



EASA MB 02/2008

Cologne, 11 June 2008

Minutes of Management Board
02/2008,
including a summary of decisions taken

Summary:

Minutes of Management Board 02/2008, including a summary of decisions taken, held on 11 June 2008, as adopted at MB 03/2008 on 17 September 2008



**MINUTES OF THE MEETING OF THE EASA MANAGEMENT BOARD HELD ON
11 JUNE 2008, INCLUDING A SUMMARY OF DECISIONS TAKEN
(MB 02/2008)**

SUMMARY OF DECISIONS

At its meeting held on 11 June 2008, the Management Board:

- adopted the Agenda (document MB 02-2008, WP01);
- renewed the terms of office of the Executive Director (in closed session);
- appointed the Rulemaking Director (document MB 02-2008, WP12a & b; in closed session);
- renewed the terms of office of the Certification Director (in closed session);
- appointed the interim Accounting Officer (document MB 02-2008, WP13a, b & c);
- adopted the Minutes of the Management Board meeting 01-2008 held on 23 February 2008 (document MB 02-2008, WP02 & 02 rev. 1);
- approved the Activity Report 2007 (document MB 02-2008, WP04);
- decided to initiate a written procedure to give its final opinion on the 2007 accounts (document MB 02-2008, WP05a, b, d & d);
- approved the Staff Policy Plan 2009-2011 (document MB 02-2008, WP06a & b);
- approved the Amending Budget 2008 (document MB 02-2008, WP07a, b, c & d);
- gave its opinion on the proposed amendment to the Fees and Charges Regulation (document MB 02-2008, WP09a, b & c);
- took note of the IAS audit plan 2008-2010 (document MB 02-2008, WP10).



0. List of Attendees – Please see annex

1. Adoption of the Agenda

The Chairman presented the Agenda for the meeting and proposed to take point 6 before 5 so as to have all points with closed session in a row. The Management Board adopted the Agenda with the amendment proposed by the Chairman. Final Agenda:

1. Adoption of the Agenda,
2. Renewal of the ED mandate,
3. Appointment of the Rulemaking Director,
4. Terms of office of the other Directors,
5. Information on the election procedure of the MB Chairman,
6. Appointment of the Accounting Officer,
7. Adoption of the minutes of previous meetings,
8. Report of the Executive Director,
9. Activity report 2007,
10. MB opinion on the 2007 accounts,
11. Staff Policy Plan 2009-2011,
12. Adoption of the amending budget 2008,
13. Work programme 2009 – detailed version,
14. Revised Business Plan (presentation),
15. Amendment of the Fees and Charges regulation,
16. The IAS audit plan,
17. ENaCT,
18. Article 51 evaluation,
19. AOB.

2. Renewal of the ED mandate (closed session)

The European Commission presented its proposal to renew the mandate of the Executive Director, Mr P Goudou, for a second term. The Management Board *decided* to renew the terms of office of the Executive Director.

3. Appointment of the Rulemaking Director (closed session)

The Management Board *appointed* by the required majority Mr Jules Kneepkens as Rulemaking Director.



4. Terms of office of the other Directors (closed session)

The MB *decided* to renew the term of office of Dr N Lohl as the Certification Director. The MB noted the proposal of the ED concerning the A Director, and a possible restructuring of the Agency.

5. Information on the election procedure of the MB Chairman (closed session)

The Chairman clarified the situation regarding the terms of the Chairman and the Deputy Chairman. Since the terms of the current MB Chairman and the MB Deputy Chairman will end before the December meeting of the Management Board the Chairman proposed the members of the Management Board to submit to the Executive Director by 11 July 2008 candidates for Management Board Chairman and vice Chairman, to be elected at the September meeting. The Chairman noted that this is an indicative deadline which does not preclude nominations after that date.

6. Appointment of the Accounting Officer

Based on the proposal of the Executive Director, the Management Board decided to *appoint* Mr V Contineanu as the Agency's interim Accounting Officer.

