 99) In this example the subject of the gerundial construction is not expressed because it is identical with the subject in the superordinate clause.

If the agent of the gerundial construction is not mentioned, it is expressed by the possessive or the object form. The possessive form is considered more suitable in the object gerund. *You may depend upon my not mentioning it.* (Dušková 2006, 573) As Matthesius mentions, "possessive attributes undoubtedly emphasize the substantival character of verbal noun" (1975, 151).

3.1.5 The second prepositional object

There are the verbs that require alongside the prepositional object another non-prepositional object that is immediately after the verb. *He didnˊt prevent her from preferring the solace of the old wisdom.* (Petrlíková 2006, 134)

3.1.6 Adjectival complement

There are a lot of adjectives that are followed by an adjectival complement performed by the gerund. In most cases, the controlling adjective is followed by a preposition. *She was proud of being a mother.* (Matthesius 1975, 151) As it is noticeable in previous example, the gerund can even be formed from the copula. The gerund is after the adjectives, such as (*be*) *afraid of*, *capable of, certain of, efficient in, content with*, (*be*) *fond of, good/bad at, happy about, successful in* and many others. (Dušková 2006, 576) Most adjectives express a personal feeling or attitude or some evaluation of the idea.

3.1.7 Pre-modification of Nouns

In clauses the gerund can appear in the position before a noun and its function is a pre-modifier of a noun. The gerundial pre-modification occurs in cases, such as *filling station, flying time, swimming pool, spending money, running water* and other cases (Dušková 2006, 577). In all previous cases it is noticeable that that the gerundial pre-modifier and the noun convey the meaning that "something is used for something or doing something" (Petrlíková 2006, 64). In this way the gerundial pre-modification is different from the participle one. It is obvious if we paraphrase *swimming pool = the pool for swimming*. What is more, the gerundial pre-modification also differs from that participial one phonologically. Petrlíková (2006, 63) and Dušková (2006, 577) agree that "the gerundial pre-modification with its head-noun create one intonation unit with the main stress on the gerund and the secondary stress on the noun." Those phonological and semantic aspects might help to differ from the gerund and the participle although they seem to be similar. On the other hand, Petrlíková admits that

sometimes "the borderline between the gerund and the present participle in the pre-modifying function is not clear-cut and then, it depends on the interpretation of the context" (2006, 64).

3.1.8 Prepositional complement

Gerundial post-modification of substantives occurs after prepositions. It can alternate with the infinitive or with a finite dependent clause. *The idea of getting up (that I should get up) at six is repulsive to me*. (Dušková 1006, 578)

3.1.9 Adverbial

The gerundial adverbial occurs mostly after prepositions, which in most cases predetermine the category that they convey. The only case, which is realized by the gerund immediately following the verbs of the movement, is the category of "goal." *Do you go swimming?* (Dušková 2006, 578)

The categories of the gerundial adverbials:

after, before, on, in: "time" - *On my entering the room all conversation stopped*. (Dušková 2006, 578)

by, through, by means of: "manner/means" and possible to ask "in what manner or by what means" - *The linguist can provide insights about the nature of language by describing it accurately and comprehensively.* (Dušková 2006, 578)

as, than: "comparison" - *It´s quicker than going (to go) by train.* (Dušková 2006, 578) The alternation with the infinitive is possible.

without, instead of, far from, apart from, in addition to, besides: "accompanying circumstances" – *I simply can´t put him off without making a scene.* (Petrlíková 2006, 147)

for: "cause", "purpose" – *I do recommend it for loosening the inhibitions.* (Petrlíková 2006, 147)

into: "result" – *I talked him into going with us.* (Dušková 2006, 579)

by: "agency in passive" – *We were interrupted by a knock at the door, followed by its opening* ...(Dušková 2006, 579)

3.2 Present participle

3.2.1 Pre-modification

There are some significant features typical for –*ing* participle expressing:

Permanent features: *developing countries, an entertaining person, a weeping willow*

The latest features: *a growing tendency, a vanishing view.*

The modifying participle is more acceptable if it is pre-modified itself – *a quickly spreading epidemic.*

The attribute participle corresponds to the relative clause - *the shivering boy = the boy who is shivering.*

Participles are easily moved into adjectives and they can be intensified, e.g. *a most astonishing piece of news.* (Dušková 2006, 581)

3.2.2 Post-modification

Present participle in post-modification corresponds with the relative clause, e.g. *the children going to school* (condensing function) = *the children who go to school.*

It must be emphasized that –*ing* forms in post-modifying clauses should not be seen as abbreviated progressive forms in relative clauses. Therefore, *the children going to school* does not correspond with *the children who are going to school.* Present participles can be even formed from verbs that are not allowed to use in progressive forms (stative verbs), e.g. *a box containing cigarettes.* (Dušková 2006, 581)

The passive form is possible. *The use of this technique depends on the language being taught.* (Dušková 2006, 581)

3.3 Past participle

3.3.1 Pre-modification

In pre-modification participle -*ed* mostly indicates the result, e.g. *a broken window, a torn dress.* However, the above-mentioned case is not used generally because it is not possible to use *the found car* or *the bought car.* (Dušková 2006, 581)

If there is no result meaning, the use of participle -*ed* is very seldom. It is acceptable if it is pre-modified itself, such as *the above-mentioned case* or *the recently found manuscript.* (Dušková 2006, 582)

Participle –*ed* expressing physical conditions is easily moved into adjectival qualities that are indicated by intensification. *Hi face wore a very bored/disgusted/excited/worried occupation.* (Dušková 2006, 582)

3.3.2 Post-modification

The participle is firmly linked with the passive voice and there is correspondence with relative clauses. *A report written by my colleague appeared last week.* (Quirk 1985, 1265) The antecedent is always identical with the implied subject of the –*ed* post-modifying clause, as it is with – *ing* participle.

3.3.3 Other condensing functions of participles

On the contrary with the Czech language, participial constructions occur in English very often. The subject may be in the superordinate clause but it does not have to be expressed in the subordinate clause. It is linked with temporal coexistence of two actions that have the same subject. *I lay on my bed, tossing restlessly.* (Dušková 2006, 583)

To avoid vagueness, both English participles may be accompanied by subordinate conjunctions (*after, before, since, when, while)* defying the semantic category of adverbial clauses. W*hen going home, I met a friend.* (Mathesius 1975, 149)

3.3.4 Dangling participle

The agent in the participial construction is not expressed and even it is not identical with the subject in the superordinate clause. So-called style "fault style" is traditionally termed "unattached" (Quirk 1972, 757) or "dangling" participle. (Dušková 2006, 585) *Flying through the air at the speed of the sound, a sudden thought struck me.* (Quirk 1972, 757) The subordinate clause has *I* as the subject, but the first pronoun does not actually occur as the subject. The general agent of the action including the author or the reader is implied. In scientific literature the use of "unattached participle" is such a "convenient solecism" and it is almost accepted as an institution. (Quirk 1972, 757)

3.3.5 Absolute constructions

Another point is the use of the participial constructions with the agent that differs from the subject of the governing clause. They are so-called "absolute constructions" (Mathesius 1975, 149). In the Czech language these sentences correspond with the sentence including some conjunctions. *He led the way down the slope, his shadow stretching behind him on the grass* (Dušková 2006, 585). Mathesius explains that the participle in these constructions is more applicable if "it can find the support in an actual element of the governing clause" (1975, 149). Then, the previous sentence might be introduced with the preposition *with*: ... *with his shadow stretching behind him* ... An absolute construction may even contain existential predication. *There being no way of escape, they reminded sitting silently.* (Mathesius 1975, 94) Absolute constructions often occur in written language, particularly in the professional style.

3.3.6 Object complement

Both participles have also the function of the object complement that is the contrast with the attribute. The attribute refers to the role of an adjective phrase as a modifier before a noun whereas the object complement has the predicative function. *I saw his growing success* (the attributte). *I saw his success growing* (the object complement). (Dušková 2006, 586) But ambiguity can arise, such as *I saw him walking across the bridge.* (*I* or *he was walking*) (Dušková 2006, 586) The participial following the object does not have to be related to the object. The participle as object complement is often after the verbs *hear, see, watch, smell* and other verbs, such as *catch, come upon, describe, discover, find, keep, leave.*

The agent of the participle construction does not have to be the subject of the governing verb, but the general agent. The stereotype phrases, such as *broadly speaking..,* are similar to a disjunct. Participles, such as *concerning, regarding*, might be identified as prepositions. (Dušková, 2006, 584)

3.4 *To* infinitive clauses

To infinitive nominal clauses serve a wide range of functions.

3.4.1 Subject

Subject *to*-clauses are rare in all registers. When they occur, they are used primarily in academic prose. In almost all cases, subject *to*-clauses are used for given information and create cohesion with the previous discourse. Sometimes subject *to*-clauses are used parallel to express a balance of connected ideas. Further, the rest of the subject *to*-clause is a complex construction with "an equation", such as: *To argue otherwise is (to betray millions of people).* (Biber 2002, 340)

Another case may be the presence of the subject and the preceding *for*, which is acting more as a conjunction, or a clause introducer, than as a preposition. *For a brigade to collapse like that (is unbelievable).* (Quirk 1972, 739)

In general, the common choice is that clausal subjects often tend to be moved to the end of the sentence. Such sentence structures are called "**extraposition** with anticipatory *it*" (Dušková 2006, 543). There are many adjectives that can control extraposed *to*-clauses. These forms especially appear in news and academic prose. Adjectives taking extraposed *to*-clauses come from three domains. Firstly, the most common domain is "necessity" or "importance" with adjectives *essential, important, interesting, necessary* and *vital. If you want peace it is important to stay cool.* (Biber 2002, 339) Secondly, there are adjectives marking "difficulty", *impossible, hard, tough and easy. It may be tough to attract people.* (Biber 2002, 339) Thirdly, there are adjectives expressing "some specific evaluation", *bad, good, nice, wonderful* or *worse. It is good to see them in the bath.* (Biber 2002, 339)

3.4.2 Subject complement
To-clauses acting as the subject complement occur after copular verbs. They are relatively common in written registers. There are four major uses of the subject complement. They are used as "framing points in a discussion, introducing an aim and a methodology and finally, making a balanced sentence structure when a *to*-clause is also subject" (Biber 2002, 334). *To argue otherwise is to betray millions of people.* (Biber 2002, 340)

3.4.3 Adjectival complement
The adjectives that control *to*-clauses fall into five semantic categories: "degree of certainty" (*certain, sure, unlikely, likely),* **"**ability or willingness" (*ready, willing),* "emotion or stance" (*glad, sorry),* "ease or difficulty" (*easy, hard, difficult),* "evaluation" (*nice, smart, bad). I am certain to regret it.* (Biber 2002, 335) Since these structures are one of the essential devices

for expressing stance, they occur mainly in academic prose. They are also distributed in news because a person´s stance is expressed.

To-clauses controlled by adjectives can have subject-to-subject or object-to-subject raising. In all four registers, *to*-clause structure with subject-to-subject raising is much more common. The essential reason is so-called "information flow." The main clause subject is given information that refers directly back to the topic and comes before new information. *(The government) is unlikely to meet the full cost.* (Biber 2002, 338) *The government* is grammatical subject of the main clause, however, the logical subject of the main clause is *to*-clause. To see the logical subject, the whole structure can be paraphrased by *that*-clause or by the extraposed subject. *That the government will meet the full cost is unlikely.* (Biber 2002, 338)

3.4.4 Object

Generally, the analyses of the object + the infinitive construction might be distinguished according to whether the object is a constituent part of the superordinate clause or it is not. *He asked me to invite his brother* (the part of the superordinate clause). *I want John to accompany you* (it is not the part). (Dušková 1999, 30)

Infinitival objects occur after transitive verbs (*expect, demand, afford, deserve, determine, manage, offer, refuse, seek* and many others). The agent of the infinitive is identical with the subject of the main clause. *I expect to be back on Sunday.* There are possible alternative constructions with finite subordinate clauses or with the gerund. *I expect that I shall be back on Sunday. I would prefer to go/going home.* (Dušková 2009, 550)

Further, the nominal component to the infinitive construction is not a constituent part of the superordinate clause, but only the agent (the subject) of the infinitive clause. The verb has the same meaning, whether created by a noun alone or with a noun followed by an infinitive. *He hates John* (*he hates* relates to *John*) / *He hates John to be troubled* (the semantic of the verb *hate* is related to the whole infinitival construction, not only to *John*). (Dušková 1999, 32) The verbs, such as *desire, dislike, expect, like, love, prefer, want, wish and others* belong to this group, but at the same time they belong to the group of verbs where the agent of the infinitive construction is identical.

With the verbs such as *admit, assume, suppose, declare, believe*, *consider, show, think* and others there is no question about the constituent role of the nominal element because represents "an exclusive component of the infinitive clause." The infinitive construction after these verbs is mostly copular (with *be*). *I admit him to be clever.* (Dušková 1999, 33) The alternation with *that*-clause is possible.

The different group of the *verbs* are the verbs of sensual perception, such as *see, watch, observe, witness, hear* and *feel.* The bare infinitive presenting verbal action as a completed fact alternates with the participle presenting its progress. *I saw him arrive/arriving.* (Dušková 1999, 32) The object + the infinitive after verbs of perception appear to be a borderline case**.** The element before the infinitive might belong only to "secondary predication" (Dušková 2006, 553), or to "apo koinou construction" (Dušková 2006, 554) or an exclusive element of the governing verb with the classification as S-V-O-OC. However, Dušková says that from a functional point of view, mostly these verbs belong to the group of verbs with a shared element (apo koinou) representing the recipient of verbal action in the superordinate clause and at the same time the agent (subject) in the infinitive clause (2006, 554).
There are other verbs that they have the bare infinitive and can belong to this group of verbs with a "shared element", such as *bid, let* or *help.* (Dušková 2006, 554).
Regarding "apo koinou construction", we might talk about the double function of the nominal element. The infinitival construction is either the direct object or the prepositional object.

The Infinitive in the function of the direct object is with ditransitive verbs, such as *tell, advise, recommend, forbid, teach, phone, wire ...* (Dušková 2006, 555). The direct object is preceded by the indirect object. *He taught me to swim.* (Dušková 1999, 34) The indirect object is a shared element.

The infinitive after the verbs *phone, write, signal, wire, motion* displays adverbial features. *He wrote me to send him some money.* (Dušková 1999, 36) The indirect object is a shared element again. The object + infinitive after these verbs might be identified as indirect and direct object. However, it is much more common that they occur without a direct object. *I'll write (to) you.* (Dušková 1999, 37) The infinitive can be paraphrased by a prepositional phrase: *He wrote me for money.* (Dušková 1999, 37)

Further, the object + infinitive construction can appear with verbs that take two objects, direct and prepositional, such as *warn, ask, persuade, encourage, invite, remind* and others. The infinitive might be classified as a prepositional object from the point of syntactic-semantic structure of the verb or as an adverbial element where the connection with the verb and the direct object is looser. A direct object is a shared element of the superordinate and the infinitive clause. *I asked him to do me a favour.* (Dušková 1999, 37) These constructions might be classified as S+V+O+Oprep or S+V+O+Adv.

The infinitive might occur after the verbs, such as *ask, decide, describe, learn, teach, show, wonder, tell, know* and others with the preceding *who*-element. *I don´t know what to choose.* (Dušková 2006, 557) The infinitive is the only object and the agent of the action is identical with the subject of the main clause.

