



EXECUTIVE DIRECTOR

RB(2022)00161

**CONCLUSIONS OF THE VIRTUAL EXTENDED EXECUTIVE BOARD  
(EEB) MEETING  
1 DECEMBER 2021****TEAMS MEETING 10.00 TO 16.30 CET**

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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 **Minutes of the Executive Board meeting of 6 October 2021** (*adopted by email*)
- 3 **Implementation of the work programme and budget 2021** (*information*)
- 4 **Final draft programming document 2022-24** (*if necessary – discussion*)
- 5 **First draft programming document 2023-25** (*discussion*)
- 6 **Administrative reporting**
  - (a) Conferences, publications and web services (*information*)
  - (b) ICC activities (*information*)
  - (c) Transfers of commitment and payment appropriations in 2021 (*information*)
  - (d) Update on recruitments (*information*)
- 8 **Any other business**
  - (a) Dates of the Executive Board meetings in 2022 (*decision*)
  - (b) Update on declarations of interest (*information*)
  - (c) Virtual induction meeting addressed to all MB members and alternates as well as observers (*discussion/decision*)
  - (d) Information from the Executive Director on the Headquarters Agreement of the Greek State with Cedefop

**(2) ADOPTION OF THE MINUTES OF THE EXECUTIVE BOARD MEETING OF 6 OCTOBER 2021 (ADOPTED BY EMAIL ON 24.11.2021)***The Chairperson concluded that members took note of the information.*

**(3) IMPLEMENTATION OF THE WORK PROGRAMME AND BUDGET 2021 (INFORMATION)**

*The Chairperson concluded that members took note of the information and congratulated Cedefop's Management and staff on the progress in the implementation of the work programme and the budget execution for 2021.*

**(4) FINAL DRAFT PROGRAMMING DOCUMENT 2022-24 (IF NECESSARY – DISCUSSION)**

*The Chairperson concluded that the final draft PD 2022-24 would be amended taking into consideration the comments received. It would then be submitted to the MB for adoption by fast-track written procedure in the next 10 days.*

**(5) FIRST DRAFT PROGRAMMING DOCUMENT 2023-25 (DISCUSSION)**

*The Chairperson concluded that members should provide further comments in writing by 8 December 2021 (end of business) at the latest, sending one set of comments per group. The first draft PD 2023-25 would be adapted according to the comments received and would be sent to the Management Board Members for endorsement by fast-track written procedure with a deadline of 25 January 2022. After endorsement by the Management Board, in accordance with Article 6.2 of Regulation (EU) 2019/128 establishing a European Centre for the Development of Vocational Training and Article 32.1 of Cedefop's Financial Regulation, the first draft PD 2022-24 would be submitted to the European Commission, European Parliament and Council by 31 January 2022 at the latest.*

**(6) ADMINISTRATIVE REPORTING**

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

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

**(b) ICC Activities (information)**

*The Chairperson concluded that members took note of the information. The coordinators of the groups would contact the members of the Management Board who had not yet submitted a declaration of interests one final time. The Chairperson would address a letter to the members concerned, with a final deadline for providing a declaration of interests. In the absence of a response, Cedefop would stop inviting these members to future meetings.*

**(c) Transfers of commitment and payment appropriations in 2021 (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 EB meetings in 2022 (*decision*)**

*The Chairperson concluded that the dates of the next EB meetings would be the following:*

- *virtual EB meeting on 10 March 2022'*
- *EB meeting on 30 June (afternoon) and 1 July (morning) 2022 in Thessaloniki;*
- *virtual EB meeting on 1 December 2022.*

*The proposal for extending the meeting in June would be discussed at the EB on 10 March 2022.*

**(b) Update on declarations of interest (*information*)**

Discussed under item 6b.

**(c) Virtual induction meeting addressed to all MB members and alternates as well as observers (*discussion/decision*)**

*The Chairperson concluded that all groups and the Commission agreed to Cedefop's proposal for a virtual induction meeting addressed to main members and alternates. The draft agenda would be sent to the EEB members in advance for feedback.*

**(d) Information from the Executive Director on the Headquarters Agreement of the Greek State with Cedefop**

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