

MINUTES

Meeting:	4 th MEETING OF THE MANAGEMENT BOARD
Date:	Wednesday 20 and Friday 22 January 2021
Venue:	Virtual

This Management Board meeting was held virtually with the aid of an online platform which allowed simultaneous interpretation into EN, FR and DE. The meeting was organised around a first plenary session, interest groups meetings and a final plenary session. During the first plenary (20 January), EU-OSHA presented the agenda items to the Management Board whose members had the opportunity to ask questions and request clarifications. Such items were discussed by the interest groups on 21 January. Finally, on 22 January, the Management Board reconvened in plenary where conclusions were drawn and necessary decisions taken.

These minutes intend to cover both the Agency's presentations and clarifications provided during the first plenary as well as report the discussions and decisions taken by the Management Board at the final plenary.

1 ADOPTION OF THE DRAFT AGENDA

The Chair opened the meeting by welcoming participants, and, in particular, members appointed since the last meeting and who were joining the Management Board for the first time.

She reminded that the online platform of the meeting would allow simultaneous interpretation into EN, FR and DE. She handed over to the Agency's contractor in charge of the meeting platform who gave a brief recap of the main functionalities in addition to the instructions provided before the meeting.

The Chair invited the Executive Director to take the floor for some introductory words. The Executive Director joined the Chair in welcoming participants and expressed the importance of ensuring a smooth dialogue with the Management Board despite the challenging circumstances caused by the COVID-19 pandemic. For this reason, she explained that the Agency is fully concerned with the need to ensure multilingual facilities for the MB meetings and has been exploring various options and the one selected for this one offered the biggest advantages in terms of usability and reliability. Finally, she recalled that two long-standing and very engaged members of the Employers' group, François Engels and Christa Schweng, had stepped down from the Management Board due to other professional commitments after many years contributing to EU-OSHA's work and achievements.

The Executive Director passed the floor back onto the Chair who reminded about some meeting practicalities.

Next, the Chair introduced the draft agenda. She also recalled that the Commission would give an update under item 2 and the Governments suggested that a recap on the work done in relation to the Roadmap on Carcinogens could be taken up under the same item, too.

Before starting working through the Agenda, the Chair asked Management Board members to declare whether they may have a conflict of interests with any of the items of the Agenda. If there is a conflict of interests, the Management Board member should abstain from participating in the discussion of the related item or leave the meeting, in compliance with the Agency's policy on management of conflict of interest. At that stage, no member reported any.

To establish the quorum for the meeting, the rules of procedure (Article 9.1) require that the majority of the members for each of the three interest groups and at least one Commission representative attend the meeting. As this was the case¹, the Chair informed the Management Board could work through the agenda and take the decisions as required.

CONCLUSION	<u>The Management Board adopted the draft agenda by consensus</u>
DECISION-MAKING PROCESS REQUIRED	Absolute majority
RECORD OF VOTES	N/A, decision taken by consensus

2 EXECUTIVE DIRECTOR'S PROGRESS REPORT

The Chair invited the Executive Director back to the floor.

The Executive Director referred to the report circulated, which included an account of the implementation of the activities foreseen for 2020.

She recalled that the COVID-19 outbreak had a significant impact on the work of the Agency. The global pandemic has made occupational safety and health an even more relevant topic on the EU agenda. EU-OSHA has been strongly involved in the EU response to the crisis. Early on, EU-OSHA provided COVID-19 guidance for the workplace, an OiRA COVID-19 risk assessment tool along with other resources to facilitate the return to workplaces in safe and healthy conditions. As regards the operations of EU-OSHA, the Agency was able to deliver its planned work programme almost in its entirety and at the same time to assume and deliver unplanned COVID-19 related tasks and meet its stakeholders' needs in uncertain and challenging times. A detailed account of the additional work done is available in the progress report.

Despite the challenging situation, EU-OSHA managed to achieve a budget implementation of 97% (target: 95%) and a work programme implementation of 96% (target: 90%).

She also provided a few additional highlights on the work done during 2020.

Important results from the **OSH overview on "musculoskeletal disorders"** have been made available. This activity started in 2018 with the aim of contributing to reduce the OSH burden resulting from MSDs by improving the understanding on the topic and promoting discussion among policy-makers, researchers and intermediaries. This OSH overview has established the knowledge base for the **Healthy Workplaces Campaign "Lighten the Load"** which was launched in October and will feature an extended cycle of 24 months. The campaign is expected to provide an opportunity to improve the awareness and understanding of MSDs and its multifactorial causes.

The fieldwork for the third edition of the enterprises' survey **ESENER** finalised in 2019 and during 2020 the dataset was made available. The data visualisation of ESENER 2019 data, as well as the comparisons of ESENER 2014 and 2019 data, were all launched beginning of June. EU-OSHA initiated an activity aimed at delivering **a workers' survey to determine their exposure to cancer risks factors** and analyse the resulting data. The survey draws on the conclusions of the feasibility study from 2017 and the input from experts. Building on the experience of the Australian Worker Exposure Survey (AWES), this activity sets out to fill an important information gap that has been widely identified, most

¹ The quorum requirement only applies to the session on 22 January 2021, where the Management Board took the required deliberations. The numbers that follow are related to the mentioned session. No of members from Governments group: 22, No of members from Workers' group: 22, No of members from Employers' group: 15, No of members from the Commission: 3. Alternate member is counted only if replacing the member; delegated votes are also counted.

recently in the context of the revision of the Carcinogens and Mutagens Directive but also in the January 2017 European Commission Communication on modernisation of EU OSH legislation and policy.

Since 2019, EU-OSHA has fully taken over the development of an **EU-OSH information system** (comprising a dashboard, the aka 'EU-OSH barometer' and an analytical report, the 'State of OSH in the EU') to further the support provided to the Commission for its establishment. The OSH Barometer is online since May 2020 and functions as official comprehensive source of OSH information. On the occasion of the presentation of the publication of the first "State of OSH" report based on OSH barometer data, a high-level policy event will take place in July 2021. The event is expected to take place as a hybrid event and will get together partners and stakeholders from the national and EU level. That will also be the opportunity for Christa to thank the OSH community for the smooth and valuable cooperation during her mandate and to pass on her legacy.

EU-OSHA initiated **two new OSH overviews**: one on **OSH and digitalisation**; and another one on **supporting compliance**. The former will provide insights into the consequences of digitalisation on workers' safety and health and the challenges it poses to prevention, policy and practice as well as the opportunities it offers. The latter will focus on provide an insight on the environment or 'context' that incentivises and assists enterprises – including small and micro – to fulfil their obligations under OSH regulations.

Finally, EU-OSHA has been serving as **an information-based resource and platform for debate, facilitating the exchange of information on OSH research, policy and practice**. In particular, it has provided support to the Commission, other Institutions and key stakeholders when requested, to strengthen the evidence base for their decision-making and to provide them with the input necessary for their policy work. Particularly relevant will be **EU-OSHA's assistance to the Commission in its follow-up on the ex-post evaluation of EU legislation on OSH**, by providing relevant technical, scientific and economic information necessary for the preparation of possible legislative initiatives and follow-up actions.

In mid-2020, EU-OSHA **ran its biennial stakeholder survey**, which is a key source for qualitative KPI data and internal discussion and learning. The survey finalised end-May 2020 and shows that the Agency overall reaches its ambitious targets for all key aspects, i.e. relevance, usefulness, EU added value, impact, and performance. As an example, that there is a widespread positive perception (over 90% of the respondents) about EU-OSHA's contribution to different aspects, namely to increased awareness about occupational safety and health risks and solutions to occupational safety and health risks; and to improved occupational safety and health in the workplace. 85% of the surveyed stakeholders also agree that the Agency addresses the right priorities on OSH and 87% consider that the work of EU-OSHA adds value to the work done by others, such as national organisations. Finally, 94% of the sample have used EU-OSHA's work for at least one purpose.

