

EXECUTIVE OFFICE

**51st Meeting of the EFSA Management Board
Minutes of the Public Session
Warsaw, 15 December 2011, 09.00 h**

Members of the Management Board present

Diána Bánáti (Chair)	Stella Michaelidou-Canna
Sue Davies (Vice-Chair)	Ladislav Miko (DG Health and Consumers)
Piergiuseppe Facelli (Vice-Chair)	Jan Mousing
Manuel Barreto Dias	Milan Pogačnik
Marianne Elvander	Jiri Ruprich
Matthias Horst	Sinikka Turunen
Milan Kováč	

Apologies: Bernhard Url and Piet Vanthemsche

Staff of the European Food Safety Authority present

Catherine Geslain-Lanéelle (Executive Director)	Dirk Detken
Per Bergman	Anne-Laure Gassin
Gian Luca Bonduri	Claudia Heppner
David Caira	Olivier Ramsayer
Hubert Deluyker	Alberto Spagnolli

Also attending:

Vittorio Silano, Chair of EFSA's Scientific Committee

Table of Contents

Summary of decisions	3
Welcome by the Chair	4
Adoption of the agenda	4
Adoption of the minutes of the 50 th Management Board meeting	4
Executive Director's progress report	4
EFSA's Science Strategy 2012-2016	5
Draft Management Plan 2012	6
Draft Budget and Establishment Plan 2012	6
Policy on independence and quality of scientific decision making process	7
Value of the audio-casting of the MB meetings	8
Amendments to the Art.36 list of organisations	9
Budget execution and year end forecast 2011	9
Transfers in the EFSA budget 2011	9
Update on the external evaluation of EFSA	10
Update on EFSA's final seat	10
AOB	10
Actions arising	10

SUMMARY OF DECISIONS

The Management Board:

- Adopted the agenda unchanged;
- Adopted the “Minutes of the 50th Management Board meeting” subject to the correction of the number of votes in paragraph 43;
- Adopted “EFSA’s Science Strategy 2012-2016” subject to the changes agreed during the discussion;
- Adopted “EFSA’s Management Plan 2012” subject to the changes mentioned in the discussion;
- Adopted “EFSA’s Budget and Establishment Plan 2012”;
- Adopted “EFSA’s Policy on independence and quality of scientific decision making process” subject to the changes mentioned in the discussion;
- Adopted the amendment to the Art.36 list of organisations.

The Management Board also:

- Noted EFSA’s Executive Director progress report and congratulated the EFSA executive and staff on their achievements;
- Postponed the decision on the way forward regarding the webcasting of the Board meeting until 2012;
- Noted the budget execution and year-end forecast 2011;
- Noted the transfers in EFSA budget 2011;
- Noted the update from the Committee on EFSA’s 2011 External Evaluation;
- Noted the update on EFSA’s final seat.

Item 1: Welcome by the Chair

1. The Chair opened the Public Session of the 51st Management Board meeting by thanking the Polish Presidency of the European Union for the kind invitation to Warsaw, and welcoming the Board members, EFSA Executive Director, EFSA Management Team members, Chair of the Scientific Committee, audience in Warsaw and online, stakeholders, experts and staff members.
2. Apologies were received from Bernhard Url and Piet Vanthemshe.
3. Diána Bánáti informed the meeting that she had been reappointed as a member of the Food Safety Committee of the Hungarian Academy of Sciences and had become a member of Academia Europa. She added that she will chair a Panel at the European Research Council.

Item 2: Adoption of the draft agenda

4. The agenda of the meeting was adopted unchanged.

Item 3: Adoption of the minutes of the 50th Management Board meeting

5. The minutes of the 50th Management Board meeting were adopted subject to the correction of the number of votes in paragraph 43.

