

**MINUTES OF THE 23RD MEETING OF THE GOVERNING BOARD OF THE
EUROPEAN AGENCY FOR SAFETY AND HEALTH AT WORK.
BILBAO, 13 DECEMBER 2005**

The **Chairperson** welcomed those present and in particular:

New Members

Special welcome for:

Mr Casano, Employers, Italy

Ms Hodgkinson, Government, UK

Mr Riese, Government, Germany

Mr Piccoli, Government, France

Mr Sukovsky, Government, Slovak Republic

And noted the **apologies** from:

Apologies for absence have been received from the following

Mr Pedersen (employers, Denmark) for whom Mr Nielsen attends.

Mr Christodoulou (government, Greece).

Ms Galli (workers, Italy) for whom Mr Alhaique attends.

Mr Kiralvarga (employers, Slovak Republic)

Ms Mozura (workers, Lithuania)

Ms Breindl (government, Austria) for whom Ms Szymanski attends.

Mr Robertson (workers, UK)

Mr Gauci (government, Malta)

Mr Gergely (workers, Hungary) for whom Mr Gyorgy attends.

Mr Simerka (government, Czech Republic) for whom Ms Kubickova attends.

Mr Feringa (government, the Netherlands) for whom Mr den Held attends.

Mr Lopez Arias (workers, Spain)

Ms Cazals (employers France) for whom Mr Levy attends.

Mr Buschak (European Foundation)

Item 1 – Adoption of the revised draft agenda (A/05/A2)

The following documents were tabled:

- Update to the Director's Progress Report and annexes (A/05/10)
- Budgetary information regarding the work programme (A/05/11)

- Note on appointment of Director from Bureau meeting (B/05/11)
- List of participants

The revised draft agenda was adopted.

Item 2 – Minutes of the last meeting, 1-2 March 2005 (A/05/M2)

The Board adopted the minutes.

Item 3 – Revised rules of procedure for the Board and Bureau (A/05/08)

Mr Remaeus suggested to delete article 4 (3) in the draft rules of procedure sent before the meeting. With this amendment the governments could support the rules as tabled.

Ms Schweng, Mr Cerfeda and Mr Jansen agreed the amendment.

The draft rules of procedure were adopted with the amendment suggested by the governments' group.

Item 4 – Election of chairperson, vice-chairs and Bureau as well as designation of coordinators (A/05/09)

Following proposals from **Ms Schweng, Mr Cerfeda and Mr Remaeus** the following was decided:

- Mr Remaeus was elected chair of the Board and Mr Lopes and Ms Schweng were elected vice-chairs.
- Ms Waltke is the coordinator of the employers' group, Mr Lusi is the coordinator of the governments' group and Mr Cerfeda is the coordinator of the workers' group.
- Ms Asherson from the employers, Mr Riese from the governments and Mr Gyorgy from the workers become Bureau members in addition to the chair, the vice-chairs and the coordinators
- Alternates for the Bureau will be Mr Engels, Mr Pelegrin and Mr Levy (all employers), Mr Whelan, Ms Jacobsen and Ms Bohm (all workers), and Mr Onelli and Ms Hodgkinson (both governments).

The Commission will inform the Agency later on who will be their vice-chair, and Bureau member.

Item 5 – Director's Progress Report (A/05/10)

The Director introduced the report on the activities of the Agency from March 2005 to December 2005.

The Director drew attention to the following issues:

- The development of the EU-25 network had progressed smoothly and the 10 new focal points had contributed with new energy to the focal point group
- The PHARE programme for Bulgaria and Romania had made possible their participation in the Agency networks
- A PHARE programme for Turkey and Croatia is expected to be decided before the end of the year
- Steps have been taken to develop cooperation with China and Russia
- The 3rd Generation Website had been implemented making it possible to adapt information to the specific user needs
- The Agency's new website had won the 2005 International Information Industry (III) Award for innovation in content management
- The Agency had initiated cooperation with ENETOSH (a European network of OSH and education specialists) which is an important partner in the mainstreaming work
- The last element of the new network structure adopted by the Board in 2003 was now in place as framework contracts had been signed with Topic Centres. The transition from one Topic Centre model (the grant based model) to another (the contract model) had caused some delays, but the framework contracts should now make it possible to catch up
- The slogan for the European Week 2006 on Young People had been chosen: 'Safe Start'
- A kick-off meeting had been organised for the Enlargement Action Plan activity. At the meeting it had been agreed to rename the activity to the Healthy Workplace Initiative. There was broad agreement on the focus: Raising awareness to strengthen the prevention culture, particularly among SMEs.
- The Risk Observatory webfeature had been launched, including the first reports, information on monitoring systems and special information on avian flu. The Director thanked the Member States for their prompt assistance in developing information on the avian flu issue
- An on-line user survey is set to be launched in early 2006 in order to get feedback from users on the Agency products.

