



Our ref: G/14/M1

## MINUTES

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| <b>Meeting:</b> | 39 <sup>th</sup> MEETING OF THE GOVERNING BOARD   |
| <b>Date:</b>    | Wednesday, 19 March 2014  |
| <b>Time:</b>    | 09.00 h – 17.00 h   |
| <b>Venue:</b>   | Hotel Melia Bilbao – Legorreta meeting room<br>Calle Lehendakari Leizaola, 29, E - 48001 Bilbao |

### 1. Adoption of the draft agenda (G/14/A1)

The Chair welcomed all participants to the 39<sup>th</sup> meeting of the Governing Board of the EU-OSHA. She invited all those who attended the Board for the first time to introduce themselves.

These were:

- From the Governments' group: the Italian representative, the Hungarian representative, the Portuguese representative, the Bulgarian representative and the Irish representative.
- For the Workers' group: the Croatian representative the Portuguese representative and the new coordinator of the workers' group.
- For the Employers' group: The Danish representative, the Icelandic representative, the Maltese representative and the Croatian representative.

The agenda was adopted with some additional proposals.

The Commission proposed:

- On-going work related to the common approach on the future of European Agencies. This issue will be covered under "Any other business";
- Preparatory work regarding the new EU-OSH strategic/policy framework. This issue will be addressed under Agenda item 6.

The Director suggested giving feedback on the following issues under "Any other business":

- Seat Agreement and inauguration of the new premises;
- Stakeholders' survey;
- Update on Advisory Groups meetings.

CONCLUSION: The draft agenda was adopted.

### 2. Adoption of the minutes of the November Meeting (G/13/M2)

There had been no comments on the draft minutes of the last Board meeting.

CONCLUSION: The draft minutes were adopted without any further comments.

### 3. Analysis and assessment of the Agency's 2013 Annual Activity Report (G/14/01)

The Director explained that the Annual Activity Report is a requirement as per the Financial Regulation and is a key document for the discharge procedure.

The Report includes comprehensive information on the implementation of the management plan, budget and staff resources for 2013 and as well as information on the indicators.

The version presented to the Board is not yet final. There are some data that need to be updated with the information that will proceed from the stakeholders' survey.



It also reports on the status of the management and internal control systems and on the observations from the Court of Auditors, Internal Audit Service, discharge authority and the measures taken by the Agency in this respect.

On the basis of the evidence available, the Director concluded that she has reasonable assurance that the resources assigned to the activities described in the Report have been used for their intended purpose and in accordance with the principles of sound financial management, and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transactions. Therefore, there have not been reasons to include any reservation.

The final draft will be submitted to the Bureau at their meeting in June.

The Board is supposed to provide an analysis and assessment of the Annual Activity Report. The Agency had prepared a draft for the Board's consideration. This should also be finalized in June. The Board should mandate the Bureau to adopt it.

#### COMMENTS FROM THE GROUPS:

The three groups had no comment on the report. They all observed that the wording of the Board's analysis and assessment should be less emotional, but agreed on the content.

CONCLUSION: The Board took note of the Annual Activity Report and mandated the Bureau to finalize the analysis and assessment at the June meeting on the basis of the final draft and the comments of the Board.

#### ACTION N.1

The Agency will finalize the draft Report, reword the Board's analysis and assessment in line with the comments from the Board and send it to the Bureau in advance to the June meeting.

#### **4. Agency's 2013 Annual Report (G/14/02)**

The Director highlighted that the Annual Activity Report and the Annual Report are two separate exercises that respond to two different reporting requirements.

Whereas the Annual Activity Report is based on the Financial Regulation and is the Director's Report, the Annual Report is the Board's Report and is based on the Founding Regulation.

Apart from the Agency's key stakeholders, the addressee of the Annual Report is the general public. The Report is drafted in such a way as to explain the work of the Agency and its activities in the course of 2013 in a reader-friendly mode. Once the Board adopts it, the full Report will be made available on the website. The Agency will also make a summary of the report in all EU languages.

CONCLUSION: The Board adopted the Annual Report 2013.

#### **5. Amending Budget 2014 (G/14/03)**

The Director recalled that the budget adopted by the Board in November did not include the income related to some activities that are financed via earmarked funds (namely, the ENPI and IPA III programmes and the Older Workers Project, entrusted to the Agency by the Parliament via delegation agreement with the Commission).



