

# Management Board Decision

**DECISION N° 12-2015**

**of 02 June 2015**

## **ADOPTING THE TERMS OF REFERENCE OF THE PROGRAMMING AND RESOURCES ADVISORY GROUP (PAR AG)**

### **1 Background**

The EASA Management Board agreed in December 2014 to reinforce the role of the FABS Advisory Group, as follow-up to the article 62 evaluation committee report, and to review its Terms of Reference accordingly. This document answers that request. The Programming and Resources Advisory Group (PAR AG) replaces the Finance and Business Services Advisory Group (FABS) and these ToRs repeal the ToRs adopted by the MB in 2013.

### **2 Objective**

The objective of the PAR AG is to advise the Management Board on issues related to resources. The PAR AG delivers an opinion at least on:

- The Draft Budget and Budget of the Agency, as well as amending budgets
- The Annual Accounts
- Implementing rules and measures related to staff or financial issues
- The annual audit plan and progresses in implementing action plans in respect of audits findings

The PAR AG comments and discusses also the following documents, closely linked to the Agency's resources management:

- Multi-Annual programming document
- Draft Work Programme and Work Programme
- Annual Activity Report
- Discharge and follow-up

### **3 Deliverables**

The recommendations of the PAR AG will be formalised in reports from the Chair of the PAR AG, distributed to the MB members as working papers and presented by the chair of the PAR AG to the Management Board.

#### 4 Membership

Each member of the MB and the EASA Advisory Board (EAB) as mentioned in article 33 (4) of Regulation (EC) No 216/2008 is entitled to nominate one expert and an alternate, preferably with experience in finance, Human Resources management and/or business planning as member of the PAR AG. The EAB can participate to the PAR AG meetings, unless the chairpersons decide to meet fully or partly in closed sessions. The Agency's and the Commission's staff can take part in meetings as experts.

The Management Board will appoint one of its full members as chair of the PAR AG. A Director of the Agency shall be appointed Deputy Chair. The Secretariat shall be provided by the Agency.

#### 5 Meetings

The PAR AG will meet a minimum of three times per year, to prepare the two MB meetings at which the items in point 2 above will be discussed. Additional meetings can be called by the Chair. Meetings can take place physically or per video-conference.

The relevant working papers will be distributed to the PAR AG members one week prior to the meeting and made available to all MB members. All MB members are entitled to comment on PAR AG documents via its secretariat.

Done in Brussels, 2 June 2015

[Signed]

Pekka Henttu  
Chair of the Management Board