

Minutes of the 72nd meeting of the Management Board

Held from 14 to 15 December 2023 in Helsinki

I. Summary record of the proceedings

The Chair opened the meeting by welcoming participants¹ to the 72nd meeting of the Management Board (MB). A special welcome was extended to Helene LOONEN, the new Board member participating in her first meeting, representing interested parties (environmental and consumer NGOs). The Chair also congratulated two other Board members representing interested parties, Marco MENSINK (industry associations) and Alexander ROESKE (workers), for the renewal of their mandate and appointment, respectively.

On the first meeting day, the Chair provided an overview of the proxy votes notified before the meeting and verified that the necessary quorum² was achieved.

1. Agenda

The Chair introduced the draft agenda³ and proposed that point B.6 Restricted would be taken at the end of the first meeting day, time permitting, and the addition of two points under Any other business (ECHA Conference and Heads of Chemicals Authorities meeting). The proposals were supported, and the agenda was adopted on this basis.

2. Declaration of specific interests

The Chair informed MB members that he had reviewed, together with the secretariat, the members', observers' and the Executive Director's (ED) declarations of interest and commitment in accordance with ECHA's Policy⁴ and Procedure for the Prevention and Management of potential Conflicts of Interest for members of ECHA bodies⁵.

He concluded, based on the declarations, that there was no need for specific restrictions with respect to the agenda of this 72nd Management Board meeting.

The Chair then invited members to further declare any specific interests that could not be drawn from their declarations of interest and commitment, and which could be considered to be prejudicial to their independence with respect to any items on the agenda. No further specific interests were declared in response to this.

3. Minutes of the 71st Management Board meeting

The draft minutes of the 71st MB meeting of 28 and 29 Sept 2023, restricted and public parts, were circulated on 23 and 25 October 2023. No amendment proposals were put forward and, therefore, both sets of minutes⁶ were adopted as presented.

¹ The full list of participants and attendees is available under Section IV of these minutes.

² As defined in Article 6 of the Management Board Rules of Procedure.

³ MB/A/04/2023.

⁴ Policy for the Prevention and Management of potential Conflicts of Interest at ECHA (POL-0027).

⁵ Procedure for the Prevention and Management of potential Conflicts of Interest for members of ECHA bodies (PRO-0067).

⁶ MB/M/03/2023.

The Chair pointed out the status of agreed follow-up actions as follows:

Action	MB	Status
The secretariat will circulate the final report of the Court of Auditors on the annual accounts of ECHA for 2022 when it becomes available.	70	DONE
The secretariat will present future procurement plan amendment proposals accompanied by additional information on the related specific contracts, as necessary.	71	ONGOING
The secretariat will present the full risk register for approval in the next MB plenary meeting and will consult the MB Subgroup FAR as necessary, in its next meeting, on the risk management process description.	71	DONE
The MB Chair and the Executive Director will implement the decision adopted with respect to the prolongation of the mandates of certain members of the Board of Appeal and inform the MB of the progress.	71	DONE
The MB Chair will inform the AAM Chairman of the BoA of the prolongation of her mandate and will seek her acceptance thereof.	71	DONE

A. Points for automatic adoption

A.1 Composition of MB subgroups

The Management Board adopted the revised composition of its subgroups⁷.

During the meeting, it was agreed that in addition to the originally proposed changes (Yvonne MULLOOLY joining the Subgroups Strategy, Planning and Implementation (SPI) and Finance, Audit and Risks (FAR)), Helene LOONEN also joins the Subgroup SPI.

B. Points for discussion/ decision

B.1 Executive Director report

The Management Board (MB) took note of the Executive Director's (ED) oral report covering highlights since the last Board meeting concerning strategy and work programme implementation, people and organisational development, finance, audit, quality and risks, ED engagements with stakeholders, recent legislative developments and new tasks with impact on ECHA's mandate.

Board members welcomed the format and content of the report and appreciation was expressed with respect to the ED's series of engagements with Member States authorities. Board members commented on the work programme implementation items related to recently finalised investigation reports and the outcome of certain Court cases. Clarifications were sought and received about an agency risk related to the implementation of a new task and about ECHA's

⁷ MB/29/2023.

internal work arrangements on artificial intelligence. A Board member expressed interest in receiving an update on AI in the context of dossier preparation and scientific opinion making in more detail in due course.