Then the Chair gave the floor to the **Commission** that provided an update on the following issues:

Commission's work programme 2021 and next EU-OSH strategic framework

The **Commission's work programme for 2021** includes some important initiatives that are directly relevant to OSH and EU-OSHA. The work programme is shaped around six main EU policy priorities. Under the priority called "An economy that works for people", a new **EU OSH strategic framework** is expected for Q2 2021. The new framework will be linked with the other policy priorities – OSH will be integrated with the overall policy agenda of the Commission. The framework will benefit from important inputs, including from the Advisory Committee and others. The Agency and its work will continue to provide a valuable input to describing the context for the strategic framework. The Commission is collecting a number of additional inputs – and an important one will be the outcome of the ongoing public consultation on the next EU OSH Strategic Framework that will remain open until 1 March.

The action plan related to the implementation of the European Pillar for Social Rights is due for the beginning of March.

Looking at the recent accomplishments, the proposal on the fourth revision of mutagens and carcinogens directives is well on track. The Commission also launched the first stage of social partners' consultation on the asbestos and other chemical agents.

Next Multi-annual financial framework 2021-2027

The Parliament and Council agreed in November 2020 on the Commission's proposal on the next **multi-annual financial framework** which sets the highest EU budget ever – amounting to 1,8 trillion euros. It is the financial umbrella under which ambitious challenges will be tackled – such as re-boosting the economy and investments after COVID-19 and the move to a green and digital Europe ensuring a smooth transition thereto. 50% of the EU budget shall be allocated to innovation and research and 30% will be allocated to the fight against climate change. There is a number of different resource streams and instruments that are being prepared from the Union budget to respond to these challenges (temporary recovery instruments; Horizon Europe; Erasmus +; EU health; structural funds etc.)

The adopted MFF does not entail any disruption in terms of resources for decentralised Agencies, which shows a strong sign of support for their work.

Status of recruitment of the next Executive Director²

The Commission informed the Management Board that the **recruitment process for the next Executive Director for EU-OSHA** is progressing well and at rapid speed as compared to the other on-going recruitment processes.

The process is made up of different stages. The first pre-selection had already taken place. The second stage entails the involvement of a specific Committee (committee for senior appointments) within the Commission with high-level representatives where the Management Board is also represented via its appointed observer. The selection is preceded by an assessment centre. The candidates would then undertake an interview with the Committee and the Commissioner before a shortlist is submitted to the Commissioners' College for adoption. Once adopted, this shortlist would then be transmitted to the Management Board who will eventually select and appoint the Executive Director.

The process remains confidential.

Finally, the Chair invited to the floor the **representative of the German Government** for [an update](#) on the work done in the framework of the Roadmap on Carcinogens. The main points are: 1. DE took over the leadership at the end of 2019; 2. a new RoC 2.0 strategy was created; 3. additional partners could be won (PT, SL, FR, BE, ECHA); 4. new projects (challenges) and a continuous process involving the respective EU Council Presidencies were defined until 2024.

COMMENTS FROM THE MANAGEMENT BOARD AND CLARIFICATIONS:

The Management Board was highly appreciative of the work done by EU-OSHA in 2020 also in the light of the constraints carried along by the COVID-19 outbreak. The Commission, in particular, congratulated the Agency on the impressive adaptability and the important contribution to making workplaces healthier and safer in these difficult circumstances, both via direct engagement or by joining the different EU initiatives on the matter. The Agency performed beyond expectations in this very challenging context.

The Workers commented on three topics.

Firstly, they asked for more information regarding the collaboration between EU-OSHA and the newly established European Labour Authority (ELA). In some cases, labour inspectorates seem to struggle in ensuring proper protection of workers posted to some countries and a cooperation between the two Agencies seems relevant. To this purpose, a brainstorming exercise may be launched on how to strengthen this collaboration.

² Kris de Meester (BE, Employers) and Jón R. Pálsson (IS, Employers) left the meeting before the Commission took up the item of the status of recruitment of the next Executive Director. Kris de Meester re-joined after.

Secondly, regarding EU-OSHA's work and its deployment at the national level via the FAST programme, they remarked that there is room for improvement, in particular, when it comes to social partners' involvement. They suggested that budget unspent as a result of the pandemic could be diverted to enhance the effectiveness of FAST actions.

Finally, they observed that in the light of the upcoming European strategic framework on OSH, new national strategies will be set up. It could be interesting if the Agency could consider carrying out an evaluation on the functioning of these strategies with regards to the extent to which they contribute to better OSH at the workplace.

EU-OSHA clarified that cooperation with the other EMPL Agencies, including with ELA, is a priority. There is already a concrete initiative where EU-OSHA and ELA have started working together and that is ELA's campaign on support for seasonal workers in relation to COVID-19.

Regarding the FAST programme, EU-OSHA was very pleased that so many actions have been accomplished by the end of 2020 despite the difficulties. This was also due to the Agency's readiness in adapting the FAST offer based on the emerging needs.

Each country has a quota of credits and indicate a two-layer system of priority. It is difficult to add activities later in the year, considering that FAST programme is managed by different actors, EU-OSHA and Focal Points. However, EU-OSHA will reflect on this suggestion and consider how flexibility can be increased, but once the scheme is up and running flexibility is limited.

The information on national strategies was something that EU-OSHA looked at via a mapping exercise. This is updated regularly and the results are available via the OSH barometer where it is possible to see how the different aspects of the national strategies map against the EU-OSH strategic framework. These data are further analysed in the report that will be published periodically. Further to that, the work carried out by EU-OSHA as task leader on mapping national strategies regarding future of work within the Global Coalition is also relevant.

On this last point, the Commission remarked that whereas there seem not to be an additional need to carry out additional evaluation work related to the national strategies, it may be interesting to see how EU-OSHA may be involved in the design stage of the new strategies that will be developed under the upcoming EU-OSH framework.

CONCLUSION	<u>The Management Board took note of the Executive Director's progress and the other updates.</u>
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3 FINDINGS AND RECOMMENDATIONS FROM EVALUATION, AUDITS ETC.

The Chair invited the Executive Director to introduce this item, where several issues are covered.

The Executive Director explained that the Agency would present the results of recently finalised evaluations; the status on accepted evaluation and audit recommendations; the status on the follow-up to OLAF findings and recommendations; and finally, the status of the anti-fraud action plan.

Results from recent evaluations

Before going into the details of the results of the evaluation results, the Executive Director took the opportunity to thank the Management Board members that provided feedback and input to the several evaluations carried out in 2020.

The Agency presented the **evaluation findings and recommendations** for three OSH overviews, namely [Work-related diseases](#); [Costs and benefits](#); [Micro and Small Enterprises](#). The Agency also commissioned a meta-analysis that addressed the extent to which, via the [OSH overview format](#) - EU-OSHA was meeting the expectations and needs of the intended target audiences in relation to such

activities (policy makers and researchers). The Agency also commissioned an ex-post evaluation for the [Healthy Workplaces Campaign for dangerous substances 2018-2019](#). The follow-up to the recommendations will be presented at the June meeting further to internal analysis and discussion. Finally, the Agency informed that a mid-term evaluation for OiRA had just recently been finalised – findings, recommendations and follow-up will also be presented in June.

Status on open and accepted evaluation recommendations

For ESENER-2, all accepted recommendations were implemented as per the plans so the action plan for this activity is now completed. For large-scale foresight, whereas some recommendations had been already implemented, most of them will be addressed within the implementation of the new foresight cycle on circular economy.

Status on open recommendations from internal and external audit reports

There was an open observation from the Court of Auditors report from 2018 and was related to budget carry-overs. Further to discussions with the Court, EU-OSHA designed and implemented an action plan. As from the SPD 2021-2023, EU-OSHA includes in an annex information on planned commitments and planned payments related to its operational activities. The objective is to show that carry-overs are planned and linked to the multi-annual nature of the Agency's activities. The Court will assess EU-OSHA's implementation of the action as part of their next audit.

The Internal Audit Service carried out an audit in early 2019 on planning and budgeting which led to a positive report and a few recommendations (none critical, none 'very important') for which the Agency has prepared an action plan, which the IAS accepted. EU-OSHA is now working towards its implementation. EU-OSHA has submitted for closure all but one recommendation.

