

EASA MANAGEMENT BOARD

25 February 2003

Draft Minutes of the 6th meeting of the EASA Management Board

0. LIST OF PARTICIPANTS

The attending members or alternates were the following:

Austria:	Mr. Karl Prachner
Belgium:	Mr. Erik Van Nuffel
Denmark:	Mr. Henning Christensen
Finland:	Mr. Kim Salonen
France:	Mr. Michel Wachenheim
Germany:	Mr. Thilo Schmidt
Greece:	Mr. Nicholas Kavadas
Ireland:	Mr. Robin McKay
Italy:	Mr. Salvatore Sciacchitano (all but part of point 3) MrAlessandro Cardi (part of point3)
Luxembourg:	Mr. Henri Klein
Netherlands:	Mr. Jules Kneepkens
Portugal:	Mr. José E. da Costa Queiroz
Spain:	Mr. Luis Rodriguez Gil (except for last part of point 3- power given to M. Wachenheim)
Sweden:	Mr. Arne Axelsson
United Kingdom:	Mr. Michael Smethers
European Commission:	Mr. Michel Ayrat

The list of all participants is attached.

1. AGENDA

The Management Board adopted unanimously the following agenda, agreeing also to proceed according to an order allowing points open to observers to be dealt with first (1, 2, 5, 8, 11 and 6):

Administrative part (for decision):

- 1) Adoption of the agenda [WP 1]
- 2) Adoption of the minutes of 5th meeting of the Management Board [WP 2]
- 3) Appointment of the Executive Director
- 4) Staffing policy: Employment conditions [WP 3]
- 5) Continuation of work on the structure of the Agency [WP 4]
- 6) Confirmation of next meeting

For discussion:

- 7) Invitation of third countries [EASA MB/4/02 WP 6]
- 8) State of play of work on the rule-making process
- 9) 2004 Budget and establishment plan [doc dated 18.02.2003]
- 10) EASA financial Regulation [WP 5]
- 11) A.O.B. (Expenses incurred by the members of the Board)

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the 5th meeting of the Board have been adopted with the following modifications:

- Item 3 is replaced with:

“The Management Board took note of the fact that the Commission was not yet in a position to make its proposal. Most of its Members referred to their previous calls for a list a candidates and justifications which would allow them to really have a choice. They acknowledged the need to act quickly, since many decisions could not be made without the opinion of the Executive Director; further delays could compromise the establishment of the Agency by the date set in the regulation.”

- The third indent of item 4 is rewritten as follows:

“A Regulation Directorate, a Certification Directorate and a Quality and Standardisation Directorate, which correspond to EASA main tasks, the latter to ensure that standards are consistently maintained across the whole EASA system, both within and outside the Agency.”

- In the first sentence of the last but one paragraph of page 3, “would” is replaced with “*should*”.

The final text will be published.

3. APPOINTMENT OF THE EXECUTIVE DIRECTOR

After a lengthy discussion the Board concluded on a secret ballot that it was unable to appoint an Executive director in this meeting.

4. STAFFING POLICY - EMPLOYMENT CONDITIONS

The decision on employment conditions of the Agency’s staff has been adopted. It foresees the recruitment of temporary personnel, with contracts of either limited or indefinite duration, according to the nature of the post and the profile of the candidate.

5. STRUCTURE OF THE AGENCY

The Board continued its examination of this item, on the basis of a working document prepared by the Secretariat with the view to provide for alternative options to the organisational charts proposed by the consultant, taking into account the comments made and drawbacks identified during the previous meeting.

The Board considered that it might be unwise to be too specific in designing low layers of organisation before the interested parties have expressed their views and the Executive Director has had a chance to take position; it may even be questionable whether the Board decision on the structure should go at such a level of details, which could be considered a managerial responsibility of the Executive Director. It agreed therefore to limit its deliberations to the two first layers of the structure; the discussions allowed identifying preferred options. It was then agreed to ask the Secretariat to draft an organigramme reflecting these preferences and to seek the opinion of the ABIP on that basis.

6. CONFIRMATION OF NEXT MEETING

The Management Board will meet on 18 March in Brussels.

7. INVITATION OF THIRD COUNTRIES

The Management Board examined the discussion paper, presented by one of its members, on the need to maintain close contacts with all European states, in

particular those already members of the JAA, and to provide them with the necessary information on the setting up of the Agency. In order to satisfy the above mentioned need, the Board agreed to organise, from time to time, special meetings with these states.

The Management Board was also informed on the state of work in the ECAC/JAA/Commission task force on the transition from JAA to EASA and on the need to enter into discussions with the JAA about future co-operation, to avoid duplication of work and waste of resources. The board agreed to come back to this point during a next meeting, on the basis of a working document.

8. RULE –MAKING PROCESS – STATE OF PLAY

The Secretariat reported on the establishment of the Advisory Body of Interested Parties (ABIP) and distributed the list of its members, as known at the time. The ABIP has started examining the subject on the basis on the document sent by the Secretariat in November last; it expects to deliver its opinion by mid-March.

In parallel the Secretariat has taken initiative, with the help of JAA colleagues, to prepare for a draft decision which could be available by the same time and could be used as a basis for further work.

9. 2004 BUDGET AND ESTABLISHMENT PLAN

The Management Board had been provided with a draft of estimates for 2004, including a provisional establishment plan (PDB), which it has to adopt before 31 March, as specified in article 48 of the EASA Regulation. Before its formal adoption, programmed for the next meeting, this preliminary draft will be discussed by the ad-hoc budgetary group on 4 March.

In view of time constraints and taking into account that external consultation on such PDB is not formally required by the Regulation, it agreed not to seek the opinion of the ABIP at this preliminary stage; that shall be done in due time before the adoption of the final 2004 budget and work programme

10. EASA FINANCIAL REGULATION

The Management Board should adopt the Agency's Financial Regulation as soon as possible to allow the execution of the budget and the hiring of staff. With the view to do so on the basis of the framework Regulation adopted by the Commission, the Management Board discussed options prepared by the Secretariat for some redrafting of three articles. While agreeing with the overall concept proposed, it

thought necessary to further examine options for setting up the specialised panel provided for by Article 47.4 of the framework Regulation.

11. A.O.B.

- Expenses incurred by the Members of the Board: This question would be re-examined when the Agency would have its own administrative staff.
- The Vice-President of the Commission in charge with Transport, wishes to inaugurate the two new transport Agencies (aviation and maritime), taking the opportunity of a Transport Council meeting to invite her colleagues Ministers. Because of an important ICAO meeting, planned by late March, she envisages to do so in parallel of the June Council.

Members of the Management Board of the EASA
List of participants, 6th meeting, 25.02.03

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