



## CONCLUSIONS OF THE EXTENDED EXECUTIVE BOARD MEETING OF 29 AND 30 JUNE 2020

### VIRTUAL ZOOM MEETING

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#### **(1) WELCOME AND ADOPTION OF THE AGENDA**

*The Chairperson concluded that the agenda was adopted with the following amendments:*

- 1 **Welcome and adoption of the agenda** (*decision*)
- 2 **(a) Adoption of the minutes of the virtual Executive Board meeting of 11 March 2020** (*decision*)  
**(b) Review of the minutes adoption process** (*decision*)
- 3 **Cedefop's post-2020 strategy as part of the revised draft PD 2021-2023** (*discussion*)
- 4 **Implementation of the Work Programme 2020, including impact of Covid-19** (*discussion/decision*)
- 5 **Preliminary draft agenda Management Board meeting on 8 and 9 October 2020 and draft schedule of meetings** (*discussion/decision*)
- 6 **(a) Administrative reporting**  
**(b) Discharge 2018** (*discussion*)  
**(c) Audits and evaluations, including update on the progress of the action plan as a follow-up to the external cross-cutting evaluation** (*information*)  
**(d) Transfers of commitment and payment appropriations in 2020** (*information*)  
**(e) Conferences, publications and web services** (*information*)  
**(f) Update on HR-related issues** (*information*)
- 7 **Cedefop's performance measurement system** (*discussion*)
- 8 **Update on action plan following the 2019 staff engagement survey** (*information*)
- 9 **Restructuring of Cedefop's legal service** (*discussion*)
- 10 **Cedefop's Appeals Committee** (*discussion/decision*)
- 11 **Any other business**  
**(a) Amended IAS report**  
**(b) Pending declarations of interest**

**(2) A) ADOPTION OF THE MINUTES OF THE VIRTUAL EXECUTIVE BOARD MEETING OF 11 MARCH 2020 (DECISION)**

*The Chairperson concluded that the minutes of the Virtual Executive Board meeting of 11 March 2020 were adopted. The conclusions only would be uploaded on Cedefop's website.*

**B) REVIEW OF THE MINUTES ADOPTION PROCESS (DECISION)**

*The Chairperson concluded that a pilot process for a short version and a standard version of minutes would be tested for the current and the next meeting of the (Extended) Executive Board. If members considered the short version sufficient, then the Rules of Procedure would be amended as necessary.*

**(3) CEDEFOP'S POST-2020 STRATEGY AS PART OF THE REVISED DRAFT PD 2021-23 (DISCUSSION)**

*The Chairperson concluded that a revised draft Cedefop strategy post-2020 would be produced by Cedefop. The Executive Board members and the reflection group would discuss the document in a dedicated virtual workshop on 10 September 2020. The draft strategy post-2020 would be discussed further in the Management Board meeting in October. Final amendments to the draft strategy would be made after the meeting of the Executive Board in December. The final document would be adopted by the Management Board by written procedure before the end of the year.*

**(4) IMPLEMENTATION OF THE WORK PROGRAMME 2020, INCLUDING IMPACT OF COVID-19 (DISCUSSION/DECISION)**

*The Chairperson concluded that a coordinated solution with other agencies should be explored to avoid a possible penalty or further budget cuts in the multiannual framework, which would negatively affect Cedefop's activities. Attempts with DG BUDG had so far not been fruitful.*

**(5) PRELIMINARY DRAFT AGENDA MANAGEMENT BOARD MEETING ON 8 AND 9 OCTOBER 2020 AND DRAFT SCHEDULE OF MEETINGS (DISCUSSION/DECISION)**

*The Chairperson concluded that the progress report presented in the MB would be replaced by cumulative tables providing an overview of all changes in the implementation of the work programme from January in any given year.*

**(6) ADMINISTRATIVE REPORTING (INFORMATION)**

**(A) DISCHARGE 2018 (INFORMATION)**

*The Chairperson concluded that members should use their contacts to support Cedefop's position since, despite the outcome of various evaluations, it seemed that the merging scenario had not been completely abolished, as the European Parliament had called on the Commission to conduct a feasibility study on possible merger scenarios.*

**(B) AUDITS AND EVALUATIONS, INCLUDING UPDATE ON THE PROGRESS OF THE ACTION PLAN AS A FOLLOW-UP TO THE EXTERNAL CROSS-CUTTING EVALUATION (INFORMATION)**

*The Chairperson concluded that members took note of the information.*

**(C) TRANSFERS OF COMMITMENT AND PAYMENT APPROPRIATIONS IN 2020 (INFORMATION)**

No presentation.

**(D) CONFERENCES, PUBLICATIONS AND WEB SERVICES (INFORMATION)**

*The Chairperson concluded that members took note of the information.*

**(E) UPDATE ON HR-RELATED ISSUES (INFORMATION)**

*The Chairperson concluded that members took note of the information.*

**(7) CEDEFOP'S PERFORMANCE MEASUREMENT SYSTEM (DISCUSSION)**

*The Chairperson concluded that members should provide further feedback in writing. An updated version of the PMS table would be discussed and finalised in the MB meeting in October.*

**(8) UPDATE ON ACTION PLAN FOLLOWING THE 2019 STAFF ENGAGEMENT SURVEY (INFORMATION)**

*The Chairperson concluded that an update of the action plan would be provided to the members in the Management Board meeting, including information on the impact the Covid-19 crisis had on Cedefop staff.*

**(9) RESTRUCTURING OF CEDEFOP'S LEGAL SERVICE (DISCUSSION)**

*The Chairperson concluded that members took note of the information and supported the proposed way forward. On the timeline, the Employees' Group expressed the view that the final decision on Cedefop's legal function should be taken before the end of the year due to the cost and risks of the current arrangement. The restructuring of the legal function would be an item for information in the MB agenda.*

**(10) CEDEFOP'S APPEALS COMMITTEE (DISCUSSION/DECISION)**

*The Chairperson concluded that, as no consensus could be reached, and in line with the rules of procedure of the Management and Executive Boards, the Management Board members should decide if this item should be kept in the agenda in their meeting in October. A short note with the two scenarios – the status quo and the alternative proposed by the Employees' Group – would be provided by Cedefop.*

**(11) ANY OTHER BUSINESS**

**(a) AMENDED IAS REPORT**

No presentation.

**(b) PENDING DECLARATIONS OF INTERESTS (INFORMATION)**

The Chairperson informed members that 27 declarations were still pending. The latest reminder sent by Cedefop was on 21 June 2020.

She asked the coordinators to assist in collecting all declarations.