

19 May 2016

Draft Agenda
**for the 27th ordinary plenary meeting of the Management
Committee (MC) of the BEREC Office**
3 June 2016, Vienna (Austria)
Hosted by RTR

1 Opening of the meeting and adoption of the agenda

Document(s)	MC (16) 58 Draft MC plenary meeting Agenda
Introduction by	BEREC Chair
Action requested	To agree on the agenda and identify any points to be raised under “Any other business” (AOB).

2 List of the ‘A’ items

Document(s)	MC (16) 59 Draft MC Decision amending Decision MC (11) 22 on the Public Register of the BEREC Office Documents MC (16) 60 Draft MC Decision on general implementing provisions regarding Article 54 of the Conditions of Employment of Other Servants of the European Union (reclassification of temporary staff) MC (16) 61 Draft MC Decision general implementing provisions regarding Article 87(3) of the Conditions of Employment of Other Servants of the European Union (reclassification of contract staff)
Introduction by	BEREC Chair
Action requested	To approve the documents included in the ‘A’ item list.

3 Oral up-date on the recent activities of the BEREC Office Advisory Group (BAG) and of the BEREC Vice-Chair in his capacity of appointing authority

Document(s)	No documents
Introduction by	BEREC Vice-Chair (ARCEP)
Action requested	To take note of the information

4 2015 BEREC Office Consolidated Annual Activity Report (CAAR)

Document(s)	MC (16) 62 Draft 2015 BEREC Office CAAR (comprising also the Final Accounts subject to their receipt) MC (16) 63 Draft MC Opinion on the 2015 BEREC Office Final Accounts
Introduction by	BEREC Office Administrative Manager
Action requested	To approve the documents for publication and for submission to the European Court of Auditors, to the Commission, to the European Parliament and the Council not later than 1 July 2016.

5 BEREC Office operation in 2016

Document(s)	MC (16) 64 2016 BEREC Office quarterly Report on operation and budget execution MC (16) 65 Transfers by the BEREC Office Administrative Manager in the BEREC Office Budget in the period January-March 2016
Introduction by	BEREC Office Administrative Manager
Action requested	To take note of the information.

6 BEREC Office staff matters

6.1 BEREC Office traineeship programme

Document(s)	MC (16) 66 Draft MC Decision on traineeship programme
Introduction by	BEREC Office Administrative Manager
Action requested	To approve the document for publication

6.2 Oral information regarding recruitment procedures in BEREC Office

Document(s)	No document
Introduction by	BEREC Office Administrative Manager
Action requested	To take note for information

6.3 Report by the Chair on Evaluation of the Administrative Manager

Document(s)	Document title confidential
Introduction by	BEREC Chair (BNetzA)
Action requested	To discuss and to decide on the way forward.

7. AOB

- Information on the next plenary meetings (7 October 2016, Vilnius)

Document(s)	No documents
Introduction by	Representative of the meeting host (RRT)
Action requested	To take note.