In addition, the Coordination of the Agencies is now employing one staff member (FG IV) to carry out coordination work in Brussels and the cost is shared by all Agencies. This has a very limited impact on the budget of the Agencies, but nevertheless it has to be recorded.

Last but not least, the Agency carried out two transfer appropriations, of which the Board was timely informed.

Regarding the revenues, the new grand total revenue for 2014 is € 17,316,026.

Regarding the expenditure, the new total for the Title 4 of the Agency's budget 2014 is € 2,636,405, whereas the new grand total expenditure for 2014 is € 17,316,026.

The amending budget has no impact on the figures of the Activity Based Budget provided for 2014.

CONCLUSION: the Board adopted the Amending Budget 2014

## **6. Draft Annual Management Plan 2015 (G/14/04)**

The Director recalled that the draft Annual Management Plan 2015 is intended to implement the second year of the Multi-annual Strategic Programme 2014-2020. The Agency did not foresee any new activities compared to 2014.

In attachment, the Agency provided the Board with a document outlining the indicative costs and the full-time equivalent required to implement each activity and an overview on the foreseen outputs.

By 31 March, the draft Annual Management Plan will be communicated to the Commission together with the draft budget and establishment plan as required by the Financial Regulation. Further to that, the Agency will launch a consultation with key stakeholders.

### COMMENTS FROM THE GROUPS:

#### Commission:

- The Commission will give its opinion later and make sure that the activities are well aligned with the EU-OSH policy framework. Following the public consultation and the inter-service consultation, the Commission is preparing a Communication for adoption at early April.

#### Governments:

- The Governments' group welcomed the forthcoming adoption of the EU OSH policy framework.
- They also had some comments on the targets of the indicators and asked for more differentiation.

#### Workers:

- The Workers' group stressed that the draft Annual Management Plan is still a provisional document as it would need to be aligned to the EU OSH policy framework once this is adopted.
- They also had a few remarks on some activities.

#### Employers:

- The Employers' group welcomed the approach taken by the Agency. Focusing on less and larger projects seemed to be the right way ahead. There is room for more efficiency gains.
- They also had comments on some activities.



The Director, the acting Head of the Research and Prevention Unit and the Head of Communication replied to the comments made by the three groups.

The groups' comments and the Agency's replies are reported in the Table below.

**Groups' comments on Annual Management Plan 2015 and Agency's replies**

| N.   | Activity                       | Interest Group | Comment   | Agency's reply  |
|------|--------------------------------|----------------|---|---|
| N/A  | N/A                            | Governments    | All activities have, to a large extent, the same targets; more specific targets would be desirable.<br><br>More ambitious targets should be foreseen as regards the stakeholders' engagement. Now the target is set at 60% as far as participation to Board and Bureau meetings, whereas the year before it was at 75%. | The Agency will explore the possibility of having more specific targets.<br><br>Regarding stakeholders' engagement, the target was based on realistic forecasts (average participation to Board meetings in past years) |
| 2.1. | <b>ESENER 2</b>                | Employers      | At page 8, it should be made clear that workers participation here is related to OSH.<br><br>Social partners should be mentioned in relation to the seminars with FOPs.   | The Agency will amend the text.<br><br>The involvement of the broader network at the seminar is necessary the Agency will emphasize this in the text.   |
| 2.2. | <b>Older Workers</b>           | Employers      | The text should be more concrete and focused on deliverables. More emphasis should be put on older workers being retrained and reassigned to other tasks.   | The Agency is bound the EP decision and the text on the older workers' activity is included for information only. The Agency will, however, reword the text and take the comment into account.                          |
| 2.3. | <b>Micro-small enterprises</b> | Workers        | The role of social partners should be more explicit.  | The role of social partners is very important – this is one of the main findings of ESENER. Focal Points play a key role.   |
|      |                                | Employers      | The well-being of workers should be emphasized in the broader sense (cf. framework directive).  | The Agency will take this into account.   |