Finally, the agent of the infinitive construction might be accompanied by the preposition. The element preceding the infinitive construction can be a shared element or only an element of the infinitive construction. *You may rely upon us to do our best - You may rely upon us/on it that we shall do our best.* (Dušková 2006, 558)

3.4.5 Adverbial infinitive

The clearest example of the adverbial infinitive is the infinitive of purpose. Apart from being independent of the verb in the superordinate clause, the infinitive of purpose differs from the object + infinitive constructions in two respects. It can always be expanded by means *in order* or *so as* and further, the agent of the activity in the infinitive construction is as a rule identical with the subject of the superordinate clause. The verb followed by the infinitive of purpose must be compatible with the feature "intentionality." *I opened the window to air the room.* (Dušková 1999, 38) Although the infinitive of purpose is almost certain, in some instances its borderline becomes unclear: *He phoned me to confirm the date.* (Who wants to confirm the date *he* or *I*?) (Dušková 1999, 39)

If the agent of the action in the infinitive construction is different, it has to be expressed with the preposition *for. He opened the door for her to go out.* (Dušková 2006, 562)

The position of the adverbial infinitive is mostly at the end. However, it may occur at the beginning as a link function, and then the adverbial infinitive might become weaker. Some

infinitive phrases are considered to be more of a conjunct or disjunct, than a real condensed subordinate clause, such as *to begin with.* (Dušková 2006, 563)

The infinitive of goal occurs after the verbs of movement and it differs from the infinitive of purpose because there is no possibility to use *so as, in order to. She has sent me to collect the luggage.* (Dušková 2006, 563) In the case of ditransitive verbs the infinitive is not in the position of the direct object, but it alternates with the prepositional object. The infinitive of goal might occur after the verbs *see* or *serve. One can´t see to read in this poor light.* (Dušková 2006, 563)

3.4.6 Attributive infinitive

Infinitive clauses as post-modifiers allow correspondence with relative clauses where the relative pronoun can be not only subject, but also object or adverbial. There is no *–ing* or *–ed* clause as post-modifier which allows correspondence with relative clauses where the pronoun is adverbial. The attributive infinitive fulfils the following criteria:

Alternatively, we might have fully explicit relative clause construction with preposition + relative pronoun. *The place at which you should stay ... = The place at which to stay is...* (Quirk 1985, 1266)

The attributive infinitive occurs after substantives with the exclusive determination, such as *the only*, the determiner, superlatives or ordinals, *next* or *last*. *The next train to arrive was from York.* (Quirk 1972, 878)

The attributive infinitives stand in the post-modification of nouns and often express some kind of attitude or modality, especially the infinitive attributive passive. *The case to be investigated tomorrow ...* (Quirk 1985, 1267)

The mood is a far more variable factor, "the range accounted for in the adverbial infinitive clause is available for noun phrase post-modification" (Quirk 1972, 879).

In some cases, active infinitives post-modifying clauses are natural. *I´ve got letters to write tonight.* (Quirk 1985, 1268)

In some cases, the attributive infinitive is close to the purpose. There is a possible alternation with the preposition *for*. *I have no time to discuss it. I have no time for discussing it.* (Dušková 2006, 567)

After substantives, such as *idea, question, problem* and *discussion,* the attributive infinitive is introduced by the question words (*how, what*). *I have no idea how to achieve it.* (Dušková 2006, 566)

3.4.7 Appositive infinitive

Appositive post-modification is common by means of infinitive clauses and meets the following criteria.

A restrictive example (*The appeal to give blood)* might correspond to the finite *that people (should) give blood.* (Quirk 1985, 1272)

Firstly, it is found after nouns involving human control (intrinsic uses) (*agreement, proposal, resolution, determination, decision, willingness, refusal, invitation, will).*

Secondly, the constituent expressing modality and the following verb have different subject. *... her father´s permission (for her) to do the job.* (Quirk 1985, 1273)

Thirdly, it appears after nouns involving human judgment (*risk, hope, possibility).*

What is more, certain nouns tend to have post-modification by *to*-infinitive (*chance, obligation, power, need, plan).*

Appositive infinitive is especially suitable for cases where the subject of the infinitive is expressed. *Such schemes leave the worker some freedom to regulate it.* (Quirk 1985, 1274)

4. VERBLESS CLAUSES

Verbless clauses might be considered a special type of non-finite clause. It is a clause containing no verbal element at all and it is also subjectless. The omitted finite verb can be assumed to be a form of the verb *be* and the omitted subject can be treated as recoverable from the context. *Whether right or wrong, he always comes off worst in argument* (whether he is right or wrong). (Quirk, 1972, 725) The verbless clauses might be reduced to its minimum of a single complement or adverbial and then, it might not be easy to distinguish from an appositional construction.

FINITE DEPENDENT CLAUSES

5. GENERAL CHARACTERISTIC

The finite clause always contains a subject as well as a predicate.

Subordinators are the most important device of subordination. Formal indicators of subordination are subordinating conjunctions, *wh*-elements, the relative pronoun *that* is a subordinator marker in relative clauses, and it also might be subject–operator inversion in some conditional clauses.

The finite dependent clauses also perform a wide range of functions as it is fully described in following chapters.

On the basis of these functions, there is a classification similar to the functional classification of smaller units. There are the classes of clauses we shall distinguish: **nominal, adverbial, relative, comparative, comment** clauses.

6. NOMINAL CLAUSES

The syntactic roles of nominal clauses are comparable to those of a noun phrase. Just as noun phrases, they might occur as a subject, an object, a subject complement, a prepositional object, a prepositional complement, an adjectival complement, in extraposition and appositive. Nominal clauses fall into the following categories (Quirk 1985, 1048)

- that-clause, or dependent declarative clause

- dependent interrogative clause

- subordinate exclamative clauses

- nominal relative clause

- *to*-infinitive clause and *–ing* clauses (non-finite, discussed in the previous chapter)

6.1 *That*-clauses

That-clauses can occur as a subject, a direct object, a subject complement, appositive and an adjectival complement. However, they cannot occur as a prepositional complement or as an object complement. When *that*-clause is a direct object or a subject complement, the conjunction *that* can be omitted in informal use and therefore, the clause can be called "zero *that*-clauses." *I knew/I told him/I´m sure he was wrong.* (Quirk 1972, 734) In conversation, omission of *that* is typical, in contrast to academic prose, *that* is "carefully produced, and has elaborated structures" (Biber 2002, 321). Dušková refers to "the asyndetic connection" after the verbs *think, suppose, believe, say, hear, know, see, understand, be told, propose* and *confess* and after adjectives. *We´re glad you´ve come.* (2006, 595) In formal speech (after the verbs *agree, announce, argue, assume, calculate...)* there is no asyndetic connection.

That-clause as the **subject complement** to a copular verb usually has three functions. Firstly, it describes a problem of some kind. Secondly, it can present reasons, results or conclusions. Thirdly, it presents truths of facts. *The truth is that the country is now specialising ...* (Biber 2002, 313) Subject complement clauses are used mostly in news and academic prose.

The most common construction with *that*-clause is the **extraposition** with the anticipatory *it.* They usually show the attitude of the speaker or writer. Extraposed *that*-clauses controlled by verbs are less common, in contrast to copulas *be, seem* and *appear. It´s a wonder he´s got any business at all.* (Biber 2002, 317) Some common adjectives controlling extraposed *that-*

clauses are *clear, (un)likely, (im)possible, true.* Importance and evaluation adjectives with extraposed *that*-clauses are most common in academic prose. The asyndetic connection occurs particularly in extraposition after adjectives or substantives.

Subject *that*-clauses and extraposed *that*-clauses are equivalent structures. In both cases, *that*-clause is a logical subject of the sentence. Since subject *that*-clauses are rare in all registers, their use is due to special discourse functions and there might be some important factors for this choice. For instance, the subject *that*-clause provides a link with previous discourse or it might be a personal style (sport writers).

That-clauses as **objects** are very common with mental verbs (*think, guess, know, see*, *feel, believe ...*) Mental verbs are less common in academic prose because academic writers do not mark personal thoughts. *I know I told you.* (Biber 2002, 316) The pattern in the previous example is verb + *that* clause.

As the **adjectival complement**, *that*-clause occurs after adjectives of certainty (*certain, sure*) and emotive (*afraid, angry, sorry*). Adjectives + *that* clause typically occur with a human subject. *I´m sorry I hit you just now.* (Biber 2002, 318)

Should is quite extensively used in *that*-clauses to express a putative idea. *The idea is that the education for the over-sixteens should be improved.* (Quirk 1972, 784)

6.2 *Wh*-interrogative clauses

Wh-element is represented in interrogative clauses, except *whether* that is used only with interrogatives. They occur in the whole range of functions available to *that*-clause, and in addition they can act as **prepositional complement**. *She was amazed at how exhausted she was.* (Biber 2002, 324)

 They are used with verbs *ask* and *wonder* to present an indirect question and then, *wh*-element corresponds to an object. The most common verb controlling *wh*-clause is *know* in conversation because it is reported what a speaker know or does not know.

They often occur in the **direct object position**. *I can´t imagine what made him do it.* (Quirk 1972, 735) Two important grammatical patterns are used in *wh*-clauses, verb + *wh*-clause (*know, remember, see)* verb + NP + *wh* clause (ask, show, tell)

In fiction and in academic prose can also occur as **subjects**. *How to read the record is the subject of mu of this book.* (Biber 2002, 323)

Further, they occur as **subject complements** and **adjectival complements**. Wh-clauses that are complements of adjectives can also be extraposed.

Wh-clauses are less common in academic prose. However, there are some mental and communication verbs dealing with description and therefore, they might be useful in academic prose. *We need to discover what they believe about AIDS.* (Biber 2002, 323)

7.3 Yes-no interrogative clauses

They are formed with *if* or *whether* to introduce dependent interrogative clauses expressing indirect questions. With the verb *ask*, they operate as an indirect speech. The dependent alternative question is formed with *if/whether...or* but only *whether* can be directly followed by *or not (whether or not). Wh*-clauses beginning with *whether* cannot be made negative, whereas *if* interrogative can. *I don´t care if it doesn´t rain.* (Quirk 1972, 737) *If* cannot occur in the subject position. While i*f*-clauses are more common in conversation, *whether*-clauses are used with more formal discourse.

6.4 Exclamative clauses

Subordinate exclamative clauses usually express a reaction of surprise, a shock or experience of a strong impression. They generally function as an **extraposed subject, a direct object** or **a prepositional complement.** The exclamative element is formed with *what* as a predeterminer in a noun phrase and *how* as an intensifier of an adjective, an adverb or a clause. *I remember what a good time I had at your party.* (direct object) (Quirk 1985, 1055)

6.5 Nominal relative clauses

They are introduced by a *wh*-element and therefore, they are involved into *wh*-complement clauses with interrogative and exclamative clauses. Nominal relative clauses can act as **a subject, a direct object**, **an indirect object, a subject complement, an object complement, appositive and also as a prepositional complement**. *Whether, if* and *who* are not used for the nominal relative type, while the compounds with *–ever* are not used with the interrogative type. *Whoever breaks this law deserves a fine* (subject). (Quirk 1972, 738) The sentence can be paraphrased by a noun phrase containing a post-modifying relative clause (Anyone who...)

Because comment clauses vary in form, they can also appear like a nominal relative clause.

What´s more, we lost all our belongings. (Quirk 1972, 778)

7. ADVERBIAL CLAUSES

Adverbial clauses can be placed into many semantic categories (time, place, manner, reason or condition). They are generally introduced by subordinators. The final position is the most common position for both finite and non-finite clauses. The initial position serves special functions, such as "cohesion and information flow" (Biber 2002, 382). Adverbial clauses may be placed in various semantic categories:

Time:

They are introduced by the following subordinators: *after, as, before, once, since, till, until, when(ever), while, whilst, now, as long as, as soon as, immediately (that), directly (that)*.

They are placed before or after the main clause. The position after the main clause is more neutral. *Buy your tickets as soon as you reach the station.* (Quirk 1972, 744)

Place:

They are introduced by *where* or *wherever. They went wherever they could find work.* (Quirk 1972, 745)

Condition:

They state the dependence of one circumstance on another and involve the use of *if*, *unless* and other compound conditional conjunctions that are synonymous: *provided/providing (that)*, *on condition that*, *in case, assuming, supposing (that).*

They express an "open condition" (the question is unresolved). The present subjunctive might be sometimes used to express an open condition. *If any person be found guilty...* (Quirk 1972, 748) To express a "hypothetical condition" (the condition will not probably be fulfilled) might be by *was/were to* followed by the infinitive or by putative *should. If it was/were to rain, we should get wet.* (Quirk 1972, 748) The singular past subjunctive form of the verb *be* is used. The subjunctive is preferred in formal written English. Inversion of the subject and the operator replacing the subordinator *if* also indicates a conditional clause.

Concession:

They imply a contrast between two circumstances in the dependent clause and in the main clause where it is surprise.

They are introduced mainly by *(al)though,* or its colloquial variant *though, even though* and *even if.* Further, *while* and *whereas* are used to point a contrast between comparable things. The overlap comes with *even if* expressing the dependence of one circumstance on another and a surprising fact of this dependence.

Alternative conditional-concessive:

The use of the correlatives *whether ... or* gives a choice between two possible conditions.

Universal conditional-concessive:

They are introduced by *wh*-compound words w*hatever, whoever, wherever* indicating a free choice from any number of conditions. However, the ambiguity can occur between conditional clauses and time or place clauses. *Wherever you live, you can keep a horse.* (Quirk 1972, 751)

Further, the longer construction *no matter wh-* and *it doesn´t matter* may be added to this group.

Reason, cause:

Because, as and *since* are the most frequent conjunctions. While *because* has a tendency to follow the main clause, *as* and *since* have a tendency to precede it.

Circumstances:

They are on half-way between conditional clauses and clauses of reason expressing a condition and a relation between a premise and a conclusion drawn from it. Conjunctions for reasons might be used, but in addition, there is a special circumstantial compound conjunction *seeing (that).*

Purpose:

They may be introduced by *in order that, so that*. However, they are more often non-finite with *to*-infinitive than finite. Negative purpose is expressed by *in case*.

Result:

They are introduced by *so* and *so that* and mostly occur in final position.

Manner, comparison:

Minor kinds of adverbial clauses are introduced by *as* expressing "how" or "a manner similar to." A subordinator *like* may replace *as.*

Proportion:

The clauses are an extension of adverbial clauses of comparison and they express "proportionality" or "degree" between two circumstances. They may be introduced by *as* or *the...the* + comparative forms. (Quirk 1972, 755)

Preference:

The only subordinators (*rather than* and *sooner than*) introduce a bare infinitive clause.

Comment clause can also appear like an adverbial clause introduced by *as. I´m a pacifist, as you know.* (Quirk 1972, 778) This clause is loosely related to the rest of the clause they belong to.

8. RELATIVE CLAUSES

Relative clauses are generally classified as either "restrictive" or "non-restrictive" modifiers of a noun phrase (Biber 2002, 279) or they are called "defining" and "non-defining" in some grammarian books (Carter 2006, 566). Restrictive and non-restrictive are used in this thesis. Relative clauses which define the noun are called restrictive and they are not usually marked with comma. The clauses giving extra information are called non-restrictive and they are normally separated by comma. Relative clauses are introduced by relative pronouns *who, whom, which, that* and *whose*. In restrictive clauses there is a frequent use of the pronoun *that*, which is independent for personal or non-personal character. *The boy that is playing the piano...* (Quirk 1972, 865) *That* does not normally introduce non-restrictive relative clause, except in informal language.

Provided the relative pronoun is not the subject of the relative clause, it might be a zero relative pronoun. Dušková mentions "juxtaposition" (2006, 616).

Who refers to human things and occasionally to pet animals. It is used with restrictive and non-restrictive clauses. *Who* represents the subject of the relative clause but it may also refer to the object and to the complement of a preposition. *I met Bill´s mate Rob, who I went to school with.* (Carter 2006, 569)

Whom refers to a human object or to a complement of a preposition, but it is more frequent in writing and in formal styles. It is used with both restrictive and non-restrictive clauses.

Which refers to a non-human subject and object of a relative clause and it is used in both restrictive and non-restrictive clauses. It can also refer to the complement of the preposition that may be placed at the end of the relative clause (more informal) or immediately precedes the relative pronoun (more formal). *That is the time at which he arrives.* (Quirk 1972, 866)

Sentential relative clauses are also introduced by *which.* Apart from a whole previous sentence, such clauses comment "a speaker turn, or a longer stretch of discourse" (Carter 2006, 566). Sentential relative clauses are also marked off by a comma. *He admires Mr. Brown, which surprises me.* (Quirk 1972, 872)

Whose is mostly used for possession by humans and animals, but in more formal styles it can be used for things. In more formal style there is an alternative, such as determiner + noun + of which.