B.2 Update from the European Commission

The Management Board (MB) took note of an oral update from its members representing the European Commission regarding pending or upcoming Commission initiatives with an impact on ECHA's mandate and/or resourcing.

The update included information about the timing of the REACH revision, which is foreseen to be published under the next Commission mandate. It was explained that this development is likely to influence the timing of the planned ECHA basic regulation, as there is still uncertainty on the future tasks of the Agency. It was noted that the Commission has not yet taken a decision concerning the timing of the ECHA basic regulation. Board members representing the Commission nevertheless emphasised the Commission's commitment to strengthening ECHA's governance and the predictability of its financing, using all possible means, including outside the basic regulation. In this context, it was explained that the workability of ECHA Committees (RAC and SEAC) is considered a matter of priority and the Commission is working with Member States and the Agency on possible measures to improve the situation. It was also explained that improvements to ECHA's fee structure and remuneration of tasks are being considered.

The update furthermore included details on the political agreement reached recently on the CLP revision⁸ and Board members representing the Commission thanked ECHA for the support provided. ECHA's preparation to implement its new tasks under the regulation on serious cross-border threats to health was referred to, including the cooperation with the relevant Commission services.

A detailed update was provided on three recently published Commission proposals under the 'one substance, one assessment' chemicals assessment reform⁹:

- Proposal for a Regulation establishing a common data platform on chemicals (COM(2023)0779)
- Proposal for a Regulation on the re-attribution of scientific and technical tasks and improving cooperation among Union agencies in the area of chemicals (COM(2023))
- Proposal for a Directive on the re-attribution of scientific and technical tasks to the European Chemicals Agency (COM(2023))

It was explained that the proposals, once adopted, will have a significant impact on ECHA's work, including the work of RAC and SEAC. The update included an overview of these impacts, as well as of the resources proposed for ECHA, which the Commission considered as reasonable and realistic, taking also into account potential synergies and without prejudice to future developments, e.g., arising from the basic regulation.

Other Board members welcomed the comprehensive update and expressed uncertainty about whether the resourcing foreseen for ECHA is sufficient, as well as concern about the projected workload impact in particular on RAC and SEAC. Clarifications were sought with respect to the timing of the ECHA basic regulation and other measures mentioned to strengthen ECHA's governance and the predictability of its financing outside the basic regulation. While welcoming these other measures, some Board members expressed their strong wish that the proposal for the basic regulation would be published as soon as possible and in any case under this Commission.

⁸ [Safer chemicals: Council and Parliament strike deal on the regulation for classification, labelling and packaging of chemical substances - Consilium \(europa.eu\)](#)

⁹ ['One substance, one assessment' chemicals assessment reform \(europa.eu\)](#)

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The secretariat explained that it had provided resource estimates to the Commission during the preparation of the proposals¹⁰, and that it is currently reviewing the files, including the resourcing foreseen for ECHA, to map all tasks and resource needs as per the final proposals, with updated scope compared to earlier drafts. In this context, the secretariat drew the MB's attention to the specific challenges in the Committees, in a context of insufficient membership, unavailability for rapporteur work and need for specific expertise.

Board members also exchanged views with respect to the timing and nature of the political negotiations leading up to the adoption of the proposals, including how to best support ECHA in this phase, as well as about possible future implementation challenges, e.g., access to and use of data, cooperation with other agencies and burden of compliance on duty holders.

B.3 Report from the Management Board Subgroup Strategy, Planning and Implementation (SPI) and Strategy

The Management Board took note of an oral report from Claudia DUMITRU, the Chair of its Subgroups on Strategy, Planning and Implementation (SG SPI) and Strategy, which both met on 21 November 2023.

The SG SPI had prepared the adoption of the Single Programming Documents (SPD) 2024-2026 and the 2025-2027 (draft), as well as that of the 2024 budget, establishment plan and procurement plan. It had heard an update on the evolution of new tasks and relevant legislative developments. Finally, it had reviewed the Integrated Management System Strategy and Framework, a summary of which is included as an annex to the SPD.

