

Update of the Management Board Rolling Plan

41st Meeting of the Management Board 17-18 March 2016

Item	13.4
Action	For information
Status	Final - Public

Key messages

- The Management Board is invited to take note of the Rolling Plan update 2016 which takes into account the new planning cycle of the ECHA Financial Regulation.
- The meeting dates currently foreseen for 2017 are:

23-24 **March** (Thu-Fri)
21-22 **June** (Wed-Thu)
28-29 **September** (Thu-Fri)
14-15 **December** (Thu-Fri)

Background

The Rolling Plan is updated every year and gives an indicative outlook of the Management Board's programme of work for the coming years. The meeting dates for the subsequent year are proposed with each Rolling Plan update.

Rationale

The Rolling Plan focuses on statutory obligations of the Management Board. The topics listed are indicative. Certain standard agenda items are not listed. For example, at each meeting, a quarterly report is presented which covers ECHA's activities under all regulations, the work programme implementation and the indicator results.

Ex-ante and ex-post evaluations are either included in the quarterly report, the annual work programmes or scheduled as needed on the agenda. Decisions are, as needed, prepared by Working Groups before the meetings. Urgent business can be decided by written procedures.

Attachment:

- Annex: Updated MB Rolling Plan 2016

For questions: mb-secretariat@echa.europa.eu

2016**MBWG AUDIT JUNE MEETING (BACK-TO-BACK)****MB WORKSHOP 2020 (BACK-TO-BACK) Review and analysis of strategic priorities / objectives & discussion on vision****MB42 - June 2016**

	1 st Budget Amendment incl. Amendment to the 2016 Establishment Plan	ADOPT
	Opinion of the final accounts year n-1	ADOPT
	[IUCLID as a service and update on the decision on administrative charges under the REACH Fee Regulation]	[ADOPT]
	Report from the working group on audit matters (includes IAS/IAC annual reports)	INFORM
	Scope of the SME verification process	ENDORSE
	Selection procedure for the new Executive Director	ENDORSE
	Board of Appeal	INFORM/ADOPT

	<ul style="list-style-type: none"> - Annual reports from the Chairman - Annual report from the MBWG BoA - Administrative arrangements BoA - Confirmation of functions LQM 	
	Appointment of Committee members	ADOPT
	Appointment of a member of CoiAC	ADOPT
	Report from the Working Group on the Transfer of Fees to Member States	INFORM
	INFORMATION POINTS <ul style="list-style-type: none"> - Appraisals BoA & ED - Discharge recommendations 	INFORM

CONSULTATION PROGRAMMING DOCUMENT N+1-3

2016

MBWG P&R SEPTEMBER MEETING

MB43 - September 2016

	Selection of a Chair and a Deputy Chair	ADOPT
	Final programming document year n+1-n+3	ADOPT
	Multi-annual IT planning	INFORM
	Preparedness for 2018 registration deadline	INFORM
	Review Decision on the remuneration of experts and co-opted members	INFORM
	Report on the implementation of the Compliance Check Strategy	INFORM
	Annual recap of corporate ethical duties	INFORM
	Updates from MB working groups and composition (audit WG mandates)	ADOPT

MBWG P&R NOVEMBER MEETING

MBWG AUDIT DECEMBER MEETING (VCON/ BACK-TO-BACK)

QUALITY STEERING COMMITTEE MEETING

MB44 - December 2016

	Budget y n+1 and update of work programme annexes	ADOPT
	Draft programming document year n+2- n+4	ADOPT
	Draft ECHA Strategy 2020 – Vision	ENDORSE
	Appointment of Committee members	ADOPT
	Update of the ECHA Anti-fraud Strategy	ADOPT
	Review of the ECHA Transparency approach [TBC]	ADOPT
	Report from the Quality Steering Committee	INFORM
	Report from the Working Group on audit matters	INFORM

2017**MBWG P&R MEETING****MB45 - March 2017**

	General Report year n-1	ADOPT
	Analysis and Assessment of the Consolidated Annual activity Report year n-1	ADOPT
	Review of the Decision on transfer of fees to Member States	INFORM
	Report from the Chair of the Advisory Committee on Conflict of Interests year n-1	INFORM
	INFORMATION POINTS <ul style="list-style-type: none"> - Update of the MB Rolling Plan - Update transfer of fees correction coefficients - Review security declaration arrangements - Review of the Decision on administrative charges under the Fee Regulation 	INFORM

Last mandates of members appointed in 2007 expire in May 2017

CONSULTATION PROGRAMMING DOCUMENT N+1-3

MBWG AUDIT JUNE MEETING (BACK-TO-BACK)**MB46 - June 2017**

	Opinion of the final accounts year n-1	ADOPT
	Draft ECHA Strategy 2020 – Strategic objectives	ENDORSE
	Accommodation of the Agency	ADOPT
	Appointment of Committee members	ADOPT
	Annual reports from the Chairman of the Board of Appeal and the MBWG BoA	INFORM
	Report from the working group on audit matters (includes IAS and IAC annual reports)	INFORM
	INFORMATION POINTS <ul style="list-style-type: none"> - Appraisals BoA & ED - Discharge recommendations 	INFORM

2017

MBWG P&R SEPTEMBER MEETING**MB47 - September 2017**

	Final programming document years n +1-+2	ADOPT
	Revised Decision on the Transfer of Fees to Member States	ADOPT
	Selection of the Executive Director	ADOPT
	Functioning of the Committees	INFORM
	Annual recap of corporate ethical duties	INFORM