9. APPOSITIVE CLAUSES

One type of finite verb clause should be remained because it plays an important role in post-modification. Appositive clauses resemble the relative clauses but they differ from the relative clauses in a few aspects:

- they are also introduced by *that* and they also permit "zero"
- the particle *that* is not the subject or the object as it must be in a relative clause but a conjunction, as it is in nominal *that*-clauses
- the head of the noun phrase must be an abstract noun, such as *fact, preposition, reply, remark, answer. The fact that he wrote a letter to her...* (Quirk 1985, 1260)

10. COMPARATIVE CLAUSES

The essential feature of a comparative construction is that two items, one expressed by the main clause and the other by the comparative clause. The element of the main clause is called the comparative element (comp-element), such as *–er, more, less, worse* together with the correlative clause introducer *than.* However, the constructions *more ... than* or *less ... than* does not have to be necessarily comparative clauses. *Than* may be considered a preposition and the following phrase is a prepositional complement. *I weigh more than 200 pounds.* (Quirk 1972, 767) In the example, there is no possibility of expanding the phrase *than* into a clause as it is in the sentence *Mary is older than Jane (is).* (Quirk 1972, 766)

The comp-element can occur in various functions, **a subject, a subject complement, a direct and indirect object or an adverbial**. *I am happier about it than my husband (is)* (subject complement). (Quirk 1972, 767)

Apart from above-mentioned comparative elements, the comparison is based on other relationships expressed *as...as, so...that, such...that*. Further, the clauses with *as if, as though* with the present expressing factual meaning, *too* and *enough* (followed by to-infinitive). *As if* and *as though* also introduce adverbial clauses indicating comparison, but with the use of hypothetical past.

Comparative clauses have some features common with adverbial clauses and Quirk admits that comparative clauses might be regarded as "the type of adverbial clause which, like result clauses, occurs normally in final position" (1972, 777).

THE ANALYSIS

The research is based on the analysis of two English texts from the administrative style to contrast the frequency of the use of finite and non-finite dependent clauses and to gain a more varied sample of language from each text. The administrative style is represented by two texts that were chosen from the official website of the European Union. In each text the first two chapters were examined and all the instances of finite and non-finite dependent clauses were chosen to analyse their distribution in the administrative style. In each text 150 samples of finite and non-finite dependent clauses were identified, therefore, together in both texts 300 samples were examined. Since dependent clauses can occur in a wide range of functions, as it was mentioned in the theoretical part, they are also classified from the point of functions. Both analyzed texts are in the attachment. To see non-finite and finite dependent clauses in both texts clearly, non-finite clauses and finite dependent clauses are marked in different colours (finite – violet, non-finite – black).

11. THE DISTRIBUTION OF FINITE AND NON-FINITE CLAUSES

Two texts in the administrative style, "EU Anti-Corruption Report" and "Humanitarian Aid and Civil Protection", were examined. The overall outcomes show that non-finite clauses significantly predominate in both texts. The analyzed text 1/ACR contains 103 instances of the occurrence of non-finite clauses and 47 instances of the occurrence of finite dependent clauses. The other analyzed text 2/HA-CP contains 121 instances of the occurrence of non-finite clauses and 29 instances of the occurrence of finite dependent clauses, which is even lower than in the first analyzed text. This is evidence that finite dependent clauses in the administrative style are greatly reduced on non-finite clauses and they are realized by non-finite verb phrases. In order to see the frequency of the distribution of non-finite and finite dependent clauses, summary charts are provided (in percentage terms).
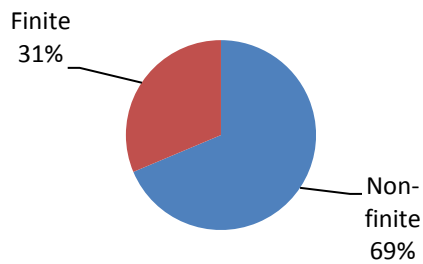
Chart1 1/ACR
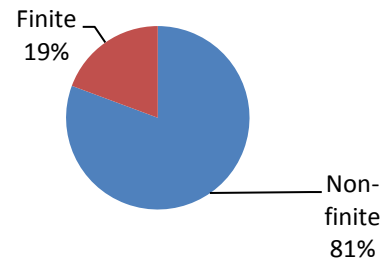
Chart 2 2/HA-CP

Further, it is obvious that the texts were analyzed from broader viewpoints. The non-finite clauses (gerundial, participle, infinitive) and the finite dependent clauses were analyzed to see their proportion. Regarding non-finite verb phrases, the analyzed text 1/ACR contains 45 instances of the occurrence of *to*-infinitive + 8 instances of the occurrence of bare infinitive, 22 instances of the occurrence of participle *–ing* , 17 instances of the occurrence of participle–*ed* and finally, 11 instances of the occurrence of the gerund. In order to see the clear proportion of non-finite verb phrases, the summary chart is provided (in percentage terms).
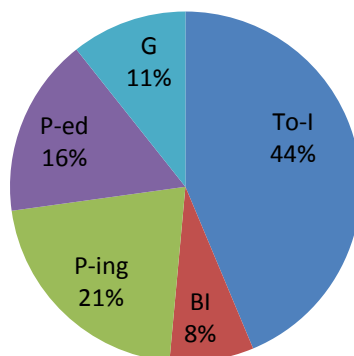
Chart 3 1/ACR non-finite verb phrases

The other analyzed text 2/HA-CP shows the similar outcomes, however, the distribution of the gerund is higher. There are 42 instances of the occurrence of *To*-I + 15 instances of BI, and then 27 instances of the occurrence of the gerund, further 20 instances of the occurrence of P-*ed* and 17 instances of P-*ing*. The clear proportion of non-finite verb phrases is also provided in the summary chart (in percentage terms).

The overall outcomes confirm that the administrative style also contains exclusive means of complex condensation, such as *to*-infinitives, gerunds and participles.
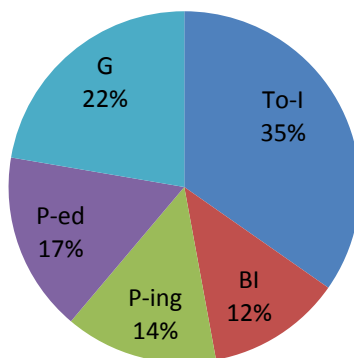
Chart 4 2/HA-CP non-finite verb phrases

12. FUNCTIONAL CLASSIFICATION OF NON-FINITE CLAUSES IN TEXTS

Since there is the biggest occurrence of to-infinitive nominal clauses in both texts, it might be started with them. While explaining functions, it is also necessary to emphasize that one or two examples are always mentioned to explain each function and comment it. There are also number links to other examples in the text, whose explanation would be almost the same, and they are in the attachment.

12.1 *To*-infinitive

Subject

In the examined work of 2/HA-CP/S/68, 70, 128, there is the occurrence of 3 instances of *to*-infinitive in the function of the subject + 2 instances of the bare infinitive (in 68 and129). In the examined work 1/ACR, there is no *to*-infinitive in the function of the subject. This lower occurrence of subject to-clauses in the analysis of both texts in the administrative style confirms that subject to-clauses are rare in registers.

In the following example the subject to-clause creates cohesion with the previous discourse. It must be also mentioned that bare infinitive comes after the first infinitive with *to* and the conjunction *and.*

2/HA-CP/S/68: *To manage the longer-term impact of disasters and step up prevention and preparedness, humanitarian aid and crisis response must go hand-in-hand with activities in other fields ...*

In both following examples clausal subjects are moved to the end and such sentence structure is called extraposition with anticipatory *it*. There are adjectives *crucial* and *impossible* taking extraposed *to*-clauses. These adjectives belong to the domain of "necessity" and "difficulty" and they can control extraposed *to*-clauses.

2/HA-CP/extrp.S/70: *It is therefore crucial to increase the resilience of vulnerable people in the developing world ...*

2/HA-CP/extrp.S/128 + 129 with bare infinitive: *Where it is impossible to foresee hazards and prevent disasters ...*

Subject complement

2 instances of *to*-infinitive in the function of the subject complement occur in 1/ACR-SC/17,138 and 2 instances of *to*-infinitive in the function of the subject complement in 2/HA-CP/SC/5, 114 + 2 instances of bare infinitive (6, 8). Despite the fact that Biber says that they are relatively common in written registers, the lower occurrence is evidence that they are fairly rare in both texts written in the administrative style.

The verb in clauses with the subject complement is a "copula" or "linking verb." In the following instance the subject complement occurs after the "current" copula (Quirk 1972, 821). *To be missing* is regarded as "continuous infinitive in active" (Dušková 2006, 267).

1/ACR-SC/17: ... *and genuine political will to eradicate corruption often appears <u>to be missing</u>*.

The subject complement in 1/ACR-SC/138 occurs after the same current copula *(appear).*

In the following example, the subject complement *to alleviate* appear after the "typical, colourless copula *be*" (Quirk 1972, 820) and then, bare infinitives come after the first *to*-infinitive*. It should be noted to the following example that *be + to*-infinitive may also have the function of the modal verb. However, this expresses "arrangement, command or pre-destined future", for instance: *You are to be back by 10 o´clock.* (Quirk 1972, 90)

2/HA-CP/SC/5, 6, 8: *ECHO´s mission is <u>to alleviate suffering, maintain the dignity of those affected and <u>save lives</u>.*

The instance 2/HA-CP/SC/114 also appears after the copula *be*.

Adjectival complement

There are 3 instances of *to*-infinitive in the function of the adjectival complement in 1/ACR-AdjC/143, 148, 150. The adjective *likely* that controls *to*-clauses in all instances in the text falls into the semantic category "degree of certainty" (Biber 2002, 335). *To*-clauses controlled by adjectives can have subject-to-subject raising. In the following instances, *people* are the grammatical subject of the main clause, but the logical subject of the main clause is *to*-clause. To see the logical subject, the whole structure can be paraphrased by the extraposed subject, such as: *It is likely to say ...*

1/ACR-AdjC/148, 150: *People are most likely <u>to say</u> ... and (people are) least likely <u>to do</u> <u>so</u>...*

Object

In the examined work of 1/ACR there are 21 instances of to-infinitive in the function of the object, 1/ACR-O/7, 9, 10, 31, 37, 43, 45, 46, 49, 82, 85, 87, 96, 101, 105, 108, 111, 119, 120, 129, 135 + 2 instances of bare infinitive, 1/ACR-O/97 and 98. The analysis of the object + the infinitive construction may be distinguished according to whether the object is a constituent part of the superordinate clause or it is not.

First of all, in a few cases, 1/ACR-O/7, 9, 10, 37, 46, 82, 85, 87, 96, 101, the agent of the infinitive clause is identical with the subject of the main clause, such as in the following instances:

1/ACR-O/7, 9, 10: *It aims <u>to launch a debate</u> involving the Commission, Member States, the European Parliament and other stakeholders, (9) <u>to assist the anticorruption work</u> and (10) <u>to identify ways</u>* ... The subject at the beginning is realized by anaphoric *it* referring to the subject in the previous sentence (*this report*).

1/ACR-O/37: *The report therefore seeks <u>to promote high anticorruption standards across the EU.</u>*

1/ACR-O/85: *The commission hopes <u>to see a wide debate</u> ...*

After a few verbs (*allow, permit, order, request*), the nominal element may have a double function, as it was mentioned in the theoretical part. In this cases, Dušková mentions that the conditions for a double function (a shared element) are in the case of an animate nominal element representing the recipient of verbal action in the superordinate clause, however, if the nominal element is inanimate, then it is only the agent of the infinitive construction (2006, 555). The verb *allow* + the inanimate nominal element occur in the following instance. That is why, the element "*Member States*" is only the agent of the infinitive construction.

1/ACR-O/31: *... which will allow <u>Member States to address corruption more effectively</u>.*

The same explanation can be given for the following instance taken from the other text.

2/HA-CP/O/66: *This coordination role has enabled <u>the EU to set its goals higher</u> by ...*

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On the other hand, in the following instance, there is the animate nominal element *"Europeans"* fulfilling a condition for a double function, therefore, it is the shared element and the infinitive clauses can be identified as direct objects.

2/HA-CP/O/110, 111: *The EU has launched the EU Aid Volunteers initiative enabling Europeans* (110) <u>*to support*</u> *and* (111) <u>*contribute to humanitarian projects in countries.*</u>

1/ACR-O/43+45: *Citizens expect* (43) <u>*the EU to play an important role*</u> *in helping Member States* (45) <u>*to protect the licit economy against*</u>... The element occurring before the infinitive in 43 is only an exclusive agent of the infinitive clause because it is possible to use an alternative way of the expression – *Citizens expect that the EU will play an important role.* (Dušková 2006, 552) and there is no possibility to say: *"Citizens expect the EU."*

Regarding the verb *help* belonging to the group of verbs with a shared element, the previous infinitival construction 45 is classified as the direct object. However, the instance is dealt with other instances in 2/HA-CP/37, 38, 39, 86 and 87 together. The verb *help* also appears in the instance 1/ACR-O/49.

In 6 instances, 1/ACR-O/105, 108, 111, 120, 129 and 135 to-infinitive constructions immediately follow the verb *expect* occurring in passive in all instances, including the perfect passive infinitive in 119. Unlike other verbs (*say*), it is common that *expect* can also occur in active. The subjects of the infinitive clauses in 108 and 111, 129, 135 were removed into the superordinate clause.

1/ACR-O/108: *Respondents in these countries rarely indicated that they had been expected* <u>*to pay a bribe*</u> *...*

1/ACR-O/111: *... only 5 persons out of 1115 were expected* <u>*to pay a bribe*</u> *...*

1/ACR-O/119, 120: *... high number of respondents who reported* (119) <u>*to have been expected*</u> (120) <u>*to pay a bribe.*</u> The subject of clauses 119 and 120 are also in the superordinate clauses.

In two cases, 1/ACR-O/97, 98 there is the bare infinitive in the function of the object. The first infinitive is with *to,* the second and the third infinitive structures are connected by the dash and the conjunction *and*, therefore, in the second and the third clause *to* can be omitted, which is normal practice.

In the examined work of the text 2/HA-CP, there are 11 instances of to-infinitive in the function of the object, 2/HA-CP/O/33, 66, 74, 78, 80, 88, 89, 99, 110, 132, 150 + 10 instances of bare infinitive, 2/HA-CP/O/32, 37, 38, 39, 48, 75, 86, 87, 111 and 117.

In 7 cases, 2/HA-CP-O/33, 74, 78, 80, 99, 132, 150, the agent of the infinitive is identical with the subject in the superordinate clause.

2/HA-CP-O/78: *These initiatives (AGIR-Sahel and SHARE respectively) seek <u>to break the vicious cycle of drought, hunger and poverty</u> ...*

2/HA-CP-O/150: *They help <u>to improve the speed and coordination of civil protection assistance</u> ...* In this instance the verb *help* takes to-infinitive. The bare infinitive seems to be more common in AmE, but the choice is also conditioned by the subject´s involvement (Quirk 1972, 841).

Further, 2/HA-CP-DO/88, 89: *Between 2007 and 2012 the EU gave 4.3 million <u>to help with disaster-preparedness</u> and <u>2.3 million <u>to assist communities</u></u> ...* Ditransitive complementation appears with the verb *give*. The direct object is preceded by the indirect object.

In 4 cases, 2/HA-CP-O/32, 48, 75 and 117 there is the occurrence of bare infinitive. In three cases the bare infinitive is preceded by help (2/HA-CP-O/32, 48, 117). In one case (2/HA-CP-O/75) there are two infinitive structures connected by *and*, therefore, in the second clause *to* can be omitted.

As mentioned earlier, 2/HA-CP/37, 38, 39, 86 and 87 are worth mentioning.

Based on the theoretical part dealing with verbs of perception + other verbs (*help*) taking bare infinitives, all infinitive constructions in the following instances are classified as direct objects with shared elements.

2/HA-CP/37, 38, 39: *The EU Civil Protection Mechanism helps the participating countries <u>prevent disasters</u>, <u>prepare for emergencies</u> and <u>pool their resources</u> ...*

2/HA-CP/86, 87: *The EU is helping local communities <u>deal with the effects of disasters</u> and <u>improve their preparedness for such events,</u> ...*

Adverbial

In the examined work 1/ACR there is the occurrence of 4 instances of *to*-infinitive in the function of adverbial-purpose, 1/ACR-Adv/5, 18, 24, 88 + 5 instances of bare infinitives, 1/ACR-Adv/6, 25, 89, 90, 91. In the examined work 2/HA-CP 12 instances of *to*-infinitives appear in the function of adverbials, 2/HA-CP-Adv/21, 23, 25, 29, 36, 93, 101, 115, 116, 119, 125 and 126 + 1 instance of the adverbial with the bare infinitive, 2/HA-CP-Adv/102. Adverbial infinitive is most frequently used in condensation of purpose clauses. All instances fulfil features of "intentionality", they can be expanded by means *in order to* and the agent of the activity in the infinitive construction is identical with the subject of the governing verb. Regarding bare infinitives, infinitives are mostly connected by conjunctions *and, or*, therefore, the other ones are bare. In cases 2/HA-CP/21, 23, 25 and 29 is directly the occurrence of *in order to* expressing the purpose of doing something.