In its meeting, the Strategy group had prepared the adoption of the final ECHA Strategy Statement 2024-2028.

B.4 ECHA Strategy Statement 2024-2028

The Management Board adopted the ECHA Strategy Statement 2024-2028¹¹. Board members expressed their appreciation for the Executive Director's work on the strategy statement and thanked MB members in the Strategy group¹², whose work was instrumental in producing a high-quality document.

The publication of the strategy statement is scheduled for the second half of January 2024.

The purpose, vision, goals and priorities set out in the strategy statement will be delivered through annual and multi-annual work programmes.

¹⁰ MB/M/04/2022 FINAL.

¹¹ MB/30/2023.

¹² The Strategy group was composed of Paul Krajnik (AT), Claudia Dumitru (RO), Tasoula Kyprianidou-Leontidou (CY), Axel Vorwerk (DE, via a person of trust), Sofia Zisi (GR), European Commission DG GROW, Board members representing interested parties (Marco Mensink and Stefan Scheuer).

B.5 ECHA programming and finance

B.5.A Final Single Programming Document 2024-2026

The Management Board adopted ECHA's final Single Programming Document (SPD) 2024-2026¹³. In this context, it also adopted the MB's reply to the Commission on its opinion on the draft SPD 2024-2026¹⁴ and took note of the IT Masterplan.

The final SPD 2024-2026 will be published on the Agency's website and sent to the Commission, the European Parliament and the Council.

B.5.B Draft Single Programming Document 2025-2027

The Management Board endorsed ECHA's draft Single Programming Document (SPD) 2025-2027¹⁵.

The draft SPD 2025-2027, including the draft Annual Work Programme 2025 and the preliminary draft budget 2025, will be ECHA's request to the Commission for the 2025 EU budgetary cycle. It also fulfils the REACH requirement for the draft Annual Work Programme 2025 (Article 78) and will serve as the basis for the Commission's opinion under Article 32(7) of the Financial Regulation.

The draft SPD 2025-2027 will be sent by 31 January 2024 to the Commission, the European Parliament and the Council.

Exchange of views

The Management Board held an exchange of views covering the two SPDs and thanked the secretariat for the quality of documents, including a clear reflection of negative priorities. The ongoing work on refining ECHA's indicators was acknowledged and Board members encouraged the secretariat to continue work in this direction. A Board member representing the Commission thanked ECHA for the support in the implementation of the environmental instruments, requested editorial changes and expressed a wish for more ambitious results in the future. The limited past and current resourcing for tasks under the POPs Regulation were acknowledged and possible future perspectives for increased overall resourcing of POPs work under the 1S1A package (staff allocation for the POPs in Waste) highlighted as a mitigation measure. Board members furthermore requested and received clarification on the trends for planned authorisation and restriction opinions and proposals for harmonised classification and labelling.

For both Single Programming Documents, the secretariat pointed out that the recently published 1S1A package, including proposed resourcing, requires technical changes to the documents, impacting the resource outlook and the financial/HR figures. These technical modifications will be implemented based on guidance from the Commission, as part of the finalisation of the documents, prior to submission to the Institutions. The conclusions on the adoption of the SPD 2024-2026 and the endorsement of the draft SPD 2025-2027 were reached with this understanding.

¹³ MB/31/2023.

¹⁴ C(2023) 4367 final.

¹⁵ MB/32/2023.

B.5.C Budget, establishment plan and procurement plan 2024

The Management Board adopted ECHA's final budget for 2024¹⁶, including the establishment plan and the procurement plan.

ECHA's total expenditure budget for 2024 amounts to €127.9 million, including the expenditure related to the delegated tasks. The EU contribution levels and appropriations are aligned with the EU Budget 2024 ceilings and so are the foreseen staffing levels.

The budget, including the establishment plan, will be transmitted for information to the European Parliament and the Council, the Court of Auditors and the Commission, and published on the website of the Agency.