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| 2.4  | <b>Work-related diseases</b>                 | Workers   | Best practices would be very much welcomed.   | The Agency will work towards this direction.  |
|      |  | Employers | The aspect of “multiemployability” and the differences across MSs should be taken into account.<br><br>Social security systems at national level vary a lot – this should be taken into account.                  | The Agency will highlight the “multiemployability” aspect during the implementation.<br><br>The Agency is aware of the big differences, but with variety goes the greater opportunity to identify good practices. |
| 2.5. | <b>Costs and benefits of OSH</b>             | Employers | The heading should sound more positive, e.g., benefits of OSH.  | The Agency will reword the heading.   |
| 2.6. | <b>Opinion polls</b>                         | Employers | International should read EU instead.   | The scope is broader than Member States, but this needs better clarification in the text.   |
| 3.1. | <b>OIRA</b>                                  | Employers | The dissemination of the tool is important, but it would be important to evaluate whether the right addresses are reached (this is not the case in some Members States).  | The Agency is aware that reaching medium and small enterprises is a challenge.  |
| 4.3. | <b>Healthy workplaces Campaign 2016-2017</b> | Employers | The conclusions from the Pre-Board Seminar should be taken into account. Social inclusion falls outside the scope of the campaign,  | The Agency will take on-board the outcome of the discussions held at the Pre-Board Seminar. The Bureau will receive a revised strategic paper at their June meeting.  |
| 5.2. | <b>Networking knowledge</b>                  | Employers | The Agency foresees a joint collaboration with the European Maritime Safety Agency. This kind of collaboration is very specific and the Agency should not narrow down the scope of its engagement to that extent. | The Agency will take this comment into account.   |

The Director informed that the Agency would work on a revised draft and would take the comments from the Board into account. The Board shall adopt the final version at the November meeting.



CONCLUSION: The Board adopted the draft AMP 2015 with the proposed amendments.

#### ACTION N. 2

The Agency will include the comments from the Board into the Annual Management Plan 2015, send it to the Commission to initiate the budgetary procedure and for consultation to key stakeholders.

## 7. Draft Budget and Establishment Plan (G/14/05)

### Draft Budget

The Director recalled that the 2014 budget had been subject to a 4% decrease in the EU subsidy as the Agency had incurred into DGBUDG penalties (implementation of the budget below 95% and cancellation of credits above 5%) in relation to the budget of the previous year (2012).

In 2013, the Agency succeeded in securing a very high implementation of the budget, which made that the amount for 2015 had been re-established to the ex-ante situation.

The Agency prepared the draft budget related to 2015 taking this into account and on the basis of the Commission's instructions (Budgetary Circular for 2015).

A part from the EU subsidy, the revenues in the budget consist of EEA-EFTA funds: est. € 440,380, subsidies from Spanish and Basque Governments: est. € 160,100 and the budget outturn 2013: € 145,000

The overall draft budget (specific projects – earmarked revenues not included) amounts to € 15,279,480 (+ € 599,859 compared to 2014).

Regarding the expenditure, there will be no variation in Title 1 and Title 2. There will be an increase amounting to € 599,859 in Title 3 that has been allocated as follows:

- CPU: € 3,862,805 (compared to € 3,650,560 in 2014);
- PRU: € 3,000,000 (compared to € 2,762,386 in 2014);
- NET: € 1,430,000 (compared to € 1,280,000 in 2014).

It was not yet possible to provide an estimation as this can be determined on the basis of the result of the carry over/carry forward of 2014 appropriations to 2015.

### Multi-annual Staff Policy Plan 2015-2017

Between 2014 and 2015, the Agency reduced the establishment plan by 2 post (from 44 to 42 posts in total), one AST in the Resource and Service Centre in 2014 and one AST in the Prevention and Research Unit in 2015. By doing that, the Agency fulfilled the 5% cut requirement in line with the Multi-annual Financial Framework agreed by the Parliament and the Council. In addition, the Agency has since 2012 reduced the number of contract agents and Seconded National Experts with three posts.

Shortly before the Bureau/Board meeting, the Commission had provided the Agency with feedback on the Multi-annual Staff Policy Plan 2015-2017.





The Commission referred to the Communication on programming of human and financial resources for decentralised agencies 2014-2020 and the Budgetary Circular for 2015 which provide that the Agency shall cut 5% of its posts in the establishment plan as an austerity measure like all other EU institutions and bodies and an additional 5% to contribute to a redeployment pool for newly established Agencies (in total, 10%). These criteria apply according to the Commission to all the Agencies that are at a “cruising speed”.

