



EXECUTIVE DIRECTOR

CONCLUSIONS OF THE VIRTUAL EXECUTIVE BOARD MEETING 1 MARCH 2023

TEAMS MEETING 10.00 TO 16.30 CET

(1) WELCOME AND ADOPTION OF THE AGENDA

The Chairperson concluded that the agenda was adopted with the following changes.

- 1 **Welcome and adoption of the agenda** (*decision*)
- 2 **Reporting 2022**
 - (a) Annual Report 2022: new format (*discussion*)
 - (b) Draft reporting from the Executive Board to the Management Board on main issues (*information*)
 - (c) Outcomes of the staff engagement survey 2022 (*information*)
- 3 **Implementation of the Work Programme 2023** (*discussion*)
- 4 **Administrative issues**
 - (a) Conferences, publications and web services (*information*)
 - (b) ICC activities (*information*)
 - (c) Discharge 2021 including pending declarations of interest (*information*)
 - (d) Update on recruitments (*information*)
- 5 **Any other business**
 - (a) Annual Management Plan 2023 (*information*)
 - (b) Induction of new MB members and nomination process (*discussion*)
 - (c) Exploring the possibility of sharing accountancy services with other agencies (*information*)

(2) REPORTING

(a) Annual Report 2022: new format (*discussion*)

The Chairperson concluded that Cedefop's revised draft Annual Report 2022 including all comments would be sent to the EB for further comments and then submitted to the Management Board for adoption by written procedure. A proposal with different scenarios on the way forward would be discussed at the EEB in July.

(b) Draft reporting from the Executive Board to the Management Board on main issues (*discussion*)

The Chairperson concluded that the Executive Board took note of the reporting, which would be sent to the Management Board for information.

(c) Outcomes of the staff engagement survey 2022 (*information*)

The Chairperson concluded that members took note of the information.

(3) IMPLEMENTATION OF THE WORK PROGRAMME 2023 (*INFORMATION*)

The Chairperson congratulated Cedefop's Management and staff on their progress in the implementation of the Work Programme 2023 so far and concluded that members took note of the information.

(4) ADMINISTRATIVE ISSUES

(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.

(c) Discharge 2021 including pending declarations of interest (*information*)

The Chairperson concluded that members took note of the information.

(d) Update on recruitments (*information*)

The Chairperson concluded that the members of the Executive Board agreed with the proposal to convert two vacant AST posts into AD posts in the interest of the service. A written procedure would be launched for the approval of the Management Board. Following the outcomes of the written procedure, Cedefop's establishment plan would be updated accordingly.

(5) ANY OTHER BUSINESS

(a) Annual Management Plan 2023 (*information*)

The Chairperson concluded that members took note of the information.

(b) Induction of new MB members and nomination process (*discussion*)

The Chairperson concluded that the draft agenda was agreed with the proposed amendments. The exact date for the induction meeting in May would be decided by Doodle survey.

(c) Exploring the possibility of sharing accountancy services with other agencies (*discussion*)

The Chairperson concluded that members took note of the information. The sharing of accountancy services with other agencies would be discussed at the EEB in July.

The Chairperson thanked members and closed the meeting at 14.50 CET.