



CONCLUSIONS OF THE VIRTUAL EXECUTIVE BOARD MEETING OF 24 JUNE 2021

VIRTUAL ZOOM MEETING

(1) WELCOME AND ADOPTION OF THE AGENDA

The Chairperson concluded that the agenda was adopted:

- 1 **Welcome and adoption of the agenda** (*decision*)
- 2 **Implementation of the Work programme 2021** (*discussion/decision*)
- 3 **Preliminary draft agenda for the virtual Management Board meeting of 7 and 8 October 2021 and draft schedule of meetings** (*discussion/decision*)
- 4 **Update on the action plan following the external evaluation** (*information*)
- 5 **Administrative reporting**
 - (a) Conferences, publications and web services (*information*)
 - (b) Proposal for possible solutions for translation of Cedefop publications (*discussion*)
 - (c) Reporting on internal control (ICC) activities (discharge 2019, audits, evaluations and other sources of assurance) (*information*)
 - (d) Transfers of commitment and payment appropriations in 2021 (*information*)
 - (e) Update on HR-related issues (*information*)
- 6 **Any other business**
 - (a) Exchange of observers in the MB meetings between Cedefop and Eurofound (*discussion/decision*)
 - (b) Pending declarations of interests (*information*)

(2) IMPLEMENTATION OF THE WORK PROGRAMME 2021 (DISCUSSION/DECISION)

The Chairperson congratulated Cedefop's management and staff on the progress so far in the implementation of the Work programme 2021 and concluded that members took note of the information. Concerning the next staff engagement

survey, an invitation to the opening session with the external contractor would be extended to EB members and the Cedefop Staff Committee.

(3) PRELIMINARY DRAFT AGENDA FOR THE VIRTUAL MANAGEMENT BOARD MEETING OF 7 AND 8 OCTOBER 2021 AND DRAFT SCHEDULE OF MEETINGS (DISCUSSION/DECISION)

The Chairperson concluded that the draft MB agenda would be updated to include a discussion point on 'Making excellence inclusive: towards a new Cedefop survey of VET teachers and trainers'. The format of the EB and MB meetings in 2022 and beyond would be discussed. Depending on travel restrictions, some future meetings could be organised in person and some virtually.

(4) UPDATE ON THE ACTION PLAN FOLLOWING THE EXTERNAL EVALUATION (INFORMATION)

The Chairperson concluded that members took note of the information.

(5) ADMINISTRATIVE REPORTING

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

(b) Proposal for possible solutions for translation of Cedefop

The Chairperson concluded that members took note of the information provided in items 5a and b.

(c) Reporting on internal control (ICC) activities (discharge 2019, audits, evaluations and other sources of assurance) (information)

The Chairperson concluded that members took note of the information. Cedefop would once again send the lists of pending declarations to the Coordinators and Deputy Chairpersons for their urgent actions before the next MB meeting. Prior to the next meeting, the Commission would provide legal advice on possible sanctions to be applied to members who had not submitted a signed declaration of interest. The independent expert appointed by the Parliament would be invited to join briefly the next EB meeting prior to the MB for an exchange of views.

(d) Transfers of commitment and payment appropriations in 2021 (information)

Members took note of the information.

(e) Update on HR-related issues (information)

The Chairperson concluded that members took note of the information. She looked forward to the information on the outcome of the selection procedure for a Head of HR.

(6) ANY OTHER BUSINESS

(a) Exchange of observers in the MB meetings between Cedefop and Eurofound (*discussion/decision*)

The Chairperson concluded that the Executive Director would nominate the Cedefop staff member that would attend the Eurofound MB meeting as an observer. The exchange of observers with Eurofound would be reviewed in three years.

(b) Pending declarations of interests (*information*)

This item was discussed under item 5c in the context of the discharge 2019.