

European Aviation Safety Agency

DECISION OF THE MANAGEMENT BOARD ON THE TERMS OF REFERENCE OF ITS BUDGET COMMITTEE

THE MANAGEMENT BOARD OF THE EUROPEAN AVIATION SAFETY AGENCY,

Having regard to Regulation (EC) No 1592/2002 of 15 July 2002 of the European Parliament and of the Council on common rules in the field of civil aviation and establishing a European Aviation Safety Agency¹, hereinafter "the Basic Regulation", and in particular to Articles 48, 49 and 50 thereof,

Whereas:

- (1) According to Article 48 (5) the Management Board adopts the estimates of the budget every year before the 31 March
- (2) According to Article 49 (2) the control of commitments and payment of all expenditure and control of the existence and recovery of all revenue of the Agency shall be carried out by the financial controller of the Commission,
- (3) The Internal Audit Service of the Commission advised the Board to set up a Budget Committee.
- (4) A Budget Committee was set up in "MB Decision 03-2007 establishing a budget committee"

HAS ADOPTED THE TERMS OF REFERENCE OF ITS BUDGET COMMITTEE AS FOLLOWS

1. At its meeting on 28 March 2007, the EASA Management Board (MB) has decided to create a Budget Committee (hereafter: "Committee"), following a recommendation from the Internal Audit Service (IAS).

2. The IAS recommended the creation of this Committee, in order to have the MB advised by experts on budget issues, so that the MB can take full and informed responsibilities of its decisions.

3. The Committee is expected to present its draft terms of reference at the MB meeting of 13 June 2007. The MB has requested to use the ENACT working group as a model.

¹ OJ L 240, 7.9.2002, p. 1.

Objective

4. The overall objective of the Committee is to advise the Management Board on all issues related to the drafting and to the implementation of the budget within the Agency. The Committee also advise the Management Board on the compliance of the proposed budget procedure.

5. To that end the Committee delivers an opinion on the PDB and on the (implementation of the) budget. Furthermore, at least one delegate, who will be chosen by and among the members of the Committee, shall attend the Agency's budget drafting group.

6. The Committee does not replace the existing drafting group organised by the Agency.

Composition

7. The Committee shall be composed of two chairpersons, one of whom is MB full member and the other the Executive Director and maximum six additional members, whereby one member represents the Commission.

8. Each MB-member is entitled to propose one expert as candidate-member for the committee. The members of the Committee must have proven experience of budgeting.

9. The MB appoints the chairpersons. The other members are invited by the chairpersons, based on a proposal from the chairpersons.

10. The Agency's staff takes part in the Committee as experts-secretariat.

11. The Committee can be dissolved by the Management Board.

Tasks, functions and working methods

12. The Committee has a consultative function. It issues its opinion to the Management Board on the preliminary draft budget, the Budget and the implementation of the Budget. The opinions of the Committee are not superseding or replacing the opinions of the Management Board.

13. The opinions of the Committee are not binding to the Board, or to the Agency

14. The opinions of the Committee shall address: (a) Respect of the calendar set down by the Basic Regulation, the Financial Regulation

etcetera. (b) Respect of budgetary principles, and, (c) Adequacy of the budget proposal to the Agency's missions, objectives and work-programme.

15. The Committee does not intervene in the general management of the Agency.

16. The Committee shall adopt its working methods by simple majority vote.

17. The Committee shall adopt an opinion by consensus. If so requested, a member may have his/her dissenting opinion reflected.

18. The Members of the Committee are not entitled to any reimbursement of costs.

Meetings

20. The Budget Committee shall meet at least three times, namely prior to the adoption of the Preliminary Draft Budget , prior to the adoption of the budget, and beginning of September of each year to review the implementation of the budget during the first half of the year.

COLOGNE, 3 JUNE 2007

**THE CHAIRMAN
THILO SCHMIDT**
