

Outcome of the Written Procedures MB/WP/15-26/2020

59th Meeting of the Management Board 24-25 September 2020

Key message

The Management Board (MB) is invited to take note of the positive outcome of the following Written Procedures:

- **MB/WP/15/2020 – Minutes of the extraordinary meeting (24 April 2020)**
- **MB/WP/16/2020 – Composition of the Conflicts of Interest Advisory Committee (CoIAC)**
- **MB/WP/17/2020 – Revised Audit Charters of the Internal Audit Service and the Internal Audit Capability**
- **MB/WP/18/2020 - Opinion on the Final Annual Accounts 2019**
- **MB/WP/19/2020 - Procurement Plan amendment 2020**
- **MB/WP/20/2020 - SCIP resources 2020**
- **MB/WP/21/2020 - Member State Committee Rules of Procedure**
- **MB/WP/22/2020 - Appointment of Committee members**
- **MB/WP/23/2020 - Appointment of the selection groups for the TQM and the A/LQM selections**
- **MB/WP/24/2020 - Endorsement of the administrative arrangements for BoA AAMs**
- **MB/WP/25/2020 - Management Board Rules of Procedure**
- **MB/WP/26/2020 - Forum Rules of Procedure**

All twelve (12) proposals were adopted unanimously (32 votes in favour /0 vote against /0 abstentions).

Background and rationale

The Management Board had been requested by written procedure to formally confirm all the conclusions reached during the remote 58th Management Board meeting, held on 17-18 June 2020.

The proposals for written procedures MB/WP/15-26/2020 were submitted to the Board on 18 June 2020 in line with Article 7 of the Board's Rules of procedure. The deadline for casting votes by return email was set to 26 June 2020.

32 votes were received for all twelve (12) above mentioned proposals by the set deadline and the outcome was circulated to the Management Board by email from the Secretariat on 26 June 2020.

1. MB/WP/15/2020 – Draft minutes of the extraordinary meeting (24 April 2020)

On 17 June, in its 58th meeting, the Management Board concluded to adopt the highly restricted draft minutes of the 24 April 2020 extraordinary MB meeting.

2. MB/WP/16/2020 – Composition of the Conflicts of Interest Advisory Committee (CoIAC)

On 17 June, in its 58th meeting, the Management Board decided to renew the membership of Judite DIPANE, as the person appointed among its members, and of Julio BACIO TERRACINO, as external member, of the Conflict of Interest Advisory Committee (CoIAC).

3. MB/WP/17/2020 – Revised Audit Charters of the Internal Audit Service and the Internal Audit Capability

On 17 June, in its 58th meeting, the Management Board approved the revised Charter of the Commission's Internal Audit Service (IAS) and corresponding changes to the Charter of ECHA's Internal Audit Capability (IAC). It was agreed that editorial comments submitted during the meeting by the Commission¹ will be implemented in the final version of the documents.

4. MB/WP/18/2020 - Opinion on the Final Annual Accounts 2019

On 17 June, in its 58th meeting, the Management Board decided to adopt its opinion on ECHA's Final Annual Accounts for the financial year 2019, as proposed by its Subgroup Finance, Audit and Risks.

5. MB/WP/19/2020 - Procurement Plan amendment 2020

On 17 June, in its 58th meeting, the Management Board decided to adopt the first amendment of the 2020 procurement plan.

Note: The MB is invited to note that a corrigendum has been made to the amended 2020 procurement plan (MB decision 22/2020). The corrigendum has been necessary due to a clerical error related to item 30 Framework contract for IT Services for the IT tools for industry. This concerns a framework contract (FWC) split into two lots with an overall ceiling of EUR 70 million. The amounts allocated to the two lots were reversed by mistake. Namely, the 55 million Euros for Lot 2 (Grow and Run) appeared in the document as the amount of Lot 1 (Transform), and the 15 million Euros of Lot 1 were reported for Lot 2. The corrigendum addresses this clerical error and the addition of a footnote clarifies that the published tender will include EUR 6 million external budget from the European Commission.

6. MB/WP/20/2020 - SCIP resources 2020

On 18 June, in its 58th meeting, the Management Board expressed its support to the Secretariat's proposal to continue using 3 FTEs for 2020 from REACH/CLP on SCIP work.

7. MB/WP/21/2020 - Member State Committee Rules of Procedure

On 17 June, in its 58th meeting, the Management Board approved the amended Rules of Procedure of the Member State Committee (MSC).

8. MB/WP/22/2020 - Appointment of Committee members

On 17 June, in its 58th meeting, the Management Board decided to appoint Theodoros XANTHOS (CY), Ifthekhar Ali MOHAMMED (SE) and Malcolm DOAK (IE) as new RAC members. The Management Board agreed to renew the mandate of Peter Hammer SØRENSEN (DK), Laure GEOFFROY (FR), Ralf STAHLMANN (DE), Gabriele AQUILINA (IT) and Irina KARADJOVA (BG) as RAC members. The Management Board further agreed to appoint Sandi MUNCRIEF (DK), Ida Svostrup PETERSEN (DK), Darko DOLENC (SI), Jernej ISKRA (SI) and Jurgita ŽIEMIENĖ (LT) as new SEAC members and renewed the mandate of João ALEXANDRE (PT) as a SEAC member.

¹ The comments were supported by the Chair of the Subgroup Finance, Audit and Risks, as well as by the IAC.

9. MB/WP/23/2020 - Appointment of the selection groups for the TQM and the A/LQM selections

On 18 June, in its 58th meeting, the Management Board followed the recommendation of its Subgroup Board of Appeal and decided to appoint the members of two selection groups for Board of Appeal recruitments as follows: a) Technically Qualified Member: Kestutis SADAUSKAS, Hans MEIJER, Sofia ZISI b) Legally Qualified permanent and alternate/additional members: Kestutis SADAUSKAS, Oscar GONZALEZ SANCHEZ, Marie-Laure METAYER.

10.MB/WP/24/2020 - Endorsement of the administrative arrangements for BoA AAMs

On 18 June, in its 58th meeting, the Management Board followed the recommendation of its Subgroup Board of Appeal and endorsed the administrative arrangements to be put in place with regards alternate/additional members (AAMs) of the Board of Appeal (BoA) who are employed with other EU bodies or institutions and instructed the Executive Director to formalise these arrangements by concluding Service Level Agreements with the respective bodies.

11.MB/WP/25/2020 - Management Board Rules of Procedure

On 18 June, in its 58th meeting, the Management Board decided to adopt amendments to its Rules of Procedure.

12.MB/WP/26/2020 - Forum Rules of Procedure

On 18 June, in its 58th meeting, the Management Board decided to adopt the updated Rules of Procedure of the Forum.

Attachment:

- Annex 1: Overview of votes for written procedures MB/WP/15-26/2020
- Annex 2: CORRIGENDUM to the MB document MB/24/2020 (1st amendment to ECHA procurement plan 2020)

For questions: mb-secretariat@echa.europa.eu