

## MINUTES

<b>Meeting:</b>	47 <sup>th</sup> MEETING OF THE GOVERNING BOARD
<b>Date:</b>	Thursday, 25 January 2018
<b>Venue:</b>	Hotel Meliá Bilbao Leizaola Lehendakariaren Kalea, 29, Bilbao, Bizkaia

### 1. Adoption of the draft agenda (G/18/A1)

The Chair welcomed all participants to the 47<sup>th</sup> meeting of the Governing Board of EU-OSHA, read out the administrative arrangements and welcomed the newcomers.

In compliance with the Agency's policy on the management of conflict of interests, the Chair asked members to declare whether they may have a potential conflict of interests with any of the items in the agenda. No Board member reported any.

The Chair asked whether there would be any items under "Any other business". No items were raised at this stage.

The Commission agreed to give an update to the Board under Item 2.

CONCLUSION: The draft agenda was adopted.

### 2. Director's progress report (G/18/01)

In the first place, the Commission gave an update on the following issues:

- 4 Agencies' evaluation – progress update: The Commission launched a joint evaluation of the four agencies which operate under DG EMPL's remit. A validation seminar based on the draft report involved the Commission and the concerned Agencies and their stakeholders and took place in December. Regarding EU-OSHA, the draft final report is particularly positive and the Agency's work is very well considered. The consultant who carried out the study reviewed all possible options to address certain issues that emerged from the report, including a possible merger across Agencies, also in relation to the Governing Boards. While acknowledging that the report would need to be improved before it becomes final, the Commission also stressed that it will carry out its own assessment to which the evaluation is but one input. The final report should be made publicly available in March and the Commission will prepare a staff working document, which will be released around October this year further to an analysis by the internal regulatory scrutiny board.
- Revision of EU-OSHA's Founding regulation – A proposal from the Commission on a revised founding regulation for EU-OSHA was adopted back in 2016. Whereas in the meantime both the Parliament and the Council adopted their positions, the next step is to the trilogue but a date has not yet been set due to agenda clashes.
- European Pillar of Social Rights – the Pillar includes a number of legislative proposals that have implications on the Social Fairness Package (ELA, social security number and an instrument on social protection for the self-employed). After the impact assessment process it will be finalised. 7 March is the date for the adoption of the proposal. What comes after is still unknown and would need to wait for the legislative process. With regard to ELA, the Commission stressed that the focus of this authority is mainly on good information exchange

and facilitation of inspections in relation to cross-border movements of workers. It is not expected to have any major impact on EU-OSHA.

- Ongoing legislative proposals include the amendments to the carcinogens directive. The 1<sup>st</sup> wave was adopted, the 2<sup>nd</sup> wave is under discussion at the Parliament at the moment and will undergo trilogue discussions in spring, and the proposal on the 3<sup>rd</sup> wave will be finalised by March taken into consideration the opinion of the Advisory Committee. The Commission will now prepare the proposal on the 4<sup>th</sup> wave.
- Peer Review – the experience of the first exercise in Dublin last October has been very successful and the Commission is currently working with the Danish Government in preparation of the next review.

The Commission representatives wished to pay a tribute to their colleague from DG GROW Mr. Rudka who would soon leave on retirement. The Director and the Chair of the Board joined the Commission and expressed their gratitude towards Mr. Rudka's work. Mr Giacomo Mattinó will replace Mr Rudka in his duties at the Board.

The Chair gave the floor to the Director, who thanked Agency's staff – in particular senior staff – and Board members - in particular the Chair – who ensured good business continuity during her sick leave. She then referred to the Director's progress report which had been presented at the interest group meetings on the day before and informed about the following issues:

#### MEPs visit to EU-OSHA (July 2017)

A delegation of MEPs came to Bilbao for a two-day study visit on July 17-18 2017. The Director, and staff guided the guests through several presentations of the flagship activities, including ESENER, the Online Interactive Risk Assessment (OIRA) project, European awareness-raising campaigns and projects dedicated to micro and small enterprises. One of the MEPs is the rapporteur for the revision of the founding regulation of EU-OSHA which is also currently going through committee and plenary phases