Status on the follow-up to OLAF findings and recommendations

There was no action pending implementation resulting from findings and recommendations of OLAF investigations in relation to EU-OSHA in 2020.

Update on implementation of anti-fraud strategy

The action plan related to the Agency's anti-fraud strategy is on track and there are not significant delays in the implementation.

COMMENTS FROM THE MANAGEMENT BOARD AND CLARIFICATIONS:

The Management Board welcomed the good results by the Agency in terms of achieving its objectives and being fully in line with the good administration standards.

There were some comments put forward by the Workers with regard to the evaluations.

Concerning the evaluation on the OSH overview on "Costs and benefits of OSH", whereas the positive outcomes of the activity are welcome, they observed that there is a need to approach OSH from a risk-based stand, rather than via a methodology based on economic costs and benefits.

Regarding the ex-post evaluation of the OSH overview on Micro and small enterprises, they asked the Agency to elaborate further on the finding by which the evaluation concluded that it was less clear the extent to which the activity met the research needs of intermediaries (social partners, inspectorates, OSH advisors).

Regarding the evaluation of the Healthy Workplaces Campaign 2018-2019, there was a request to explain to what extent trade unions were involved in the design of the campaign. For future campaigns, it would be interesting to consider how social partners can get engaged to bring the campaign messages closer to the workplaces and in particular to small and micro enterprises. The work from social partners can be far fetching and even more fit-for-purposes than FAST actions in some cases.

In relation to the OSH ambassadors, the Workers asked the Agency to undertake a mapping exercise of their work and assess its effectiveness.

Finally and more in general, in relation to the work done by EU-OSHA targeting policy makers and researchers (via the OSH Overviews), the Workers confirmed that the format has proved to be very useful but better visibility and accessibility via the website would be desirable.

EU-OSHA observed that the OSH overview on costs and benefits has to be read in the broader context of collaboration with major actors (the ILO and WHO) relating to estimation of the burden of work-related injuries and illnesses. EU-OSHA is also about to publish the first overarching report under the OSH overview on supporting compliance and it includes a section on economic aspects of OSH. The debate between risk-based approach to OSH and costs and benefit considerations are linked, as the discussion on the COVID-19 situation are showing. EU-OSHA is not suggesting the OSH is an issue of costs and benefits, but the Agency considers that economic loss due to insufficient OSH standards is an additional argument for risk prevention.

Regarding the question on the evaluation of the OSH overview on MSEs – the need to ensure better involvement of intermediaries was related to their involvement in the design of the research. It should be noted that MSEs was among the first large-scale OSH overviews that EU-OSHA undertook and the design of the research has improved significantly over time. Intermediaries have been consistently involved and engaged since then – the recent OSH overviews on OSH and digitalization and Supporting Compliance provide evidence for that.

The Agency explained that the FAST programme is extensively monitored and evaluated – and the feedback is usually positive. Certainly, the more stakeholders get engaged into the FAST activities, the more impact they can generate. The Agency systematically encourages the Focal points to engage social partners – as an example, in the guidelines related to the FAST programme, this is explicitly mentioned as well as in the surveys with the Focal points where the Agency asks whether social partners have been involved.

Regarding the OSH ambassadors, there is a mixed picture. In some countries, there are example of outstanding performance, in others less so. There are however promising developments ahead. In the new SMEs strategy from DGGROW, a new important task is envisaged for the EEN network – that is, to serve as sustainability advisers to MSEs. OSH has been largely acknowledged to be an important component of business sustainability. EU-OSHA is looking forward for an even stronger collaboration with the EEN network and DGGROW on the matter.

Finally, the Agency took note of the remark about the need to ensure better visibility and accessibility to the topics and content covered by the OSH overviews on the website and will work towards improving that.

CONCLUSION	<u>The Management Board took note of the follow-up to findings and recommendation from evaluations and audits.</u>
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4 IMPLEMENTATION OF ACTION PLAN IN RESPONSE TO EC EVALUATION OF DG EMPL AGENCIES

The Executive Director recalled that in March 2018, an externally contracted evaluation of the four agencies working in the policy field of DG EMPL had been finalised. Based on the evaluation, DG EMPL drew up a Staff Working Document, including follow-up recommendations that the Commission considers relevant.

EU-OSHA's Management Board adopted an action plan to follow-up on such identified recommendations last January. Since then, the Agency has been working towards its implementation.

At this meeting, the Agency presented an update of the implementation of the action plan, which is well on track; as well as the follow-up to some of those actions, where a feedback or a decision by the Management Board was required.

The recommendations addressed are no 2 and 7 (on Focal points/ Management Board relations); no 6 (on support to provide to Management Board members upon appointment); no 8 (on electronic decision-making and use of virtual meetings); no 13-14 (on joint programming with the other EMPL Agencies) and finally no 26 (on the definition of a strategic approach towards micro and small enterprises). The Executive Board, at their meeting in November, had already had the chance to review part of the proposal submitted at the meeting for feedback.

Recommendation no 2 and 7 – Focal points and Management Board relations

Recommendation no 2 reads: “Improve the research/monitoring reports and activities by making use of the most effective means of communication/ dissemination. In particular: Continue to explore and utilise innovative communication channels; further adapt communication activities to different target groups, and identify intermediaries who could support the dissemination of outputs and; better disseminate and use results at national level, in particular by encouraging Management Board members to take a more proactive role in disseminating and using results”.

For this recommendation, *the action plan agreed* by the Management Board in January 2020 foresees : “To encourage close relations between the focal points and the national MB members”

Recommendation no 7 reads: MB members could brief national stakeholder networks about the agencies’ work, and the feedback received could inform members’ work in the Management Board.

For this recommendation, *the action plan agreed* by the Management Board in January 2020 foresees : “The MB will decide whether to recommend MB members to be part of national focal point networks”.

EU-OSHA prepared a proposal in order to implement these actions, namely:

- To **launch a survey of engagement** with both national focal points and Management Board members, asking complementary questions about the patterns and methods of engagement to identify good practices in this process. This will be developed from the existing focal point survey. The outcome of the survey will be analysed and anonymised to focus on sharing the identified good practices. It will be discussed with both the Management Board and Focal Points to raise awareness of the different good practices of OSH networking and knowledge dissemination. Where specific challenges are identified, these will be addressed on a bilateral basis. Depending on the success of survey, it may be repeated annually or biennially to monitor cooperation between focal points and MB members. The survey mentioned above was originally going to take place in autumn 2020 but has been postponed due to the workload of the focal points. It would therefore be necessary to postpone the target date for implementing the actions mentioned under section 1 to 30 June 2021.
- To **continue promoting the engagement** of Management Board members and alternates in the national OSH network and at Agency-related events.
- When possible, to include as a standard item at Management Board meetings, the **presentation of results from its knowledge development projects**.
- To Inform Management Board members about **agreed FAST actions**

Recommendation no 6 – support and training provided to Management Board members

Recommendation no 6 reads: “In cooperation with the Commission, to clarify the roles of the various institutional actors involved and provide training to Management Board members on the more technical issues within the boards’ remit, such as the programming cycle”.

Considering that the Agency has a well-established practice of providing training to Management Board upon uptake of their duties and according to their specific needs, *the actions agreed* to meet this recommendation was: “To prepare an updated version of the Governance paper from 2017 where the operating environment of the agency is explained as well as the role of the different actors in the Agency’s governance and management”.

As a result, the Agency updated the document on EU-OSHA's Governance arrangements and submitted it for adoption, further to having discussed it with the Executive Board in November.

Recommendation no 8 – Electronic decision-making and use of virtual meetings

Recommendation no 8 reads: "Electronic decision-making and, where appropriate, virtual meetings of the Management Boards could be further explored as a way to achieve more efficient and quicker decision-making".

Regarding electronic decision making, no further action was defined to meet this recommendation as the Management Board had agreed that current practices cover the needs. Written procedures are used when a decision on an item is needed before the next scheduled Management Board meeting. Communication and voting during a written procedure are done via EU-OSHA's extranet and e-mail. The Agency is also exploring alternative voting systems.