A Board member representing the Commission pointed out that the timing of entry in force of newly approved legislation will influence the attribution of resources in 2024. The secretariat confirmed that it has been in contact with the relevant Commission services to ensure that the budget and establishment plan reflect the most up to date instructions.

B.6 RESTRICTED

This point was discussed *in camera* and the minutes are restricted.

B.7 Report from the Management Board Subgroup Finance, Audits and Risks (FAR)

The Management Board took note of an oral report from Anna LEWANDOWSKA, the Chair of its Subgroup on Finance, Audits and Risks (SG FAR), which met on 23 November 2023.

Under finance items, the Subgroup FAR had prepared the proposal for the increasing the payments for REACH restriction rapporteur work in RAC and SEAC. The Chair of the SG also recalled that the SG FAR had prepared in September 2023 and supports the revision of the MB decisions on the classification of services for which charges are levied.

Under audit matters, the Subgroup FAR had reviewed the outcome of the Commission's Internal Audit Services' (IAS) audit on budget preparation, monitoring and reporting. It had noted that the follow-up to retrospective evaluations conducted in the past is on track and that ECHA has been re-certified under the ISO scheme in October 2023. The SG FAR had furthermore prepared the 2024 audit and evaluation plans. It was noted that the IAS' audit topic for 2024 is not confirmed yet.

With respect to risks, the Subgroup FAR had prepared the approval of the Agency risk register and had taken note of the internal procedural arrangements for managing Agency risks.

B.8 Agency Risk Register

The Management Board approved the Agency Risk Register¹⁷, and took note of the draft internal Risk Management Procedure.

Next to clarifications regarding risk calculation methodologies, Board members discussed two specific risks in depth: one related to the ECHA opinion on the PFAS restriction dossier not being delivered within the legal timeframe and another related to ECHA not meeting legal deadlines and targets in operational areas that are dependent on input by Committee members.

The high risk related to the PFAS opinion was noted with strong concern, acknowledging the

¹⁶ MB/33/2023.

¹⁷ MB/34/2023.

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complexity and size of the dossier, the very high public and political interest at EU and Member State level, its negative impact on committees' workload and ways of working and on committee members' and rapporteurs' motivation level. The risks related to potential information leaks, communication challenges, the politicisation of the opinion- and decision-making stage and future implementation issues were equally flagged.

It was recognised that all possible mitigating measures have their benefits and drawbacks and, in any case, ECHA needs to have a reasonable timeframe to provide its scientific-technical opinion to the expected high quality, given the importance of the dossier for human health and environment protection. The need for coordinated communication measures between dossier submitters, ECHA, Member States and the Commission was equally pointed out, given the high stakeholder, public and political interest on the dossier and the need to provide predictability for all stakeholders.

The secretariat explained that work is ongoing with the dossier submitters to define a work plan for the committees, to which all parties can commit and on which they can deliver in high quality. Clear communication on the plan will be a priority and the MB will be kept closely informed of progress.

With respect to the ECHA Committees, Board members expressed their concerns on the declining membership in RAC and SEAC, including the decreasing availability of members' working time and rapporteur work. Board members representing the Commission informed of their intention to address Member States at political level and ask them to ensure the availability of members for the ECHA committees. The secretariat equally confirmed its availability to provide support to Member States, within its means, to nominate members with the necessary expertise.

In the context of committee membership, Board members pointed out the challenges in payments for rapporteur work, due to the legal framework related to the way payments are made and the fact that payments are currently not possible for all dossiers (e.g., not for CLH opinions). The ceiling of co-opted members (five, as per REACH Article 85(4)) was equally flagged as a hindrance. These elements were proposed to be considered in any future legislative change.

Board members reflected on the challenges in finding candidates for committee membership with the necessary expertise and this becoming an increasing concern considering ECHA's expanding legal mandate. It was equally explained that resourcing constraints at Member State level are a hindrance, as well as the lack of specialised education and training. In this context, an invitation was extended to Board members and the secretariat to reflect on ways of attracting and training talent for committee membership.

Board members furthermore highlighted that new tasks allocated to ECHA often increase the workload in the committees, and it is important to raise awareness about this among decision-makers at Member State level. In this context, the recent engagements of the ED were welcomed and a request to all Board members was extended to continue raising awareness within their Member State.