7. Adoption of the minutes of previous meetings

The minutes of the last meeting were adopted without changes. It was proposed that the future minutes should include an action list where relevant actions decided at the meetings can be listed. This proposal was accepted by the Executive Director. *Note: an action list is included in the last in these minutes.*

8. Report of the Executive Director

The Executive Director reported briefly on the main events since the last meeting.

He noted that there is a trend towards lower amounts of certificates issued which is not normal for the reporting period. If the trend continues the result will be fewer issued certificated for 2008 in total. This will negatively affect the financial resources of the Agency. However, as it is still too early to draw any conclusions, the Agency will keep monitoring this issue.

The Executive Director reported that the internal audit of the Agency has performed an internal audit of the TC process and that the Certification Directorate is presently implementing the recommendations. As a response to the EAB delegate who asked if it would be possible to be informed of the main points from this audit, the Executive Director explained that the main recommendations focussed on improvement of staff training and recruitment. Except for some recommendations in the administrative field, there were no other main concerns identified.



As regards organisation approvals and standardisation the Executive Director reported that the figures were in line with the predictions and the work programme. The French delegate commented that the results from standardisation should be disseminated among the NAAs to assist them in applying the legal framework. The Executive Director replied that this can be best handled by dissemination of best practices and of course through the participation of national experts in the standardisation teams. He further noted that standardisation is generally supposed to assist the NAAs in their own implementation and that the teams both can and should actively disseminate best practices. The Chairman commented by recognising the importance and positive effects of the Agency's standardisation work.

Regarding resources the Executive Director noted that the revenue collection has improved and that the invoicing levels are higher than before. On the expenditure side the commitments levels are acceptable while the payment level is low. He mentioned that one reason for the low level was that the NAAs rate of invoicing the Agency for their work performed under the service contracts are low and that the Agency intends to contact the relevant NAAs on this issue. As regards staffing, he estimated that the target 452 temporary agents for 2008 can be achieved even if it will not be without some difficulties.

The ICAO audit on the Agency which was held in April went very well and the Executive Director was pleased that the Member States can now take the results into account for their own ICAO audits. After the UK delegate asked if the results of the audit could be shared with the NAAs the Executive Director reported that the most recent information was already released and that subsequent information will be disseminated as well.

The Rulemaking activities related to the expansion of the Agency's scope were highlighted and the Executive Director informed about the NPA FCL which was published 5 June with the other related NPAs to follow with slight delay. Some members of the Board asked if it was possible to delay the comment period so as to have a possibility for the stakeholders to have all relevant NPAs open for comments at the same time, or possibly for all closing dates to coincide. The Executive Director answered that any delays would impact negatively on the transition period available for the industry. The Swiss Delegate proposed that the situation could perhaps be helped if the Agency would provide an overall time plan which would show all important dates for the process. The EAB delegate commented that, while the importance of sufficient transitional period was very important, a certain overlap of the NPAs had been agreed in previous discussions so that all NPAs would simultaneously be open for comments at least for a limited time. The Executive Director informed that this was the intention of the Agency to issue an overall time plan for its deliverables related to the extension to OPS, FCL and third country aircraft; this however will not cover the final issuing of the Commission Regulations, which is fully for the Commission itself to organise. The Chairman rounded up this discussion by proposing the Agency to include the Commission in the discussions when drafting a time plan for the work ahead which would be based on the optimum balance between the time taken for commenting on the NPAs and the time given for implementation.



Regarding the implementation rate of the rulemaking programme, the Executive Director clarified that it was too early to assess the number of deliverables but mentioned that the work load was more or less in line with the plan (approx. 32%) which should be quite reasonable.