For the selection of the Executive Director, options allowing secure and confidential voting will be in place.

For virtual meetings, EU-OSHA had prepared a note outlining some options, including the possibility of keeping physical meetings, or a combination of virtual and physical meetings of the Management Board. Discussions should also address advisory groups meetings.

Recommendation no 13-14 – Joint programming

Recommendation no 13 reads: "Joint programming and planning could be put in place, but focused exclusively on areas suitable for cooperation and/or joint delivery".

Recommendation no 14 reads: "In practical terms, such reinforced inter-agency cooperation could be reflected by broadening and aligning the time-frames of the agencies' multiannual programming documents, since the annual work programmes will continue to be agency-specific".

A constructive dialogue has been established across the four EMPL Agencies where these two recommendations were also discussed. The conclusion was that there are already several cooperation arrangements in place at different levels:

- Bilaterally between the concerned agencies where relevant – for example EU-OSHA-Eurofound, or EU-OSHA-Cedefop;
- Multilaterally between the concerned agencies – for example on performance management, risk management or internal control;
- Through the broader Agencies' network and its subnetworks
- Bilaterally with agencies outside the employment and social affairs policy field – for example EU-OSHA's cooperation with ECHA

However, it became evident that it would be beneficial to make these existing cooperation arrangements more visible, for example in the Single Programming Documents. EU-OSHA already added a section highlighting the cooperation with other agencies in the final version of the 2021 work programme included in the Single Programming Document 2021-2023.

This is complemented by a systematic consideration early in the programming cycle of possible links to the work of other agencies when activities and projects are planned. There is, however, not a need or justification for establishing new cooperation structures to handle this.

It is assessed that with the increased visibility of the existing cooperation arrangements and a systematic assessment of links to the work of the other agencies early in the programming process, recommendations 13 and 14 are implemented.

The newly established European Labour Authority was contacted and invited to join such discussions. From now onwards, ELA will be systematically involved.

Recommendation no 26 – MSEs strategic approach

Recommendation no 26 reads: A specific strategy, including adapted tools, could be developed to better reach SMEs as these are not always covered by intermediaries such as industry associations.

Considering that the Agency has been implementing a number of approaches to better reach workplaces, the action defined to meet this recommendation was to develop an *ad hoc* strategy. The Agency suggested that the focus should be rather on micro and small enterprises (MSEs), which the most recent policy documents and initiatives indicate as a priority target. The Agency presented to the Management Board such an [approach](#). The Executive Board in November had had the chance to review the approach and comment on it.

COMMENTS FROM THE MANAGEMENT BOARD AND CLARIFICATIONS:

The Management Board welcomed the proposals submitted by the Agency.

The proposal related to the use of virtual meetings under recommendation no 8 will require further discussion. Whereas all groups and the Commission would prefer to have at least one physical MB meeting per year, the Commission, while having an open position, also would favour the possibility of holding one of the two yearly meetings in Luxembourg around the date of the meeting of the Advisory Committee of Safety and Health (early June). This would help reduce travelling and cutting costs. The Governments, however, advised against that option due to the peak workload and extended mission time it would entail. Hybrid meetings would require a rather complex set-up and would disincentive physical attendance but the option could be envisaged, according to Governments and Employers, to enable members who would not be able to attend the meeting otherwise. Virtual meetings could be considered for smaller meetings – for instance for the Executive Board and Advisory Groups. The Governments observed that the discussion should also address other type of stakeholders' meetings – such as expert meetings etc. In addition, virtual meetings could be used also to update the Management Board on information issues and presentation of EU-OSHA's research work (via webinars) or to adopt important decisions that until now were submitted for written procedure, such as the final draft of the Single Programming Document.

The Agency will revise the proposal and will bring this issue back for discussion at the June meeting.

The Governments suggested that the document outlining the Agency's governance arrangements (recommendation no 6) could be accompanied by a graphical illustration to provide a more clear overview of the governance structure and links amongst the different actors.

The Agency will follow up on this request.

Regarding recommendations no 2 and 7 related to Focal points and Management Board members relations, there was agreement around the actions proposed by EU-OSHA to provide an overview of the current situation. The Workers maintained that the Management Board had already taken a decision on this regard – that is, Management Board members should be encouraged to be part of the focal points network. However, the other groups advised towards a more flexible approach. So, whereas Focal points should be encouraged to management tripartite networks to ensure a proper social dialogue on OSH, the participation of Management Board members would be discretionary depending on the OSH national structure and context.

EU-OSHA stressed that the actions proposed are aimed at facilitating the communication and information flow between the Focal points and the Management Board and ensure that potentially problematic situations are detected and addressed timely. The Management Board will reflect upon the results of the survey in June.

The recommendations on joint programming and related actions include a possible revision of the Agency's performance monitoring framework with the view of harmonising it with the other EMPL agencies. In this regard, the Workers reiterated some comments put forward at the meeting in June 2020, Namely, they suggested that the tripartite approach and the degree of ownership of the

deliverables of the Agency should be considered as a monitoring indicator and that it would be desirable to include in the framework some qualitative indicators.

EU-OSHA replied that the Agency's monitoring framework is based almost in its entirety on qualitative indicators. Regarding tripartite engagement and ownership of the deliverables, the Agency ensures appropriate consultation and involvement of key stakeholders reflecting the tripartite nature of OSH at the design stage of the activities.

Finally, regarding the strategic approach to MSEs outreach, the Government asked clarification on the main target audience of the strategy; whether an actual strategic document would be produced and how it would be followed up. The Commission welcomed the choice of the Agency to focus on micro and small enterprises rather than on small and medium enterprises as indicated in the original wording of the recommendation. The focus on MSEs is fully in line with EU policy priorities. The Employers observed that the critical success factor for MSEs in OSH is an adequate access to resources. In defining the strategy and implementing it through its activities, the Agency should take that into account. To this purpose, it is important that the Agency supports the Focal points to ensure that they work well at national level. Language barrier is an issue, so the Agency should keep providing translations into the different languages to the greatest extent possible. The development of good practice guidance and regular exchange of good practice examples amongst the Focal points would be beneficial. The Workers observed that EU-OSHA MSEs' strategy should tackle the need of having OSH in public education in order to reach SMEs entrepreneurs. They also inquired over the possibility of applying for funds which could support the work of the Focal point in relation to MSEs.

The Agency explained that the intention with the strategy was to codify what was already being done to reach out to MSEs and that the main target audience are the Agency's key stakeholders and the Agency itself when it comes to the design and implementation of the activities. Regarding monitoring and following up, an option could be to include it as an annex to the Single Programming document so that its progress and the actions are visible.

Regarding lack of resources and lack of knowledge amongst MSEs, the Agency has a small pilot project OSHvet based on the model of EEN – with the aim of reaching out to the workers of tomorrow and introducing OSH into the educational and vocational sector. That will be one way to leverage our ability to build capacity, and have an impact on MSEs in the long run. The Agency will seek to collaborate with its sister agency CEDEFOP as well as DG EMPL.

<p>CONCLUSION</p>	<p><u>The Management Board took note of the status on the action plan following up to the EMPL Agencies' evaluation and provided feedback on the actions proposed by the Agency as required. The discussion about the use of electronic decision-making and virtual meetings will be resumed at the June meeting. The paper outlining the governance arrangement was adopted with the agreement that the Agency will provide graphical illustrations. The following proposals were agreed: the Agency will inform Management Board members on planned FAST actions; the Agency will prepare and launch a survey to Focal Points and Management Board members to identify engagement good practices and challenges. Finally, the Management Board took note of the actions outlined regarding closer strategic cooperation between the agencies.</u></p>
<p>DECISION-MAKING PROCESS REQUIRED (only related to the adoption of the document with Governance arrangements)</p>	<p>Absolute majority</p>
<p>RECORD OF VOTES</p>	<p>N/A, decision taken by consensus.</p>

5 COURT OF AUDITORS AUDIT ON PERFORMANCE OF EU AGENCIES

In October 2020, the Court of Auditors published the report [“Future of Agencies – potential for more flexibility and cooperation”](#). The report covers all agencies, including EU-OSHA.