Item 4: Executive Director's progress report

6. The Chair invited the Executive Director to present her progress report.
7. The Executive Director gave an overview of the scientific activities carried out by EFSA over the previous two months highlighting, among others, the activities of EFSA's Scientific Networks, the work in the field of contaminants in the food chain; the publication of the guidance and technical report on the Total Diet Study approach, which EFSA developed in collaboration with FAO and WHO; the activities related to the risk assessment of aspartame and bisphenol A; and the guidance document on repeated-dose 90-day oral toxicity study. She commented on the list of authorised products that the Commission had adopted on the basis of EFSA's assessment of approximately 3,000 health claims, and highlighted the role that the new Application Desk Unit will have in terms of support to EFSA's stakeholders and applicants. She briefly informed the meeting on EFSA's institutional activities, highlighting the cooperation with ECDC, DG SANCO, the ENVI Committee of the European Parliament and the Member States. Concluding, she informed the Board on the latest activities regarding the planned move of EFSA to its final seat in December. A separate PowerPoint presentation is available online for a detailed description.
8. Questions and comments were received on: the execution level of EFSA's budget 2011; the number of Seconded National Experts in EFSA; the importance of promoting scientific cooperation through EFSA's Networks at the lowest possible costs; the functioning of the Stakeholder Consultative Group on Emerging Risks; the EU Menu project and the European Food Consumption Database; the use of the Expert Database; and the dissemination of EFSA's factsheets on zoonoses.
9. The Executive Director proposed to postpone the discussion on the execution of EFSA's budget until the following item 11 in agenda (see below). Regarding Seconded National Experts, she said that EFSA is working with the Advisory Forum in order to increase their number, also offering short-term secondments for the implementation of specific projects. In relation to networks, she said that EFSA would aim to balance the organisation of their meetings in EFSA's premises and in the Member States, adding that, thanks to the availability of new facilities in the new building, the organisation of events involving a large number of experts would become cheaper if they are organised in EFSA's premises. EFSA will provide the Board members with electronic and hard copies of the zoonoses factsheets. Hubert Deluyker (Science Strategy and Coordination) added that a stock-taking of EFSA's activities in the field of emerging risks is being carried out, and the outcomes will feed into the work of a Scientific Committee working group. The results of the working group activities will be communicated as soon as available. The EU Menu project, framed in EFSA's medium-term planning, is developing with a focus on the harmonisation of approaches and methodologies. He explained that EFSA relies on the Expert Database when selecting experts to be engaged in working groups, and clarified that the database is also available to the Member States.

10. In addition, the Board asked when the Application Desk Unit would become fully operational, and commented on the importance of working with partner organisations, especially when facing food crises like that of E. coli. The Executive Director informed the meeting that the recruitment of staff for the new Application Desk Unit would be completed in the first months of 2012. She also commented on the plans elaborated by the Directorate on Scientific Evaluation of Regulated Products, which would foresee a gradual transfer of tasks from the Scientific Units to the Application Desk Unit and the correspondent gradual increase of technical support services offered to EFSA's stakeholders and applicants. Referring to the E. coli outbreak, she drew the meeting's attention to the recent publication of the Opinion on Production of Seeds and Sprouting Seeds.
11. The Board noted the Executive Director's progress report and asked her to convey their gratitude to EFSA's scientific experts and staff for the excellent work they performed.

Item 5: EFSA's Science Strategy 2012-2016

12. The Chair invited Hubert Deluyker (Science Strategy and Coordination) to introduce the agenda item.
13. Hubert Deluyker described the changes in the Science Strategy document compared to the version tabled at the Board's October meeting, which reflected the comments received from the Board, the Scientific Committee and the organisations responding to the public consultation held in November 2011. Following its adoption, EFSA would organise workshops with staff and promote the dialogue with the Advisory Forum and other key EU partners to prioritise the scientific activities and identify opportunities for strengthened collaboration in the framework of the new Strategy. A separate PowerPoint presentation is available online for a detailed description.
14. Questions and comments were received on: the need to review the Science Strategy against other strategic documents in order to address possible inconsistencies between them (e.g.: vision, statistical data, etc.); the need to describe more clearly what impact the introduction of fees would have on EFSA's budget in terms of public financial support; the persistence of the leading role of the Scientific Committee and Scientific Panels in the risk assessment system; the opportunity to revise the Science Strategy once the conclusions on EFSA's external evaluation and the impact assessment on fees are available; the request to include reference to the harmonisation of risk assessment reporting systems especially when scientific uncertainties and data gaps exist; the questions sent to EFSA, sometimes focused on very specific issues, and EFSA's capacity to execute them paying attention also to wider and related public health issues; the opportunity to open Panel meetings to the participation of external observers; the capacity of EFSA to base the evaluation of regulated products on the wide scientific literature and not only on the scientific data submitted by the applicants; what would be the specific activities aimed to implement the Science Strategy in terms of priority setting; the need to keep EFSA's workload in line with its resources; and the importance of scientific cooperation with Member States, other international organisations, and the Commission's DG Research.
15. Thanking the Board for the comments, Huber Deluyker agreed to revise the document where clarifications had been requested. He commented on the opportunity to distinguish the discussion on EFSA's Science Strategy from the different discussion on fees, and the Executive Director proposed to revise the document in order to address the concerns expressed by the Commission. Regarding the leading role of the Scientific Committee and Scientific Panels in the risk assessment process, Hubert Deluyker agreed to better clarify that the involvement of EFSA staff in the evaluation of applications refers to their greater support to the Panels in the preparatory working phases only. He stressed the strategic nature of the document and agreed with the comment on the possibility to revise the Science Strategy should that opportunity be suggested by future major events. Regarding EFSA's role in assessing issues of public health concern, Hubert Deluyker emphasised that the Science Strategy indeed aims to strengthen that concept, and he agreed to insert clearer reference to that. On the prioritisation of scientific activities, he said that EFSA plans to open consultations with the Advisory Forum, sister agencies, and international organisations. He also mentioned the medium-term plan recently agreed with the Commission, which will greatly support EFSA in planning and prioritising its activities in the years to come. Complementing on this, the Executive Director said that the multi-annual work-plan that EFSA plans to submit to the Board in 2012 will clearly identify EFSA's working priorities, as well as the required resources. Concluding, Hubert Deluyker agreed to add reference to EFSA's need for timely access to the findings of research projects conducted in Europe.