1/ACR-AdvP/5, 6: *This report provides an analysis of corruption within the EU´s Member States and of the steps taken <u>to prevent</u> and <u>fight it</u>.*

The clause might be expanded: *... and of the steps that have been taken in order to prevent and fight the corruption.*

2/HA-CP/AdvP/93: *The EU´s aid is carefully tailored <u>to match the specific characteristic of each crisis</u>.*

The position of adverbial is mostly at the end but it can arise at the beginning, such as in following examples, where the aim is to emphasize that the idea is very important.

1/ACR-AdvP/18: *<u>To ensure an EU contribution</u>, the Commission adopted the communication of Fighting Corruption in the EU in June 2011, ...*

2/HI-CP/AdvP/36: *<u>To improve the effectiveness of its crisis response</u>, in 2010 the EU brought humanitarian aid and ...*

In the following case the agent of the infinitive construction is different and it is expressed with the preposition *for*.

1/ACR-AdvP/88: *Additionally, the Commission intends to put in place a mutual experience-sharing programme <u>for Member States, local NGOs and other stakeholders to identify best practices</u> ...*

The verb *prepare* in the following instance takes two objects, direct and prepositional, but the infinitive construction might be classified as an adverbial because the connection with the verb and the direct object is looser and the direct object is a shared element of the superordinate and the infinitive clause, such as in the following instances.

2/HA-CP/125, 126: *Many operations also prepare local residents* (125) *to cope with disasters and* (126) *to lessen the impact of possible future disaster on their communities.*

Attributive infinitive

The attributive infinitive occurs in 2 instances, 1/ACR-Att/12 and 83 + 1 bare infinitive, 1/ACR-Att/13, coming after the first infinitive and the conjunction *and.* In 2/HA-CP/Att/ 22, 47, 106, 120, 121, 122 and 148, there are 7 instances of the attributive infinitive. The attributive infinitives in the following instances meet the criteria as it was defined in the theoretical part.

The attributive infinitive in the following instance comes after the verb *have* and its object. It is close to the purpose and the alternation with the preposition *for* is possible. Both the subject and the object are expressed not only for the superordinate clause, but also for the infinitive clause. What is more, the clause may be expanded and may correspond with the relative clause. *... legal instruments and institutions which prevent ...*

1/ACR-Att/12,13: *EU Member States have in place most of the necessary legal instruments and institutions to prevent and fight corruption.*

In the following example the attributive infinitive is pre-modified by the superlative "*the best.*"

1/ACR-Att/83: *... the Commission wishes to engage in a constructive, forward looking debate on the best ways to address corruption ...* Alternatively, we might have fully explicit relative clause construction, such as: *... forward looking debate on the best ways which address*

2/HA-CP/Att/47: *From aid to the Philippines to help stabilise the country in the aftermath of the typhoon Haiyan in 2013, to the protection of ...* Yet again, it is a common alternative to introduce the relative pronoun and to retain the infinitive clause or the whole relative construction. *From aid to the Philippines at which anyone can stabilise ...*

The following example comes after the substantive *proposal*, the question word *how* precedes the attributive construction and what is more, the preposition occurs before the question word. As Dušková says, the infinitive expresses a kind of modality (2006, 566)

2/HA-CP/Att/106: *... is based on their proposals on how to cover the needs of disaster-affected people ...*   (*... how they can cover*)

It might be also beneficial to explain the following instance because attributive infinitive occurs 3 times.

 2/HA-CP/Att/120, 21, 122: *Access to clean water and sanitation is a priority in disaster zones to promote hygiene and proper sanitation and to prevent from diseases from spreading.* The whole sentence can be fully expanded: *Access for cleaning water* (possible alternation with *for*, attributive infinitive is close to the purpose) *and sanitation is a priority in disaster zones at which everyone can promote hygiene and ...* (the relative pronoun is used and the whole relative clause is expanded). That is why, all *to*-infinitive constructions are identified as attributive infinitives.

Appositive post-modification

12 instances of appositive post-modification by means of infinitive clauses occur in the text - 1/ACR-App/15, 16, 20, 22, 29, 33, 40, 47, 73, 75, 76 and 124 + 1 instance of bare infinitive in 1/ACR-App/21. 7 instances of appositive post-modification appear in the other text 2/HA-CP/App/14, 55, 62, 64, 84,142 and 143. Instances of appositive infinitives meet criteria set in the theoretical part. They may correspond to the finite clauses with the help of the conjunction *that* and putative *should.* They are found after nouns involving human control or human judgment and some of them simply tend to have post-modification by *to*-infinitives directly.

1/ACR-App/15: *... and the relevant institutions do not always have sufficient capacity to enforce the rules.*

 1/ACR-App/16: *... and genuine political will to eradicate corruption often appears ...*

1/ACR-App/22: *... to stronger political engagement to address corruption effectively.*

1/ACR-App/40: *... the report also lends credibility to the EU´s efforts to promote anticorruption standards elsewhere.*

1/ACR-App/73: *... ability to point to constructive and concrete future steps.*

1/ACR-App/75: *... reflect the Commission´s attempt <u>to identify measures</u> ...*

2/HA-CP/App/14: *... and the European Commission has a longstanding commitment <u>to help</u>.*

2/HA-CP/App/64: *The responsibility <u>to provide humanitarian aid</u> ...*

12.2 Gerund

Subject

2 instances of the gerund in the function of the subject appear in the text 1/ACR-G/51, 53 and 4 instances of the gerund in the function of the subject in the text 2/HA-CP/G/13, 16, 72 and 130.

1/ACR-S/51: <u>*Fighting corruption*</u> *contributes to the EU´s competitiveness in the global economy.*

2/HA-CP/S/72: <u>*Strengthening resilience*</u> *lies at the junction between humanitarian and development assistance.*

Subject complement

The following example is worth mentioning because in 1 instance of the non-finite form occurs in the cleft sentence. *Helping* is the subject complement and it is the element "*help*" that should be highlighted in the cleft sentence which starts with the empty pronoun *it*. However, the verb does not occur at all as focus. To avoid the restriction on the verb as focus, the verb in the non-finite form can be used. Therefore, the subject complement acts as "the focal element of a cleft sentence" (Quirk 1972, 952).

2/HA-CP/SC/10: *But it is also <u>helping people</u> who need aid in Afghanistan ...*

Object

There is 1 instance of the gerund in the function of the object. In the following example there is the verb *involve* that is complemented by the gerundial construction in the function of the direct object.

In 2/HA-CP/O/20: *This involves <u>combining disaster-response with a vast range of activities</u> ...*

Prepositional object

1 instance of the gerundial construction in the function of the prepositional object appears in the text 1/ACR-PrO/86 and 2 instances in 2HA-CP/PrO/18, 81. In the following instance, the gerund follows phrasal-prepositional verb *look forward to*.

1/ACR-PrO/ 86: *... and looks forward to itself actively <u>participating in discussion</u> ...*

The following instance of the prepositional object follows the prepositional verb (*contribute to*).

2/HA-CP/PrO/81 (3x): *... and contribute to <u>reducing poverty</u> – thus <u>boosting the impact of aid</u> and <u>promoting sustainable development</u>.*

Prepositional complement

Gerundial post-modification of substantives comes after prepositions. 5 instances of the gerundial construction in the function of the prepositional complement occur in 1/ACR-PrC/44, 77, 78, 79 and 104. *In/with regard to* can be also used in post-modifying phrases (Quirk 1972, 329). A preposition is followed by a prepositional complement, which is the gerundial construction, as it is in the following instance.

1/ACR-PrC/77, 78, 79: *... to give added value <u>in addressing key outstanding issues</u> <u>in regard to preventing</u> and <u>fighting corruption</u>.*

1/ACR-PrC/104: *Taking together the Special Eurobarometer data, firstly on ... and secondly <u>on actually being expected</u>.* The gerundial construction is in passive and post-modifies the substantive *data* with the preposition *on.*

2 instances of the prepositional complement are in 2/HA-CP/PrC/46 and 136.

2/HA-CP/PrC/136: *The primary responsibility <u>for responding to the immediate effects of a disaster</u> lies with the country ...*

Adjectival complement

1 instance of the gerundial construction in the function of the adjectival complement is in 2/HA-CP. The adjective is followed by the adjectival complement performed by the gerund and the controlling adjective is followed by a preposition.

2/HA-CP/AdjC/65: *... the EU is responsible <u>for supporting, coordinating</u> and <u>complementing the activities of its Member States</u>.*

Adverbial

The gerundial adverbial occurs mostly after prepositions, which in most cases predetermine the category that convey. A few categories of the gerundial adverbials appear in 1/ACR-Adv/36 (time 1x), 38 (means 1x), 80 (circumstances 1x) and in 2/HA-CP/Adv/53, 96 (time 2x), 44 (purpose 3x), and finally 3, 24, 28, 30, 35, 43, 67, 79, 134, 144, 145, 146 and 147 (means 13x).

1/ACR-Adv/means/38: *By highlighting problems* ...

1/ACR-Adv/circumstances/80: *They are concrete and targeted without going into excessive detail* ...

2/HA-CP/Adv/time/53: *... after the largest recorded outbreak of the virus 2014, and helping millions in the Sahel facing hunger, to the ongoing efforts ...* The preposition *after* is also related to the gerund (*... and after helping ...*)

2/HA-CP/Adv/means/43+purpose/44: *It supports Member States´ own civil protection arrangements at the national, regional and local levels* (43) *by providing effective tools* (44) *for preventing, preparing for, and responding to natural and manmade disaster.*

12.3 Present Participle

Post-modification

In both texts the present participle occurs in post-modification of the noun phrase**.** The present participle in post-modification corresponds with the relative clause and it plays a highly beneficial role in condensation, together with –*ed* participle. 10 instances of post-modification appear in 1/ACR/8, 28, 52, 64, 65, 67, 72, 117, 132 and 133. In all instances the head of the noun phrase corresponds to the deleted subject of the non-finite verb clause. In 2/HA-CP/49, 54, 56, 63, 82, 94 and 109, there are 7 instances of post-modification of the noun phrase.

1/ACR/28: *... which impact on the risk of corruption occurring and ...*

1/ACR/64: *... of the general situation regarding corruption* + 1/ACR/133: *... behind in the scores concerning both perceptions and actual experience of corruption ...* Participles in these instances are stereotype phrases similar to disjunct. The agent is general, not always identical with the subject of the governing verb. Participles might be also identified as prepositions. (Dušková 2006, 584)

2/HA-CP/54: *... to assist the millions of Syrian refugees <u>fleeing the conflict in their country</u></u>* ...

There are sharp constrains upon aspect expression in the participial clauses used in post-modification. The perfective aspect cannot usually be expressed in the non-finite clause. However, Quirk admits its use with "indefinite head" (1972, 877). Moreover, the perfective aspect may occur in written language (Dušková 2006, 583) and the following instance is just with the perfective aspect.

1/ACR/117: *...the actual number of people <u>having had to pay a bribe</u> is low.*

Non-restrictive post-modification can also be achieved with non-finite clauses. Non-restrictive *–ing* and *–ed* clauses correspond to non-restrictive relative clauses. Non-restrictive post-modification occurs in 9 instances, 1/ACR/ 48, 55, 56, 57, 59, 61, 63, 93 and 122. 1 instance occurs in 2/HA-CP/118.

The following instance might be expanded "*... of sectors, which includes Hungary ...*" and therefore, it is a reduction of the relative clause. However, *including* may be also regarded as a preposition by a reader or hearer (Quirk 1972, 882).

1/ACR/122: *... but with a clear concentration on a limited number of sectors, <u>including Hungary</u> ...*

2/HA-CP/118: *EU-funded humanitarian aid can take various forms, <u>depending on </u> ...*

Pre-modification

Apart from post-modification of the noun phrase, there are 7 instances of pre-modification by present participle. The present participle expresses either permanent or the latest features. In addition, "the definite article may be used generically and hence evoke the same generality and permanence as the indefinite" (Quirk 1972, 910). The following instances represent a "current trend in journalism and technical writing" to admit present participles more freely in pre-modification. (Quirk 1972, 910)

2/HA-CP/51: *... <u>coordinating airlifts</u>*

2/HA-CP/69: *... <u>developing countries</u>*

2/HA-CP/77: *... <u>promising results</u>*

2/HA-CP/85: *... <u>growing humanitarian challenges</u>*

2/HA-CP/135, 141: ... *the participating states*

2/HA-CP/140: ... participating countries

Other condensing functions

In the following instances, there is the coexistence of two actions that have the same subject.

1/ACR/19: ...*the Commission adopted the Communication on Fighting Corruption in the EU in June 2011, establishing the EU Anti-Corruption Report* ...

In 2/HA-CP/60: ... *this trend was on the rise, endorsing a strong European commitment* ...

In 2 instances, the subject in the participial construction is not expressed and it is entirely lacking from main clause or it might be the general agent. Therefore, the following sentences can be identified as dangling participle. **Dangling participles** are often in the professional style.

1/ACR/103: *Taking together the Special Eurobarometer data, firstly on general perceptions of the prevalence of corruption and secondly on actually being expected to pay a bribe, it is clear* ...

1/ACR/112: ... *only 5 persons out of 1115 were expected to pay a bribe, showing the best result in all Europe*

In the following example, the present participle is accompanied by the subordinate conjunction *while* expressing **contrast**. The subject is not expressed and even it is not identical with the subject in the superordinate clause. The instance can be identified as dangling participle.

2/HA-CP/45: *While representing only a fraction of EU spending – less than 1% of the annual EU budget – the amount of more than* ...

12.4 Past Participle

Post-modification

15 instances of –*ed* participle in post-modification occur in 1/ACR/4, 39, 62, 70, 74, 81, 92, 94, 99, 100, 102, 125, 139, 145 and 146 and 16 instances of –*ed* participle in post-modification appear in 2/HA-CP/4, 7, 9, 15, 17, 34, 57, 58, 76, 83, 90, 91, 95, 104, 105 and

108.   The head of the noun phrase is identical with the subject of the –*ed* post-modifying clause, which is not expressed, as it is with the –ing construction. Participle *-ed* is linked with the passive voice and corresponds with the relative clause.

1/ACR/100: *For most countries, the ranking of the CPI index published by Transparency International tends ...*

2/HA-CP/ 58: *A survey carried out in 2012 revealed that ...*

Pre-modification

In 2/HA-CP there are 3 instances of participle *-ed* in pre-modification and the participle corresponds with the relative clause. If there is no result meaning, the use of participle *-ed* is very seldom. Dušková says that pre-modification by participle –*ed* is more acceptable if it is pre-modified itself, such as in the following instance 52. (2006, 582) Quirk explains that "within the passive we must distinguish the predicative and the agential or true passive"(Quirk 1972, 910). The instance 52 might be expanded: *Guinea that was affected by Ebola ...*

2/HA-CP/52: *... Ebola-affected Guinea ...*

2/HA-CP/100: *In such forgotten crises ...*

2/HA-CP/124: *Affected people receive tents ...*

Other condensing functions

Further, in both texts there are instances of non-finite clauses accompanied by subordinators for **adverbial clauses** fitting into the categories of **manner** and **condition**.

1/ACR/26: *... punish corrupt acts as defined by the law ...*

1/ACR/54: *More generally, improving the efficiency of public administration, especially if combined with greater transparency, can help ...*

2/HA-CP/149: *... to monitor the situation if needed.*

13. FUNCTIONAL CLASSIFICATION OF FINITE DEPENDENT CLAUSES IN TEXTS

As already mentioned, the distribution of finite dependent clauses is much lower than the distribution of non-finite clauses. In the analysis there will be mentioned instances of finite dependent clauses and their functional classification will be provided. The clear proportion of finite dependent clauses in both texts is illustrated in the following summary charts (in percentage terms).
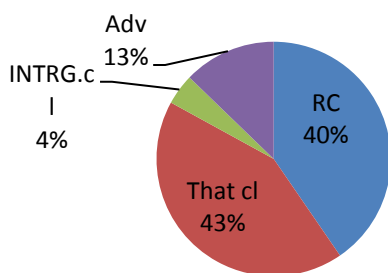
Chart 5 1/ACR finite dependent cl.
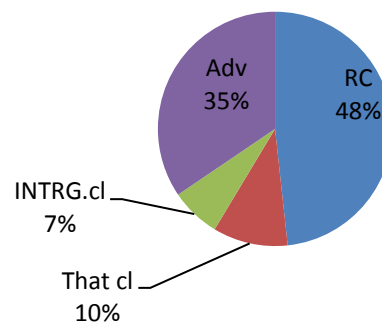
Chart 6 2HA-CP finite dependent cl.