The report is the Court of Auditors’ first overall assessment of the conditions in place to support Agencies in the delivery of EU policies and is part of an increased focus on performance in addition to compliance.

The report, which was circulated to the Management Board for information, includes a number of recommendations. The recommendations are directed to the Commission and Agencies and fall in four macro-groups:

- Relevance, coherence and flexibility of the set-up of agencies
- Increased flexibility in resource allocation depending on needs and priorities
- Better governance and performance reporting
- Strengthened role for agencies as centers for sharing expertise and networking.

The report suggests that Agencies are increasingly important to delivery EU policies; set-up, life cycle and operation of Agencies lack of flexibility. This hinders the full exploitation of their potentials. Cross-cutting evaluations of the Agencies was also seen as an appropriate tool to assess Agencies’ relevance, and coherence. Results from evaluations are helpful to identify synergies (including possible mergers) and - where appropriate - to arrange legislative amendments.

An important finding from the report is that the outcome of the Agencies’ work has not been systematically linked to their contribution to EU policy priorities – so this is an element that has to be further strengthened in programming and reporting documents.

The Commission and EU-OSHA discussed the report and the recommendations – this included also an initial exchange related to possible follow-up.

The Commission and EU-OSHA walked the Management Board through by means of a [joint presentation](#).

COMMENTS FROM THE MANAGEMENT BOARD:

The Employers put a question regarding the recommendation on improving governance and reporting of performance. As stated in the Court of Auditors’ report and accepted by the Commission, it is expected a shift from focus from reporting outputs and activities to contribution to EU policies. It was stressed that Agency activities must also be targeting Member States and the social partners. For the Employers, contributing to EU policies cannot be the only success criterion.

The Commission replied to the Employers, by explaining that the follow-up on the recommendation would focus on some parts of the agencies’ work, but not necessarily all areas of work. It is clear that information provided is important and useful - in the case of EU-OSHA – for the implementation of EU policies.

The Commission stressed the good cooperation between the Agency and DG EMPL.

The Management Board congratulated the Agency on the good work done.

CONCLUSION	<u>This item was for information</u>
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6 IAS MULTI-ANNUAL AUDIT PLAN

The Chair welcomed representatives of IAS from the Commission (also serving as internal audit service for EU-OSHA), who [presented the multi-annual audit plan for the Agency](#). The main points from the presentation are summarised in the following.

The IAS representatives explained the new IAS risk assessment methodology. The audit environment has changed and the IAS redesigned its approach. The approach is still risk-based and it focuses on high-risk areas regardless of the maturity of key controls.

In 2020, the risk assessment approach at EU-OSHA was a step-by-step approach. The first step entailed desk reviews; the second step dealt with the check and control of each administrative and operational procedure by interviewing the Executive Director and key Agency staff in February 2020 in Bilbao; thirdly, through the validation and reporting step, the Agency was allowed to comment the draft version of the risk assessment.

The IAS illustrated the approach and the key risks. The assessment is based on several elements with three levels of *likelihood* (high, medium and low). As regards the *impact*, the IAS explained the different grades of risk scores according to political implications, impact on citizens, resources at stake, operational impact, staff involved, stakeholder's perception and impact on the achievement of objectives, and events.

The representative of the IAS presented the two audit topics of the 2021-2023 Strategic Internal Audit Plan:

- Human resources management and ethics
- ESENER and OSH overviews

The following risks are considered relevant to these audit topics:

For the topic on HR:

- risks related to the upscaling of existing systems;
- risk of insufficient or inefficient process for managing staff;
- risk of no-compliance with staff regulation and the CEOS

For the topic ESENER and OSH overviews:

- risk related to quality of data;
- risks related to the IT support.

The objective of the first topic is to assess the adequacy and the effectiveness of EU-OSHA's management and procedures for HR. The scope covers elements of the HR management process such as: planning and allocation of staff; appraisal and promotion/reclassification; ethics/code of conduct; selection and recruitment procedures; competency development

The objective of the second audit topic is to assess the adequacy and effectiveness of the internal control systems of the Agency in relation to the ESENER surveys and OSH overviews. The scope covers the planning and preparation of the ESENER surveys and OSH overviews, including the relation with the contractors, execution of the survey and overviews, and presentation of the results through visualization tools.

Furthermore, the IAS presented a reserve topic: procurement management. The objective would be to assess the resourcing and management of the procurement function as well as the monitoring tools related to the audited processes. There is no urgency in auditing this topic, but it may be added to the list of prospective audits.

Concerning the status of IAS recommendations, three important action plans have been submitted as the Agency considered them implemented. One important recommendation is open for which implementation is still ongoing.

The delegate of the IAS concluded its presentation by stating that there were no critical or very important recommendations open for EU-OSHA.

COMMENTS FROM THE MANAGEMENT BOARD AND CLARIFICATIONS

The Chair passed the floor onto the Executive Director, who explained that EU-OSHA does not have an internal audit function because it is a small Agency. Even so, the cooperation with the IAS had always been excellent. EU-OSHA and the IAS had reached numerous goals together by identifying risks in specific areas and sorting them out.

CONCLUSION	<u>This item was for information</u>
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7 DRAFT SINGLE PROGRAMMING DOCUMENT 2022-2024

The Executive Director explained that a preliminary draft version of the Single Programming Document (SPD) 2022-2024 was presented for discussion at the Executive Board meeting in November 2020. The preliminary draft covered the multi-annual part of the SPD on the basis of the Agency's Multi-annual strategic programme 2018-2023.

In accordance with the schedule agreed with the Board and further to the discussions at the Executive Board meeting, the Agency is now presenting a **complete draft of the SPD 2022-2024** for approval.

The draft version covers:

- the multi-annual part of the SPD;
- a detailed annual work programme for 2022, including outputs and performance indicators;
- all annexes on specific areas.

The consequences of the COVID-19 pandemic and the Commission's opinion on the 2021 work programme are reflected on the planned work for 2022 and beyond. For ease of reference, the main actions planned in relation to COVID-19 as well as collaboration with other Agencies (EMPL and beyond) is summarised at the top of the annual work programme section.

The draft SPD is based on the new template adopted by the Commission as a result of additional programming requirements foreseen in the new Financial Regulation. By 31 January, the Agency will send the draft programming document out for external consultation (to the Commission, EUROFOUND, EIGE and ECHA) and to initiate the budgetary procedure (to the Commission, Parliament and Council). The Commission is expected to issue their opinion by 1 July 2021.

The Management Board will be requested to adopt the final draft of the SPD by written procedure in November/December 2021.

An important framework condition that may have an impact on the draft SPD is that a new EU OSH strategic framework is expected by mid-2021. EU-OSHA will ensure any necessary adaptation to ensure a good alignment with the OSH priorities and the role that the Agency is expected to contribute to their achievement. Based on the experiences from previous EU OSH strategies, it is reasonable to assume that EU-OSHA will play a key role in delivering a new strategic framework.

A new activity is suggested for inclusion as from 2022, and that is an **OSH overview on the healthcare sector**. The Agency prepared an ex-ante evaluation and this is provided to support the Management Board's decision on this topic. The Executive Board had the opportunity to review and provide comments to the ex-ante evaluation for this new activity at their meeting in November.

COMMENTS FROM THE MANAGEMENT BOARD AND CLARIFICATIONS:

The Management Board welcomed the draft Programming Document 2022-2024 and in particular the inclusion on a new activity (OSH overview) on the healthcare sector.

Regarding the new OSH Overview, the Workers remarked that special attention should be given to OSH issues related to the COVID-19 pandemic, including prevention of infections amongst workers and the

measures taken. A gender perspective is needed in this analysis. A broad approach on healthcare – including social care, elderly homes, and home nursing - should be considered.

They also welcomed the announcement of an upcoming ESENER secondary analyses on psychosocial risks and the healthcare sector.

Finally, there was a request to consider a research on the workplace as a vector of contagion with a cross-sectoral approach. This is a field in which cooperation with ELA and SLIC would also be advantageous.