The Executive Director also highlighted the NPA 2008-15 on Essential Requirements for Civil Aviation Environmental Protection which was launched 30 May. The French and UK delegates noted the wide scope of the NPA and the UK delegate further proposed that the Management Board should be given the opportunity to discuss it as a strategic matter. The Executive Director commented that the NPA should have come as no surprise to the Management Board since environmental issues have been previously discussed by the Board. He remarked that the Management Board both can and should have discussions on this issue also in the future and proposed to include this in the discussion on the Article 51 study. The Chairman agreed that the environmental role of the Agency was a very fundamental issue for the Management Board discuss at a coming meeting.

9. Activity report 2007

When introducing this point the Chairman noted that the Agency's draft activity report has to be published very soon and that it already had been circulated for comments and that some NAAs have commented. The Executive Director clarified that the Agency has received comments from the Commission, UK and Switzerland and that the comments have been incorporated in the final text. The Commission clarified that it had commented on the structure and content. While being generally ok with the content it reiterated that the performance of EASA in Rulemaking is very low and that future planning has to be more realistic. It noted that also for continuing airworthiness activities the performance rate of implementation of the planned work shall be improved by the Agency. Finally the Commission reiterated its opinion that the Agency must be able to outsource certification activities also to qualified entities. After these clarifying comments, the Chairman asked the Management Board if they had any other comments on the document. In the absence of additional comments the Chairman noted that the Management Board *approved* the report acceptable subject to incorporation of the comments already made.

10. MB opinion on the 2007 accounts

The working paper WP05a Explanatory note on the Financial statements 2007 explains in detail the procedure to be followed in order to close the accounts. The Chairman noted that the formal observation from the Court of Auditors has to arrive before the Management Board can officially give its opinion. Since this observation has not arrived yet, a written procedure has to be initiated. As to the time frame available the Administrative Director clarified that the Executive Director has to approve the final accounts before 1 July. This means that the Management Board have to explicitly agree in a written procedure in advance of that date.

With the situation clarified the Management Board *decided* to use a written procedure to give its opinion on the 2007 accounts. The Chairman noted that the procedure will be launched after the formal observation from the Court of Auditors has arrived to the



Agency and the deadline for the procedure shall in any case make it possible for the Executive Director to approve before 1 July. He also noted that all Management Board members have to explicitly show their agreement in writing.

11. Staff Policy Plan 2009-2011

The Executive Director only made brief remarks on the plan since it had been discussed at previous occasions. He mentioned that slight changes had to be made to take into account the written comments from the Commission as shown in WP06b.

The Chairman noted the budget reduction imposed by the Commission which results in 12 posts less than planned.

The Belgium delegate noted that downgrading of certain posts are foreseen by the plan and asked, mindful of the consequences on the work performed by the Agency, if this was mandatory measure for the Agency. The Executive Director commented that that it is a binding horizontal measure for all agencies not to have more than 20% of the new recruits of high grades (AD 9-12) over a rolling period of 5 years. He confirmed that there are certainly risks for the Agency associated with such limits and that the Agency has already made the Commission aware of this. The Chairman voiced strong concerns about the 20% limit especially since it is necessary to recruit senior level staff in the new areas of the Agency's responsibilities. Such negative could also be in conflict with the report of the High Level Group which espoused that the Agency should have no new responsibilities unless proper resources were made available for the work. In sum the Chairman noted this discussion as a Management Board concern to the Commission.

The Dutch delegate supported the remarks made by the Chairman and commented on the statement by the Commission on page 2 of its letter that the increases in staff linked to the extension of the Agency's tasks to ATM/ANS will not be shown as concrete posts in the plan. He asked if this could mean that the Agency cannot start work in these areas since there is no staff available. The Executive Director answered that this was a correct observation and that in principal the Agency cannot engage in regulatory work until it has the resources. However, as an intermediate solution, the Agency has a small group which is engaged in this area.

After these discussion points, which the Chairman wanted to have clearly reflected in the minutes of the meeting, the Management Board *approved* the Staff Policy Plan as proposed.