13.1 Nominal clauses

13.1.2 That-clauses

Subject

1 instance of *that*-clause is in the **extraposition** with anticipatory *it* in 1/ACR-S/106. *That*-clause is a logical subject of the clause. The adjective controlling extraposed *that*-clause is *clear*.

1/ACR-S/106: ... *it is clear <u>that Member States can be characterised in different ways</u>.*

The following instance is the **existential sentence** with the grammatical subject *there* + the notional subject at the end of the sentence (in the rhematic part of the sentence).

1/ACR-S/123: *There is evidence <u>that structural problems in healthcare provide incentives</u> ...*

Object

18 instances of *that*-clause in the function of the object occur in 1/ACR-O/32, 34, 35, 50, 107, 110, 113, 114, 116, 121, 126, 128, 134, 137, 141, 144, 147 and 149. When *that*-clause is the object or the subject complement, the conjunction *that* may be omitted, leaving a "zero *that*-clause", such as in the instance 114. Dušková refers to the "asyndetic connection" after the verb *think* (2006, 595).

1/ACR-O/113, 114: *...the perception data show* (113) <u>*that 64% of UK respondents think*</u> (114) (that) <u>*corruption is widespread in the country.*</u>

There are only 3 instances of *that*-clause in the function of the object in 2/HA-CP/19, 59 and 61.

2/HA-CP/59: *A survey carried out in 2012 revealed* <u>*that 9 out of 10 EU citizens support the EU´s funding of humanitarian aid.*</u>

13.1.3 *Wh*-Interrogative clauses

Object

2 instances of *wh*-interrogative clauses appear in1/ACR/42, 60. They are often in the direct object position as it is in the following instance 42 with the grammatical pattern verb + *wh*-clause.

1/ACR-Intrg/42: *... and suggests* <u>*how the most relevant issues for each Member State can be addressed in the national context.*</u>

Prepositional complement

Wh-interrogative clauses occur in the whole range of functions, and in addition they can act as a prepositional complement. The only instance of the prepositional complement is in 2/HA-CP/PrC/73: *... the European Commission proposed a new policy to the European Parliament and the Council* <u>*on how EU development and humanitarian aid should aim*</u> .

Subject complement

There is 1 instance of the subject complement in 2/HA-CP/SC/131: *This is* <u>*what the EU´s disaster preparedness programme "Dipecho" aims*</u>. The determiner *this* points back to the previous context, therefore, it is a signal of "anaphoric reference" in discourse. (Quirk 1972, 700)

13.2 Adverbial clauses

5 instances of finite adverbial clauses occur in 1/ ACR. All instances are placed into the semantic category of **concession** because they are introduced by the conjunct *while* pointing a contrast. The instances appear in 1/ACR/Adv-concession/66, 115, 127, 130 and 136. There are 3 instances of concession in 2/HA-CP/41, 98 and 103 with the same conjunct pointing a contrast.

1/ACR-Adv/130: *While personal experience of bribery is apparently rare (1-3%), the perception is so heavily influenced by recent political scandals and ..*

2/HA-CP/Adv/41: *While the EU´s humanitarian aid targets non-EU countries, the Mechanism can be mobilised in case of emergencies ...*

Adverbial clauses placed in more semantic categories are in 2/HA-CP (time, result, cause and place). 3 instances of adverbial clauses of **time** occur in 2/HA-CP/Adv/27, 138 and 139. All instances are introduced by the subordinator *when* and apart from 1 instance (27), they appear in the initial position:

2/HA-CP/Adv/139: *When a disaster-affected country requests assistance, the EU Civil Protection Mechanism´s operational hub, ...*

2 instances of adverbial clauses of **place** occur in 2/HA-CP/Adv/113 and 127. The instances are introduced by *where* and *wherever*.

2/HA-CP/113: *Humanity suffering must be addressed wherever it is found.*

There are 2 instances of the adverbial clause of **result** introduced by *so that.* They can only appear in final position as it is in:

1/ACR-Adv/131: *... the perception is so heavily influenced by recent political scandals and the financial and economic crisis that this is reflected in the respondents´ negative impressions about the corruption ...*

2/HA-CP/Adv/71: *It is therefore crucial to increase the resilience of vulnerable people in the developing world so that they can better withstand and cope with disasters.*

Finally, there is 1 instance of the adverbial clause of **cause** introduced by *as* preceding the main clause, 2/HA-CP/Adv/2: *As the scale of natural disasters and conflicts increases, humanitarian needs grow.*

13.3 Relative clauses

17 instances of **restrictive** relative clauses appear in 1/ACR-RRC/1, 2, 3, 11, 14, 23, 27, 30, 68, 69, 71, 84, 95, 109, 118, 140 and 142. They are not marked with comma and they are introduced by relative pronouns *who, which* and *that.* 14 instances of restrictive relative clauses occur in the other text, 2/HA-CP/RRC/1, 11, 12, 31, 40, 42, 50, 92, 97, 107, 112, 123, 133 and 137. In many instances the pronoun *which* refers to a non-human subject of a relative clause.

2/HA-CP/RRC/1: *The images of conflicts and disasters which fill our television screens and newspapers are the backdrop ...*

In the following instance, there is the pronoun *which* and it is usual that the preposition is expressed and it precedes the pronoun (Quirk 1972, 866).

1/ACR-RRC/10: *... and to identify ways in which the European dimension can help.*

Another instance is with a zero relative pronoun, provided the relative pronoun is not the subject of the relative clause (juxtaposition) as it is in:

1/ACR-RRC/14: *However, the results they deliver are not satisfactory across the EU.*

2/HA-CP/RRC/107: *The EU ensures that the funds it provides are coordinated with ...*

On the other hand, 2 instances are accompanied by the relative pronoun *that* and it is not the subject of the relative clause. The subject of both relative clauses is *it.*

1/ACR-RRC/84: *... notably on the points that it has identified for further attention.*

1/ACR-RRC/95: *... building on feedback received and discussion with stakeholders on the specific needs that it could address.*

In 2 instances in 1/ACR/71, 142 + 2 instances in 2/HA-CP/112, 137 "the relative pronoun have a special form as adjunct of place in the relative clause" (Quirk 1972, 863).

1/ACR-RRC/142: *The countries where respondents are most likely to think ...*

2/HA-CP/RRC/112: *... and contribute to humanitarian projects in countries* <u>*where assistance is most needed*</u>*.*

The following instance is introduced by *whose* and it is used for possession by humans.

2/HA-CP/RRC/123: *... for people* <u>whose homes have been destroyed following a disaster</u>.

There are 2 instances of **sentential relative clause** occurring in 1/ACR/41 and 58. They are introduced by *which* and they relate to the previous clause. They are also marked off a comma.

1/ACR-SRC/58: *The issue in focus in this first report is public procurement,* <u>*which is of crucial importance for the internal market*</u>*.*

14. CONCLUSION

The paper presents the outcomes of research investigating finite and non-finite dependent clauses in two texts of the administrative style. The overall outcomes show the significant predominance of non-finite clauses in both texts, which is clearly illustrated in summary charts that show the frequency of the distribution of non-finite and finite dependent clauses. 69% of non-finite clauses and 31% of finite dependent clauses occur in 1/ACR. 81% of non-finite clauses and only 19% of finite clauses appear in 2/HA-CP, which is the evidence that means of condensation are really a recent phenomenon occurring also in a professional style.

Concerning non-finite verb phrases in 1/ACR, there is the most frequent occurrence of *to*-infinitive clauses (44%). The number of *P-ing* (21%) and *P-ed* (16%) is higher than the number of gerunds (11%). The lowest occurrence of BI (8%) arises from its position since it usually follows the first *to*-infinitive.

In 2/HA-CR, *to*-infinitive clauses (35%) are followed by gerunds (22%), whose occurrence is higher than in the first analyzed text 1/ACR. Other positions belong to P-*ed* (17%), P-*ing* (14%) and finally, BI (12%).

To-infinitives occur in the function of a subject, an extraposed subject, a subject complement and an adjectival complement. The most frequent functions are objects, adverbials, attributive infinitives and particularly, non-finite appositive post-modifications in which certain nouns tend to have it.

Even though the occurrence of gerunds is not so frequent, mainly in 1/ACR, the gerund has its own qualities and its functions within the texts, such as a subject, a subject complement, an object, a prepositional object, a prepositional complement, an adjectival complement and an adverbial. Therefore, it has to be clearly regarded as a distinct category.

Both participles appear in post-modification and pre-modification of the noun phrases even though pre-modification by P-*ed* is seldom. Their roles in condensing functions are very noticeable.

The distribution of finite dependent clauses is fairly slow. In 1/ACR, there is the biggest number of *that*-clauses (43%) and the lowest occurrence of interrogative clauses (4%), both groups falling into nominal clauses. Relative clauses occupy 40% and adverbial clauses 13%.

In 2/HA-CP, there is the biggest number of relative clauses (48%) preceding adverbial clauses (35%), which is higher than in 1/ACR. Surprisingly, *that*-clauses occupy only 10%. The lowest number belongs to interrogative clauses (7%), which is roughly equal to the number of interrogative clauses in 1/ARC.

To sum it up, the findings show that modern English is organised around the gerund, the infinitive and the participles that are really unique means of condensation that can change a finite dependent clause into a non-finite clause. As it is implied, non-finite clauses predominate, they are the common way of the expression in English and play a highly beneficial role in condensation.

15. RESUMÉ

Tématem této práce je výskyt závislých finitních a nefinitních vět v administrativním stylu. Práce je rozdělena na dvě části, teoretickou a praktickou. V teoretické části je podrobný popis týkající se nefinitních a finitních závislých vět včetně vysvětlení jednotlivých funkcí. Praktická část je zaměřena na analýzu nefinitních a finitních závislých vět v administrativním stylu a na jejich reálný výskyt v těchto textech. Pro analýzu byly vybrány dva odlišné typy textů z oficiálních stránek Evropské Unie, aby bylo možné získat více různých vzorků. Z každého textu bylo zvoleno 150 vzorků z prvních dvou kapitol, celkem tedy 300 vzorků, na jejichž základě byla určena frekvence výskytu závislých vět. Jednotlivé závislé věty pak byly určeny z hlediska funkcí a podrobně popsány. V analýze jsou uvedeny vždy jeden nebo dva příklady, které se vztahují k určité funkci v závislé větě. Oba analyzované texty je možné najít v příloze. Nefinitní a finitní závislé věty jsou v přiložených analyzovaných textech odlišeny barevně, aby bylo možné dobře vidět jejich reálný výskyt.

Celkové výsledky analýzy jsou velmi zajímavé, protože ukazují, že nefinitní věty jednoznačně převažují nad finitními, a to v obou textech. Analyzovaný text 1/ACR obsahuje 103 příkladů nefinitních vět a 47 příkladů finitních závislých vět. Výsledky v druhém analyzovaném textu 2/HA-CP jsou podobné. Text obsahuje 121 nefinitních příkladů a pouze 29 příkladů finitních závislých vět, což je ještě méně než v prvním textu. Rozložení závislých vět v procentech je znázorněno v grafech. Tento celkový výsledek je jasným důkazem, že finitní závislé věty jsou redukovány na nefinitní věty. Tato zjištění ukazují, že moderní angličtina má k dispozici unikátní prostředky, které slouží k redukci vět. Do těchto prostředků patří gerundium, *to*-infinitive, přítomné a minulé participium a lze jednoznačně říci, že hrají velmi významnou roli v redukci vět a patří k běžně používaným prostředkům v moderní angličtině.

Zajímavý je výskyt těchto prostředků v obou textech. V textu 1/ACR je následující počet: *to*-infinitiv 45 + infinitiv bez *to* 8, *-ing* participium 22, *-ed* participium 17 a gerundium 11. Jednotlivé rozložení je znázorněno v grafech, a je uvedeno v procentech. Text 2/HA-CP vykazuje podobné výsledky rozložení nefinitních tvarů. Obsahuje: *to*-infinitiv 42 + infinitive bez *to* 15, větší výskyt gerundií 27, *-ed* participium 20 a *-ing* participium 17. I tento výskyt je znázorněn graficky v procentech.

To-infinitiv se objevuje v textech nejen ve funkci podmětu, ale i v extrapozici s anticipačním *it*, předjímajícím vlastní infinitivní podmět. Infinitiv může být součástí přísudku po sponových slovesech. V analyzovaných textech jsou tato sponová slovesa – *appear* a *be.* Dále se vyskytuje jako doplněk adjektiva *likely.* Infinitiv ve funkci předmětu je velmi častý. Následuje-li po slovese samotný infinitiv, je konatel infinitivního děje vždy totožný s podmětem nadřazeného slovesa. Po mnoha slovesech není nominální člen pouze konatelem infinitivního děje, ale také členem nadřazené věty. Nominální člen je pak společný oběma slovesům, nadřazenému i infinitivu, jde o tzv. vazbu apo koinou. Po několika slovesech (v textu *allow* a *enable)* může být nominální člen před infinitivem interpretován také jako společný člen obou sloves nebo jako výlučná složka infinitivní vazby. U těchto sloves podmínky pro dvojznačnost nastávají pouze tehdy, je-li nominální člen životný aktant, interpretovatelný jako recipient nadřazeného slovesa. Je-li neživotný, je pouze složkou infinitivní vazby. Adverbiální infinitiv se nejčastěji vyskytuje ve funkci účelu. Věty mohou být pak rozšířeny pomocí *in order.* Konatel děje v účelovém infinitivu je stejný jako podmět nadřazeného slovesa. Pokud je konatel infinitivní konstrukce odlišný, pak je vyjádřen pomocí předložkové vazby *for.* Atributivní infinitiv se často vyskytuje ve funkci substantivního post-modifikátoru a často alternuje s větou vztažnou. *To*-infinitiv v apozici koresponduje s finitními větami obsahovými uvedenými spojkou *that.*

Výskyt gerundia není tak frekventovaný, ale i přesto zaujímá velmi význačnou pozici mezi nefinitními prostředky z důvodu jeho vlastních kvalit a funkcí ve větě. V analyzovaných textech se objevuje ve funkcích podmětu, předmětu, doplnění po předložce, doplnění adjektiva a adverbiálního určení po předložkách, které určují sémantické kategorie (čas, kontrast, účel atd.)

Postponované přítomné participium odpovídá vztažným větám. Zároveň se přítomné participium vyskytuje v pre-modifikaci a příklady v textech naznačují současný trend, který umožňuje volnější použití participia v pre-modifikaci. Dále jde o různé participiální vazby, buď s nevyjádřeným konatelem totožným s podmětem nadřazeného slovesa, nebo také s nevyjádřeným konatelem, který není ani totožný s podmětem nadřazeného slovesa. Jedná se o tzv. dangling participium, vazbu, která se velmi často používá v odborném stylu. Velmi často jsou participiální vazby také uvedeny podřadnými spojkami podle toho, jaký sémantický vztah je mezi oběma predikacemi implikován. V psaném jazyce je možné vidět i vazby s participiem perfekta.

Minulé participium se vyskytuje v post-modifikaci, má většinou pasívní význam a odpovídá vztažným větám. V pre-modifikaci je jeho užívání omezenější a je přijatelnější, pokud je samo pre-modifikováno.

Jak již bylo zmíněno dříve, výskyt finitních závislých vět je mnohem nižší. Jejich reálný výskyt je znázorněn v grafech v procentech. V textu 1/ACR mají největší zastoupení obsahové věty (43%), následují vztažné věty (40%), příslovečné věty (13%) a nejnižší zastoupení mají závislé věty tázací (4%).

V textu 2/HA-CP mají největší zastoupení vztažné věty (48%), dále příslovečné věty (35%), nejnižší zastoupení mají opět tázací věty (4%). Překvapivým faktem je výskyt obsahových vět, který je mnohem nižší než v prvním textu (10%). V analyzovaných textech jsou v těchto funkcích:

Obsahové věty jsou v textu v extrapozici s anticipačním *it*, ale také i jako existenciální typ, kde *there* tvoří složku právě větného typu existenciálního. Dále se obsahové věty objevují v textech ve funkci předmětu, kdy se pak *that* může vypustit. Jedná se pak o tzv. asyndetické připojení vět předmětných. V analyzovaném textu jde o asyndetické připojení po slovese *think.*

Vedlejší věta tázací se v textech vyskytuje ve funkci předmětu, jmenné části přísudku, ale také v jednom případě je uvedena předložkou a jeho doplněním.