Mr Cerfeda commented that the budgetary figures regarding the focal point subsidy shows an implementation problem. It is important to make sure that foreseen activities are also eligible activities. As regards the European Week it is important to assure the application of the tri-partism principle. And finally, it is necessary to think thoroughly about the future direction of the Risk Observatory.

The Director replied that the comments on the focal point subsidy touch on a key issue: The need to optimise the Agency – focal point cooperation and to ensure that all parts of the network are well functioning. Regarding the Risk Observatory, the Director commented that it is now in a start-up phase and it would be an advantage to give some more time before discussing the future developments. A way forward could therefore be as a first step to provide a note on the status of the Risk Observatory in March to the Board, as a second step to organize an enlarged Advisory Group meeting (with additional Board members) in May and finally to make sure that role of the Risk Observatory be included in the discussion on the future Community OSH strategy.

Ms Schweng supported the request to discuss the future of the Risk Observatory and would like a discussion to take place with the Advisory Committee.

Mr Remaeus informed that the governments are concerned about the development of the Risk Observatory, but he could agree the approach suggested by the Director. It is important that the Advisory Group gets a more active role.

The Board noted the report with no further comments and agreed that an enlarged Risk Observatory Advisory Group should be organized in May in addition to a status note in March.

Item 6 – Work Programme 2006 (A/05/11)

The Board adopted the work programme.

Item 7 – Expert Group Mandates 2006 (A/05/22)

Ms Schweng could approve the mandates with the following amendments:

- documents for meetings must be sent three weeks before the meeting
- Expert Group members must be updated regularly on developments
- Expert Group members must be given the possibility to comment on developments within the group's area

Mr Cerfeda agreed the amendments proposed.

Mr Jansen requested that the Bureau at a future meeting discussed the whole group concept and the links and coordination between different groups.

The Director welcomed the proposed amendments by the employers and replied to Mr Jansen that it would be a good idea to assess how the system with expert groups and advisory groups operates when some experiences have been gained. Among the documents for the Board meeting today, there was already an evaluation of the expert groups system.

The Board agreed the mandates with the amendments proposed by the employers.

Item 8 – Decisions to strengthen tri-partism: Revised Basic Requirements document for Agency-focal point cooperation and guidelines for Advisory Groups (A/05/12)

Mr Cerfeda welcomed the revised basic requirement document, but stressed the importance of effective implementation of the document. As for the advisory groups, there is a need to go into more detail on what each group shall do.

Mr Remaeus could approve both the basic requirement document and the advisory groups document.

Ms Schweng commented that 5 days for language checking (point 16 in the basic requirement document) is very little if consultation of social partners were to take place. A general comment was that the Agency should give feedback to the input it receives in consultation procedures. In the advisory group mandate, Ms Schweng asked for clarification on article 4 (profile of advisory groups members). Furthermore, she would like to see something on deadlines for availability of meeting documents, information to members of the groups on progress, and the possibility to comment on issues in the area.

As regards the comment on languages checking, **the Director** informed that the document had been discussed with focal points before the Board meeting. Regarding the advisory groups, the Director suggested that each group should prepare an action plan on how to implement the mandate. Article 4 about the profile of the advisory group members was simply meant to indicate that the members should have knowledge about the object of the group's work.

The Board agreed the basic requirements document and the advisory group mandates. However, the mandates should be amended as follows:

- meeting documents must be sent two weeks in advance of meetings,
- members of the advisory groups must be informed on progress regularly, and
- members should have the possibility to comment on progress

Finally, each group should develop an action plan on how to implement its mandate.

Item 9 – Evaluation of the Agency and its network (A/05/13)

Mr Remaeus stressed that it is important that the role of the Agency also be evaluated. Furthermore, a link should be established to the previous evaluation and the governments would like to receive information on the expected costs for focal points related to the evaluation.

Mr Cerfeda supported the request to also evaluate the role of the Agency.

Ms Schweng agreed with the comments made and suggested that it should be added to section 2.2 that the objective of the evaluation is an evaluation of the focal points *and the Agency*. Furthermore, the wording of 2.3.c should be considered as the Agency does not *manage* the focal points.

The Director replied that the Agency is a part of the network And it is foreseen to include the role of the Agency as a key element in the eveevaluation. However, there was a Board request to focus the next evaluation on the network and this has been reflected in the prepared document.

On request of **Mr Remaeus** the **Director** gave a short report on the main recommendations of the 2000/2001 evaluation and on the actions that had been taken to follow up.

The Board agreed the draft terms of reference with the amendments suggested by the employers and with the understanding that the Agency's role in the network shall form an integral part of the evaluation.

Item 10 – Financial matters/budget matters

The Board approved:

- the 2006 budget and establishment plan
- the financial implementing rules
- the staff regulation implementing rules, and
- the 2005 amending budget II

Item 11 – Proposed March 2006 Board meeting dates and number of Bureau meetings in 2006 (A/05/18)

Ms Schweng commented that the proposed meetings in March caused problems for some of the employers' group's members.