12. Adoption of the amending budget 2008

The Executive Director, who is also the Co-Chairman of the Budget Committee, introduced the subject and informed the Board that the amending budget 2008 was the most essential document discussed in the Budget Committee meeting. He clarified that it was understood already when adopting the regular budget for 2008 that the budget had to be amended by mid 2008, and that additional circumstances have to be taken into consideration for the amendment, as reflected in the explanatory note WP07b.



The Danish delegate, who is the other Co-Chairman of the Budget Committee, presented his view of the matter by referring to the manner in which the budget is constructed. Reflecting on the applicable financial regulation he suggested that the rules should perhaps be amended so that normal depreciation principles can be used for investments such as the ERP and revenue received for work not yet performed could be shown in the balance instead of as income. Furthermore it would be valuable for the Budget Committee to have an idea of the budget for the coming years and not only one year at the time which is the case at present. After these general remarks he gave his support for the amending budget and confirmed that the 20% cap on higher grades for newly recruited staff had been identified to the Commission as a problem at the Budget Committee meeting in Brussels.

That Chairman thanked the Budget Committee for its work done and hoped the Commission had noted the concerns of the Committee as presented at the meeting in Brussels and at today's meeting.

The Management Board accepted the report from the Budget Committee and *approved* the amending budget for 2008.

13. Work programme 2009 – detailed version

The Executive Director presented the detailed version of the work programme 2009 for information and will ask for formal decision at the Management Board Meeting in September. The draft document will be sent to the European Commission and consequently, after final approval by the Management Board in September, submitted to the European Parliament. He clarified that slight changes and corrections have been made in the document to avoid misleading language. He also signified better future transparency regarding the description of workload of certain activities, especially on standardisation once the implementation of the new competences will have come into effect.

The Commission requested alignment of the document to the future reduction of the Community contribution to the Agency, especially reflecting its reduction of staff by 12 persons from 518 to 506. While respecting this comment the Executive Director expressed his preference to reflect this situation only at a very last minute in December 2008, once the European Parliament will have submitted its ultimate amount for subsidies to the Agency. The Chairman summarised that the MB wants to keep the possibility that changes in this regard may be necessary later on.

The French delegate noted the text in the plan concerning charging for publications and requested the Agency to promote dissemination of information of its Rulemaking activities through its website, and that all information must be free of charge. The Executive Director endorsed that all safety related rules must be made available free of charge. At the same time he asked for some understanding for special cases where the Agency has to charge. This is the case for specific requests for submission of more comprehensive material.



Upon a specific question raised by the UK delegate, the Executive Director informed that the issue of qualified entities is being reviewed in the light of the provision in the new Basic Regulation.

The Swiss delegate welcomed that the Agency will initiate its work with JAA non-EASA countries to develop working arrangements in replacement of the JAA arrangements, stressed the importance of this activity and encourages the Agency to try to conclude these Working Arrangements also with 3rd countries.

With regard to the Agency's training policy for future Bilateral Aviation Safety Agreements as well as for Working Arrangements, the Dutch delegate asked if this should be reconsidered according to the 2005 Management Board policy on training. The Executive Director and the Director for Approvals and Standardisation confirmed that the adopted policy is still applicable and explained that commitment with the FAA and TCCA had been taken during the negotiations to ensure timely awareness of any changes on either side. The Chairman recommended the Agency to go over the document so as to avoid any uncertainty on this matter.

The Austrian delegate brought the issue of pool of experts into the discussion and asked how the Agency will make use of this tool when certification tasks will be carried out through NAA experts? The Certification Director informed that ENACT is currently discussing the working principles and the modalities of the establishment of this pool of experts, especially how these experts can be exchanged. The Chairman agreed to the comments made by the Certification Director.

After the discussion the Chairman noted the endorsement by the Management Board of the draft work programme and that it could be sent to the Commission. The Board will take its formal decision on the 2009 Work Programme in its September meeting.