The Director explained that the Parliament and the Council have not endorsed the Commission’s approach in relation to the additional 5 % cut. This will be discussed in autumn in the framework of the discussions on the approval of the EU budget. This is why the figures related to the establishment plan for 2016 and 2017 do not take into account the cuts. For a small Agency like EU-OSHA, cutting additional posts would have a significant impact on the achievements of its objectives. The Agency is in contact with the Coordination of the Agencies’ network, which is working towards a common action on this issue.

#### COMMENTS FROM THE GROUPS:

##### Commission:

- The Commission informed the Governing Board about the modifications proposed by the Commission which are contained in a letter sent to the Director of the Agency. This opinion was prepared in consultation with the concerned services (DGs BUDG and HR). The Commission's opinion aims at ensuring that the EU-OSHA draft SPP complies with both the Commission Communication COM(2013)519 “Programming of human and financial resources for decentralized agencies 2014-2020” and the Budget Circular on DB 2015. In particular, the Commission regrets that EU-OSHA's draft MSPP complies only partially with the above Communication. This concerns in particular the total establishment plan posts foreseen in the years 2016 and 2017. These should be corrected to align with the data of the Communication as follows: 2016 – 41 establishment plan posts, 2017 – 40 establishment plan posts. All tables containing establishment plan totals and breakdown need to be revised accordingly.

##### Governments:

- The Government group said that the additional 5% is only a proposal from the Commission at this stage which has not been endorsed by the Parliament and the Council. In the light of this, the Governments’ group could only support the Multi-annual Staff Policy Plan as tabled by the Agency.
- They would also adopt the budget for 2015.

##### Workers:

- The Workers’ group was in favour of adopting both the draft budget and the Multi-annual Staff Policy Plan. They also expressed their deep concern about the Commission’s proposal and questioned why all “cruising speed” agencies seem to be treated in the same way, regardless of their policy area and their individual performance. Also the fact that the Agencies are called to contribute to the establishment of new Agencies sounds conceptually challenging. For these reasons, the group stated that they opposed to this. They also proposed to discuss this issue further with the other groups and possibly draft a



common declaration from the Board addressing the Parliament and the Commission. If an agreement with the other groups is not possible, the Workers' group will prepare their own declaration.

- For these reasons, they remarked that they would oppose to it. They also proposed to discuss further this issue with the other groups and possibly to get to a common declaration from the Board addressing the Commission and the Parliament.

Employers:

- The Employers' group said that they would be in favour to adopt the budget and the Multi-annual Staff Policy plan as tabled by the Agency. However, they would not be in favour of signing a joint declaration at this stage.

CONCLUSION: The Board adopted the draft budget 2015 and the Multi-annual staff policy plan 2015-2017 as tabled by the Agency.

## 8. Focal Points (G/14/06)

At the Board's request, the Agency had requested Focal Points to provide feedback on:

- Engagement with social partners, success factors and barriers;
- Structural and organizational factors affecting engagement;
- Engagement of social partners in relation to the portfolio tasks in relation to the Annual Management Plan 2014.

The Director observed that there are a relatively high number of Focal Points that had not provided any information.

COMMENTS FROM THE GROUPS:

Workers:

- The Workers' group thanked the Agency for this exercise. They found it a useful attempt to improve the engagement of social partners. However, the information is not always comparable.
- They asked the Agency to forward the template of the questionnaire so that they could share it with their affiliates and collect their point of view.
- It would be also interesting to ask the Focal Points to report back about any developments at their next meeting.

Employers:

- The Employers' group also welcomed this initiative. They stressed the importance of involving social partners. The Focal Points can learn from each other and there are already some good examples.
- As the Workers mentioned, there is an issue as regards the comparability of the information.
- The Employers said that they would appreciate receiving the questionnaire to circulate it further within the group and collect some feedbacks. This would help complement the picture provided by the Focal Points and the workers.





Governments:

- The Governments' group thought that on average Focal point involve social partners. They acknowledged that there is a big diversity across Member States and room for improvement.
- The national networks are crucial for the work of the Agency. It is important that such networks receive the necessary support.

Commission:

- The Commission said that they would welcome the strengthening of the role of the social partners.

EU-OSHA:

- The Director concluded that the Agency will do its best to enhance social partners' engagement with the Focal Points and vice versa. She observed that the Agency had been facilitating the exchange of best practices among Focal Points and is committed to continue with this. However, where it comes to political willingness of the actors involved, this goes beyond the Agency's reach and mandate. Upon request from the three groups, the Agency will update the Focal Points engagement paper with social partners.