EU-OSHA will indeed take a broad approach to the sector and gender is a cross-cutting aspect of all Agency activities. The Agency took note of the request to consider a research on workplace contagion. This suggestion will be looked at in the planned workshops following up the biological agents review.

The Employers recommended EU-OSHA to explore and exploit with this activity any possible synergy with public health. Also, when considering the impact of the COVID-19 pandemic in the sector, it would be important to take into account the broader framework of measures and restrictions (or lack thereof) in the different Member States, because these have contributed to its impact on workplaces of any kind.

The Agency confirmed that establishing synergies with public health in this field is very important – this is also why it is foreseen to engage with DG HEALTH and other prominent public health organisations for this activity.

The Employers' representative from France had a specific enquiry on activity 2.8 – Workers' survey on exposure to cancer-related agents. While acknowledging the complexity of the work being done, he observed that, for those Member States where the survey will be carried out, the questionnaire is currently being adapted at the national level. However, given that for a considerable amount of substances, there are EU Directives that are directly applicable in the Member States, it could have made sense to harmonise the questionnaire at the EU level first and then furthering the adaptation to national legislation and provisions at a final stage. Another observation was related to the national sample size for the survey – whether further details could be shared.

EU-OSHA recalled that due to the complexity of the work being carried out at the moment it was not deemed appropriate to include details related to the methodology in a rather high-level document such as the Single Programming Document. For this activity, the Management Board established a dedicated Advisory Group and EU-OSHA is also engaging an expert group to work on the more technical matters. EU-OSHA suggested that these aspects could be better dealt with either in writing or within the proceedings of the Advisory Group.

Finally, as they welcomed the draft Single Programming Document and the new OSH overview, the Commission remarked that with the adoption of the new EU-OSH strategic framework, there could be the need to re-align the document to the new EU policy priorities.

EU-OSHA confirmed that this would be done.

CONCLUSION	The Management Board approved the draft Programming Document 2022-2024.
DECISION-MAKING PROCESS REQUIRED	Two-third majority; majority of Governments group
RECORD OF VOTES	N/A, decision taken by consensus. Commission abstained.

8 DRAFT BUDGET AND ESTABLISHMENT PLAN 2022

The **draft budget 2022** was prepared based on the general budgetary information available at the time of its finalisation mainly on Multi-Annual Financial Framework 2021-2027 approved by the European Parliament on 16 December 2020.

EU-OSHA presented a full break-down of planned revenues and expenditures as below.

Revenues

- Total revenues are estimated at EUR 16,422,600
- Direct EU-subsidy (EUR15,647,700; + EUR 252,300 re-use of budget outturn)
- EEA-EFTA funds estimated at EUR 422,500 (2,8% of the direct EU subsidy) – to be confirmed during the year and to be included in the final budget for adoption at the end of 2021.
- Subsidies from national and local authorities (EUR 100,100)

Revenue for the special project IPA II 2016 and IPA II 2018 Programme are marked "p.m." as they might be (at this stage unknown) the result of the carry-over/carry-forward of the 2021 appropriations to 2022. Expenditures

- Total expenditures match with the revenues. Expenditures by title are as follow:
 - o Title 1: EUR 7,250,000 (+ 2,2% as compared to 2021).
 - o Title 2: EUR 1,555,300 (+1)
 - o Title 3: EUR 7,617,300 (+ 1,8%) distributed as follows:
- Priority areas and operational activities: EUR 7,497,600 (as compared to EUR 7,404,300 in 2021);
- Support to operational activities: EUR 119,700 (as compared to EUR 75,600 in 2021).
- Title 4: not yet known at this stage

An analysis of the evolution of the costs between 2018-2022 by type of activity showed that the Agency is progressing along the path agreed with the Management Board related to maintaining the proportion of 75% vs 25% between operational and administrative/corporate management expenditures. At the moment, operations are at 83%.

In relation to the **draft establishment plan and estimation of the number of contract staff**, EU-OSHA expects its staff resource to remain stable over the period 2022-2024. The draft establishment plan anticipates 40 temporary agent posts and respective grade. The same applies to the 25 contract agents and category.

The final budget will be presented to the Management Board for adoption by the end of 2021 by written procedure and it will become definitive only upon adoption of the EU general budget by Parliament and Council.

COMMENTS FROM THE MANAGEMENT BOARD AND CLARIFICATIONS:

The Governments asked the Agency to consider what to do with savings due to the pandemic.

CONCLUSION	<u>The Management Board approved the draft budget and establishment plan 2022.</u>
DECISION-MAKING PROCESS REQUIRED	Two-third majority; majority of Governments group
RECORD OF VOTES	N/A, taken by consensus. Commission abstained.

9 OIRA BUSINESS PLAN

The business plan has been developed and continuously updated since 2011. This had been particularly useful at the beginning of the OiRA activity. Since then, the Agency has been updating the business plan every year on the basis of the priorities identified for OiRA in the annual work programme. The OiRA business plan is presented and discussed at the first Management Board meeting every year.

The intention of the OiRA business plan is to give an overview of the main ideas and principles behind the activity. The business plan is further meant to summarise the rationale and background information for strategic decisions taken within the activity.

In 2020, EU-OSHA commissioned a mid-term evaluation for OiRA, whose results were only available at the end of December, so the results are not reflected in the 2021 business plan.

EU-OSHA is looking into the findings and recommendations and an internal discussion will follow.

The intention is to present both findings and recommendations and proposed follow-up by the Agency at the MB meeting in June.

COMMENTS FROM THE MANAGEMENT BOARD AND CLARIFICATIONS:

The Management Board welcomed the business plan for OiRA.

The Employers stressed that the business plan is a working tool aiming at ensuring that OiRA is well geared towards the target audience. As such, it would be important that more country specific information is provided, who is interacting with the tool and what is done with it (in compliance with data protection requirements) – so as to be able to take informed decisions on the development of the application on this basis.

The Workers congratulated on the Agency's good performance in relation to OiRA. There were also two suggestions.

OiRA should be further promoted within the return to work strategies in the context of COVID-19 – but at the same time the administrative work related to the implementation of the tool has been seen as a bit lengthy and may be a burden for some small MSEs, so there could be some aspects that could be reconsidered.

The Agency should consider the possibility of relaunching a call for expression of interest for producing sectoral OIRA tools among European sectoral social partners – for all those sectors in which an agreement had not yet been reached.

The Governments acknowledged that the mid-term evaluation had been just recently finished but expressed the wish that the results could be reflected in the document. Regarding the structure, content and scope of the business plan, they observed that the “business plan” aspect should be further enhanced – whereas background and performance information is useful, this should not be the core of the document. They also expressed an interest in getting the Management Board acquainted with the demands proceeding from Member States and the Agency's capacity to meet such demands. In general, they remarked that a higher use of the tool in some countries would be desirable – it would be important to learn from sectors where the tool worked well and see if the approach can be applied to other sectors too. Promotion seems to be a key aspect.

EU-OSHA thanked for all the comments and suggestions. The Agency explained that the findings and recommendations from OiRA's mid-term evaluation – together with the Agency's internal reflections - will be presented in June. That would be an opportunity for the Management Board and the Agency to discuss the development and future of OiRA on a more comprehensive basis.

CONCLUSION	The Management Board adopted the OiRA business plan for 2021. EU-OSHA took note of the suggestions by the Management Board. The Agency will also update the Management Board on the outcome of the mid-term evaluation for OiRA at their next meeting in June 2021.
DECISION-MAKING PROCESS REQUIRED	Absolute majority
RECORD OF VOTES	N/A, taken by consensus

10 MUSCULOSKELETAL DISORDERS (MSDs): MAIN RESULTS FROM THE OSH OVERVIEW 2017-2021

EU-OSHA presented the [research findings on MSDs](#) from the OSH overview carried out during in 2017-2021. Some of the main points from the presentation are included below.