#### XXI World Congress on Safety and Health at Work 2017 in Singapore (September 2017)

The World Congress in 2017, held in Singapore, demonstrated a strong and ever-increasing commitment to occupational safety and health. EU-OSHA participated in the following ways:

- Presentation of the results of a joint project on developing updated estimates of the costs to society of work-related accidents and illnesses. The project is being carried out by the International Labour Organization in cooperation with EU-OSHA, ICOH, the European Commission and Finnish and Singaporean OSH authorities.
- Presentation of EU-OSHA's data visualization tool "The economics of OSH – the value of OSH to society" at the symposium "Estimating the benefit of occupational safety and health to society".
- The Director took part in a debate at a high-level meeting on future forms of work and their impact on OSH.
- The Agency co-hosted symposia on the costs of poor OSH and on OSH in SMEs, as well as participated in other symposia as a European specialist.
- Through its stand at the Congress, EU-OSHA had the opportunity to promote some of its major projects, and it also submitted entries to the poster competition.

#### IPA programme:

The new IPA agreement with the Commission was signed at the end of November 2017. This will ensure the consolidation of the networks that the Agency has been helping establish in the IPA countries in the past few years.

#### HWC 2016-2017 closing summit

The campaign reached its final milestone with the celebration of the Healthy Workplaces Summit 2017 on 21-22 November 2017 in Bilbao. More than 350 OSH experts, policy-makers and campaign partners joined EU-OSHA to mark the end of this very successful 2-year campaign and exchange good practice on sustainable working.

#### Internal issues at the Agency:

The Head of the Resource and Service Centre retired at the end of November; the recruitment for this post is expected to be filled by mid-2018.

A new Finance and Internal Control Officer has taken up duties earlier in January.

Last but not least, the mandate of the Agency's staff committee came to an end. Elections for a new staff committee are scheduled at the beginning of February.

#### Highlights on decisions taken by the Bureau at November 2017 meetings:

The Bureau adopted the OiRA business plan at the last meeting. The adopted document will be made available to the Board on the Extranet.

The OSHwiki initial objectives had to be reformulated so as to reflect a lower than expected engagement from contributors to the maintenance of the OSHwiki. The proposed strategy drew on the findings of the feasibility study to set new objectives and actions for a sustainable OSHwiki model.

#### Issues/decisions to be taken at the Board meeting in June 2018:

There are a number of issues on which the Board will be invited to discuss and decide where applicable at the next Board meeting in June. These include:

- Priority-setting on OSH topics to be addressed in the context of the revised Multi-annual strategic programme up to 2013
- Monitoring the achievements of strategic and operational objectives – Agency's proposal on a new framework
- Length of the Healthy Workplaces Campaign cycle – from 2 to 3 years?
- Workers' survey on exposure to carcinogens in the EU – on the basis of further information and evidence
- New OSH overview – decision on OSH topic to be covered
- HazChem @ work and EU-OSHA, presentation of results of feasibility study and decision

Finally, the Chair gave the floor to the Government representative from the Netherlands, who updated the Board on the development of the Roadmap on Carcinogens. Work is on-going and a major step forward has been done by collecting good practices across business sectors.

The Commission praised this initiative, highlighting that Member States have an important role to play in the implementation of the European Social Pillar. The Government representative from Austria took the opportunity to inform the Board that the OSH priority under the forthcoming Austrian Presidency of the EU will be the fight against occupational cancer in line with the Roadmap "from Amsterdam to Vienna". The EU conference is foreseen on 24-25 September in Vienna.

#### COMMENTS FROM THE BOARD:

The Governments regretted that with the introduction of the new campaign support package for Focal Points (FAST) there is less flexibility in terms of services/or combination of services offered.

The Workers recommended that a broader consultation of social partners should take place at the time companies are proposed as examples of best practice.

*With regard to FAST, the Agency explained that the two support packages for Focal Points – ARPP and ECAP – were merged into one to simplify the application process for Focal Points on the one hand and maximise resources on the Agency's side. As a result of this change, the actions supported by the Agency increased in the order of 100 more than under the previous scheme. However, the Agency will explore ways to increase flexibility for future campaigns. Ad hoc issues affecting specific Focal Points will be tackled in the context of the next Focal Points meeting, where the Agency's new contractor would also be present.*

*The Agency remarked that consultation with the concerned Focal Points does take place before any company is selected for the Good Practice Award; however, the importance of consulting with the national networks will be further emphasised. In addition, at the request of the Bureau, the Agency will revise the text of the Focal Point agreement to encourage adequate national network consultation. The scope of the respondents of the survey that the Agency runs periodically to Focal Points may be extended to include national network partners.*

CONCLUSION: The Board took note of the Director's progress report.