CONCLUSION: The Board took note of the questionnaire filled in by the Focal Points.

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| <b>ACTION 3</b>  |
| The Agency will send the questionnaire on social partners' engagement by Focal Points to Bureau members (social partners) for them to circulate it within their interests group. |
| <b>ACTION 4</b>  |
| The Agency will keep on facilitating exchange of experiences and best practices among Focal Points.  |
| <b>ACTION 5</b>  |
| The Agency will update the stakeholders' engagement paper from 2005 and include reference to Board members.  |
| <b>ACTION 6</b>  |
| The Focal Points will discuss about developments on social partners' engagement at their next meeting.   |

## 9. EU-OSHA strategy on international relations (G/14/07)

The Director recalled that the Agency had prepared a paper to clarify the extent of the Agency's engagement in the international arena and to prioritize the main addressees of the Agency's



actions in the context of the Multi-annual Strategic Programme 2014-2020. This was a requirement of the Roadmap on the follow up on the Common Approach on EU Agencies.

The Bureau had commented on it at the November meeting and the paper now includes their feedback.

CONCLUSION: The Board took note of this issue.

## **10. Internal Audit Service report on building blocks of assurance (G/14/08)**

The Director recalled that the Internal Audit Service carried out an audit on reporting and building blocks of assurance in October last year. The objective of the audit was to make an assessment and provide independent assurance on the design and implementation of the internal control systems with regard to the Annual Activity Report and the declaration of assurance signed by the Director.

The Director informed that the conclusions from the Internal Audit Service were positive, as they concluded that the internal control systems at the Agency provide reasonable assurance regarding the achievement of the business objectives set up for the Annual Activity Report, the declaration of assurance and the building block of assurance.

The Agency will have to follow up on one very important recommendation (on ICSs assessment) and seven important recommendations. The Agency had piloted a revised procedure on the assessment of the Internal Control Standards at the end of 2013 – which the Internal Audit Service found overall adequate.

The Agency then drafted an action plan to tackle the recommendations and is working towards its implementation. The IAS had considered the action plan adequate.

CONCLUSION: The Board took note of this issue.

## **11. Review of Internal Control Standards (G/14/09)**

The Director informed that one of the important recommendations that the Internal Audit Service included in the Final Report on reporting and building block of assurance is about the risk of non-compliance of one of the Agency's Internal Control Standard, n.16, as it not phrased appropriately.

The Agency aligned this standard to the Internal Audit Services' expectations and submitted the revised version to the Board for adoption. It is expected that this action will contribute to the closure of the recommendation by the Internal Audit Service.

CONCLUSION: The Board adopted the new version of Internal Control Standard n.16.

## **12. Collaboration between DG Enterprise and EU-OSHA (G/14/10)**

In January, the Director met with Mr Andrzej Rudka, Advisor to the Deputy Director General of DG Enterprise and has been member of the Board of the Agency since last year.

Currently, the collaboration between DG Enterprise and the Agency is mainly addressing the REACH programme – in that respect, the Agency has signed Memorandum of Understanding with the European Chemicals Agency. This is a good example on how to mainstream OSH into other policy areas.



Mr Rudka addressed the Board to follow up on that meeting and to indicate possible areas of further cooperation.

He again underlined the important collaboration with the European Chemical Agency. He also recalled that there are other domains where joint efforts are welcome, for instance, the work with the small and medium enterprises through the European Enterprise Network. DG Enterprise is interested in them also beyond the Member States. There is a new project now in the framework of the European Neighbourhood Programme.

#### COMMENTS FROM THE GROUPS:

##### Workers:

- The Workers' group showed interest in the role of small and medium enterprises. The Refit regulation, however, is not the approach they would support. On the contrary, OSH regulation and the REACH programme may be of help.

##### Governments:

- The Governments' group sees this collaboration as extremely important and encouraged the Agency to coordinate with DG Employment.

##### Commission:

- The Commission welcomed the collaboration between DG Enterprise and the Agency. DG Employment and DG Enterprise are already collaborating in the domain of the REACH programme and OSH regulation.
- The Agency and the DG Employment are regularly in contact and exchange periodical updates. The interaction between the Agency and DG ENTR makes part of the above regular exchange of information.

CONCLUSION: The Board took note of this issue.