The Agency highlighted that they had concluded, or will conclude at the end of 2021, 11 research projects, 6 workshops, and 48 case studies, 16 reports and 17 OSH articles. The purpose of these activities is to provide a picture of work-related MSDs. In this scenario, 60% of workers reported to suffer from MSDs problems and considered them their main health problem. These workers worked in agriculture, manufacturing or manual work. Backache is the most common MSD among workers. According to the statistical analysis, MSDs are correlated to psychosocial risks. Prolonged sitting requires ergonomic equipment and regular breaks. The research carried out in six Member States reported that countries' legislative framework did not cover all the MSDs.

A research on women, migrants and LGBTI workers revealed that diversity in workforce is associated with higher risky working conditions: higher exposure to OSH risks, MSDs, poorer health and psychosocial risks. What emerges is that it is necessary to put forward a diversity-sensitive risk assessment.

EU-OSHA pointed out that with the right equipment it is possible to ensure suitable working conditions also to workers that are not 100% physically fit. It is important to make working places as inclusive as possible by introducing ergonomic equipment. Prolonged sitting requires micro-breaks. On the one hand, one fixed position is to be avoided, on the other hand an ideal posture to be maintained does not exist. Two hours is the maximum time for an employee to be sitting. An employee should work sitting down for a maximum of five hours and he should get up every 20/30 minutes. It should be ideal to introduce stretching at the workplace and to get a dynamic sitting by shifting our weight. The opposite of sitting is moving. In addition, prolonged sitting cause cardiovascular problems. EU-OSHA explained that the research was carried out though 12 workplace scenarios in which participants were invited to converse by presenting their problems.

Furthermore, the Agency illustrated ongoing activities expected to be concluded within 2021. These activities include a Project on workers participation and MSDs, which would produce reports, case studies and OSHwiki article to provide participation methods and examples of their use. In addition, the Agency is currently working on psychosocial risks *and* MSD. Within this research the following projects are foreseen:

- Systematic literature review
- Statistical analysis based on ESENER and EWCS data
- Expert article on psychosocial risk factors of workers returning to work after MSDs sick leave
- Expert article on psychosocial risk factors that may contribute to development or aggravation of MSDs in selected types of workplaces/sector
- Expert article on role of psychosocial risk factors at work in the occurrence and prevention of MSDs in the context of new forms of work and digitalization
- Webinar in March 2021

Finally, the Agency presented a new area of study that it has been working on since the beginning of the pandemic: **Telework**. The Agency is exploring the connection between psychosocial risks and MSDs of teleworkers by carrying out a research project on implications of remote work on workers, with a focus on psychosocial risk factors, the occurrence and prevention of MSDs and the link between these factors. The research is based on data from workplaces in three different countries, on a literature review and on the analysis of focal points' consultations that the Agency ran in November 2020. The project has produced:

- Expert article on statistical analysis of telework and OSH issues based on ESENER data and other statistical sources
- Literature review and case examples of telework policies involving social partners and OSH authorities in the EU

- OSHwiki articles on Telework and MSDs and on Risk assessment and telework
- Continued collaboration with the COVID & Empl Working Group (JRC, Eurofound, Cedefop and EU-OSHA)
- Webinar expected in March 2021

EU-OSHA concluded the presentation by clarifying that at the end of the presentation the audience would have the full list of publications produced so far, which are also available [on the EU-OSHA website](#).

COMMENTS FROM THE MANAGEMENT BOARD AND CLARIFICATIONS

The Commission congratulated the Agency on their valuable work on this OSH overview. The presentation addressed very important points and it is important to keep up with the development of the research finding, also considering the relevance of the topic.

The Workers pointed out at the importance of this research, which interweaves psychosocial risks with musculoskeletal disorders. They encouraged the Agency to look further into this direction taking into account the provisions of the framework directive.

CONCLUSION	<u>This item was for information</u>
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11 CHAIRS, DEPUTY CHAIRS, INTEREST GROUP COORDINATORS AND ADDITIONAL APPOINTMENTS TO THE EXECUTIVE BOARD AND THE ADVISORY GROUPS

As every year at the first meeting of the year, the Management Board had to elect a new Chairperson and the Deputy Chairpersons. Furthermore, the interest groups had to appoint coordinators and Executive Board observers and alternates.

According to the rotation system, the Chairperson for the next term would come from the Governments' group. The group designated Renārs LŪSIS for the role. The vice-Chairs will be Michael GILLEN (Employers' group, to be confirmed³), Julia NEDJELIK-LISCHKA (Workers) and Mr Francisco Jesús ALVAREZ HIDALGO (Commission).

The interest groups appointed the following coordinators:

- Workers group: Ignacio Doreste
- Governments group: Boel Callermo
- Employers' group: Anna Kwiatkiewicz-Mory

The Commission appointed Charlotte Grevfors Ernout and Teresa Moitinho de Almeida as alternate members of the Executive Board.

The Interest Groups appointed the following observers to the Executive Board:

- Workers group: Károly György
- Governments group: Yogindra Samant
- Employers' group: Kris de Meester

The full list of appointments to the Executive Board (including alternates) and the Advisory Groups can be found in annex II.

³ The Employers' group coordinator informed EU-OSHA of the appointment of Mr Gillen as Vice-Chairperson of the group on 26 January 2021.

In relation to the Management Board's observer to the pre-selection panel of the Executive Director, there was consensus within the Management Board to confirm Julia NEDJELIK-LISCHKA in the role.

Finally, the Governments' group appointed a new reporting officer for the Executive Director – it will be Gertrud Breindl from Austria.

CONCLUSION	The Management Board elected a new Chair – Renārs LŪSIS (Governments) and vice-Chairs. The composition of the Executive Board was also agreed.
DECISION-MAKING PROCESS REQUIRED	Two-third majority
RECORD OF VOTES	N/A, decision taken by consensus

12 ANY OTHER BUSINESS

There was no item listed under "Any other business".

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Finally, The Chairperson thanked the Agency's Executive Director and the staff, the interpreters and closed the meeting.

ANNEX I – LIST OF PARTICIPANTS

	Name	Category	Representing
1	Kris DE MEESTER	Employers	BELGIUM
2	Georg STOEV	Employers	BULGARIA
3	Anna KWIATKIEWICZ-MORY	Employers	BUSINESSEUROPE
4	Renáta ZBRANKOVÁ	Employers	CZECH REPUBLIC
5	Lena SØBY	Employers	DENMARK
6	Marju PEÄRNBERG	Employers	ESTONIA
7	Patrick LEVY	Employers	FRANCE
8	Eckhard METZE	Employers	GERMANY
9	Christos KAVALOPOULOS	Employers	GREECE
10	Jon Runar PALSSON	Employers	ICELAND
11	Michael GILLEN	Employers	IRELAND
12	Fabiola LEUZZI	Employers	ITALY
13	Rūta JASIENĖ	Employers	LITHUANIA
14	Mario VAN MIERLO	Employers	NETHERLANDS
15	Ann Toril BENONISEN	Employers	NORWAY
16	Rafal HRYNYK	Employers	POLAND
17	Marcelino PENA COSTA	Employers	PORTUGAL
18	Silvia SUROVÁ	Employers	SLOVAKIA
19	Miriam PINTO LOMEÑA	Employers	SPAIN
20	Cecilia ANDERSSON	Employers	SWEDEN
21	Gertrud BREINDL	Government	AUSTRIA
22	Véronique CRUTZEN	Government	BELGIUM
23	Ana AKRAP	Government	CROATIA
24	Aristodemos ECONOMIDES	Government	CYPRUS
25	Jaroslav HLAVÍN	Government	CZECH REPUBLIC
26	Annemarie KNUDSEN	Government	DENMARK
27	Maret MARIPUU	Government	ESTONIA
28	Liisa HAKALA	Government	FINLAND
29	Lucie MEDIAVILLA	Government	FRANCE
30	Ellen ZWINK	Government	GERMANY
31	Ioannis KONSTANTAKOPOULOS	Government	GREECE
32	Katalin BALOGH	Government	HUNGARY
33	Hanna Sigríður GUNNSTEINSDÓTTIR	Government	ICELAND
34	Marie DALTON	Government	IRELAND
35	Romolo DE CAMILLIS	Government	ITALY
36	Renārs LŪSIS	Government	LATVIA
37	Aldona SABAITIENĖ	Government	LITHUANIA

