

19 September 2018

Draft Agenda

for the 36th ordinary plenary meeting of the Management Committee (MC) of the BEREC Office

4 October 2018, Portoroz (Slovenia)

Hosted by AKOS

1. Opening of the meeting and adoption of the agenda

Document(s)	MC (18) 63 Draft MC BEREC Office plenary 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 information</u></p> <p>MC (18) 64 2018 BEREC Office quarterly Report on operation and budget execution;</p> <p><u>For publication:</u></p> <p>MC (18) 65 Draft BEREC Office MC Decision on the designation of two Reporting Officers for the annual appraisal of the AM;</p> <p>MC (18) 66 Draft BEREC Office MC Decision laying down implementing rules on temporary occupation of management posts;</p> <p>MC (18) 67 Draft BEREC Office MC Decision on the establishment of reserve lists for the posts of Team Leaders and Programme Management Assistant;</p> <p>MC (18) 68 Draft BEREC Office MC Decision on the adoption of the BEREC Office Internal Control Framework;</p> <p>MC (18) 69 Internal Control Framework of the BEREC Office;</p>
Introduction by	BEREC Chair (RTR)
Action requested	To take note of the documents for information and approve documents for publication.

3. Cooperation with the Canadian Radio-television and Telecommunications Commission (CRTC)

Document(s)	BoR (18) 173 Memorandum of Understanding between Canadian Radio-television and Telecommunications Commission (CRTC) and Body of European Regulators for Electronic Communications (BEREC)
Introduction by	BEREC Chair (RTR)
Action requested	To take note of the information and endorse the MoU for signing.

4. Oral up-date on the recent activities of the BAG and of the BEREC Vice-Chair in the 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.

5. Oral update on the budgetary procedure for BEREC Office budget 2019

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

6. AOB

Information on the next plenary meeting (7 December 2018, Prague, Czech Republic)

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