14. Revised Business Plan (presentation)

The Deputy Director for Plans and Programmes Department Mr L Vanheel introduced himself to the Management Board and clarified that the Agency will present the revised Business Plan to the September Management Board meeting. The Chairman welcomed this and encouraged the Agency to circulate the draft revised Business Plan as early as possible before the September meeting to allow for sufficient time for the Board members to read and comment the document.

15. Amendment of the Fees and Charges regulation

The amendment of the Regulation (EC) 593/2007 (Fees and Charges Regulation) was presented by the Agency for approval of the Management Board. The Executive Director briefly explained the background of the amendment which largely had to do with the concerns from the US industry that the difference between normal certification and validation is not recognised by the present Regulation. He confirmed that a restatement has been added to clarify this situation. At the same time he noted the conditions that must be fulfilled to trigger any different treatment: an applicable bilateral agreement, proof that the work has been performed correctly, and factual



evidence of difference in work load. When ending his statement the Executive Director clarified that the substantive text will not be amended at this stage since the Agency does not have available financial data at this point to support any difference in fees and that the intention is that this will be clarified by 2010 using data from the ERP.

During the discussion, the Commission referred largely to their explanatory note (WP09a) where the process to amend the Regulation is clarified and informed the Management Board that they did not foresee any material amendments to the text in the comitology process. The Chairman noted the minor amendments to the Regulation at this stage. The EAB delegate confirmed that the amendment introduced important elements for them. He also commended the Agency for the process where the EAB really felt involved in a dialogue and not only as a consulted party. Finally the EAB delegate requested that the minutes of the meeting shall clearly show that the EAB's view has been taken into account and that they are satisfied with the draft amendment of the Regulation. The Commission clarified that the final draft amendment will take any drafting comments into account and welcomed the declaration of the EAB that it today accepted the Draft as proposed.

The Management Board had no further comments to make at this stage and thus *endorsed* the draft amendment as presented.

16. The IAS audit plan

The Executive Director presented the Internal Audit Service (IAS) audit plan for the Agency for the period 2009-2010 and commented that this was the first time such a plan has been proposed to the Agency. The focus and time plan of the IAS audits will be as presented in WP10 and the Agency has no problems to accept the plan. The Chairman commented that the Management took note of the audit plan and of the comments made by the Executive Director.

17. ENaCT

The ENaCT report (WP11) presented to the Management Board reflects a summary of the discussions in the ENaCT at its May meeting. The Chairman, who is also the Co-chairman of ENaCT, commented briefly on the links between the ENaCT work and the Article 51 study and especially the importance of maintaining sufficient resources within the EU certification system and noted that this issue must be handled carefully also in the future. He highlighted the following other issues in the report: age profile of staff, training, use of Qualified Entities, the Agency's outsourcing policy, and local presence. The Chairman also commented on the positive process of negotiating the new service contracts with the NAAs which will provide a stable framework for outsourcing to the NAAs for the next five years. Finally he proposed to the Management Board to approve the report. The Austrian delegate praised the ENaCT on its great job and commented that the Pool of Experts and future transfer of tasks to the Member States should be reflected in the Work Plan and the Business Plan also after 2012. The Chairman noted that he expects this to be reflected in the mentioned plans at a later stage. As there were no other comments from the Board the Chairman concluded that the Management Board *noted* the report as presented.



18. Article 51 evaluation

The Chairman of the Steering Committee Mr J. Kneepkens introduced the document explaining that the group has analysed the findings made by the consultant. In general, several findings have positive impact on the Agency.

For discussion at the Management Board these findings had been regrouped and combined into certain categories each followed by recommendations. The Chairman will present at the September Management Board a final document for decision, based on comments from the members of the Management Board. This document will include a timetable for the implementation of the final recommendations. Following to the procedure, the Management Board will send it to the European Commission, which will forward it with its own opinion to the European Parliament and the Council.

