

15 February 2018

Draft Agenda
**for the 34th ordinary plenary meeting of the Management
Committee (MC) of the BEREC Office**
9 March 2018, Bratislava (Slovak Republic)
Hosted by RU

1. Opening of the meeting and adoption of the agenda

Document(s)	MC (18) 17 Draft MC Agenda
Introduction by	BEREC Chair (RTR)
Action requested	To agree on the agenda and identify any points to be raised under AOB.

2. List of 'A' items

Document(s)	<p><u>For publication</u></p> <p>MC (18) 18 Draft MC Decision amending Decision MC/2016/08 on the rules governing the traineeship programme of the BEREC Office</p> <p>MC (18) 19 Draft MC Decision on the security of communication and information systems at the BEREC Office</p> <p><u>For information</u></p> <p>MC (18) 20 2017 BEREC Office quarterly Report on operation and budget execution in the period January-December 2017</p> <p>MC (18) 21 Transfers by the BEREC Office Administrative Manager in the BEREC Office Budget in the period October-December 2017</p> <p>MC (18) 22 BEREC Office Report on implementation of the budget and on budgetary and financial management 2017</p> <p>MC (18) 23 Report on the activities of the BAG and of BEREC Vice-chair as appointing authority for 2017</p>
Introduction by	BEREC Chair (RTR)
Action requested	To approve the documents listed as 'A' items and take note of the documents for information.

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	Representative of the BAG Chair and of the BEREC Vice-Chair in charge of HR (ComReg)
Action requested	To take note of the information.

4. BEREC Office Staff matters

4.1 BEREC Office social welfare measures

Document(s)	MC (18) 24 Draft MC Decision for the approval of the multiannual BEREC Office action plan for access to measures of a social nature, including specific measures to reconcile working life with family life
Introduction by	The Administrative Manager of the BEREC Office
Action requested	To discuss and approve for publication and submission to the Budgetary Authority for information.

4.2 Oral information about new staff policies and on-going selection procedures at BEREC Office

Document(s)	No document
Introduction by	The Administrative Manager of the BEREC Office
Action requested	To take note of the information.

5. AOB

Information on the 35th MC plenary meetings (13-15 June 2018, Gdansk, Poland)

Document(s)	No document
Introduction by	Representative of the meeting host (UKE)
Action requested	To take note of the information.