B.9 Increasing the payments for REACH restriction rapporteur work in RAC and SEAC

The Management Board supported the secretariat's proposal¹⁸ to increase the payments for REACH restriction rapporteur work in RAC and SEAC and, correspondingly, adopted two revised MB decisions: on the remuneration of the co-opted members and experts invited by the ECHA Committees or the Forum, and on the financial arrangements for the transfer of a proportion of fees to the Member States (MS).

¹⁸ MB/35/2023.

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The proposed increase addresses the discrepancy between actual, reported, restriction rapporteur workdays and the maximum number of days for which payments (fee transfers or remuneration) can be made under the decisions currently in force. The revised decisions simplify the method for calculating the daily rate for fee transfers and raise the ceiling of maximum days for which payments can be made under both decisions, introducing three categories for basic, standard, and complex cases.

Board members welcomed the increase as a necessary first step to enhance the attractiveness of committee work and expressed their wish for continued efforts in this direction. A Board member representing the Commission recalled that the revised decision on the financial arrangements for the transfer of a proportion of fees to the MS requires the Commission's favourable opinion to enter into force, the process for which will be initiated in 2024. The revised decision on the remuneration of the co-opted members and experts invited by the ECHA Committees or the Forum enters into force on the day of its adoption, i.e., on 15 December 2023.

B.10 Revision of the Management Board decision on the classification of services for which charges are levied

The Management Board took note of a proposal¹⁹ for a revised Management Board decision on the classification of services for which charges are levied. Next to the consolidation of previously existing MB decisions in this area, the scope of the proposed revision covers company size in joint applications for REACH authorisation.

Some Board members welcomed the principle of the proposal and one member representing interested parties raised questions concerning the MB decisions in force. The MB Chair concluded that clarification between the secretariat and interested parties is necessary and it was agreed that the MB will be asked to adopt the revised MB decision in a written procedure, as soon as possible, given the urgent need to have it in place.

B.11 Annual audit plan of the Internal Audit Capability 2024

The Management Board approved the annual work plan of the Internal Audit Capability (IAC) for 2024²⁰ and took note of the retrospective evaluation planned for 2024.

The IAC audits planned for 2024 will assess the regularity, efficiency and effectiveness of four processes, as well as their fulfilment of the ISO standard requirements for integrated management system audits:

- Helpnet
- Quality and reliability of data in ECHA reporting
- Testing proposal process under Dossier Evaluation
- Environmental management

The retrospective evaluation in 2024 will assess the effectiveness, efficiency, economy, proportionality and added value of ECHA's concluded HR strategy.

¹⁹ MB/36/2023.

²⁰ MB/37/2023.

B.12 Implementing Rules to the EU Staff Regulations: Decision on hybrid working and working time

The Management Board adopted the model Commission decision²¹ C(2023) 5076 of 25.7.2023 of giving the Commission's ex ante agreement to the adoption by decentralised agencies and joint undertakings of implementing provisions on working time and hybrid working.

The decision will enter into force on 1 April 2024 and will replace the Commission rules currently applied by analogy at ECHA since 1 October 2022. Further to information received from a Board member representing the Commission prior to the meeting, it was explained that the daily working hours (bandwidth) will be set to 08:00-19:00 and the model decision was adopted with this modification to the original proposal.

B.13 Appointment of Committee members

The Management Board appointed²² four new members (Daniel STALTER (DE), Tanja WILDEMANN (LU), Frauke HOFFMANN (SI) and Zuzana KLÖSLOVÁ (SK)) and renewed the mandate of four members (Lea Stine TOBIASSEN (DK), Gordana MENDAŠ STARČEVIĆ (HR), Susana VIEGAS (PT) and Mihaela PRIBU (RO)) for the Committee for Risk Assessment (RAC).

The Management Board renewed the mandate of three members (Andreas LÜDEKE (EE), Christos ARGYROPOULOS (CY) and Eimear LEAHY (IE)) of the Committee for Socio-Economic Analysis (SEAC).

