

## MB info sessions

Time	Item
04-Mar-21	IAC info session
18-Mar-21	IRS
24-Mar-21	Opportunity to participate in a public Board of Appeal training
Apr-21	Agency risks
May-21	Board of Appeal
Q2 2021	New members' induction (HU, IE, NL, LU, FR, SE new members and possible changes in AT, CZ, ES, FI, IT, SI)
Q3 2021	For SG BoA members (but open to all): Annual meeting of Board of Appeal members (including alternate/additional members)
Q4 2021	Annual recap of corporate ethical duties (online/video training material)

## 62nd meeting of the Management Board

June 2021

Item	Title	Reference
A	Appointment of Committee members	ADOPT
A	Implementing rules to the Staff Regulations	
B	BoA staff matters	
B	Appoint BoA (A)LOM (possibly in extraordinary meeting before)	
B	Prepare review of MB Code of Governance	INFORM
B	Opinion of the final accounts year n-1	ADOPT
B	Annual reports from the Chairman of the Board of Appeal and the SG BoA	INFORM
B	Report from the SG FAR (includes IAC and IAS annual reports)	INFORM
C	Budget transfers	INFORM
C	Discharge 2019 recommendations	
W	Workshop - ECHA strategy review	

### Meeting of the SG FAR

Item	Title
	Annual audit reports
	4 monthly fee income report
	Ongoing audits and evaluations
	Presentation of the annual accounts Observations of the Court of Auditors Management Board opinion on the accounts
	Follow-up of outstanding recommendations
	Discharge 2019 recommendations

### Meeting of the SG BoA

Item	Title
	BoA staff matters
	(A)LOM appointment

### Meeting of the SG SPI 1 June

Item	Title

## 63rd meeting of the Management Board

September 2021 (Slovenia)

Item	Title	Reference
B	Orientation debate on the update of the ECHA Programming Document	INFORM
B	Report from ad hoc Strategy SG	
B	Composition of the BoA	
B	BoA staff matters	
B	Adopt revision of MB Code of Governance, including SG's Terms of Reference (if applicable)	ADOPT
C	Follow up of Discharge recommendations 2019	
C	Budget transfers	INFORM

### SG BoA

Item	Title	Reference
	Composition of the BoA	
	BoA staff matters	

### SG SPI 1 September

Item	Title
	Prepare orientation debate/strategy
	4 monthly fee income report

## 64th meeting of the Management Board

December 2021

Item	Title	Reference
A	Appointment of Committee members	ADOPT
B	Budget y n+1	ADOPT
B	Programming document year n+1 - n+4	ADOPT
B	Budget request n+2	
C	Budget transfers	INFORM
C	Meeting dates n+1 and possibly n+2	INFORM
C	Follow-up of discharge recommendations 2019	INFORM

### SG SPI

November

Item	Title
	Programming document year n+1 - n+4
	IT master plan (under PD), for info
	Budget request n+2
	Final budget n+1 and establishment plan

### SG FAR

December

Item	Title
	Audits and evaluations undertaken in year n
	4 monthly fee income report
	Audits and evaluations planned for year n+1
	Feedback from the audit visit of the Court of Auditors
	Report on MB decision on ToF application

## 65th meeting of the Management Board

March 2022

Item	Title	Reference
B	General Report year n-1	ADOPT
B	Analysis and Assessment of the Consolidated Annual activity Report year n-1	ADOPT
B	Annual report from the Committees	INFORM
C	Appraisals BoA and ED	INFORM
C	Update of the MB Rolling Plan	INFORM
C	Transfers within the budget since last notification	INFORM

### SG SPI

February/March

Item	Title
	Draft General Report 2021
	Analysis and Assessment of the Consolidated Annual activity Report 2020
	4 monthly report on fee income

## 66th meeting of the Management Board

June 2022

Item	Title	Reference
B	Appointment of Committee members	ADOPT
B	Appointment of a new MB member for the Conflict of interest advisory Committee (CoiAC) and appointment of an outside expert [mandates end on 31 July for MB and 23 August for external]	ADOPT
B	Opinion of the final accounts 2021	ADOPT
B	Annual reports from the Chairman of the Board of Appeal and the SG BoA	INFORM
B	Report from the SG FAR (includes IAC and IAS annual reports)	INFORM
C	Budget transfers	INFORM
C	Discharge 2020 recommendations	INFORM
W	Workshop	