Příslovečné věty jsou uvedeny spojkami a v analyzovaných textech je možné vidět především přípustkové věty se spojkou *while* vyjadřující kontrast, dále pak věty časové uvedené spojkou *when* a věty místní se spojkou *wherever* . Následek je pak vyjádřen pomocí spojky *so that.*

Poměrně velké zastoupení v analyzovaných textech mají věty vztažné – restriktivní. Uvozují se pomocí *who, which* a *that*. Zvláštností jsou věty vztažné bez uvozovacího relativa, tzv. vztažné věty juxtaponované, ovšem za předpokladu, že uvozovací relativum není podmětem vztažné věty, ale je ve funkci předmětu. V některých případech se také vyskytují ve funkci relativa též adverbia (*where).* V jednom případě se objevuje posesívní tvar *whose.* Nerestriktivní vztažné věty se v analyzovaných textech vykytují po relativu *which* (což), a tyto jsou pak odděleny čárkou.

V závěru je tedy možné jednoznačně uvést, že nefinitní tvary jsou skutečně „exkluzivní" prostředky, které slouží k redukci vět a v moderní angličtině jsou opravdu ve velké míře

využívány. Určitě zvláštní místo patří gerundiu, neboť jak bylo zmíněno v teoretické části, někteří lingvisté tento termín nepoužívají a nahrazují ho termínem „-ing form". Analýzou textu bylo dokázáno, že gerundium má své opodstatněné postavení ve větě a zcela jistě je možné souhlasit s Leechem, který označuje gerundium za fenomén.

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17. APPENDICES

EUROPEAN
COMMISSION

Brussels, 3.2.2014
COM(2014) 38 final

**REPORT FROM THE COMMISSION TO THE COUNCIL AND THE EUROPEAN
PARLIAMENT**

EU ANTI-CORRUPTION REPORT

EN   **EN**

I. Introduction

Policy background and objectives of the Report

Corruption seriously harms the economy and society as a whole. Many countries around the world suffer from deep-rooted corruption **(1)** **that hampers economic development**– *F/RRC,* **(2)** **undermines democracy** – *F/RRC,* and **(3)** **damages social justice and the rule of law** – *F/RRC.* The Member States of the EU are not immune to this reality. Corruption varies in nature and extent from one country to another, but it affects all Member States. It impinges on good governance, sound management of public money, and competitive markets. In extreme cases, it undermines the trust of citizens in democratic institutions and processes.

This Report provides an analysis of corruption within the EU's Member States and of the steps **(4)** **taken** - *NF/P-ed/Post.Mod* **(5)** **to prevent** - *NF/To-I/AdvP* and **(6)** **fight it** – *NF/BI/AdvP*. It aims **(7)** **to launch a debate** – *NF/To-I/O* **(8)** **involving the Commission, Member States, the European Parliament and other stakeholders** – *NF/P-ing/Post.Mod.,* **(9)** **to assist the anti-corruption work** – *NF/To-I/O* and **(10)** **to identify ways** – *NF/To-I/O* **(11)** **in which the European dimension can help** – *F/RRC.*

EU Member States have in place most of the necessary legal instruments and institutions **(12)** **to prevent** – *NF/To-I/Att* and **(13)** **fight corruption** – *NF/BI/Att.* However, the results **(14)** **they deliver** - *F/RRC* are not satisfactory across the EU. Anti-corruption rules are not always vigorously enforced, systemic problems are not tackled effectively enough, and the relevant institutions do not always have sufficient capacity **(15)** **to enforce the rules** – *NF/To-I/App*. Declared intentions are still too distant from concrete results, and genuine political will **(16)** **to eradicate corruption** – *NF/To-I/App* often appears **(17)** **to be missing** – *NF/To-I/SC.*

(18) **To ensure an EU contribution** *NF/To-I/AdvP*, the Commission adopted the Communication on Fighting Corruption in the EU in June 2011,[1] **(19)** **establishing the EU Anti-Corruption Report** – *NF/P-ing/condens.RC* **(20)** **to monitor** – *NF/To-I/App* and **(21)** **assess Member States' efforts in this area with a view to stronger political engagement** – *NF/BI/App* **(22)** **to address corruption effectively** – *NF/To-I/App*. The report is hereby published now for the first time; further reports will be issued every two years.

In line with international legal instruments,[2] this report defines corruption in a broad sense as any 'abuse of power for private gain'. It therefore covers specific acts of corruption and those measures **(23)** **that Member States take specifically** – *F/RRC* **(24)** **to prevent** – *NF/To-I/AdvP* or **(25)** **punish corrupt acts** – *NF/BI/AdvP* **(26)** **as defined by the law** – *NF/P-ed/cond-manner*, and also mentions a range of areas and measures **(27)** **which impact on the risk of corruption** – *F/RRC* **(28)** **occurring** – *NF/P-ing/Post.Mod.* and on the capacity**(29)** **to control it** – *NF/To-I/App.*

The report focuses on selected key issues of particular relevance to each Member State. It

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1   http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0308:FIN:EN:PDF .

2   Notably the United Nations Convention against Corruption, as well as Council of Europe anti-corruption legal instruments, including the Resolution (97) 24 on the twenty Guiding Principles for the fight against corruption and the recommendations No R (2000) 10 on codes of conduct for public officials and No. R (2003)4 on common rules against corruption in the funding of political parties and electoral campaigns.

describes good practices as well as weaknesses, and identifies steps **(30) which will allow** – *F/RRC* **(31) Member States to address corruption more effectively** – *NF/To-I/O*. The Commission recognises **(32) that some of these issues are solely national competence** – *F/That-cl/O*. It is, however, in the Union's common interest **(33) to ensure** – *NF/To-I/App* **(34) that all Member States have efficient anti-corruption policies** – *F/That-cl/O* and **(35) that the EU supports the Member States** – *F/That-cl/O* **(36) in pursuing this work** – *NF/GR/Adv*. The report therefore seeks **(37) to promote high anticorruption standards across the EU** – *NF/To-I/O*. **(38) By highlighting problems** – *NF/GR/Adv-means* - as well as good practices – **(39) found inside the EU** – *NF/P-ed/Post.Mod*, the report also lends credibility to the EU's efforts **(40) to promote anticorruption standards elsewhere** – *NF/To-I/App*.

Corruption is a complex phenomenon with economic, social, political and cultural dimensions, **(41) which cannot be easily eliminated** – *F/SRC*. An effective policy response cannot be reduced to a standard set of measures; there is no 'one size fits all' solution. The report therefore examines corruption within the national context of each Member State, and suggests **(42) how the most relevant issues for each Member State can be addressed in the national context** – *F/Intrg-cl/O*

Further explanation about the methodology of the report is provided in the Annex.

The wider policy context

The financial crisis has put additional pressure on Europeans and their governments. In the face of the current economic challenges both in Europe and elsewhere, stronger guarantees of integrity and transparency of public expenditure are required. Citizens expect **(43) the EU to play an important role** – *NF/To-I-O* **(44) in helping Member States** – *NF/GR/PrC* **(45) to protect the licit economy against organised crime, financial and tax fraud, money laundering and corruption, not least in times of economic crisis and budgetary austerity** – *NF/To-I-DO*. Corruption alone is estimated **(46) to cost the EU economy EUR 120 billion per year** – *NF/To-I/O*, just a little less than the annual budget of the European Union.[3]

Europe 2020 is the EU's growth strategy over the present decade **(47) to foster a smart, sustainable and inclusive economy** – *NF/To-I/App*, thus **(48) helping** – *NF/P-ing/Post.Mod* the EU and its Member States **(49) to deliver high levels of employment, productivity and social cohesion** – *NF/To-I/DO*. Research suggests **(50) that the success of the Europe 2020 strategy also depends on institutional factors such as good governance, rule of law, and control of corruption** – *F/that-cl/O*.[4] **(51) Fighting corruption** – *NF/GR/S* contributes to the EU's competitiveness in the global economy. In that context, anti-corruption measures have been highlighted with respect to a number of Member States as part of the European Semester - a yearly cycle of economic policy coordination **(52) involving a detailed analysis of Member States' programmes for economic and structural reform as well as country-specific**

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3   The total economic costs of corruption cannot easily be calculated. The cited figure is based on estimates by specialised institutions and bodies, such as the International Chamber of Commerce, Transparency International, UN Global Compact, World Economic Forum, Clean Business is Good Business, 2009, which suggest that corruption amounts to 5% of GDP at world level. See also the Commission Communication on Fighting Corruption in the EU of 6 June 2011: http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0308:FIN:EN:PDF .

4   Excellence in Public Administration for competitiveness in EU Member States (2011-2012).: http://ec.europa.eu/enterprise/policies/industrial-competitiveness/monitoring-member-states/improving-public-administration/

recommendations – *NF/P-ing/PostMod.* More generally, **(53)** **improving the efficiency of public administration** – *NF/GR/S*, especially **(54)** **if combined with greater transparency** – *NF/P-ed/cond-condition.*, can help mitigate corruption-related risks. The Commission Communication for a European Industrial Renaissance of January 2014 therefore places emphasis on quality public administration as an important aspect of the EU's growth strategy.[5]

Structure of the report

The EU Anti-Corruption Report covers all 28 EU Member States. It has the following structure:

Introduction, **(55)** **presenting the policy background and objectives** – *NF/P-ing/Post.Mod.*

Results of **Eurobarometer surveys** of 2013 on perceptions of corruption and experience of corruption.

Horizontal chapter, (56) **describing corruption-related trends across the EU** – *NF/P-ing/Post.Mod.* It summarises the main findings. The conclusions and suggestions for future steps for each Member State are set out (only) in the respective country chapters.

Thematic chapter, (57) **focusing on a cross-cutting issue of particular relevance at EU level** – *NF/P-ing/Post.Mod.* The issue in focus in this first report is public procurement, **(58)** **which is of crucial importance for the internal market** – *F/SRC*; it is covered by extensive EU legislation, and subject to significant corruption risks. The chapter covers corruption and anticorruption measures within national systems of public procurement.

Annex on methodology, (59) **describing** – *NF/P-ing/Post.Mod.* **(60)** **how the report was prepared** – *F/Intrg-cl/O* as well as methodological choices and limitations.

Country chapters, **(61)** **covering each of the 28 Member States** – *NF/P-ing/Post.Mod.* These chapters do not provide an exhaustive description of corruption-related issues and anti-corruption measures. Instead, they highlight selected key issues **(62)** **identified through the individual assessment of each country on its own merits and with due regard to the national context** – *NF/P-ed/PostMod.*

Introduction, (63) **providing a snapshot of the general situation** – *NF/P-ing/Post.Mod* **(64)** **regarding corruption** – *NF/P-ing/Post.Mod.* It presents selected indicators **(65)** **including perceptions** – *NF/P-ing/Post.Mod.*, along with facts, trends, challenges and developments relevant to corruption and anti-corruption measures.

Issues in focus. Several issues are identified and analysed for each country. **(66)** **While the emphasis is on vulnerabilities and areas for improvement** – *F/Adv-concession*, the analysis is forward-looking and points to plans and measures **(67)** **going in the right direction** – *NF/P-ing/Post.Mod.*, and identifies issues **(68)** **that require further attention** – *F/RRC*. Good practices **(69)** **which might be an inspiration for others** – *F/RRC* are highlighted. The range of issues in focus is not limited to the matters **(70)** **covered** – *NF/P-ed/Post.Mod* by the thematic chapter (public procurement). Some country chapters do, however, include a specific analysis of public procurement; this is the case for countries **(71) where substantial problems**

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with public procurement have been identified – *F/RRC*

a)   The selection of key issues in each country chapter is based on the following considerations:

severity and impact of the problem in relation to other corruption-related challenges in the country;

•   scale of potential spill-over effect for a wider range of policies (for example, major loopholes in public procurement controls **(72)** **creating significant risk of diversion of public funds** – *NF/P-ing/ Post.Mod.* and

•   ability **(73)** **to point to constructive and concrete future steps** – *NF/To-I/App*.

Future steps and follow-up

The points for further attention **(74)** **set out in each country chapter** – *NF/P-ed/Post.Mod* reflect the Commission's attempt **(75)** **to identify measures** – *NF/To-I/App* likely **(76)** **to give added value** – *NF/To-I/App* **(77)** **in addressing key outstanding issues** – *NF/GR/PrC* in regard to **(78)** **preventing** – *NF/GR/PrC* and **(79)** **fighting corruption** – *NF/GR/PrC*. They are tailored to the context and needs of each country. They are concrete and targeted, **(80)** **without going into excessive detail** – *NF/GR/Adv-circumstances*, and aimed at tangible changes on the ground. The report, where relevant, draws on and supports recommendations already **(81)** **formulated** – *NF/P-ed/Post.Mod* by other corruption reporting mechanisms (notably Council of Europe's Group of States against Corruption - GRECO - and OECD), some of which have not yet been followed by Member States.

 As follow-up to the report, the Commission wishes **(82)** **to engage in a constructive, forward-looking debate on the best ways** – *NF/To-I/O* **(83)** **to address corruption** – *NF/To-I/Att*, notably on the points **(84)** **that it has identified for further attention** – *F/RRC*. The Commission hopes **(85)** **to see a wide debate about anticorruption measures with active participation of the Member States, the European Parliament, national parliaments, the private sector and civil society** – *NF/To-I/O*, and looks forward to itself actively **(86)** **participating in discussions both at EU level and in Member States** – *NF/GR/PrO*.

Additionally, the Commission intends **(87)** **to put in place a mutual experience-sharing programme** – *NF/TO-I/O* **(88)** **for Member States, local NGOs and other stakeholders to identify best practices** – *NF/To-I/AdvP* and **(89)** **overcome shortcomings in anti-corruption policies** – *NF/BI/AdvP*, **(90)** **raise awareness** – *NF/BI/AdvP* or **(91)** **provide training** – *NF/BI/AdvP*. These efforts should be linked to the issues for attention **(92)** **contained in the report**, - *NF/P-ed/Post.Mod* and facilitate the follow-up action. The mutual experience-sharing programme will be launched after the adoption of the report, **(93)** **building on feedback** – *NF/P-ing/Post.Mod* **(94)** **received** – *NF/P-ed/Post.Mod* and discussion with stakeholders on the specific needs **(95)** **that it could address** – *F/RRC*.

The Commission intends **(96)** **to carefully analyse feedback in relation to this first report** – *NF/To-I/O*, **(97)** **reflect on possible gaps and errors** *NF/BI/O*, and **(98)** **draw lessons for the second report** – *NF/BI/O*. The methodology will be reviewed, and additional consideration will be given to the possibility of developing new corruption indicators.

Future work will look into issues like how the measures **(99)** **suggested in this first report** – N*F/P-ed/Post.Mod* were implemented, and take the stock of the experience-sharing

programme.

II. Results of Eurobarometer survey on perceptions of corruption and experience of corruption

Two Eurobarometer surveys were carried out in preparation for the EU Anti-corruption Report in early 2013: the 1) Special Eurobarometer[6][7][8] and a 2) a business-focused 'Flash survey' . For most countries, the ranking of the CPI index **(100) published by Transparency International** – *NF/P-ed/ Post.Mod* tends **(101) to correspond to answers** – *NF/To-I/O* **(102) given by the Eurobarometer respondents** – *NF/P-ed/ Post.Mod*.

(103) Taking together the Special Eurobarometer data – *NF/P-ing/dangling*, firstly on general perceptions of the prevalence of corruption and secondly **(104) on actually being expected** – *NF/GR/PrC* **(105) to pay a bribe** – *NF/To-I/O* (personal experience in bribery), it is clear **(106) that Member States can be characterised in different ways** – *F/that-cl/extrp/S*.

Answers confirm a positive perception and low experience of bribery in the case of **Denmark, Finland, Luxembourg and Sweden**. Respondents in these countries rarely indicated **(107) that they had been expected** – *F/that-cl/O* **(108) to pay a bribe** – *NF/To-I/O* (less than 1 % of cases) and the number of people **(109) who think** – *F/RRC* **(110) that corruption is widespread** – *F/that-cl/O* (20 %, 29 %, 42 % and 44 % respectively) is significantly below the EU average. In the case of the **UK**, only 5 persons out of 1115 were expected **(111) to pay a bribe** – *NF/To-I/O* (less than 1 %), **(112) showing the best result in all Europe** – *NF/P-ing/dangling*; nevertheless, the perception data show **(113) that 64 % of UK respondents think** – *F/that-cl/object* **(114) corruption is widespread in the country** – *F/that-cl/O* (the EU average is 74 %).

