

THE ADMINISTRATIVE BOARD – 60TH MEETING – 13-14 DECEMBER 2023

13 December 2023

OPENING 16:15 – 16:20 **Opening of the 60th meeting**

Adoption of the agenda and declaration of interests

CLOSED SESSION 16:20 – 17:05 **Administrative Board discussion – Members Only**

**The election of the Chair and Vice-Chair for the period January 2024–January 2026
via E-platform**

Documents No.1-2

REPORTING, INFORMATION, AND INTERNAL FUNCTIONING OF THE BOARD 17:05 – 17:15 **Appointment of the Reporting Officers for the Director for the year 2023**

For adoption

17:05 – 17:10

Presentation by Administrative Board Secretariat

17:10 – 17:15

Roundtable discussion and adoption

17:15 – 17:25 **Conflict of Interest policy: Reflection on the 2023 process and appointment of the Members of the Review Panel for Conflict of Interests Management in 2024**

For adoption

17:15 – 17:20

Presentation by Administrative Board Secretariat

17:20 – 17:25

Roundtable discussion and adoption

17:25-17:35 **Break**

FOR INFORMATION 17:35-17:40 **Reporting about the outcome of the two written procedures:**

- **1/2023 on the second amendment to the ACER's Budget and Establishment Plan for the financial year 2023 (removal of funds and posts related to the not yet adopted Methane and Decarbonized Gas package)**
- **2/2023 on the third amendment to the ACER's Budget and Establishment Plan for the financial year 2023 (additional funds for the IT strengthening)**

For information

17:35 - 17:40

Presentation by Ms O. BORISSOVA, Head of Corporate Services, Ms R. MANDROC, Budget, Finance and Procurement- Team Leader

FOR ADOPTION 17:40 - 18:10 **The adoption of the ACER's Budget and Establishment Plan for the financial year 2024**

For adoption

17:40 - 17:50

Presentation by Ms O. BORISSOVA, Head of Corporate Services, and Ms R. MANDROC, Budget, Finance and Procurement - Team Leader

17:50 - 18:00

Intervention of rapporteurs Ms E. HERCZOG and Mr J. SPIRIDONOV

18:00 - 18:10

Roundtable discussion

18:10 - 18:30 **The adoption of the Agency's Strategy on Communications 2024-2026 and its Dissemination Plan**

For adoption

18:10 - 18:15

Presentation by Mr B. VEREECKE, Director's Office - Strategy Delivery and Communication, Team Leader and Ms U. SHORTALL, Director's Office - Strategy Delivery and Communication, Policy Officer - Strategic Communications

18:15 - 18:20

Intervention of rapporteur Ms K. LUNNING

18:20 - 18:30

Roundtable discussion

CLOSED SESSION 19:00 - 19:20 **Administrative Board Discussion - Members and Alternates Only**

14 December 2023

OPENING 08:45 - 08:50 **Opening of the 60th meeting**

Adoption of the agenda and declaration of interests

FOR INFORMATION 08:50 - 09:50 **Progress report - Energy Markets and Regulatory Developments - recent ACER actions, efforts, perspectives and reflections**

For information

08:50 - 09:20

Presentation by Mr C. ZINGLERSEN, ACER Director and select ACER colleagues (Mr A. SANTOS, Market Surveillance and Conduct Department, Team Leader; Mr R. MURUAIS GARCIA, acting Head of the Electricity Department and Team Leader; Ms C. BARTOK, acting Head of the Infrastructure, Gas and Retail department)

09:20 - 09:30

Intervention of rapporteur Mr V. BARTUŠKA

09:30 - 09:50

Roundtable discussion

09:50 - 10:05 Board of Regulators – Progress report

For information

09:50 - 10:00 *Presentation by Ms C. POLETTI, Chair of the Board of Regulators*

10:00 - 10:05 *Roundtable discussion*

10:05 – 10:15 Break

10:15 - 11:15 Progress report - Organisational Developments (Budget & Procurement Implementation, Human Resource Management - Recruitment; Structural challenge of legal costs; Audits; Building project, update on the European School in Ljubljana, etc.)

For information

10:15 - 10:45 *Presentation by Mr C. ZINGLERSEN, ACER Director; Ms O. BORISSOVA, Head of Corporate Services; Ms S. MANESSI, Human Resources Management, Team leader; Paul MARTINET, Legal Service, Team Leader*

10:45 – 10:55 *Intervention of rapporteurs Ms E. HERCZOG, Mr J. SPIRIDONOV and Ms R. JORDAN*

10:55 - 11:15 *Roundtable discussion*

**FOR
ENDORSEMENT
(IF NO OBJECTION
RAISED)**

11:15-11:30 Budget review - Proposal to Adopt Budget Transfers Pursuant to Article 26(4) of the Agency Financial Regulation

For endorsement

11:15 - 11:20 *Presentation by Ms O. BORISSOVA, Head of Corporate Services, and Ms R. MANDROC, Budget, Finance and Procurement - Team Leader*

11:20 - 11:30 *Roundtable discussion*

11:30-12:00 Cyber incident - closed item

For information

12:00-12:15 Break

**FOR
INFORMATION**

12:15 – 12:45 Board of Appeal – Report by the Board of Appeal Chair – POSTPONED TO NEXT MEETING

For information

12:45 - 13:15 Discussion on the draft Single Programming Document for the years 2025 – 2027

For information

12:45 - 12:55 *Presentation by Mr C. ZINGLERSEN, ACER Director, Ms O. BORISSOVA, Head of Corporate Services and Mr V. ILIĆ, Quality Management Assistant*

12:55- 13:00 *Intervention of rapporteur Mr B. CHIRIȚOIU*

13:00 - 13:15

Roundtable discussion

CLOSURE 13:15 -13:30 **AOB and Closure of the 60th meeting**