### **3. Updated Multi-Annual Strategic Programme 2018-2023**

At the meeting in June 2017, on the basis of the positive outcome of the evaluation of the Multi-annual Strategy (MSP) 2014-2020, the Board agreed to extend the MSP ending in 2020 up to 2023. However, some adaptations and updates were needed.

As a result, the Agency worked on a revised draft, which the Bureau discussed at their meeting in November 2017. Taking into account the findings of the evaluation of the current MSP and that there is no information on EU policy objectives after 2020 nor resource information, the revised draft suggested continuing with the current mission, vision, values, and six strategic objectives and associated priority areas. However, despite the fact that the challenges identified in the OSH context remain relevant, other issues were reflected, such as the deep changes in the world of work with the advent of more and more sophisticated technology and - in the OSH context - the need to manage dangerous substances at both policy and workplace levels. The role of the Agency to contribute to key OSH challenges as defined in recent policy documents and initiatives and the new activity structure as agreed by the Board in June 2017 have also been reflected.

Whereas the MSP is expected to define the type of activities that the Agency is expected to carry out under the strategy timeframe, the actual OSH topics will be addressed in the context of the Programming Document. In June 2018, in conjunction with the next Board meeting, the Agency will organise a Board discussion to prioritise the OSH topics to be addressed.

Whereas no substantial comments were received by the Bureau on the MSP, the Agency presented the revised draft for adoption.

#### COMMENTS FROM THE BOARD:

The Board had some remarks on the draft MSP. In particular, in the context/background part, there should be a clearer focus on OSH rather than on general employment trends and policies. The document should communicate high-level strategic directions and not be too detailed or prescriptive on certain topics or activities which have to be agreed upon by the Board in the context of the actual

planning cycle (cf. reference to the workers' survey on exposure to carcinogens). The key role played by the Focal Points in the implementation of the Agency's work should be emphasised as well as the Agency's continued work on psychosocial risks at work (especially sexual harassment). The reference to "flexible" work should be amended and referencing to sources reviewed in chapter 2.

**CONCLUSIONS:** The Agency will further revise the document as per the additional indications given by the Board. The Board agreed to mandate the Bureau to review the document once revised by the Agency and adopt it.

#### **4. Healthy Workplaces Campaign Strategy 2020-2022**

In January 2017, the Board agreed that the campaign theme for the Healthy Workplaces Campaign 2020-21 will be 'Prevention of work-related musculoskeletal disorders (MSD)'.

This campaign will be able to draw on the results of the EU-OSHA MSD OSH overview activity which will be implemented between 2018 and 2020.

The Agency collected input from various stakeholders (e.g. TARAG, OKAG, FOP Campaign Group) on the basis of which it has drafted the HWC 2020-21 campaign strategy, which was discussed by the Bureau at its last meeting in November 2017. Based on the comments received, the Agency revised the campaign strategy for adoption at the present meeting.

An issue which will be discussed in the context of the Board Seminar is the length of the campaign cycle (from 2 to 3 years).

##### COMMENTS FROM THE BOARD:

Whereas the Board welcomed the strategy, there were still a few but important comments that the Agency had to take into account before the document could be adopted. In particular, it was argued that the link between psychosocial risks and MSDs should be highlighted with sound arguments; the campaign should not only be focussed on MDS management but also prevention; the gender dimension and mainstream into education should be made more visible; more emphasis should be given to training of workers; the importance of design in prevention (such as design of equipment and work processes) should be included as one of the campaign objectives; the slogans should also be reworked to make them more catchy and easier to understand to the general audience (e.g., reference to MDS is too technical). Finally, as a general comment concerning the campaign format, more innovative actions should be considered.

*The Agency explained that the comments from the Board would be included in the strategy. In-between, the Bureau, the Focal Point campaign group and the TARAG will be further consulted.*

CONCLUSION: The Agency will revise the document and consult on it with the Focal Point Campaign group and the TARAG – the Bureau will oversee the process in the view of the adoption by the Board in June.

