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## CONCLUSIONS OF THE EXECUTIVE BOARD MEETING 6 DECEMBER 2019 EESC – BRUSSELS

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

*The Chairperson concluded that the agenda was adopted.*

- 1 **Welcome and adoption of the agenda** (*decision*)
- 2 **(a) Adoption of the minutes of the Executive Board meeting of 2 October 2019** (*decision*)  
**(b) Adoption of the sensitive conclusions of the in-camera meeting on 2 October 2019 – limited distribution to Executive Board members** (*decision*)
- 3 **Adoption of the minutes of the Management Board meeting of 3 and 4 October 2019** (*sent by written procedure to the MB for comments by 27 November 2019 – decision*)
- 4 **Implementation of the work programme and budget 2019** (*information*)
- 5 **First draft Programming document 2021-23 (part I) including the future of the Skills Panorama (part II)** (*discussion*)
- 6 **Administrative reporting**
  - (a) Conferences, publications and web services (*information*)
  - (b) Audits and evaluations (*information*)
  - (c) Transfers of commitment and payment appropriations in 2019 (*information*)
  - (d) Update on recruitments (*information*)
- 7 **Any other business**

Dates of the Executive Board meetings in 2020 (*decision*)

**(2) (A) ADOPTION OF THE MINUTES OF THE EXECUTIVE BOARD MEETING OF 2 OCTOBER 2019 (DECISION)**

*The Chairperson concluded that the minutes of the Executive Board meeting on 2 October 2019 were adopted. After editing, the extracts containing the conclusions would be published on Cedefop's website.*

**(B) ADOPTION OF THE SENSITIVE CONCLUSIONS OF THE IN-CAMERA MEETING ON 2 OCTOBER 2019 – LIMITED DISTRIBUTION TO EXECUTIVE BOARD MEMBERS (DECISION)**

*The Chairperson concluded that the sensitive conclusions of the Executive Board in-camera meeting on 2 October 2019 were adopted. Due to its sensitivity this document would have limited distribution, only to the participants of the in-camera meeting.*

**(3) ADOPTION OF THE MINUTES OF THE MANAGEMENT BOARD MEETING OF 3 AND 4 OCTOBER 2019 (DECISION)**

*The Chairperson concluded that the minutes of the Management Board meeting on 3 and 4 October 2019 were adopted. After editing, the minutes would be published on Cedefop's website.*

**(4) IMPLEMENTATION OF THE WORK PROGRAMME AND BUDGET 2019 (INFORMATION)**

*The Chairperson congratulated Cedefop's management and staff on the progress in the implementation of the work programme 2019 and concluded that members took note of the information.*

**(5) FIRST DRAFT PROGRAMMING DOCUMENT 2021-23 (PART I) INCLUDING THE FUTURE OF THE SKILLS PANORAMA (PART II) (DISCUSSION)**

**PART I**

*The Chairperson concluded that the first draft PD 2021-23 would be adjusted according to the comments received by Executive Board members. It would then be sent to the Management Board in January 2020 for endorsement by written procedure. In accordance with Cedefop's decision on the Financial Regulation and the EU Framework Financial Regulation, the draft PD 2021-23, as endorsed by the Management Board, would be submitted to the European Commission, European Parliament and the Council by 31 January 2020.*

**PART II**

*The Chairperson concluded that members agreed with Cedefop's proposal for a way forward which ensured the good use of all work done so far on the Skills Panorama.*

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

### (a) Conferences, publications and web services (information)

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

### (b) Audits and evaluations (information)

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

### (c) Transfers of commitment and payment appropriations in 2019 (information)

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

### (d) Update on recruitments (information)

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

## **(7) ANY OTHER BUSINESS**

### a) Dates of the Executive Board meetings in 2020

*The Chairperson concluded that the dates and meeting venues for the Executive Board meetings in 2020 were agreed and asked Cedefop to launch the written procedure for the extended participation in the Executive Board meeting of 11 March 2020 in Brussels.*

### b) Pending declarations of interests

*The Chairperson concluded that a written communication would be sent to [REDACTED]. Based on the information they would receive from Cedefop, the coordinators would contact the members who had not yet submitted their declarations and remind them to do so the soonest possible.*

### c) Update on the reflection group on Cedefop's strategy post 2020

*The Chairperson thanked the Executive Director and said that the combination of the views of the reflection group and the Executive Board members should provide useful input for this strategic discussion on 11 March 2020.*