### Meeting of the SG FAR

Item	Title
	Annual audit reports
	4 monthly fee income report
	Ongoing audits and evaluations
	Presentation of the annual accounts Observations of the Court of Auditors Management Board opinion on the accounts
	Discharge 2020 recommendations

## 67th meeting of the Management Board

September 2022

Item	Title	Reference
B	Selection of a Chair of the Management Board	ADOPT
B	Appointment of ED (if necessary)	ADOPT
B	Revised decision on Transfer of Fees	ADOPT
C	Accounting officer contract ends in 2023	INFORM
B	Orientation debate on ECHA programming document	DISCUSS
C	Follow up of Discharge recommendations 2020	INFORM
C	Budget transfers	INFORM

## 68th meeting of the Management Board

December 2022

Item	Title	Reference
A	Appointment of Committee members	ADOPT
B	Selection of a Deputy Chair of the Management Board	ADOPT
B	Budget y n+1	ADOPT
B	Budget request n+2	
B	Programming document year n+1 - n+4	ADOPT
B	Mandate of the Executive Director	INFORM
B	Review of MB subgroups' Terms of Reference (2-year review period)	ADOPT
B	Transparency approach (report on 2021-2022 and actions for 2023-2024)	ENDORSE
C	Budget transfers	INFORM
C	Meeting dates n+1 and possibly n+2	INFORM
C	Follow-up of discharge recommendations 2020	INFORM

### SG SPI

November

Item	Title
	Programming document year n+1 - n+4, incl IT masterplan for info
	Budget request n+2
	Final budget n+1 and establishment plan

### SG FAR

December

Item	Title
	Audits and evaluations undertaken in year n
	Audits and evaluations planned for year n+1
	4-monthly fee income report
	Report on ToF MB decision application
	Feedback from the audit visit of the Court of Auditors
	Follow-up of the discharge recommendations 2020



## 69th meeting of the Management Board

March 2023

Item	Title	Reference
A	Composition of MB subgroups (to be reviewed every 2 years)	ADOPT
B	General Report year n-1	ADOPT
B	Analysis and Assessment of the Consolidated Annual activity Report year n-1	ADOPT
B	Annal report from the Committees	INFORM
C	Appraisals BoA and ED	INFORM
C	Update of the MB Rolling Plan	INFORM
C	Transfers within the budget since last notification	INFORM

### SG SPI

February/March

Item	Title
	Draft General Report 2021
	Analysis and Assessment of the Consolidated Annual activity Report 2020
	4 monthly report on fee income

## 70th meeting of the Management Board

June 2023

Item	Title	Reference
B	Appointment of Committee members	ADOPT
B	Appointment of a new MB member for the Conflict of interest advisory Committee (CoiAC) and appointment of an outside expert	ADOPT
B	Opinion of the final accounts 2022	ADOPT
B	Annual reports from the Chairman of the Board of Appeal and the SG BoA	INFORM
B	Report from the SG FAR (includes IAC and IAS annual reports)	INFORM
C	Budget transfers	INFORM
C	Discharge 2020 recommendations	INFORM
W	Workshop	

### Meeting of the SG FAR

Item	Title
	Annual audit reports
	4-monthly fee income report
	Ongoing audits and evaluations
	Presentation of the annual accounts Observations of the Court of Auditors Management Board opinion on the accounts
	Discharge 2021 recommendations

# 71st meeting of the Management Board

September 2023

Item	Title	Reference
B	BoA staff matters	INFORM
B	Orientation debate on ECHA programming document	DISCUSS
C	Follow up of Discharge recommendations 2021	INFORM
C	Budget transfers	INFORM

## 72nd meeting of the Management Board

December 2023

Item	Title	Reference
A	Appointment of Committee members	ADOPT
B	Budget y n+1	ADOPT
B	Budget request n+2	ADOPT
B	Programming document year n+1 - n+4	ADOPT
C	Budget transfers	INFORM
C	Meeting dates n+1 and possibly n+2	INFORM
C	Follow-up of discharge recommendations 2021	INFORM

### SG SPI

November

Item	Title
	Programming document year n+1 - n+4
	Budget request n+2
	Final budget n+1 and establishment plan

### SG FAR

December

Item	Title
	Audits and evaluations undertaken in year n
	Audits and evaluations planned for year n+1
	Report on ToF MB decision application
	4-monthly fee income report
	Feedback from the audit visit of the Court of Auditors
	Follow-up of the discharge recommendations 2021