In this context, the Management Board requested and received clarifications from the secretariat on the number of co-opted members (currently four in RAC and four in SEAC) and on the application of ECHA's Policy and Procedure for the Prevention and Management of potential Conflicts of Interest for members of ECHA bodies, with respect to previous industry employment of candidates.

B.14 Regular Information Security and IT business continuity report

The Management Board took note of the regular Information Security and IT business continuity report²³, including an update on related activities, e.g., the migration to the public cloud and trainings for ECHA staff.

C. Points for information (without discussion)

C.1 Transfers within the 2023 budget since last notification

The Management Board took note²⁴ of the budget transfers carried out until 20 November 2023 under the responsibility of the ED since the last notification on 29 September 2023.

²¹ MB/38/2023.

²² MB/39/2023.

²³ MB/40/2023.

²⁴ MB/41/2023.

C.2 Information on the outcome of the written procedure MB/WP/02/2023

The Management Board took note of the outcome²⁵ of its written procedure MB/WP/02/2023.

It was noted that the implementation of the second part of the written procedure was suspended after the approval of the written procedure. Further information on the implementation will be circulated to Board members subject to further progress with the contribution agreement.

4. Any other business

- Management Board meeting dates 2024-2025

The Management Board took note of the meeting dates for 2024 and 2025 and held an exchange of views of the meeting modalities (physical or remote participation).

The planned meeting dates for 2024 are:

- 21-22 March
- 18-19 June
- 26-27 September
- 12-13 December

The preliminary planned meeting dates for 2025 are:

- 20-21 March
- 17-18 June
- 25-26 September
- 11-12 December

- Annual recap of corporate ethical duties 2023

The Management Board took note of a refresher on ethical duties and on avoidance of conflict of interest during and after their mandate. The refresher training was video recorded and is made available to all MB members.

In this context, the MB Chair expressed appreciation for a recent MB training on ECHA finances, the recording of which will also be made available to Board members.

- ECHA conference 2024

The Management Board took note of the draft agenda of the ECHA Conference taking place on 28 February 2024 in Helsinki, Finland.

- 2024 Meeting of the Heads of Chemicals Authorities

The Management Board took note of the meeting planned for 29 February 2024 in Helsinki, Finland.

Next meeting and closure

The Chair thanked all participants and the secretariat for their participation in the 72nd MB meeting and recalled that the next Board meeting is scheduled take place from 21 to 22 March 2024.

The Chair furthermore thanked participants, the secretariat, all ECHA staff and members of ECHA bodies for their work and commitment in 2023.

²⁵ MB/WP/02/2023.

II. Documents submitted to the Management Board

Draft Agenda	MB/A/04/2023
Draft Minutes of the 71 st Management Board meeting (in two parts, public and restricted)	MB/M/03/2023
Composition of MB subgroups	MB/29/2023
ECHA Strategy Statement 2024-2028	MB/30/2023
Final Single Programming Document 2024-2026	MB/31/2023
Draft Single Programming Document 2025-2027	MB/32/2023
Budget, establishment plan and procurement plan 2024	MB/33/2023
Agency Risk Register	MB/34/2023
Increasing the payments for REACH restriction rapporteur work in RAC and SEAC	MB/35/2023
Revision of the Management Board decision on the classification of services for which charges are levied	MB/36/2023
Annual audit plan of the Internal Audit Capability 2024	MB/37/2023
Implementing Rules to the EU Staff Regulations: Decision on hybrid working and working time	MB/38/2023
Appointment of Committee members	MB/39/2023
Regular Information Security and IT business continuity report	MB/40/2023
Transfers within the 2023 budget since last notification	MB/41/2023
Restricted	MB/42/2023
Information on the outcome of the written procedure MB/WP/02/2023	MB/WP/02/2023
Management Board meeting dates 2024-2025	
Draft agenda of the ECHA Conference 2024	Room document

III. Decisions taken/ conclusions reached by the Management Board

The Management Board:

