

**11<sup>th</sup> meeting**  
**of the Management Committee of the Office of the Body of European**  
**Regulators for Electronic Communications (BEREC Office)**  
*25 May 2012, Dubrovnik*  
Hosted by HAKOM

## **CONCLUSIONS**

**Chair**     **Dr Georg SERENTSCHY**  
CEO of the Austrian Regulatory Authority for  
Broadcasting and Telecommunications  
(RTR-GmbH)

### **Main Results**

**from the 11<sup>th</sup> meeting of the Management Committee (MC) of the BEREC Office**

#### **I. Final documents, approved for publication**

##### **1. MC Decisions**

The MC approved for publication and implementation the following decisions:

- Decision laying down general implementing provisions on the conduct of administrative inquiries and disciplinary procedures;
- Decision on the designation of the reporting officers for the appraisal of the administrative manager of the BEREC Office;
- Decision to establish direct service agreements with the international schools in the Republic of Latvia to cover schooling fees for children.

##### **2. MC Reports**

The MC approved for publication the BEREC Office 2011 annual activity report.

#### **II. Draft documents approved for submission to the Commission**

The MC approved the following draft staff implementing rules, which have to be submitted to the Commission for obtaining its agreement, as required by Article 10 (2) of the BEREC Regulation:

- Draft MC Decision for on the setting up of a Staff Committee of the BEREC Office;
- Draft BEREC Office implementing rules on evaluation of Temporary and Contractual Agents.

#### **III. Next meeting**

The next meeting of the MC will take place on 28 September 2012 in Limassol, Cyprus.

## Introduction and Participation

The BEREC Office MC held its 11<sup>th</sup> meeting on 25 May 2012, in Dubrovnik, kindly hosted by the Croatian Post and Electronic Communications Agency (HAKOM).

The meeting was attended by high-level representatives of the National Regulatory Authorities (NRAs) with primary responsibility for overseeing the day-to-day operation of the markets for electronic communications networks and services established in each EU Member State and the Commission. Representatives of the NRAs from the EFTA States and the States that are candidates for accession to the EU also took part in the meeting and were represented at high level.

## Items discussed

### 1. Opening of the meeting and adoption of the agenda

- *Draft MC Agenda*

*MC (12) 13*

#### Information presented

The BEREC Chair opened the meeting and presented the draft meeting agenda.

#### Conclusions

The MC adopted the agenda without any changes.

### 2. Adoption of the “A” items (without discussion)

#### Information presented

The BEREC Chair presented the list of “A” items to be adopted without discussion and suggested adding to that list also of the draft MC Decision on direct service agreements with the international schools in the Republic of Latvia to cover schooling fees for children of the BEREC Office staff (document MC (12) 19).

The MC agreed with the addition of document MC (12) 19 to the list of “A” item.

In that respect the MC considered the following “A” items:

#### I. Documents for publication and implementation, if approved:

- *Draft MC Decision on direct service agreements with the international schools in the Republic of Latvia to cover schooling fees for children of the BEREC Office staff* *MC (12) 19*
- *Draft MC Decision laying down general implementing provisions on the conduct of administrative inquiries and disciplinary procedures* *MC (12) 22*
- *Draft MC Decision on designation of the reporting officers for the appraisal of the administrative manager of the BEREC Office* *MC (12) 23*

#### II. Documents to be submitted to the Commission for obtain its agreement in compliance with Article 10 (2) of the BEREC Regulation, if approved:

- *Draft MC Decision on the setting up of a Staff Committee of the BEREC Office* *MC (12) 24*
- *Draft BEREC Office implementing rules on evaluation of Temporary and Contractual Agents* *MC (12) 25*

#### Conclusions

The MC approved all items included in the “A” list without discussion.

### **3. 2011 BEREC Office Annual Report**

#### **3.1. 2011 Annual Administrative Report from the BEREC Office Authorising Officer (AO)/AM**

##### **Information presented**

The BEREC Office AM presented his Annual Administrative Report for the 2011, which is the 1<sup>st</sup> Annual Administrative Report of the AM after gaining of the financial autonomy by the BEREC Office in September 2012.

##### **Conclusions**

The MC took note of the document with satisfaction from the results achieved amongst which the most important had been the financial autonomy of the Office granted after fulfilling all operational requirements on time. For that reason the MC approved the 2011 Annual Administrative Report from the BEREC Office AO/AM without any remarks.

#### **3.2. BEREC Office 2011 annual activity report**

- *BEREC Office 2011 annual activity report (AAR)* *MC (12) 16*

##### **Information presented**

The BEREC Office AM presented the draft BEREC Office AAR 2011.

##### **Conclusions**

The MC took note of the presentation and approved the Report for publication.

### **4. BEREC Office Budget**

#### **4.1. 2011 BEREC Office final accounts**

##### **Information presented**

The BEREC Office AM presented an oral up-date on the state of preparation of the 2011 BEREC Office final accounts.

##### **Conclusions**

The MC took note of the information.

#### **4.2. Execution of the 2012 BEREC Office Budget**

- *2012 BEREC Office Budget* *MC (12) 17*

##### **Information presented**

The BEREC Office AM presented the status of execution of the BEREC Office budget for 2012 and the needed amendments to the Budget.

##### **Conclusions**

The MC took note of the information provided.

## 5. BEREC Office Staff Policy

### 5.1. *Recruitments to BEREC Office*

#### **Information presented**

The BEREC Office AM presented information on the state of recruitment of BEREC Office staff.

In addition the Selection Committee presented the ranked short-list of successful candidate for the post of Senior Programme Manager (AD7) and the draft reserve list of candidates for that post.

#### **Conclusions**

The MC nominated the successful candidate for Senior Programme Manager and approved the reserve-list of candidates with validity of 1 year.

### 5.2. *Direct service agreements with the international schools in the Republic of Latvia to cover schooling fees for children of the BEREC Office staff*

- *Decisions on direct service agreements with the international schools in the Republic of Latvia to cover schooling fees for children of the BEREC Office staff* MC (12) 19

This document was moved to the list of "A" items (see conclusions under agenda item 2).

## 6. BEREC Office Mission Statement

- *BEREC Office mission statement and core values* MC (12) 20

#### **Information presented**

The BEREC Office AM presented a proposal for BEREC Office mission statement and core values prepared jointly by the BEREC Office staff during a team event.

#### **Conclusions**

The MC discussed the BEREC Office mission statement and decided to continue the discussion on it during the Cyprus plenary.

## 7. AOB

### 7.1. *Information by the BEREC Office*

#### **Information presented**

The BEREC Office AM presented an overview of the new BEREC public website currently under construction, the plans of the Office for providing improved communication support to BEREC in relation to the future BEREC Newsletter and some other activities linked to the functioning of the Office.

#### **Conclusions**

The MC took note of the information.

## **7.2. Information by OCECPR on the next MC Meeting**

### **Information presented**

OCECPR presented information on the 12<sup>th</sup> meeting of the MC, which will be held on 28 September 2012 in Cyprus.

### **Conclusions**

The MC took note of the information.

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