#### **5. Draft Programming Document 2019-2021**

The Bureau discussed a preliminary draft version of the PD 2019-2021 at their meeting in November 2017. The preliminary draft covered the multi-annual part of the PD which was developed on the basis of the Agency's Multi-annual Strategic Programme 2014-2020.

In accordance with the schedule agreed with the Board and further to the discussions at the Bureau meeting, the Agency presented a complete draft for adoption. Such draft included the multi-annual part of the PD, a detailed annual work programme for 2019, including outputs and performance indicators and all annexes on specific areas.

As some activities are due to come to an end in 2018, the Agency prepared two ex-ante evaluations for new activities to be undertaken as from 2019, one on the establishment of the EU OSH info system and the other on a workers' exposure survey on carcinogens. At this stage, the Board was requested to give feedback on the two ex-ante evaluations and decide or not to include the activity on the EU OSH information system in the draft programming document. Regarding the workers' survey, the Board is expected to take a decision in June, when the Agency will present further information to illustrate how data from the survey helped inform policy making –drawing on the experience of the Australian Worker Exposure Survey (AWES).

A new OSH overview will also be initiated – the topic shall also be decided in the frame of the June Board discussions.

The Agency shall send the draft PD to the Parliament, Commission and Council by 31 January as input to the budgetary process as foreseen in the Financial Regulation and for external consultation as per the Founding Regulation. Finally, the Board will be requested to adopt the final draft of the PD by written procedure in November/December 2018 based on a recommendation from the Bureau.

#### COMMENTS FROM THE BOARD:

The Board had a number of remarks focussing on the two new activities. .

Regarding the EU OSH information systems, a concern was that data visualisation – which is expected to be used to display the information in a user-friendly manner – could lead to oversimplification of the phenomena. Feeding the system with always up-to-date information may also constitute a challenge in terms of resources. Finally, most of the sources of the data that will feed the system are secondary sources.

On the workers' survey, concerns focussed on the methodology and the use/relevance of such a survey as well as the financial resources required to carry it out. In particular, the employers stressed that it should be relevant for preventive measures, not just policy, and indicated that surveillance systems that are legally established in Member States should be providing this type of data, but in practice are not. The Governments suggested that the Agency should consider preparing a proposal for a pilot. A general request was to involve social partners in the expert meetings for the preparatory phase.

*In relation to the EU OSH information system, the Agency acknowledged that data visualisation may be risky if not accompanied by a more qualitative analysis. For this purpose, analysis against a contextual background will be carried out and made available on a regular basis. Data will be included in the system as soon as they are available from official sources.*

*For the workers' exposure survey, the rationale/objective of the activity is to provide information that helps priority-setting and decision making upon resources when it comes to put in place preventive measures at the workplace. Whereas data at the national level do exist, they are not complete and comparison across EU countries is not possible. With this activity, the Agency is aiming at bridging to the extent possible this information gap by providing data that are complementary. Despite the survey being based on worker respondents, the methodology also comprises expert assessments which aims for an objective and reliable outcome. In June, the Agency will gather information and evidence to support the Board's decision.*

The Government representative from Germany stated that on their part the draft Programming Document can only be adopted with reservation considering that the resource perspectives at the EU level for the years beyond 2020 have not yet been agreed.

CONCLUSION: The Board adopted the draft Programming Document 2019-2021.

## 6. Draft Budget and Establishment Plan 2019

The draft budget 2019 was prepared in accordance with the Commission's budget circular 2019, assuming that resources will remain stable. Total revenues and expenditures are estimated at € 15,731,200.

Regarding the establishment plan, as a "cruising-speed" Agency, EU-OSHA is expected to maintain the staff population at 40 Temporary Agents further to having implemented a staff cut equal to 10% as required. An additional contract agent post function group IV has been introduced – as from 2019 the Agency should count upon 26 contract agents. In relation to this particular issue, the Agency explained that additional qualified operational support is required to deliver in line with the expectations set out in the Commission Communication on modernisation of OSH in January 2017.

The Board shall be requested to adopt the final budget by written procedure by the end of 2018 together with the final Programming Document 2019-2021. It will become definitive only after the adoption of the EU budget.