In countries like **Germany, the Netherlands, Belgium, Estonia and France**, **(115) while more than half of the respondents think** – *F/Adv-concession* **(116) corruption is a widespread phenomenon** – *F/that-cl/O*, the actual number of people **(117) having had to pay a bribe** *NF/P-ing-perfect/Post.Mod* is low (around 2 %). These countries also appear among the good performers on the Transparency International Index. **Austria shares similar features with this group** with the exception of a somewhat high number of respondents (5 %) **(118) who reported** *F/RRC* **(119) to have been expected** *NF/To-I-passive/O* **(120) to pay a bribe**

6   A survey conducted among the general population in all Member States every two years, based on face-to-face interviews with a sample of 1000 or 500 respondents (depending on the size of the population). A total of 27 786 persons (representative sample) participated in this survey in late February and early March of 2013. The survey dealt inter alia with corruption perception generally, personal experience with corruption as well as attitudes towards favours and gifts. While the Eurobarometer s   urveys are run every second year since 2007, the Commission decided in 2013 to tailor questions to the needs of this report. Therefore, any comparison with previous years should be undertaken with caution. Full report is available at http://ec.europa.eu/public_opinion/archives/eb_special_399_380_en.htm#397.

7   A phone-based survey, so-called Flash Eurobarometer, covered six sectors in EU28, and was launched for the first time in 2013, carried out between 18 February and 8 March. Businesses from the energy, healthcare, construction, manufacturing, telecommunications and financial sectors (all company sizes) were requested to provide their opinion. Full report is available at http://ec.europa.eu/public_opinion/archives/flash_arch_374_361_en.htm#374

8   Corruption Perception Index (CPI) is published every year by Transparency International:
http://cpi.transparency.org/cpi2013/.

NF/To-I/O.

In some countries a relatively high number of people indicated **(121) that they had personal experience with bribery** – *F/that-cl/O*, but with a clear concentration on a limited number of sectors, **(122) including Hungary (13 %), Slovakia (14 %) and Poland (15 %)** *NF/P-ing/Post.Mod*. In these countries, one sector, namely healthcare, provides the bulk of instances of bribery. There is evidence **(123) that structural problems in healthcare provide incentives** *F/existential/that-cl/S-notional* **(124) to pay a bribe for medical staff** – *NF/To-I/App*. Indeed, in all the countries **(125) mentioned** – *NF/P-ed/Post.Mod*, the detailed answer show **(126) that healthcare is referred to by the highest number of individuals** – *F/that-cl/O*, **(127) while all other institutions or sectors (e.g. police, customs, politicians, public prosecutors' services, etc) were named by less than 1 % of respondents** *F/Adv-concession*. Corruption in a broader sense is perceived as widespread in these countries (82 % in Poland, 89 % in Hungary and 90 % in Slovakia).

In certain countries, including Portugal, Slovenia, Spain and Italy, bribery seems rare but corruption in a broader sense is a serious concern: a relatively low number of respondents claimed **(128) that they were asked or expected** *F/that-cl/O* **(129) to pay a bribe in the last 12 months** *NF/To-I/O*. **(130) While personal experience of bribery is apparently rare (1-3 %)** *F/Adv-concession*, the perception is so heavily influenced by recent political scandals and the financial and economic crisis **(131) that this is reflected in the respondents' negative impression about the corruption situation overall** *F/Adv-reason* (90, 91, 95 and 97 % respectively).

As for countries **(132) lagging behind in the scores** *NF/P-ing/Post.Mod* **(133) concerning both perceptions and actual experience of corruption** *NF/P-ing/Post.Mod*, these include Croatia, the Czech Republic, Lithuania, Bulgaria, Romania and Greece**.** In these countries, between 6 % and 29 % of respondents indicated **(134) that they were asked or expected** *F/that-cl/O* **(135) to pay a bribe in the past 12 months** *NF/To-I/O*, **(136) while 84 % up to 99 % think** *F/Adv-concession* **(137) that corruption is widespread in their country** – *F/that-cl/O*. Croatia and the Czech Republic appear **(138) to make a somewhat more positive impression with slightly better score than the rest of the countries from the same group** – *NF/To-I/SC*.

Countries **(139) not mentioned above** – *NF/P-ed/Post.Mod* (i.e. Latvia, Malta, Ireland, Cyprus) do not show results **(140) that diverge considerably from the EU average on any of these aspects** – *F/RRC*.

At European level, three quarters of respondents (76 %) think **(141) that corruption is widespread in their own country** – *F/that-cl/O*. The countries **(142) where respondents are most likely** – *F/RRC* **(143) to think** – *NF/To-I/AdjC* **(144) corruption is widespread** – *F/that-cl/O* are Greece (99 %), Italy (97 %), Lithuania, Spain and the Czech Republic (95 % in each). A quarter of Europeans (26 %), **(145) compared with 29 %** - *NF/P-ed/Post.Mod* **(146) showed by the 2011 Eurobarometer** *NF/P-ed/Post.Mod*, consider **(147) that they are personally affected by corruption in their daily lives** – *F/that-cl/O*. People are most likely **(148) to say** –*NF/To-I/AdjC* **(149) they are personally affected by corruption in Spain and Greece (63 % in each), Cyprus and Romania (57 % in each) and Croatia (55 %)** – *F/zero-that-cl/O*; and least likely **(150) to do so in Denmark (3 %), France and Germany (6 % in each)** – *NF/To-I/AdjC*. Around one in twelve Europeans (8 %) say **(151) they have experienced or witnessed a case of corruption in the past 12 months** – *F/zero-that-cl/O*. Respondents are most likely **(152) to say** – *NF/To-I/AdjC* they have experienced or witnessed

corruption in Lithuania (25 %), Slovakia (21 %) and Poland (16 %) and least likely to do so in Finland and Denmark (3 % in each), Malta and the UK (4 % in each).

Around three quarters of Europeans (73 %) say that bribery and the use of connections is often the easiest way of obtaining certain public services in their country. This belief is most widespread in Greece (93 %), Cyprus (92 %), Slovakia and Croatia (89 % in each). **Similarly to 2011, around two in three Europeans (67 %) think the financing of political parties is not sufficiently transparent and supervised.** Most likely to hold that view are respondents from Spain (87 %), Greece (86%), and the Czech Republic (81%), while those least likely to hold this view are respondents from Denmark (47 %), the UK (54 %), Sweden (55 %) and Finland (56 %). **Just under a quarter of Europeans (23 %) agree that their Government's efforts are effective in tackling corruption**; around a quarter (26%) think that there are enough successful prosecutions in their country to deter people from corrupt practices.

For the business-focused Flash survey the country results show striking variations: a difference of 89 percentage points between the highest (Greece: 99 %) and lowest (Denmark: 10 %) levels of perceived corruption. (The same result is reflected in the 'Special Eurobarometer' presented above: 20 % vs 99 %.) Indeed, all but one of the respondents from Greece are of the belief that corruption is widespread in Greece.

At European level, more than 4 out of 10 companies consider corruption to be a problem for doing business, and this is true for patronage and nepotism too. When asked specifically whether corruption *is a problem for doing business,* 50 % of the construction sector and 33 % of the telecoms/IT companies felt it was a problem to a serious extent. **The smaller the company, the more often corruption and nepotism appears as a problem for doing business.** Corruption is most likely to be considered a problem when doing business by companies in the Czech Republic (71 %), Portugal (68 %), Greece and Slovakia (both 66 %).

III. Main Findings of this Report

The individual country analyses revealed a wide variety of corruption-related problems, as well as of corruption control mechanisms, some of which have proved effective and others have failed to produce results. Nevertheless, some common features can be noted either across the EU or within clusters of Member States. The country analyses show that public procurement is particularly prone to corruption in the Member States, owing to deficient control mechanisms

European Commission

Humanitarian aid and civil protection

Helping victims of disasters and conflicts, and protecting those at risk

European humanitarian aid makes a true difference for all those people suffering from disasters and conflicts in the world.

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Why we need an EU humanitarian aid and civil protection policy

Saving lives and preventing human suffering

The images of conflicts and disasters **(1)** <u>which fill our television screens and newspapers</u> – *F/RRC* are the backdrop to our world's increasingly complex and vulnerable environment. **(2)** <u>As the scale of natural disasters and conflicts increases</u> *F/Adv-cause*, humanitarian needs grow. The EU responds **(3)** <u>by providing emergency assistance</u> *NF/GR/means* to victims of disasters and conflicts **(4)** <u>based on their needs around the world</u> – *NF/P-ed/Post.Mod*. It does this through the European Commission's Humanitarian Aid and Civil Protection Department (ECHO). ECHO's mission is **(5)** <u>to alleviate suffering</u> - *NF/To-I/SC*, **(6)** <u>maintain the dignity of those</u> – *NF/BI/SC* **(7)** <u>affected</u> – *NF/P-ed/ Post.Mod* and **(8)** <u>save lives</u> *NF/BI/SC*. This is one of the most tangible expressions of the EU's core value of solidarity.

There has been a surge in crises in recent years. 2014 saw an unprecedented four 'Level 3' emergencies **(9)** <u>declared by the United Nations</u> – *NF/P-ed/Post.Mod* — the highest category on its scale. The EU is present in all four of these crisis zones: Syria, South Sudan, the Central African Republic and Iraq. But it is also **(10)** <u>helping people</u> – *NF/GR/SC* **(11)** <u>who need aid in Afghanistan, the Sahel region and throughout Africa, central and south America and south-east Asia</u> – *F/RRC*. The EU also runs relief operations in 'forgotten' crises **(12)** <u>that benefit from little international attention</u> – *F/RRC*.

(13) <u>Helping the world's most vulnerable populations</u> – *NF/GR/S* is a moral obligation of the international community and the European Commission has a longstanding commitment **(14)** <u>to help</u> – *NF/To-I/App*. ECHO provides relief assistance directly to people in distress, irrespective of their nationality, religion, gender or ethnic origin.

The work of the European Commission goes beyond the immediate consequences of disasters and the needs of people **(15)** <u>affected by them</u> – *NF/P-ed/Post.Mod*. **(16)** <u>Investing in risk-prevention and preparedness before a disaster strikes</u> – *NF/GR/S* pays significant dividends **(17)** <u>compared with</u> – *NF/P-ed/Post.Mod* **(18)** <u>facing the costs of relief, recovery and reconstruction afterwards</u> – *NF/GR/PrO*. In this way the EU ensures **(19) <u>that its efforts cover the full disaster</u> cycle: prevention, preparedness, response and recovery** – *F/that-cl/O*.

This involves **(20)** <u>combining disaster-response with a vast range of activities</u> – *NF/GR/O* **in order to**:

- **(21)** <u>reduce disaster risks</u> – *NF/To-I/AdvP*, for example through strategies **(22)** <u>to mitigate the consequences of climate change</u> – *NF/To-I/Att* ;
- **(23)** <u>improve preparedness for disasters</u> – *NF/To-I/AdvP*, for instance **(24)** <u>by developing early-warning systems</u> – *NF/GR/Adv-means*;
- **(25)** <u>ensure a smooth transition</u> – *NF/To-I/AdvP* **(27)** <u>when the emergency operation comes to an end</u> – *F/Adv-time* **(28)** <u>by linking up with development aid strategies</u> – *NF/GR/Adv-menas*;
- **(29)** <u>strengthen the overall resilience of populations</u> *NF/To-I/AdvP*, for example **(30)** <u>by investing in measures</u> – *NF/GR/Adv-means* **(31)** <u>that help</u> – *F/RRC* **(32)** <u>prepare populations for future shocks</u> – *F/BI/O*

Constant adjustments are needed **(33)** <u>to rise to the new challenges</u> – *NF/To-I/ O* **(34)** <u>caused</u> – *NF/P-ed/Post.Mod* **(35)** <u>by evolving global threats</u> – *NF/GR/Adv-means*. **(36)** <u>To improve the effectiveness of its crisis response</u> – *NF/To-I/AdvP*, in 2010 the EU brought humanitarian aid and civil protection together under one roof.

The EU Civil Protection Mechanism helps the participating countries **(37)** <u>prevent disasters</u> – *NF/BI/DO*, **(38)** <u>prepare for emergencies</u> – *NF/BI/DO* and **(39)** <u>pool their resources</u> – *NF/BI/DO* **(40)** <u>which can then be made available for a coordinated and rapid response in disaster-hit countries</u> – *F/RRC*. **(41)** <u>While the EU's humanitarian aid targets non-EU countries</u> – *F/Adv-concession*, the Mechanism can be mobilised in case of emergencies both inside and outside the EU. The EU Civil Protection Mechanism is a tool **(42)** <u>which enhances European cooperation</u> – *F/RRC*. It supports *Member* States' own civil protection arrangements at the national, regional and local levels **(43)** <u>by providing</u>

The EU has been funding humanitarian aid in India since 1996.

effective tools – *NF/GR/Adv-means* **(44) for preventing, preparing for, and responding to natural and man-made disasters** *NF/GR3x/Adv-purpose*. The result for the EU of this complementary and streamlined framework is an enhanced response and coordination capacity with better use of resources.

Making a difference together

The European Union, together with its Member States, is the world's leading humanitarian aid donor. Every year, humanitarian funding from the EU budget provides assistance to more than 120 million people in more than 90 non-EU countries.

(45) While representing only a fraction of EU spending – *NF/P-ing/cond.* — less than 1 % of the annual EU budget — the amount of more than €1 billion in aid every year goes a long way **(46) in meeting the needs of people in crisis situations** – *NF/Gr/PrC*. From aid to the Philippines **(47) to help** – *NF/To-I/Att* **(48) stabilise the country in the aftermath of the typhoon Haiyan in 2013** *NF/BI/O*, to the protection of civilians **(49) following the 2014 floods** *NF/P-ing/Post.Mod* **(50) which devastated parts of Bosnia and Herzegovina and Serbia** *F/RRC*, from **(51) coordinating airlifts** – *NF/P-ing Pre.Mod* to **(52) Ebola-affected Guinea, Sierra Leone and Liberia** – *NF/P-ed/Att Pre.Mod* after the largest recorded outbreak of the virus in 2014, and **(53) helping millions in the Sahel** – *NF/GR/Adv-time* **(54) facing hunger** – *NF/P-ing/Post.Mod*, to the ongoing efforts **(55) to assist the millions of Syrian refugees** – *NF/To-I/App* **(56) fleeing the conflict in their country** – *NF/P-ing/Post.Mod*, the assistance **(57) delivered** – *NF/P-ed/Post.Mod* has made a real difference to those in need.

United in solidarity

A survey **(58) carried out in 2012** – *NF/P-ed/Post.Mod* revealed **(59) that 9 out of 10 EU citizens support the EU's funding of humanitarian aid** F/that-cl/O. Despite the impact of the economic crisis, this trend was on the rise, **(60) endorsing a strong European commitment to action in this field** – *NF/P-ing* . An overwhelming majority also agreed **(61) that coordinated EU action in the field of civil protection** **(62) to respond to disasters** – *NF/To-I/App* **is more effective than individual countries** F/that-cl./O **(63) taking on the task alone** – *NF/P-ing/Post.Mod*.

The responsibility **(64) to provide humanitarian aid** – *NF/To-I/App* is shared between the EU's Member States and our aid is delivered in cooperation with international and local humanitarian organisations. In the field of civil protection, the EU is responsible **(65) for supporting, coordinating and complementing the activities of its Member States** *NF/GR3x/AdjC*. This coordination role has enabled **(66) the EU to set its goals higher** – *NF/To-I/O* **(67) by pooling European resources and expertise** – *NF/GR/Adv-means*.

(68)To manage the longer-term impact of disasters and step up prevention and preparedness, humanitarian aid and crisis response – *NF/To-I/S* must go hand-in-hand with activities in other fields including development cooperation and environmental protection. This requirement makes coordination at EU level essential.

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This previously displaced Burundian family was able to return home thanks to EU resettlement support.

Why we need to strengthen the resilience of vulnerable people

Every year millions of people are affected by droughts, floods, landslides, cyclones, earthquakes, tsunamis, wildfires and other hazards. An estimated 97 % of natural disaster-related deaths occur in **(69) developing countries** – P-ing/Pre.Mod*., and these countries bear the heaviest burden in terms of livelihoods lost. It is therefore crucial* **(70) to increase the resilience of vulnerable people in the developing world** – NF/To-I/extrp./S **(71) so that they can better withstand and cope with disasters** F/Adv-result.

How is the EU helping?