### **13. Conflict of interest (G/14/11)**

The Director recalled that the discharge authority had been encouraging the Agencies to adopt a conflict of interest policy. The Roadmap on the follow up on the Common Approach on EU Agencies provided that the Commission should elaborate, in collaboration with the Agencies, some guidelines on this. The Commission eventually adopted these guidelines in December 2013.

The Director informed that the Agency would develop a policy on that basis. The policy will establish the framework for the assessment of conflict of interest situations and for their management. It will be submitted to the Board for adoption at the November meeting.

In the meantime, the Agency has been collecting declarations of interest from the Board members. These are in the process of being published on the website. This is a measure to ensure transparency and to address the discharge authority's request in the horizontal report of the Agencies for 2012. The Director invited those Board members who had not sent their declaration yet to do that at their first convenience.

Other measures that the Agency will take to enhance transparency include publishing agendas and minutes of Board meetings, the Board rules of procedure, the Annual Activity Report with the Board analysis and assessment. The Board had already discussed on these measures at the Board meeting in December 2012.

CONCLUSION: The Board took note of this issue.



#### ACTION 7

The Agency will prepare a conflict of interest policy and submit it to the Board for adoption at the November meeting.

#### 14. Anti-fraud strategy (G/14/12)

The Director informed that another requirement from the Roadmap that the Agency will have to follow up is the establishment of an anti-fraud strategy.

The Anti-fraud Office of the Commission (OLAF) developed a methodology for the Agencies in December 2013. The Agency will work on its anti-fraud strategy on that basis and will submit it to the Board for adoption at the November meeting.

CONCLUSION: The Board took note of this issue.

#### ACTION 8

The Agency will prepare an anti-fraud strategy and submit it to the Board for adoption at the November meeting.

#### 15. Election of Chair, Vice-chairs and other Bureau members (G/14/13)

The Chair informed that, according to the rotation system, the chairmanship of the Board would be taken over by the Workers' group. The new Chair will be the current vice-Chair.

The Governments' group could not communicate any change for the moment.

The Employers' group will have the same composition with the exception of the appointment of a new alternate Bureau member, the representative from Bulgaria.

The Workers' group also reported no changes with the exception of the Coordinator.

For the Commission, the Head of Unit B.3 - Health, Safety and Hygiene at Work at DG Employment will serve as the alternate member of the Director of Directorate B -Employment and Social Legislation, Social Dialogue.

CONCLUSION: The Board elected the chair and took note of the groups' designations.

#### 16. Any other business

The Chair invited the Commission and the Director to introduce the items that were raised under "Any other Business" at the beginning of the meeting. She handed over the floor first to the Commission.

##### On-going work related to the common approach on the future of European Agencies

The Deputy Head of Unit B.3 - Health, Safety and Hygiene at Work Unit explained that the Roadmap that had followed the work of the Inter-institutional Working Group includes 90 actions.



The concerned EU institutions as well as the Agencies are involved in the implementation of these actions which may require an adaptation to the Founding Regulation.

One issue that affects tripartite Agencies such as EU-OSHA, EUROFOUND and CEDEFOP is to improve its governance while ensuring the right balance between the size of the Board and its tripartite nature. DG Education and Culture is also involved. The idea of the Inter-institutional Working Group is that Boards should become smaller and more efficient. Discussions are underway with the social partners. The next meeting will take place on 21 March. The Commission will keep the Agency up-to-date.

At the moment, the focus is on the possible voting mechanisms that can be implemented. Each Government would preserve one seat each whereas there should be a fairly limited number of social partners. Voting powers would be balanced accordingly. The Commission is looking with EU Social Partners into different scenarios and will make sure that interests will be duly considered. In the Commission's opinion, the Board should be composed by around 50 members maximum.

The Chair thanked the Commission and invited the Director to take the floor.

#### Seat Agreement and inauguration of the new premises

The Director informed that the Agency would finally sign its seat agreement with the Kingdom of Spain on 31 March. This is a very important achievement for the Agency as it will formalize the relationship between the Agency and Kingdom of Spain as well as local authorities on a variety of issues.

The Director also informed that on the day of the signature of the seat agreement, the Agency will inaugurate the new premises at the presence of Commissioner László Andor and other national and local authorities. The Agency's former Directors, Hans-Horst Konkolewsky and Jukka Takala, will also attend. The Chair and Vice-chairs of the Board were also invited.