The Director replied that due to commitments already made it would be very difficult to move the meetings.

The Board approved the 2006 meeting dates and the number of Bureau meetings.

Item 12 – Any other business

Mr Remaeus commented on the process for selecting a new Director and made the following points:

- the number of candidates submitted to the Board from the Commission must be sufficient to allow a real choice
- the Board members should be able to access the CVs etc. of the candidates on the shortlist
- it would be preferable if the selection could take place late on day I of the March Board meeting.

Mr Cerfeda supported the request for transparency.

Ms Schweng agreed and asked furthermore for background information on how shortlist had been prepared.

Mr Jansen confirmed that the Board will get access to supporting documents (CVs etc).

The Board thanked Mr Lopes for his work as Chair and welcomed Mr Remaeus as new Chair.

GOVERNING BOARD MEETING - BILBAO, 13 DECEMBER 2005

	NAME	INTEREST GROUP	COUNTRY
1	ADAMAKIS Ioannis	Workers	GREECE
2	ALHAIQUE Diego	Workers	ITALY
3	ANTAPSONS Ziedonis	Workers	LATVIA
4	ASHERSON Janet L.	Employers	UNITED KINGDOM
5	BÉKÉS András	Government	HUNGARY
6	BERGSTRÖM Sven	Workers	SWEDEN
7	BIOSCA DE SAGASTUY J.R.	European Commission	EU
8	BÖHM Lucka	Workers	SLOVENIA
9	CASANO Luigi	Employers	ITALY
10	CERFEDA Walter	Workers	BELGIUM
11	DAPERGOLA Eleni	European Commission	EU
12	DARVILL Malcolm	Government	UNITED KINGDOM
13	DEGRAND-GUILLAUD Anne	European Commission	EU
14	DELIA Joseph	Employers	MALTA
15	DEN HELD Martin	Government	THE NETHERLANDS
16	ENGELS François	Employers	LUXEMBOURG
17	FONCK Herman	Workers	BELGIUM
18	FREDERIKSEN Jan Kahr	Workers	DENMARK
19	GIARDIN Antoine	Workers	LUXEMBOURG
20	GYÖRGY Károly	Workers	HUNGARY
21	HEIDER Alexander	Workers	AUSTRIA
22	HESELMANS Marc	Government	BELGIUM
23	HODKINSON Elizabeth	Government	UNITED KINGDOM
24	HURMALAINEN Mikko	Government	FINLAND
25	IGLESIAS Pilar	Employers	SPAIN
26	JANNERFELDT Eric	Employers	SWEDEN
27	JANSEN Bernhard	European Commission	EU
28	JENSEN Jens	Government	DENMARK
29	KAADU Tiit	Government	ESTONIA
30	KELLY Daniel	Government	IRELAND
31	KONING J.J.H.	Employers	THE NETHERLANDS
32	KORCAGINS Edgars	Employers	LATVIA

33	KUBICKOVA Daniela	Government	CZECH REPUBLIC
34	KYRIAKONGONAS Pavlos	Employers	GREECE
35	LEVY Patrick	Employers	FRANCE
36	LINK Ilmar	Employers	ESTONIA
37	LISCHKA Julia	Workers	AUSTRIA
38	LOPES Luis	Workers	PORTUGAL
39	LUSIS Renars	Government	LATVIA
40	NICOLAIDES Leandros	Government	CYPRUS
41	NIELSEN Thomas Philbert	Employers	DENMARK
42	ONELLI Paolo	Government	ITALY
43	PAWLACZYK Iwona	Workers	POLAND
44	PELEGRIN André	Employers	BELGIUM
45	PENA COSTA M.M.	Employers	PORTUGAL
46	PERIMÄKI-DIETRICH Raili	Workers	FINLAND
47	PICCOLI Robert	Government	FRANCE
48	PINILLA GARCIA Javier	Government	SPAIN
49	PODGÓRSKI Daniel	Government	POLAND
50	RAMPÁSEK Peter	Workers	SLOVAK REPUBLIC
51	REMAEUS Bertil	Government	SWEDEN
52	RIESE Ulrich	Government	GERMANY
53	SABAITIENE Aldona	Government	LITHUANIA
54	SCHRÖDER Marina	Workers	GERMANY
55	SCHWENG Christa	Employers	AUSTRIA
56	SEITZ Gilles	Workers	FRANCE
57	SOON Argo	Workers	ESTONIA
58	SUKOVSKY Michal	Government	SLOVAK REPUBLIC
59	SZYMANSKI Eva-Elisabeth	Government	AUSTRIA
60	WALTKE Natascha	Employers	BELGIUM
61	WEBER Paul	Government	LUXEMBOURG
62	WHELAN Fergus	Workers	IRELAND
63	KONKOLEWSKY Hans-Horst	European Agency	
64	BLANCH José G.	European Agency	
65	RIAL-GONZALEZ, Eusebio	European Agency	
66	SMITH Andrew	European Agency	
67	BEJER Jesper	European Agency	