	Name	Category	Representing
38	Patrice FURLANI	Government	LUXEMBOURG
39	Melhino MERCIECA	Government	MALTA
40	Tanja WESSELIUS	Government	NETHERLANDS
41	Yogindra SAMANT	Government	NORWAY
42	Dariusz GŁUSZKIEWICZ	Government	POLAND
43	Emília TELO	Government	PORTUGAL
44	Anca Mihaela PRICOP	Government	ROMANIA
45	Ladislav KEREKEŠ	Government	SLOVAKIA
46	Nikolaj PETRIŠIČ	Government	SLOVENIA
47	Mercedes TEJEDOR AIBAR	Government	SPAIN
48	Boel CALLERMO	Government	SWEDEN
49	Julia NEDJELIK-LISCHKA	Workers	AUSTRIA
50	Caroline HIELEGEMS	Workers	BELGIUM
51	Aleksandar ZAGOROV	Workers	BULGARIA
52	Evangelos EVANGELOU	Workers	CYPRUS
53	Václav PROCHÁZKA	Workers	CZECH REPUBLIC
54	Nina Hedegaard NIELSEN	Workers	DENMARK
55	Aija MAASIKAS	Workers	ESTONIA
56	Ignacio DORESTE	Workers	ETUC
57	Erkki AUVINEN	Workers	FINLAND
58	Abderrafik ZAIGOUCHE	Workers	FRANCE
59	Sonja KÖNIG	Workers	GERMANY
60	Andreas STOIMENIDIS	Workers	GREECE
61	Károly GYÖRGY	Workers	HUNGARY
62	Björn Ágúst SIGURJÓNSSON	Workers	ICELAND
63	Dessie ROBINSON	Workers	IRELAND
64	Silvana CAPPUCCIO	Workers	ITALY
65	Ziedonis ANTAPSONS	Workers	LATVIA
66	Inga RUGINIENE	Workers	LITHUANIA
67	Anthony CASARU	Workers	MALTA
68	Wim VAN VEELLEN	Workers	NETHERLANDS
69	Wenche Irene THOMSEN	Workers	NORWAY
70	Vanda CRUZ	Workers	PORTUGAL
71	Corneliu CONSTANTINOAIA	Workers	ROMANIA
72	Peter RAMPÁŠEK	Workers	SLOVAKIA
73	Lučka BÖHM	Workers	SLOVENIA
74	Pedro J. LINARES	Workers	SPAIN
75	Karin FRISTEDT	Workers	SWEDEN
76	Oscar VARGAS		EUROFOUND

	Name	Category	Representing
77	Maria JEPSEN		EUROFOUND
78	Jesús ALVAREZ HIDALGO		EUROPEAN COMMISSION
79	Stefan OLSSON		EUROPEAN COMMISSION
80	Charlotte GREVFORS ERNOULT		EUROPEAN COMMISSION
81	Giacomo MATTINÓ		EUROPEAN COMMISSION
82	Ralitsa TODORINOVA		INTERNAL AUDIT SERVICE
83	Ilian KOMITSKI		INTERNAL AUDIT SERVICE
84	Filip VERHOEVEN		INTERNAL AUDIT SERVICE
85	Christa SEDLATSCHKE		EU-OSHA
86	Jesper BEJER		EU-OSHA
87	Andrea BALDAN		EU-OSHA
88	William COCKBURN		EU-OSHA
89	Andrew SMITH		EU-OSHA
90	Ilaria PICCIOLI		EU-OSHA
91	Maurizio CURTARELLI		EU-OSHA
92	Sarah COPSEY		EU-OSHA
93	Malgosia MILCZAREK		EU-OSHA
94	Lorenzo MUNAR		EU-OSHA

ANNEX II: MEMBERS AND ALTERNATES OF THE EXECUTIVE BOARD, THE ADVISORY GROUPS AND THE APPEALS COMMITTEE

EXECUTIVE BOARD

Renārs	LŪSIS	Government	Chairperson
Boel	CALLERMO	Government	Coordinator
Yogindra	SAMANT	Government	Observer
Marie	DALTON	Government	Alternate
Patrice	FURLANI	Government	Alternate
Mercedes	TEJEDOR AIBAR	Government	Alternate
Michael	GILLEN	Employers	Vice-Chairperson
Anna	KWIATKIEWICZ-MORY	Employers	Coordinator
Kris	DE MEESTER	Employers	Observer
Georgi	STOEV	Employers	Alternate
Eckhard	METZE	Employers	Alternate
Mario	VAN MIERLO	Employers	Alternate
Francisco Jesús	ALVAREZ HIDALGO	European Commission	Vice-Chairperson
Stefan	OLSSON	European Commission	Member
Charlotte	GREVFORS ERNOULT	European Commission	Observer
Julia	NEDJELIK-LISCHKA	Workers	Vice-Chairperson
Ignacio	DORESTE	Workers	Coordinator
Károly	GYÖRGY	Workers	Observer
Anthony	CASARU	Workers	Alternate
Andreas	STOIMENIDIS	Workers	Alternate
Silvana	CAPPUCCIO	Workers	Alternate

WORKERS' EXPOSURE SURVEY ADVISORY GROUP

Patrick	LÉVY	Employers	Member
Isabel	MAYA RUBIO	Employers	Member
Cecilia	ANDERSSON	Employers	Alternate
Kris	DE MEESTER	Employers	Alternate
Zinta	PODNIENCE	European Commission	Member
Matthias	FRITZ	European Commission	Alternate
Urs	SCHLÜTER	Government	Member
Awaiting name		Government	Member
Armin	KOEGEL	Government	Alternate
Linda	WOUTERS	Government	Alternate
Kris	VAN EYCK	Workers	Member
Ulrik	SPANNOW	Workers	Member
Tony	MUSU	Workers	Alternate
Awaiting name		Workers	Alternate

OKAG

Eckhard	METZE	Employers	Member
Patrick	LÉVY	Employers	Member
Martin	RÖHRICH	Employers	Member
Miriam	PINTO LOMEÑA	Employers	Alternate
Rūta	JASIENĒ	Employers	Alternate
Igor	ANTAUER	Employers	Alternate
Agnès	PARENT-THIRION	Eurofound	Observer
Silvia Daniela	CRINTEA ROTARU	European Commission	Observer
Francisco Jesús	ALVAREZ HIDALGO	European Commission	Member
Maria Teresa	MOITINHO DE ALMEIDA	European Commission	Member
Gertrud	BREINDL	Government	Member
Jolanta	GEDUŠA	Government	Member
Martin	DEN HELD	Government	Member
Yogindra	SAMANT	Government	Alternate
Awaiting name		Government	Alternate
Awaiting name		Government	Alternate
Viktor	KEMPA	Workers	Member
Marko	PALADA	Workers	Member
Vanda	CRUZ	Workers	Member
Abderrafik	ZAIGOUCHE	Workers	Alternate
Wim	VAN VEELLEN	Workers	Alternate
Silvana	CAPPUCCIO	Workers	Alternate

TARAG

Marcelino	PENA COSTA	Employers	Member
Fabiola	LEUZZI	Employers	Member
Eckhard	METZE	Employers	Member
Kare	SORENSEN	Employers	Alternate
Rafal	HRYNYK	Employers	Alternate
Igor	ANTAUER	Employers	Alternate
Francisco Jesús	ALVAREZ HIDALGO	European Commission	Member
Maria Teresa	MOITINHO DE ALMEIDA	European Commission	Alternate
John	SCHNEIDER	Government	Member
Maret	MARIPUU	Government	Member
Véronique	CRUTZEN	Government	Member
Greta	SVENSSON	Government	Alternate
Martin	DEN HELD	Government	Alternate
Inga	RUGINIENE	Workers	Member
Pierre	BÉRASTÉGUI	Workers	Member
Károly	GYÖRGY	Workers	Member
Pedro J.	LINARES	Workers	Alternate
Silvana	CAPPUCCIO	Workers	Alternate
Dessie	ROBINSON	Workers	Alternate