#### Stakeholders' survey

The Agency is carrying out an online survey to obtain feedback on its activities and the results achieved. The results of the survey will serve to feed in the Annual Activity Report, on the one hand, and to establish baseline data for the indicators of the Multi-annual Strategic Programme 2014-2020, on the other.

The survey will be open until 16 April and the results will be available in May. To date, the Agency received over 1,000 completed replies.

The Director encouraged Board members to take part in the survey and to spread the message around. It is important for the Agency to receive feedback on its work. The Agency will send a reminder.

The Director invited the acting Head of the Prevention and Research Unit and the Head of Communication to give an update on the meetings with the Advisory Committees.

#### Advisory Groups meetings

The acting Head of the Prevention and Research Unit informed about the **PRAG meeting** that took place on 3-4 March. It was an opportunity for the Agency to present some intermediate reports and interim products related to 2014 and to introduce the outputs planned for 2015.

In particular, the discussions focused around the next Campaign, the Older Workers project, the second year progress of ESENER-2, the Agency's work on e-tools, the joint report on Eurofound on stress, work related diseases, benefits of good OSH and the topics for the next large-scale foresight. The Agency will launch a web survey to Focal Points and stakeholders to identify candidates for the net topics. Bureau members will receive an update at their June meeting.



For future meetings, the Agency will send the documentation in advance and will explain more clearly what is expected from the members of the Advisory Group.

The Head of Communication reported on the last **AGCP meeting** that took place on 17 February around the same time as the kick-off meeting for the next Campaign.

The focus of the meeting was on the results of the evaluation of the 2013 Campaign, the online strategy, and the main communication and promotion actions planned for the next period.

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The Director thanked the Chair for her commitment and dedication during her term and welcomed the new Chair from the Workers' group.

In return, the Chair thanked the Director and the Agency's staff, congratulated the new Chair and closed the meeting.



**LIST OF ATTENDEES:**

|    | <b>NAME</b>           | <b>INTEREST GROUP</b> | <b>REPRESENTING</b> |
|----|-----------------------|-----------------------|---------------------|
| 1  | ADAMAKIS Ioannis      | Workers               | GREECE              |
| 2  | ALVAREZ Jesús         | Commission            | COMMISSION          |
| 3  | ANDERSEN Maja Bejbro  | Employers             | DENMARK             |
| 4  | ANDREOU Nicos         | Workers               | CYPRUS              |
| 5  | ANTAPSONS Ziedonis    | Workers               | LATVIA              |
| 6  | ANTAUER Igor          | Employers             | SLOVENIA            |
| 7  | AUVINEN Erkki         | Workers               | FINLAND             |
| 8  | BALJEU Sonja          | Workers               | NETHERLANDS         |
| 9  | BARON Sophie          | Government            | FRANCE              |
| 10 | BATEN Jan             | Government            | BELGIUM             |
| 11 | BENONISEN Ann Toril   | Employers             | NORWAY              |
| 12 | BÖHM Lučka            | Workers               | SLOVENIA            |
| 13 | BREINDL Gertrud       | Government            | AUSTRIA             |
| 14 | CALLERMO Boel         | Government            | SWEDEN              |
| 15 | CASARU Anthony        | Workers               | MALTA               |
| 16 | CONSTANTINOAIA Cornel | Workers               | ROMANIA             |
| 17 | CRONIN Sylvester      | Workers               | IRELAND             |
| 18 | CRUZ Vanda            | Workers               | PORTUGAL            |
| 19 | DE MEESTER Kris       | Employers             | BELGIUM             |
| 20 | ENGELS Francois       | Employers             | LUXEMBOURG          |
| 21 | FLEMING Clive         | Government            | UNITED KINGDOM      |
| 22 | FREDERIKSEN Jan Kahr  | Workers               | DENMARK             |
| 23 | GOC Dariusz           | Workers               | POLAND              |
| 24 | GRAU-RIOS Mario       | Government            | SPAIN               |
| 25 | GYÖRGY Károly         | Workers               | HUNGARY             |
| 26 | HAUKO Joze            | Government            | SLOVENIA            |
| 27 | HLAVÍN Jaroslav       | Government            | CZECH REPUBLIC      |
| 28 | JANCUROVA Laurencia   | Government            | SLOVAKIA            |
| 29 | JÄRNSTEDT Christina   | Workers               | SWEDEN              |