- Adopted the agenda for its 72nd meeting (Decision 34/2023).
- Approved the minutes of the 71st Management Board meeting held from 28 to 29 September 2023, public and restricted parts (Decision 35/2023).
- Adopted the revised composition of its subgroups (Decision 36/2023).
- Took note of the Executive Director report.
- Took note of an update from the European Commission.
- Took note of the report from its Subgroups Strategy, Planning and Implementation (SPI) and Strategy.
- Adopted the ECHA Strategy Statement 2024-2028 (Decision 37/2023).
- Adopted the Final Single Programming Document 2024-2026 (Decision 38/2023).
- Adopted its reply to the Commission opinion on the Draft Single Programming Document 2024-2026 (Decision 39/2023).
- Endorsed the Draft Single Programming Document 2025-2027 (Decision 40/2023).
- Adopted the Budget, establishment plan and procurement plan 2024 (Decision 41/2023).
- Took note of the report from its Subgroup Finance, Audits and Risks (FAR).
- Approved the Agency Risk Register (Decision 42/2023).
- Took note of the draft Risk Management Procedure.
- Adopted the revised MB decision on the remuneration of the co-opted members and experts invited by the ECHA Committees or the Forum. (Decision 43/2023).
- Adopted the draft revised MB decision on the financial arrangements for the transfer of a proportion of fees to the Member States (Decision 44/2023).
Asked the secretariat to submit the draft revised decision to the Commission for its favourable opinion.
- Took note of the secretariat's proposal for the revision of the MB decision on the classification of services for which charges are levied.
Agreed to launching a written procedure to adopt the revised decision.
- Approved the Annual audit plan of the Internal Audit Capability for 2024 (Decision 45/2023).
- Adopted Implementing Rules to the EU Staff Regulations: Commission Model Decision C(2023) 5076 final of 25.7.2023 on giving the Commission's ex ante agreement to the adoption by decentralised agencies and joint undertakings of implementing provisions on working time and hybrid working (Decision 46/2023).
- Appointed four new members and renewed the mandate of four members of the Committee for Risk Assessment (RAC) and renewed the mandate of three members of the Committee of Socio-economic Analysis (SEAC), as follows (Decision 47/2023):

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RAC new appointments	STALTER Daniel (DE)
	WILDEMANN Tanja (LU)
	HOFFMANN Frauke (SI)
	KLÖSLOVÁ Zuzana (SK)
RAC renewals	TOBIASSEN Lea Stine (DK)
	MENDAŠ STARČEVIĆ Gordana (HR)
	VIEGAS Susana (PT)
	PRIBU Mihaela (RO)
SEAC renewals	LÜDEKE Andreas (EE)
	ARGYROPOULOS Christos (CY)
	LEAHY Eimear (IE)

- Took note of the Regular Information Security and IT business continuity report.
- Took note of transfers within the 2023 budget since last notification under the Executive Director's responsibility.
- Took note of the Information on the outcome of its written procedure MB/WP/02/2023.
- Took note of the Management Board meeting dates 2024-2025.
- Took note of the Annual recap of corporate ethical duties 2023.
- Took note of the planned ECHA Conference 2024 and the meeting of Heads of Chemicals Authorities (February 2024).

Agreed follow-up actions:

- The secretariat will have the ECHA Strategy Statement 2024-2028 published in January 2024.
- The secretariat will publish the final Single Programming Document 2024-2026 on the Agency's website and send it to the Commission, the European Parliament and the Council.
- The secretariat will send the final Draft Single Programming Document 2025-2027, by 31 January 2024, to the Commission, the European Parliament and the Council.
- The MB Chair will send the MB's reply to the Commission further to their opinion on the draft Single Programming Document 2024-2026.
- The secretariat will transmit the final budget 2024, including the establishment plan, for information, to the European Parliament and the Council, the Court of Auditors and the Commission, and publish them on the website of the Agency within four weeks from the adoption.
- The secretariat will forward the draft revised MB decision on the financial arrangements for the transfer of a proportion of fees to the Member States to the Commission, to seek their favourable opinion thereon.
- The MB Chair, in consultation with the Executive Director, will launch a written procedure as soon as possible to adopt the revised MB decision on the classification of services for which charges are levied.