The Executive Director endorsed the statement by Mr J. Kneepkens and stated that the recommendations to be drawn for the Agency are going into the right direction.

The Management Board *endorsed* all recommendations in the document and had particular interest discussing the issues of

- annex II aircraft,
- the interface between the industry, NAAs and the Agency,
- cost efficiency and working practice – qualified entities,
- maintaining the high level of civil aviation safety in Europe,
- relations with the Commission,
- the clarity of rules and specifications – translation,
- the administrative process.

The German delegate requested reopening the discussion of the inclusion of Annex II aircraft in a future extension of the Agency's remit, as this is reflected in the study of the consultant. The Rulemaking Director clarified that it was envisaged to conduct a study to look into this matter for the long term as this is referred to in one of the whereas of the new Basic Regulation. However, for the time being, the scope of Annex II has not been significantly modified by that regulation and the Commission does not seem to have the intention to propose changes to that annex in its next legislative proposal.

With regard to the interface between the industry, NAAs and the Agency it was explained that the idea of a "point of entry" should create easier access to the Agency for smaller industry players, and better communication between the Agency and those NAAs whose staff is not used to frequent contacts with the Agency. The implementation of the "point of entry" should be effective as soon as possible, preferably before 2009. Italy requested ENaCT being part of the implementation phase. The Swiss delegate pointed out that the Agency's internal as well as external communication could be improved, but not only by using the Agency's website. In this



respect the report of the High Level Group could be taken as reference. The Swiss delegate considered it necessary to further discuss the differences for big/small industry and commercial/non-commercial operations also in its relation with 3rd countries. For better understanding of the different competencies between the Agency and the NAAs, the Chairmen concluded that an overview on the different responsibilities can be provided.

The UK delegate acknowledged that the recommendation for more workshops is useful but not sufficient. The recommendation should make it clear that this covered more "road shows" and travelling to Member States to discuss with smaller industry in addition to Cologne-based workshops.

It was recommended to regroup the recommendations for shorter and easier reading; however, it should be possible to read them as stand alone paragraphs.

Regarding cost efficiency and working practice - qualified entities – the EAB delegate supports this recommendation as it should better help smaller businesses. The Italian delegate voiced concerns that competition between NAAs and qualified entities might come up as an issue if the criteria for qualified entities are not carefully defined.

For the recommendation of maintaining the high level of civil aviation safety in Europe Italy requested to assess the level of safety to be combined with the rulemaking process, recalling the discussion reflected in the High Level Group report.

Regarding the proposal establishing a High Level coordination structure to improve the relationship between the Agency and the Commission it was clarified that this group should encompass the Executive Director, the Directors and corresponding levels at the Commission's side.

For the recommendation regarding the clarity of rules and specifications – translation the Rulemaking Director explained that the Agency is aware of that issue and has initiated work to examine how this could be corrected. However, it is a complex issue as it has to follow the principle of equal treatment. If the Agency started translating into another language than English it would have to apply the same for all other languages; this would apply to all intermediate rulemaking deliverables (NPA and CRD taking into account that such documents can sometimes have 500 – 1000 pages) and have therefore tremendous financial and timing implications.

The Chairman concluded that the Management Board members are invited to submit further comments in writing by Friday 27 June 2008 upon further notice of the email address of the competent contact person (Ingrid.Seyrlehner@easa.europa.eu). Based upon these comments the Steering Committee will draft a final document for adoption by the Management Board in the September meeting, and which reflects the comments made today and any comments received in writing, restructures the document for the ease of reading, includes an executive summary, and which contains timetables for the implementation of the individual recommendations. After the adoption of the Management Board in September it will then be sent to the Commission for further processing according to the regulation.



