

5th Meeting of the Management Committee Hosted by BIPT

Timing and location
3 December 2010

Bruges

Minutes

1. Opening of the meeting and adoption of the agenda

Draft MC Agenda

MC (10) 49 Rev1

Conclusions

The agenda was adopted.

2. Elections of Chair 2012 and Vice-chairs 2011

In conformity with the Rules of Procedure of the Management Committee and following the election done by the Board of Regulators, the Management Committee elected by secret ballot the following persons :

- Georg Serentschy, Chair 2012, to serve as Vice-Chair 2011
- Leonidas Kanellos, Vice-Chair 2011
- Ladislav Mikus, Vice-Chair 2011

3. Recruitments for the BEREC Office : presentation by Selection Committee of ranked short-list of successful candidates for posts of Head of Finance and Administration and Financial Assistant

Background

The BEREC Regulation Art. 7(4) states that the MC shall be responsible for the appointment of staff. The document Appointments Procedure for BEREC Office Temporary Agents (approved by e-clearance in August 2010) specifies that the Selection Committee will compile a ranked shortlist of the most suitable candidates and provide it to the MC for approval.

The Head of the Selection Committee provided a report regarding the selection of the Financial Assistant and proposed the nomination of a candidate. A reserve list of candidates with a validity of 1 year was also submitted to approval.

Conclusions

The Management Committee approved the selection of the candidate to the post of Financial Assistant and the reserve list with a validity of 1 year.

The reserve list for the post of Head of Finance and Administration (candidate selected at the Amsterdam Management Committee meeting) was also approved with a validity of 1 year.

4. BEREK Office Staff implementing rules

Decision on middle management staff	MC (10) 22
Decision on the engagement of Temporary agents	MC (10) 23
Decision on the engagement of contract staff	MC (10) 24
Decision on the secondment of national experts	MC (10) 25

Background

Three of these documents have already been approved *in principle* at the Helsinki plenary (MC (10) 22, MC (10) 23 and MC (10) 24). The final document in this group (MC (10) 25) was circulated for the first round of an electronic clearance procedure, i.e. for comment only. NRA comments from this procedure were incorporated into this version.

The European Commission announced that the formal approval by the Commission should happen within the coming days.

Conclusions

The BEREK Office staff implementing rules MC (10) 22, MC (10) 23, MC (10) 24 and MC (10) 25 were approved.

5. BEREK Office Staff Implementing Rules

Decision on the appraisal of the Administrative Manager	MC (10) 26
Decision on the adoption of implementing rules to the staff regulations	MC (10) 27

Background

These draft decisions were approved in principle at the Helsinki plenary and then sent to the Commission for inter-service consultation. The Commission's approval on these decisions was communicated to the Chair.

Conclusions

The BEREK Office staff implementing rules MC (10) 26 and MC (10) 27 were approved for publication.

6. BEREK Office Multi-annual Staff Policy Plan for 2012-2014

Draft BEREK Office Multi-annual Staff Policy Plan for 2012-2014	MC (10) 50
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Background

BEREK Office has to prepare every year a three year Multi-annual Staff Policy Plan (MSPP) with final submission deadline for the 2012-2014 MSPP by the 31 March 2011. In order to facilitate the final adoption of the MSPP by the MC at the February Plenary, the Administrative Manager submitted the first version for validation to the MC, which will be then sent to Commission DG HR and DG BUDG by 15 January.

Conclusions

The Multi-annual Staff Policy Plan 2012-2014 was validated by the Management Committee (final approval to be given at Riga Plenary)

7. Financial rules

MC decision on financial rules applicable to the BEREC Office

MC (10) 44

Background

Following first validation by the MC in Amsterdam, the financial rules for the BEREC Office have been transmitted to the Commission for approval.

Conclusions

The financial rules applicable to the BEREC Office were approved.

8. Status update of BEREC Office set-up by AM and Commission

Background

The Administrative Manager provided a status update presentation covering following topics: Seat Agreement, Permanent office premises, Staff Recruitment, BEREC website.

Conclusions

The Management Committee took note.

9. AOB

a) Next meeting of the Management Committee (SPRK)

The next meeting will take place in Riga (24-25 February 2011)