



CONCLUSIONS OF THE EXECUTIVE BOARD MEETING OF 7 OCTOBER 2020

VIRTUAL TEAMS MEETING

(1) WELCOME AND ADOPTION OF THE AGENDA

The Chairperson concluded that exceptionally for this meeting, Mr Ceuppens could represent the Commission, although he was not a member of the EB. For future meetings, she invited the Commission to provide clarifications regarding the appointment of its alternate members.

The Chairperson concluded that, for the record, the EB meeting could take place under this exceptional arrangement.

The Chairperson concluded that, as the Employees preferred a more detailed transcription of the discussions, only the long version of the minutes would be produced in the future. To speed up the process, the EB minutes would be adopted by email. The deadline for Cedefop to submit the minutes to members for comments would be as provided in Cedefop's Rules of Procedure for the Executive and Management Boards, i.e. within 25 working days after each meeting.

The Chairperson concluded that the agenda was adopted.

- 1 **Welcome and adoption of the agenda** (*decision*)
- 2 **Preparation of the Management Board meeting of 3 and 4 October 2019 with special attention to items submitted for decision** (*orientation*)
- 3 **Update on recruitment procedures** (*information*)
- 4 **Any other business**

(2) PREPARATION OF THE MANAGEMENT BOARD MEETING OF 3 AND 4 OCTOBER 2019 WITH SPECIAL ATTENTION TO ITEMS SUBMITTED FOR DECISION (ORIENTATION)

Item 4 – Revised draft Programming Document 2021-23 including Cedefop's strategy post 2020/Opinion of the European Commission on the draft PD 2021-23

The Chairperson concluded that the discussion would continue in the MB meeting.

Item 5 – Cedefop’s performance measurement system (PMS)

The Chairperson concluded that groups would discuss and come up with specific proposals in the MB meeting.

Item 6 – Restructuring Cedefop’s legal service

The Chairperson concluded that the restructuring of Cedefop’s legal function would be an item for information in the Management Board.

Item 7b – Appeals Committee review and scenarios

The Chairperson concluded that a meeting with the Deputy Chairpersons and coordinators of the three groups and the Commission would take place after the groups’ meetings. Based on feedback from the groups, she would decide how to proceed in the plenary, i.e. if formal voting would be required and/or if the item should be discussed again in the next EB meeting in December.

Item 10 – Elections of Chairperson and Deputy Chairpersons of the MB and composition of the Executive Board/Enlarged Executive Board

The Chairperson concluded that members would discuss in their groups and announce their nominations in the MB plenary. These nominations should also include up to three additional members per group, who would participate in the meetings of Extended Executive Board.

Item 11 – Dates of Executive Board meetings and Management Board meeting in 2021

The following dates were proposed:

Dates	Meeting location
Executive Board meetings in 2021 Week of 2 to 5 March 2021 24 and 25 June or 1 and 2 July 2021 1 to 3 December 2021	To be confirmed if meetings will be virtual, hybrid or in person
Management Board meeting 2021 Thursday and Friday 7 and 8 October with an Executive Board meeting on the eve, Wednesday 6 October	To be confirmed if meetings will be virtual, hybrid or in person

The Chairperson concluded that members should take note of the dates proposed.

(3) UPDATE ON RECRUITMENT PROCEDURES (INFORMATION)

The Chairperson concluded that members took note of the information.

(4) ANY OTHER BUSINESS

ReferNet

Mr van IJsselmuiden thanked Mr Zahilas for the clarification.

Budget forecast

The Chairperson concluded that the amending budget should be presented under item 3-Work Programme 2020 including impact of Covid-19 of the MB agenda.