19. AOB

The EAB inquired if there will be reimbursement available for members of rulemaking groups from the industry. This was previously discussed by the Management Board but he could see no progress so far. The Executive Director explained that the Agency had been asked to give more details on this issue but fails to see what more details it can give. It is clear that any additional reimbursement of experts will be expensive for the Agency and that equality between participating experts from NAAs and the industry can also be achieved by removing the reimbursement of NAA experts. He also commented that it may be possible to reimburse small industry for travel costs to facilitate their participation in the rulemaking groups. The Chairman concluded this discussion by proposing that this item should be discussed in more detail at the next Management Board meeting.

The Romanian delegate raised an issue concerning the Romanian translation of certain parts of the EU OPS and asked for assistance to solve their dilemma. The Chairman explained that this was an issue for the Rumanian delegation to discuss directly with the Commission. The Commission replied that the issue is a legal one and that it is aware of the problem and working towards finding a solution.

Finally the Chairman thanked everyone for a good meeting and closed the meeting.



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as adopted at MB 03/2008
17 September 2008

List of attendance

	MEMBER	ALTERNATE	EXPERT
AUSTRIA	Karl Prachner		Walter Gessky
BELGIUM	Jules A. J. Kneepkens	Benoit Van Noten	-
BULGARIA	Zahari Alexiev	Eleonora Dobрева	-
CYPRUS	Leonidas Leonidou		-
CZECH REPUBLIC		Vítězslav Hezký	Viktor Nath
DENMARK	Kurt Lykstoft Larsen	Per Veinberg	
ESTONIA		-	-
FINLAND	Kim Salonen	Yrjo Makela	-
FRANCE	Paul Schwach	Maxime Coffin	
GERMANY		Josef Schiller	
GREECE		Evangelos Vassilakos	D. Catounis A. Marini
HUNGARY			
ICELAND*		Elinar Orn Henninsson	
IRELAND	Ethna Brogan		Brian Skehan
ITALY	Salvatore Sciacchitano	Giuseppe Carrabba	Carmine Cifaldi
LATVIA	Maris GORODCOVS		
LIECHTENSTEIN*			-
LITHUANIA			
LUXEMBOURG			Frank Kraus
MALTA	Anthony Gatt		
Netherlands	Pieter Mulder	Jan dirk Steenbergen	
NORWAY*		Øyvind EK	Karl Koefoed
POLAND		Zbigniew Maczka	Dariusz Gluszkiewicz
PORTUGAL		Anacleto Santos	
ROMANIA			Irina Iliescu
SLOVAK REPUBLIC		Martin Nemecek	-
SLOVENIA		Jozef Slana	-
SPAIN	D. Luis Rodriguez Gil	José M. Ramírez Ciriza	-
SWEDEN	Jacob Gramenius		Magnus Molitor
SWITZERLAND*	Raymond Cron	-	-
UNITED KINGDOM	Michael Smethers	Natasha Coates	Pat Ricketts
EUROPEAN COMMISSION	Zoltan Kazatsay		Alessandra Zampieri
ECA A	Croatia	Ante Juric	

* Members without voting rights



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OBSERVER STATES	Albania	
	Bosnia and Herzegovina	
	Former Yugoslav Republic of Macedonia	
	Serbia	Milan Mokovic Goron Crljen
	Montenegro	
	United Nations Mission in Kosovo	
EASA ADVISORY BOARD OBSERVERS	Mark Wilson Claude Schmitt Michael Sanders	

Action list

Action number	Description action	Action holder	Deadline
# 01/MB 0208	Members to propose candidates for the Chairman and vice-Chairman	All MB	11 July 2008
# 02/MB 0208	Launch written procedure for the adoption of the final opinion of MB on the 2007 accounts	MB secretariat	Following opinion Court of Auditors
# 03/MB 0208	Members to submit comments on the report of the Art. 51 Steering Committee	All MB	27 June 2008
# 04/MB 0208	Art. 51-Steering Committee to produce final document for adoption at the next MB, which includes the MB comments	Chairman Steering Committee Art 51	16 August 2008