

MC (11) 36

15 December 2011

**9th meeting
of the Management Committee of the BEREC Office**

Hosted by ANCOM

8 December 2011, Bucharest

CONCLUSIONS

1. Opening of the meeting and adoption of the agenda

Draft MC Agenda

MC (11) 31

Conclusion

The MC agreed on the agenda with the addition of one information point under AOB related to the BEREC Office Budget for 2012, proposed by the Administrative Manager (AM) of the Office.

2. Adoption of the agenda items in the “A” list:

- Draft Decision by the MC of the BEREC Office on the adoption of implementing rules to the staff regulations **MC (11) 32**

- Draft Decision by the MC of the BEREC Office establishing the general implementing provisions on the conduct of administrative inquiries and disciplinary procedures

MC (11) 33

The MC adopted without discussion the draft Decisions listed above for submission to the Commission for obtaining Commission’s agreement in compliance with Art. 10 (2) of the BEREC Regulation.

3. Elections of Chair for 2013 and Vice-chairs for 2012

The MC appointed the following members as Chair for 2013 and Vice-chairs for 2012:

1. Chair for 2013 - Mr **Leonidas KANELLOS** – EETT (Greece);

2. Vice-chairs for 2012 (listed in alphabetical order of their family names):
 - Mr **Göran MARBY** – PTS (Sweden);
 - Mr **Marius Cătălin MARINESCU** – ANCOM (Romania);
 - Mr **Edward RICHARDS** – OFCOM (UK).

4. BEREC Office Multi-annual Staff Policy Plan for 2013-2015

Draft BEREC Office Multi-annual Staff Policy Plan for 2013-2015

MC (11) 34

Information presented

The AM presented a draft Multi-annual Staff Policy Plan (MSPP) for 2013-2015, which should be sent to the Commission Services for preliminary consultation in January 2012.

It was pointed out that the draft had been prepared on the basis of the old form due to the delay in the distribution of the new form by DG HR. In that respect the AM stated that the draft might need some technical adjustments afterwards if there would be a new form.

Furthermore the MC expressed its desire to further improve the quality of the BEREC documents and in that respect emphasised the need for additional support to be provided by the Office to the EWGs, in particular as far as the usage of the English language was concerned.

In that respect the Office was asked to further study the options for providing support to the EWGs in improving the quality of BEREC papers.

Conclusion

The draft MSPP for 2013-2015 was approved for submission to the Commission services for preliminary consultation.

The Office was tasked to explore the possibilities for improving the quality of BEREC papers, in particular the correct usage of the English language.

5. AOB

- Budget of the BEREC Office for 2012

The AM informed the MC that the Budgetary Authority had reduced the BEREC Office budget for 2012 with 1% from the Budget approved by the MC, which would require revision of the Budget.

- Next meeting of the Management Committee

RTR presented information about the forthcoming plenary meeting to be held in Vienna, on 23 and 24 February 2012.