### COMMENTS BY THE BOARD:

The Commission abstained and would refer the issue to the competent Directorates-General (DG HR and DG BUDG).

CONCLUSION: The Board adopted the draft budget and establishment plan 2019.

## 7. Rules Governing the EU-OSHA Traineeship Programme

The Agency has been benefitting from the collaboration of trainees, mainly for the Brussels office for quite some time. It was a good way to fuel in new energy and motivation while providing valuable experience to young graduates who are taking the first steps into the labour market. Given the positive experience, the Agency worked on new rules with the purpose of defining a more "fit-for-purpose" framework. The new rules, in particular, allow the Agency to offer traineeships for a longer timeframe than at the moment (up to 12 months compared to maximum 8 months like at the moment).

CONCLUSIONS: The Board adopted the Rules Governing the EU-OSHA Traineeship Programme.

## 8. Ex-post evaluation of the ESENER-2

Upon completion of ESENER-2 in 2017, the Agency commissioned an external ex post evaluation for the activity. The OKAG was consulted on the findings in November. The Board also received the executive summary of the report.

The evaluation was overall very positive across all the evaluation criteria addressed in the research – including efficiency, effectiveness, relevance, reliability, EU added value, impact and sustainability. The resulting recommendation urged the Agency to maintain the main bulk of design while introducing incremental improvements such as ad-hoc modules for specific info needs / national sample boosts; a non-response analysis to weight the original observations; make a larger use of the data to produce secondary analysis; carry out sectoral analysis; consider time series studies and a follow up survey with a panel of respondents. A more strategic focus on communication is also desirable, cf. power point presentation.

The outcome of the ex-post evaluation has been an input to the preparatory work for the next ESENER to be initiated in 2018.

CONCLUSION: This item was for information. The Board took note of the ex-post evaluation for ESENER-2.

## 9. ELECTION OF CHAIR, VICE-CHAIRS AND BUREAU

As every year at the first meeting of the year, the Board shall elect a new chair and the vice-chairs. According to the rotation system, the next chair will be from the Governments' group. The group designated Ms Gertrud BREINDL for the role. The vice-Chairs will be Mr Károly GYÖRGY (Workers' group), Ms Christa SCHWENG (Employers) and Mr Francisco Jesús ALVAREZ HIDALGO (Commission).

With regard to the Bureau members, coordinators will remain the same. The composition will remain unchanged.

The Director and Commission warmly thanked the current Chair for his work and support throughout the year and welcomed the new Chair from the Governments' group.

CONCLUSION: The Board elected a new Chair.

## 10. Any other business

The Employers invited the attendees to register to the Future of Work seminar taking place in March in Sofia.

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The Chair thanked the Board members, the Agency's Director and staff, the interpreters and closed the meeting.

**LIST OF ATTENDEES:**

	<b>NAME</b>	<b>INTEREST GROUP</b>	<b>REPRESENTING</b>
1	Jesús ALVAREZ	European Commission	EUROPEAN COMMISSION
2	Ziedonis ANTAPSONS	Workers	LATVIA
3	Katalin BALOGH	Governments	HUNGARY
4	Lučka BÖHM	Workers	SLOVENIA
5	Gertrud BREINDL	Governments	AUSTRIA
6	Ned CARTER	Employers	SWEDEN
7	Anthony CASARU	Workers	MALTA
8	Corneliu CONSTANTINOAIA	Workers	ROMANIA
9	Véronique CRUTZEN	Governments	BELGIUM
10	Katell DANIAULT	Governments	FRANCE
11	Romolo DE CAMILLIS	Governments	ITALY
12	Kris DE MEESTER	Employers	BELGIUM
13	François ENGELS	Employers	LUXEMBOURG
14	Clive FLEMING	Governments	UNITED KINGDOM
15	Karin FRISTEDT	Workers	SWEDEN
16	Ana GARCIA DE LA TORRE	Workers	SPAIN
17	Károly GYÖRGY	Workers	HUNGARY
18	Alexander HEIDER	Workers	AUSTRIA
19	Jaroslav HLAVÍN	Governments	CZECH REPUBLIC
20	Paula ILVESKIVI	Workers	FINLAND
21	Christos KAVALOPOULOS	Employers	GREECE
22	Viktor KEMPA	Workers	ETUC
23	Sonja KÖNIG	Workers	GERMANY
24	Darina KONOVA	Governments	BULGARIA
25	Ioannis KONSTANTAKOPOULOS	Governments	GREECE
26	Danuta KORADECKA	Governments	POLAND
27	Fabiola LEUZZI	Employers	ITALY
28	Patrick LÉVY	Employers	FRANCE
29	Renārs LŪSIS	Governments	LATVIA
30	Fernando MACHADO GOMES	Workers	PORTUGAL
31	Javier MAESTRO	Governments	SPAIN
32	Maret MARIPUU	Governments	ESTONIA