(72) Strengthening resilience – NF/GR/S *lies at the junction between humanitarian and development assistance. With this in mind, in 2012 the European Commission proposed a new policy to the European Parliament and the Council* **(73) on how EU development and humanitarian aid should aim** – F/wh-intrg/PrpC **(74) to increase national resilience capabilities** – NF/To-I/O *and* **(75) reduce the vulnerabi lity of people** – NF/BI/O **(76) affected by disasters** – NF/P-ed/Post.Mod *through disaster management plans and early-warning systems.*

The Commission's resilience-building initiatives in the Sahel and the Horn of Africa, as part of its response to the drought crises in these regions, have shown **(77) promising results** – P-ing/ Pre.Mod*. These initiatives (AGIR-Sahel and SHARE respectively) seek* **(78) to break the vicious cycle of drought, hunger and poverty** – NF/To-I/O **(79) by increasing coordination between humanitarian and development assistance** – NF/GR/Adv-means. *The SHARE initiative in the Horn of Africa has already mobilised €350 million since 2012 and will be followed up by projects under the 11th European Development Fund. The AGIR initiative aims* **(80) to mobilise €1.5 billion for resilience building in the Sahel between 2014 and 2020** – NF/To-I/O.

The European Commission's focus on resilience will save more lives, be more cost-effective and contribute **(81) to reducing povert** – **thus boosting the impact of aid** *and* **promoting sustainable development** – NF/GR3x/PrpO.

In Vanuatu, children help to construct a model of the biggest threat to their lives the volcano on Mount Gharat.

A joint response in the face of growing threats

The scale and frequency of humanitarian emergencies **(82) <u>occurring around the globe every year</u>** *NF/P-ing/Post.Mod.* is on the rise. Climate change, population growth and urbanisation, industrial activities and environmental degradation **(83) <u>combined</u>** – *NF/P-ed/Post.Mod* are a major root cause of this phenomenon.

Ever since its first intervention in war-torn former Yugoslavia in 1992, to the massive ongoing humanitarian disaster in Syria and the swiftly coordinated civil protection operations in the aftermath of the Haiyan typhoon in the Philippines and the floods in Serbia and Bosnia and Herzegovina in 2014, the EU has demonstrated again and again its capacity **(84) <u>to rise</u>** – *NF/To-I/App* to new and **(85) <u>growing humanitarian challenges</u>** - *P-ing/ PreMod*.

Climate-related disaster mitigation: the case of Vanuatu

The Pacific region is one of the most disaster-prone areas in the world in terms of the recurrence, severity and scope of hazards. It suffers from high exposure to cyclones, earthquakes, tsunamis, floods, landslides, forest fires and volcanic eruptions, as well as epidemics.

In the Pacific archipelago of Vanuatu, one of the world's least developed countries, climate change has made the threat of natural disasters more severe.

The EU is helping local communities **(86) <u>deal with the effects of disasters</u>** – NF/BI/DO *and* **(87) <u>improve their preparedness for such events</u>** – NF/BI/DO, *for instance, by means of threat assessments, planning for emergencies and the construction of cyclone shelters. Between 2007 and 2012 the EU gave €4.3 million* **(88) <u>to help with disaster-preparedness</u>** – NF/To-I/DO *and €2.3 million* **(89) <u>*to assist communities*</u>** – NF/To-I/ DO **(90) <u>affected by natural disasters in the western Pacific region</u>** – NF/P-ed/Post.Mod. *A €3 million disaster preparedness programme is currently ongoing in the Pacific region.*

TRENDS IN OCCURRENCE AND VICTIMS OF DISASTERS
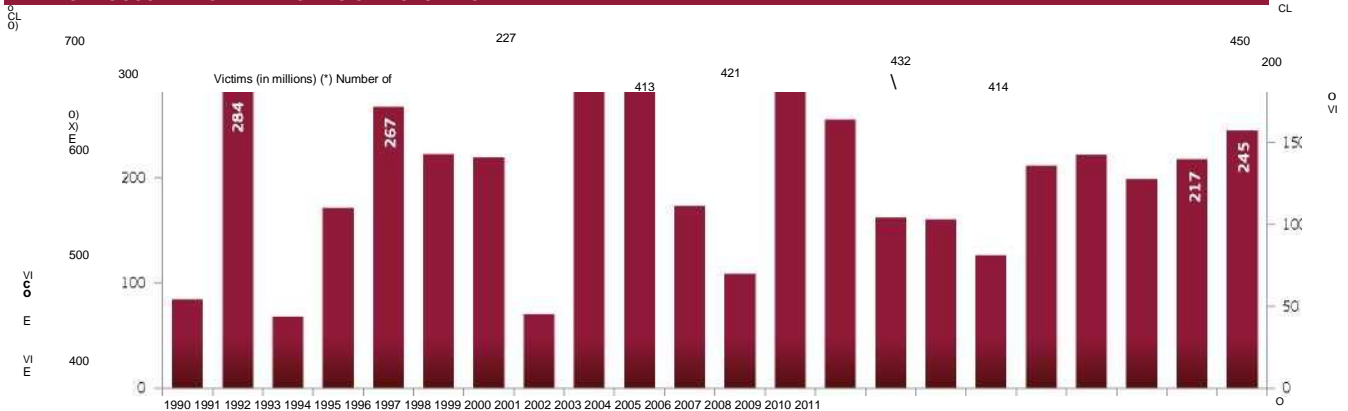
(*) Victims: sum of killed and total affected.

Source: Guha-Sparir, D., Vos, F., Below, R., and Ponserre, S., 'Annual disaster statistical review 2011: The numbers and trends', CRED, Brussels, 2012; EM-DAT: The OFDA/CRED International Disaster Database, Universite Catholique de Louvain, Brussels, Belgium (http://www.emdat.be).

How the EU goes about it

A needs-based approach

The EU provides relief assistance based on the needs of the people **(91) affected** – *NF/P-ed/Post.Mod* and reaches out to those **(92) who need the help most** *F/RRC,* regardless of nationality, religion, gender, ethnic origin or political affiliation.

The EU's aid is carefully tailored **(93) to match the specific characteristics of each crisis** – *NF/To-I/AdvP*, **(94) taking into account factors such as the gender and age of those** – *NF/P-ing/ Post.Mod.* **(95) affected** – *NF/P-ed/Post.Mod.* The EU carries out needs assessments **(96) before making funding decisions** – *NF/GR/Adv-time*.

The EU concentrates on crisis situations **(97) which might have moved outside the focus of international media and donor attention** – *F/RRC* **(98) while needs continue** – *F/Adv-concession* **(99) to be high** – *NF/To-I/O*. In such **(100)** '**forgotten** *P-ed/Att Pre.Mod* crises', the EU conducts specific assessments **(101) to identify the current needs on the ground** – *NF/To-I/AdvP* and **(102) provide relief** – *NF/BI/AdvP*.

Help where needed, when needed

Humanitarian aid and civil protection interventions are often carried out in extreme circumstances: help must reach victims urgently and match their specific needs **(103) while logistic and security constraints often make access to disaster-stricken areas difficult** – *F/Adv-concession*.

In addition to the 347-strong workforce at headquarters, the EU has a worldwide network of 44 specialised humanitarian field offices present in 39 countries around the globe, along with 148 humanitarian experts in the field **(104) supported by 320 local staff members** – *NF/P-ed/ Post.Mod.* In crisis situations, they provide technical support to EU-funded operations, monitor interventions and help locally with donor coordination. They also contribute to intervention strategies and policies.

The EU provides funding to around 200 humanitarian partner organisations, including specialised United Nations (UN) agencies, non-governmental organisations (NGOs), EU countries' agencies and organisations such as the International Committee of the Red Cross and the International Federation of the Red Cross and the Red Crescent Societies. The funding **(105) provided to these** ⁸⁶

partners – *NF/P-ed/Post.Mod* is based on their proposals on **(106) how to cover the needs of disaster-affected people** – *NF/To-I/Att*. The EU ensures that the funds **(107) it_provides** - *F/RRC* are coordinated with those **(108) made available directly by its Member States and other humanitarian organizations** – *NF/P-ed/Post.Mod*.
The EU has launched the EU Aid Volunteers initiative **(109) enabling Europeans** – *NF/P-ing/Post.Mod* **(110) to support** – *NF/To-I/DO* and **(111) contribute to humanitarian projects in countries** – *NF/BI/DO* **(112) where assistance is most needed** – *F/RRC* (see the chapter entitled 'Where we go from here' for more details on this initiative).

Common core values

The EU's humanitarian aid partners must endorse fundamental humanitarian principles.

– *Humanity: suffering must be addressed* **(113) wherever it is found** – F/Adv-place.

– *Neutrality: aid must not favour any one group over others.*

– *Impartiality: aid must be provided solely on the basis of needs without discrimination.*

– *Independence: the sole purpose of humanitarian aid is* **(114) to relieve human suffering** – NF/To-I/SC*; it cannot serve any other objectives.*

On the ground

(115) To cover the basic needs of victims in a particular disaster – *NF/To-I/AdvP* and **(116) to help** – *NF/To-I/AdvP* **(117) protect their livelihoods** – *NF/BI/O*, EU-funded humanitarian aid can take various forms, **(118) depending on the particular circumstances of the crisis** – *NF/P-ing/Post.Mod*.

Food and nutrition assistance might include emergency rations for displaced people, including special nutritional

products for acutely malnourished children in drought-affected areas and seeds and fertilisers for farmers. Cash and voucher schemes and food assistance improve livelihoods and address nutritional issues.

Medical assistance includes vaccination campaigns **(119) to prevent epidemics** – *NF/To-I/Adv*, the treatment of injuries and the establishment of primary health clinics. Other aid services include the provision of drugs, hospital equipment, staff training and access to basic health care, with a focus on vulnerable people such as pregnant women and children.

Access **(120)** <u>to clean water and sanitation</u> – *NF/To-I/Att* is a priority in disaster zones **(121)** <u>to promote hygiene and proper sanitation</u> – *NF/To-I/Att* and **(122)** <u>to prevent diseases from spreading</u> – *NF/To-I/Att*. Aid activities include the creation of wells, boreholes and latrines, water piping, sewage treatment and hygiene education.

Shelter is essential for survival and is a basic form of security for people **(123)** <u>whose homes have been destroyed following a disaster</u> – *F/RRC*. **(124)** <u>Affected people</u> – *P-ed/Att/Pre.Mod* receive tents, plastic sheeting or other types of shelter. Emergency operations can also include repairs to infrastructure, demining actions, psycho-social support and education.

Many operations also prepare local residents **(125)** <u>to cope with disasters</u> – *NF/To-I/Adv* and **(126)** <u>to lessen the impact of possible future disasters on their communities</u> – *NF/To-I/Adv.*
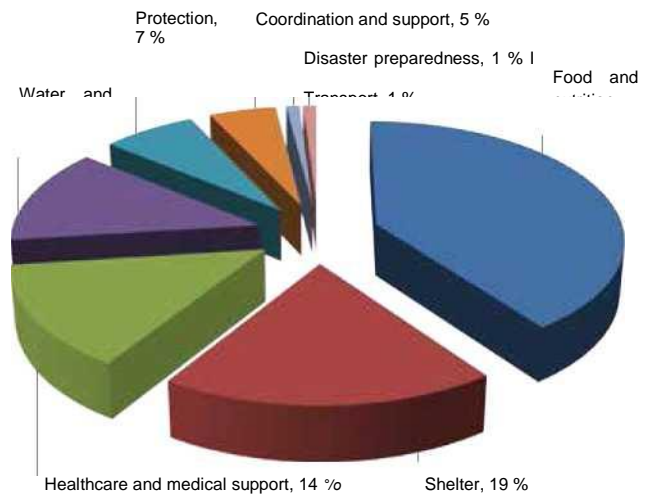
Strengthening disaster preparedness worldwide — the Dipecho programme

(127) <u>Where it is impossible</u> – F/Adv-place **(128)** <u>to foresee hazards</u> – NF/To-I/extrp./S *and* **(129)** <u>prevent disasters</u> – NF/BI/extrp./S*,* **(130)** <u>improving the preparedness of populations</u> – NF/GR/S *can often reduce their toll. This is* **(131)** <u>what the EU's disaster preparedness programme 'Dipecho' aims</u> – F/Intrg.cl./SC **(132)** <u>to achieve</u> – NF/To-I/O.

Dipecho projects focus on training, capacitybuilding, awareness-raising, the establishment and improvement of local early-warning systems and contingency planning. They include simple preparatory measures **(133)** <u>which can often be implemented</u> – F/RRC *by the locals themselves. In most cases, they actively contribute to Dipecho activities.*

The projects are carried out by European-based aid agencies and UN agencies in cooperation with local NGOs and authorities. Dipecho covers eight disaster-prone regions: the Caribbean, central America, south America, central Asia, south Asia, south-east Asia, south-east Africa and the south-west Indian Ocean and Pacific region.

ALLOCATION OF BUDGET PER POLICY SECTOR (2013 DATA)

Protection, 7 %
Coordination and support, 5 %
Disaster preparedness, 1 % l
Food and
Water and
Transport, 1 %
Healthcare and medical support, 14 %
Shelter, 19 %

Source: European Commission.

Joining forces to tackle crises globally

The EU Civil Protection Mechanism covers the entire disaster cycle from prevention and preparedness to response. It currently brings together 32 countries, namely the 28 EU Member States plus the former Yugoslav Republic of Macedonia, Iceland, Montenegro and Norway. **(134)** <u>By pooling the civil protection resources of</u> – *NF/GR/Adv-means* **(135)** <u>the participating states</u> – *P-ing/Pre.Mod*, the mechanism ensures better protection of people, the environment and property.

The primary responsibility **(136)** <u>for responding to the immediate effects of a disaster</u> – *NF/GR/PrC* lies with the country **(137)** <u>where the disaster has occurred</u> – *F/RRC*. However, **(138)** <u>when the scale of an emergency overwhelms national response capabilities</u> – *F/Adv-time*, any EU or non-EU disaster-stricken country can request assistance through the Civil Protection Mechanism. Disaster situations include floods, forest fires, earthquakes, storms or tsunamis as well as acts of terrorism, technological or radiological accidents and environmental disasters such as marine pollution.

(139) <u>When a disaster-affected country requests assistance</u> – *F/Adv-time*, the EU Civil Protection Mechanism's operational hub, the Emergency Response Coordination Centre (ERCC), communicates the specific needs of the disaster-stricken country to all **(140)** <u>participating countries</u> – *P-ing//Pre.Mod*. **(141)** <u>Participating states</u> – *P-ing/Pre.Mod* offer in-kind assistance **(142)** <u>to deploy experts</u> – *NF/To-I/App* and **(143)** <u>to support the emergency response on site</u> – *NF/To-I/App*. This may include search and rescue teams or field hospitals, relief supplies, water purification plants or high capacity pumping modules, as well as specialised equipment for decontamination in cases of chemical or

biological incidents. The ERCC coordinates the European response **(144) by putting requests** – *NF/GR-means*

and offers of assistance together,**(145) by facilitating** – *NF/GR-means* and often **(146) co-funding the transport of the assistance** – *NF/GR/means* and **(147) by sending out teams** – *NF/GR-means* **(148) to monitor the situation** – *NF/To-I/ Att* **(149) if needed** – *NF/P-ed/cond - condition*. The ERCC is a 24/7 service.

The EU Civil Protection Mechanism also strengthens disaster preparedness in the participating states with training programmes and exercises as well as the exchange of experts between different countries. These initiatives provide learning opportunities for the civil protection personnel in the participating states. They help **(150) to improve the speed and coordination of civil protection assistance** – *NF/To-I/O* and to promote the transfer of knowledge and the creation of networks.

Funding is also provided for prevention and preparedness projects. This may include encouraging research on disaster-related topics, strengthening early warning tools, or supporting awareness-raising campaigns aimed at the general public. The EU Civil Protection Mechanism focuses on areas where a common European approach can bring the most added value and also links civil protection to other areas of EU policy-making so as to maximise its impact.

Preparation through simulation

EU Prometheus, a major simulation exercise, took place in Greece in 2014. It was designed to test the cooperation and response capacities of Member States through the EU Civil Protection Mechanism. Teams from Greece, Croatia, Italy and Cyprus participated, alongside the ERCC. The decision-making process and the role of the ERCC were also tested.

The exercise staged a twin disaster on the ground: a vast wildfire near populated areas had affected an industrial zone, resulting in an explosion. Firefighting and rescue operations were carried out simultaneously and the populated areas were evacuated.

Past exercises have included a forest fire caused by sparks coming from the brakes of a train and a village flooded by a broken reservoir system. Exercises of this type are organised every year with a financial contribution from the EU.