IV. List of attendees²⁶

Representatives of the Member States

Name	Country	Comment and proxies
Paul KRAJNIK	AT	Also acting as proxy for Axel VORWERK (DE)
Catheline DANTINNE	BE	
Tasoula KYPRIANIDOU-LEONTIDOU	CY	
Tatjana KOLESNIKOVA	CZ	
Hanna KORHONEN	FI	
Charlotta WALLENSTEN	DK	
Annemari LINNO	EE	Also acting as proxy for Dilia JARDIM (PT)
Sofia ZISI	GR	Also acting as proxy for Oscar GONZALEZ (ES) and Jerome FAE (LU)
Agnes LEFRANC	FR	
Yvonne MULLOOLY	IE	Also acting as proxy for Hanna Korhonen (FI) on 15 Dec from 11:30
Pasqualino ROSSI	IT	
Donata PIPIRAITE-VALISKIENE	LT	
Kristine KAZEROVSKA	LV	
Kees HOPPENER	NL	
Anna LEWANDOWSKA	PL	
Claudia DUMITRU	RO	Also acting as proxy for Teodora VALKOVA (BG) and Dubravka KREKOVIC (HR)
Per ÄNGQUIST	SE	
Alojz GRABNER	SI	Also acting as proxy for Szilvia DEIM (HU) and Ingrid Borg (MT)
Katarina ZGALINOVICOVA	SK	

Representatives of the European Commission

Name	DG	Comment and proxies
Aurel CIOBANU-DORDEA	DG ENV	
Kristin SCHREIBER	DG GROW	
Klaus BEREND	DG SANTE	

²⁶ 23 members with 9 proxies given and one person of trust joined the meeting.

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Independent persons appointed by the European Parliament

Name	Organisation	Comment and proxies
Kristel BERNAERTS		Also acting as proxy for Olwenn MARTIN

Representatives from interested parties appointed by the European Commission

Name	Organisation	Comment
Marco MENSINK	Cefic	
Alexander ROESKE	IGBCE	
Helene LOONEN	EEB-BEUC	

Person of trust participating on behalf of a Board member

Name	Country	Comment
Oliver EBERHARDT	DE	On behalf of Axel VORWERK

Not participating, no substitutes

Name	Country / organisation	Comment
Teodora VALKOVA	BG	
Oscar GONZALEZ SANCHEZ	ES	
Dubravka Marija KREKOVIC	HR	
Szilvia DEIM	HU	
Jerome FAE	LU	
Ingrid BORG	MT	
Dilia JARDIM	PT	
Olwenn MARTIN	European Parliament	
Heidi MORKA	Norway	
Steinunn SIGURDARDOTTIR	Iceland	

Public

72nd Management Board meeting, 14-15 Dec 2023

16 February 2024

European Commission observers

Name	DG	Comment
Giuseppe CASELLA	DG GROW	
Cristina DE AVILA	DG ENV	
Abdel EL-AMELI	DG GROW	

ECHA Staff and representatives of ECHA Bodies

Name	Title	Comment
Sharon MCGUINNESS	Executive Director	Exceptionally remote
Mercedes VIÑAS	Director of Submissions and Interaction	
Ofelia BERCARU	Director of Prioritisation and Integration	
Mike RASENBERG	Director of Hazard Assessment	
Peter VAN DER ZANDT	Director of Risk Management	
Kai TAKA-AHO	Director of Information Systems	
Shay O'MALLEY	Director of Resources	
Frank BÜCHLER	Head of Governance, Strategy and Relations Unit	
Tuula HAKALA	Head of Finance Unit	
Minna HEIKKILÄ	Head of Legal Affairs Unit	
Eric RIEGER	Head of Human Resources Unit	
Minna STRÖMBERG	Internal Audit Capability	15 Dec
Gabriella CSEH	Management Board Secretary, Governance, Strategy and Relations Unit	
Bo BALDUYCK	Policy Officer, Governance, Strategy and Relations Unit	15 Dec
Henri ALATALO	Planning and Reporting Officer, Governance, Strategy and Relations Unit	
Maurizio GIARDINI	Policy and Improvement Officer, Governance, Strategy and Relations Unit	14 Dec
Simos BOURSALIAN	Accounting Officer, Finance Unit	14 Dec