MBWG P&R NOVEMBER MEETING**MBWG AUDIT DECEMBER MEETING (VCON/BACK-TO-BACK)****QUALITY STEERING COMMITTEE MEETING****MB48 - December 2017**

	Appointment of the Executive Director	ADOPT
	Budget y n+1 and update of work programme annexes	ADOPT
	Draft ECHA 5-years strategy [TBC ALT June 2018]	ENDORSE
	Draft programming document year n+2- n+4	ADOPT
	Appointment of Committee members	ADOPT
	Annual report from the Quality Manager	INFORM
	Report from the Working Group on audit matters	INFORM
	Updates from other MB working groups and their composition	ADOPT

2018**MBWG P&R MEETING****MB49 - March 2018**

	General Report year n-1	ADOPT
	Analysis and Assessment of the Consolidated Annual activity Report year n-1	ADOPT
	Mandates of (alternate and additional) members of the Board of Appeal	ADOPT
	Report from the Chair of the Advisory Committee on Conflict of Interests year n-1	INFORM
	INFORMATION POINTS <ul style="list-style-type: none"> - Update of the MB Rolling Plan - Update transfer of fees correction coefficients 	INFORM

MBWG AUDIT JUNE MEETING (BACK-TO-BACK)**MB50 - June 2018**

	ECHA Strategy 2020 [TBC ALT Sept 2018]	ADOPT
	Opinion of the final accounts year n-1	ADOPT
	Appointment of Committee members	ADOPT
	Mandate of a member of the conflict of interest advisory Committee (CoiAC)	ADOPT
	Annual reports from the Chairman of the Board of Appeal and the MBWG BoA	INFORM
	Report from the working group on audit matters (includes IAC and IAS annual reports)	INFORM
	INFORMATION POINTS <ul style="list-style-type: none"> - Appraisals BoA & ED - Discharge recommendations 	INFORM

CONSULTATION PROGRAMMING DOCUMENT N+1-3

2018

MBWG P&R SEPTEMBER MEETING**MB51 - September 2018**

	Final programming document year n+1-3	ADOPT
	Selection of a Chair and a Deputy Chair	ADOPT
	Probationary period of the Executive Director	ADOPT
	Mandates of (alternate and additional) members of the Board of Appeal	ADOPT
	Revised Decision on the Transfer of Fees to Member States	ADOPT
	Outcome of the 3rd Registration deadline	INFORM
	Multi-annual IT planning	INFORM
	Updates from other MB working groups and their composition (Audit WG renewal)	ADOPT
	Annual recap of corporate ethical duties	INFORM

MBWG P&R NOVEMBER MEETING**MBWG AUDIT DECEMBER MEETING (VCON/BACK-TO-BACK)****QUALITY STEERING COMMITTEE MEETING****MB52 - December 2018**

	Budget y n+1 and update of WP annexes	ADOPT
	Draft programming document year n+2- n+4	ADOPT
	Board of Appeal <ul style="list-style-type: none"> - Appointment of a Chairman as of 4/19 - Prolongation of the LQM mandate - Appointment LQM AAMs [tbc if includes a review of the BoA structure]	ADOPT
	Appointment of Committee members	ADOPT
	Annual report from the Quality Manager	INFORM
	Report from the Working Group on audit matters	INFORM
	INFORMATION POINTS	INFORM

2019

MBWG P&R MEETING

MB53 - March 2019

	General Report year n-1	ADOPT
	Analysis and Assessment of the Consolidated Annual activity Report year n-1	ADOPT
	Appointment of TQM AAMs of the Board of Appeal	ADOPT
	Report from the Chair of the Advisory Committee on Conflict of Interests year n-1	INFORM
	INFORMATION POINTS <ul style="list-style-type: none"> - Update of the MB Rolling Plan - Update transfer of fees correction coefficients 	INFORM

MBWG AUDIT JUNE MEETING (BACK-TO-BACK)

MB54 - June 2019

	Opinion of the final accounts year n-1	ADOPT
	Appointment of Committee members	ADOPT
	Annual reports from the Chairman of the Board of Appeal and the MBWG BoA	INFORM
	Report from the working group on audit matters (includes IAC and IAS annual reports)	INFORM
	INFORMATION POINTS <ul style="list-style-type: none"> - Appraisals BoA & ED - Discharge recommendations 	INFORM

CONSULTATION PROGRAMMING DOCUMENT N+1-3

2019

MBWG P&R SEPTEMBER MEETING**MB55 - September 2019**

	Final programming document years n+1- n+3	ADOPT
	Review of the ECHA Policy on managing potential conflicts of interest	ADOPT
	Update of the ECHA Anti-fraud Strategy	ADOPT
	Review of the ECHA Transparency approach [TBC]	ADOPT
	Annual recap of corporate ethical duties	INFORM

MBWG P&R NOVEMBER MEETING**MBWG AUDIT DECEMBER MEETING (VCON/BACK-TO-BACK)****QUALITY STEERING COMMITTEE MEETING****MB56 - December 2019**

	Budget y n+1 and update of WP annexes	ADOPT
	Draft programming document year n+2- n+4	ADOPT
	Appointment of the Chairman of the Board of Appeal and mandate of other members (can include a review of the BoA structure)	ADOPT
	Appointment of Committee members	ADOPT
	Annual report from the Quality Manager	INFORM
	Report from the Working Group on audit matters	INFORM
	INFORMATION POINTS <ul style="list-style-type: none"> - Updates from other MB working groups and their composition 	INFORM