



Annual Activity Report

Note for information for the Management Board

1. EFSA is currently preparing two documents to reflect the activities of EFSA during 2006.
2. The Management Board of EFSA is legally obliged to adopt before the end of March a report of its activities during the previous year. In the past EFSA's Board has adopted an Annual Report which has combined two concepts: 1) a full and comprehensive account of EFSA's activities and achievements, 2) the legally required annual activity report (AAR) with its associated data, statistics and budget information.
3. In order to improve the alignment of EFSA with the type of format normally seen in the EU institutions and bodies, to better illustrate the utilization over the year of the budget and eventually facilitate the presentation of information on the use of the activity based budget and separately to enable EFSA to promote its past achievements, two documents will be prepared instead of the 'combined' annual report of previous years.
4. The two documents will be an Annual Report which will be both comprehensive and promotional in nature; the Management Board will be kept informed regarding its development. The Annual Activity Report will be more restrictive in text and contain greater detail about achievements against expenditure.
5. The latter document will be presented to the Board for adoption in March in line with the requirements of the Founding Regulation. As the budget and work plan for 2006 were not developed following activity based principles inevitably the 2006 AAR will be rather a hybrid. However as EFSA develops more these concepts in its work the AAR in subsequent years will more closely illustrate the direct relationships between activity, budget usage, achievements, objectives reached etc.
6. The content list of the AAR is attached for your information.

MB 23.01.2007 – 6 Annual Activity Report

Draft - List of content Annual Activity Report - 2006

I General Overview

II Key Activities and achievements

II.1 Overall Management Activities

II.2 Scientific Activities

- II. 2.1 - General Requests for Scientific Opinions and Advice
- II. 2.2 - Authorisations
- II. 2.3 – Monitoring and assessing specific biological risk factors for human health and animal diseases
- II.2.4 – Improving European risk assessment approaches and methodologies

II.3 Advisory Forum

- II. 3.1 – Strategy on Information Exchanged, Cooperation and Networking
- II. 3.2 – Emerging issues
- II. 3.3 – Advisory Forum Working Groups

II.4 Communications

- II. 4.1 – Activity overview
- II. 4.2 - Media relations initiatives
- II. 4.3 – Publications
- II. 4.4 – Managing queries via the Info-Box
- II. 4.4 – Website
- II. 4.5 – Conferences and Meetings

II.5 Collaboration with EFSA's Institutional, International and Stakeholder partners

- II. 5.1 – Relations with EFSA's Institutional Partners
- II. 5.2 – Stakeholder partners
- II. 5.3 – International Cooperation
- II. 5.4 – Relations with the Italian Authorities

II. 6 Administrative support

- II. 6.1 – Human Resources
- II. 6.2 – Legal Affairs
- II. 6.3 – Finance and Accounting
- II. 6.4 – Information Technology
- II. 6.5 – Facilities
- II. 6.6 – Audit (including a summary of internal, IAS and CoA activities)

III Financial report

(including Executive Director Declaration of Assurance)