|    | NAME                        | INTEREST GROUP | REPRESENTING   |
|----|-----------------------------|----------------|----------------|
| 30 | KEMPA Viktor                | Workers        | ETUC           |
| 31 | KONOVA Darina               | Government     | BULGARIA       |
| 32 | KORADECKA Danuta            | Government     | POLAND         |
| 33 | LAWLOR Margaret             | Government     | IRELAND        |
| 34 | LEVICKIS Vaidotas           | Employers      | LITHUANIA      |
| 35 | LUPI Marco                  | Workers        | ITALY          |
| 36 | LUSIS Renars                | Government     | LATVIA         |
| 37 | MEITNER Róbert              | Employers      | SLOVAKIA       |
| 38 | MELBLÖM Bodil               | Employers      | SWEDEN         |
| 39 | METZE Eckhard               | Employers      | GERMANY        |
| 40 | MILLER Jean-Michel          | Eurofound      | EUROFOUND      |
| 41 | MOITINHO Maria Teresa       | Commission     | COMMISSION     |
| 42 | MURATTI Zdravko             | Government     | CROATIA        |
| 43 | NAGY Sarolta                | Government     | HUNGARY        |
| 44 | NEDJELIK-LISCHKA Julia      | Workers        | AUSTRIA        |
| 45 | NICOLESCU Ovidiu            | Employers      | ROMANIA        |
| 46 | NIEMIEC Jozef               | Workers        | ETUC           |
| 47 | PALAJSA Gordana             | Workers        | CROATIA        |
| 48 | PÁLSSON Jón R.              | Employers      | ICELAND        |
| 49 | PENA COSTA Manuel Marcelino | Employers      | PORTUGAL       |
| 50 | PETRZELKA Karel             | Employers      | CZECH REPUBLIC |
| 51 | PHILIPS François            | Workers        | BELGIUM        |
| 52 | PROCOLI Emanuela            | Government     | ITALY          |
| 53 | RUDKA Andrzej               | Commission     | COMMISSION     |
| 54 | SABAITIENE Aldona           | Government     | LITHUANIA      |
| 55 | SÆMUNDSSON Eyjólfur         | Government     | ICELAND        |
| 56 | SAMANT Yogindra             | Government     | NORWAY         |
| 57 | SANTOS Antonio              | Government     | PORTUGAL       |
| 58 | SCHUGK Jan                  | Employers      | FINLAND        |
| 59 | SCHWENG Christa             | Employers      | AUSTRIA        |
| 60 | SCICLUNA John               | Employers      | MALTA          |
| 61 | SEIFERT Nenad               | Employers      | CROATIA        |



|    | <b>NAME</b>              | <b>INTEREST GROUP</b> | <b>REPRESENTING</b> |
|----|--------------------------|-----------------------|---------------------|
| 62 | SIGURJÓNSSON Björn Ágúst | Workers               | ICELAND             |
| 63 | SKJOLDAGER Charlotte     | Government            | DENMARK             |
| 64 | SMITH Rebekah            | Employers             | BUSINESSEUROPE      |
| 65 | SOON Argo                | Workers               | ESTONIA             |
| 66 | STOEV Georgi             | Employers             | BULGARIA            |
| 67 | SUOMAA Leo               | Government            | FINLAND             |
| 68 | SVENSLI Marianne         | Workers               | NORWAY              |
| 69 | TĂNASE Marian            | Government            | ROMANIA             |
| 70 | TRIEMSTRA Rob            | Government            | NETHERLANDS         |
| 71 | ZWINK Ellen              | Government            | GERMANY             |
| 72 | SEDLATSCHEK Christa      |                       | EU-OSHA             |
| 73 | BEJER Jesper             |                       | EU-OSHA             |
| 74 | COCKBURN William         |                       | EU-OSHA             |
| 75 | MARIGO Catia             |                       | EU-OSHA             |
| 76 | MURILLO Françoise        |                       | EU-OSHA             |
| 77 | O'BRIEN Brenda           |                       | EU-OSHA             |
| 78 | PICCIOLI Ilaria          |                       | EU-OSHA             |
| 79 | ROGGERI Violaine         |                       | EU-OSHA Staff       |
| 80 | SMITH Andrew             |                       | EU-OSHA             |