	NAME	INTEREST GROUP	REPRESENTING
33	Giacomo MATTINÓ	European Commission	EUROPEAN COMMISSION
34	Bodil MELLBLOM	Employers	SWEDEN
35	Juan MENÉNDEZ-VALDÉS	Eurofound	EUROFOUND
36	Eckhard METZE	Employers	GERMANY
37	Agnieszka MIŃKOWSKA	Workers	POLAND
38	Lawrence MIZZI	Employers	MALTA
39	Ovidiu NICOLESCU	Employers	ROMANIA
40	Nina Hedegaard NIELSEN	Workers	DENMARK
41	Stefan OLSSON	European Commission	EUROPEAN COMMISSION
42	Marko PALADA	Workers	CROATIA
43	Jón R. PÁLSSON	Employers	ICELAND
44	Marcelino PENA COSTA	Employers	PORTUGAL
45	Carlos PEREIRA	Governments	PORTUGAL
46	Anca Mihaela PRICOP	Governments	ROMANIA
47	Peter RAMPÁŠEK	Workers	SLOVAKIA
48	Hugh ROBERTSON	Workers	UNITED KINGDOM
49	Dessie ROBINSON	Workers	IRELAND
50	Andrzej RUDKA	European Commission	EUROPEAN COMMISSION
51	Inga RUGINIENE	Workers	LITHUANIA
52	Aldona SABAITIENĖ	Governments	LITHUANIA
53	Eyjólfur SÆMUNDSSON	Governments	ICELAND
54	Yogindra SAMANT	Governments	NORWAY
55	John SCHNEIDER	Governments	LUXEMBOURG
56	Nora ŠEJDOVÁ	Employers	CZECH REPUBLIC
57	Anna SELLBERG-HANSEN	Governments	SWEDEN
58	Björn Ágúst SIGURJÓNSSON	Workers	ICELAND
59	Charlotte SKJOLDAGER	Governments	DENMARK
60	Rebekah SMITH	Employers	BUSINESSEUROPE
61	Lena SØBY	Employers	DENMARK
62	Radka SOKOLOVÁ	Workers	CZECH REPUBLIC
63	Argo SOON	Workers	ESTONIA
64	Georgi STOEV	Employers	BULGARIA
65	Andreas STOIMENIDIS	Workers	GREECE

	<b>NAME</b>	<b>INTEREST GROUP</b>	<b>REPRESENTING</b>
66	Silvia SUROVÁ	Employers	SLOVAKIA
67	Mercedes TEJEDOR AIBAR	Governments	SPAIN
68	Rob TRIEMSTRA	Governments	NETHERLANDS
69	Mario VAN MIERLO	Employers	NETHERLANDS
70	Rik VAN STEENBERGEN	Workers	NETHERLANDS
71	Terry WOOLMER	Employers	UNITED KINGDOM
72	Anastassios YIANNAKI	Governments	CYPRUS
73	Abderrafik ZAIGOUCHE	Workers	FRANCE
74	Ellen ZWINK	Governments	GERMANY
75	Christa SEDLATSCHKE	EU-OSHA	
76	Jesper BEJER	EU-OSHA	
77	William COCKBURN	EU-OSHA	
78	Brenda O'BRIEN	EU-OSHA	
79	Ilaria PICCIOLI	EU-OSHA	
80	Andrew SMITH	EU-OSHA	
81	Marine CAVET	EU-OSHA	
82	Elke SCHNEIDER	EU-OSHA	
83	Xabier IRASTORZA	EU-OSHA	