16. The Chair called a break and asked the Board members who asked for the inclusion of clarifications/amendments in the Science Strategy to work with EFSA's management on the revision of the document, in order to vote on its possible approval after that break. When the meeting resumed, Hubert Deluyker summarised the changes in the text which were agreed with the Board members, and the Executive Director read the revised vision statement.
17. The Board adopted EFSA's Science Strategy 2012-2016 subject to the changes agreed during the discussion.

Item 6: Draft Management Plan 2012

Item 7: Daft Budget and Establishment Plan 2012

18. The Chair invited the Executive Director to introduce the item on EFSA's Management Plan 2012.
19. The Executive Director commented on EFSA's operational context in 2012 highlighting the work that the Authority will carry out to implement the Science Strategy (item No.5 above), the Policy on Independence and Quality of Scientific Decision Making Processes (item No.8 below), and the integrated quality management system. EFSA's Scientific Committee and eight Scientific Panels will be renewed in 2012, and the Authority's external evaluation will be completed. EFSA will celebrate its 10th anniversary in the new premises, and the Commission's impact assessment study on the application of a fee system to EFSA would be made public. Among the challenges that EFSA will face in 2012, the Executive Director mentioned, among others, the continuing work on meat inspection, the risk assessment in the area of chemical contaminants, and the assessment of hundreds of applications. In this respect, she highlighted the work that EFSA will carry out in closer collaboration with the applicants thanks to the establishment of the Application Desk Unit. EFSA will aim at increasing its efficiency through the implementation of the remaining phases of the e³ programme. The optimisation in the use of its resources, the further boosting of its risk assessment capacities, and the full implementation of the thematic approach for communications are amongst EFSA's key priorities in 2012. A separate PowerPoint presentation is available online for a detailed description.
20. The Chair invited Olivier Ramsayer (Resources and Support) to complement the Executive Director's presentation with the introduction of EFSA's Budget and Establishment Plan 2012.
21. Olivier Ramsayer informed the Board that the EU budgetary authority granted EFSA a budget of €78.76 million in 2012, which represents an increase of 1.2% compared to the budget of 2011. In terms of human resources, and in line with to the Commission's "zero growth" policy, EFSA will maintain the number of agents at the same level of 2010 and 2011. As for the distribution of financial resources, Olivier Ramsayer stressed that the allocation to Title II (Infrastructure) has been decreased by over 25% compared to 2011 because the investments for the refurbishing and preparation of the new seat had mostly been made already. Instead, resources allocated to Title I (Personnel) and Title III (Operations) have been increased by 3.6% and 11.7% respectively. Under Title III, EFSA proposed to increase the allocation for scientific cooperation activities (i.e.: grants and procurement) and to enhance EFSA's data processing capacity. A separate PowerPoint presentation is available online for a detailed description.
22. Hubert Deluyker (Science Strategy and Coordination) added information on grants and procurement, saying that the implementation of the ambitious programme proposed by EFSA would see the allocation of almost €1 million more than 2011, would require substantial changes in budget management, and the new Planning and Monitoring teams would play an important role. The agreement recently reached with the Commission on medium-term planning will also contribute significantly to EFSA's capacity to effectively implement the grants and procurement programme.
23. The Board members congratulated EFSA for having obtained an increase of its budget compared to the previous year, and overall expressed appreciation for: the good structure of both the Management Plan 2012 and the Budget and Establishment Plan 2012; the increase of resource allocation to the grants and procurement programme; and the decrease of costs for the Management Board meetings and EFSA's infrastructure management overall.
24. Questions and comments were received on: the importance of investing on the scientific cooperation with the Member States in order to avoid duplication of work and optimise the use of the limited resources available; the request to the Commission to report on the fee impact study at the Board meeting in March; the increase of

staff costs even though the staffing level will remain stable in 2012; the request to improve the description of Activity III (Data collection and Scientific Cooperation) and the paragraph on “Risks to delivery” in the Management Plan 2012; why the vision statement in the Management Plan looks forward to 2013 only; the need to update Annex C of the Management Plan including the most recent legislation; the importance of EFSA’s activities for the monitoring of emerging risks; and the request to provide the list of decisions adopted by the Board in 2011.

25. The Executive Director thanked the Board members for their comments and support and agreed to revise the text of the documents as requested. Regarding international activities, she said that EFSA follows up on the strategic approach adopted in 2009, and regularly discusses them with the Commission. On the vision statement, she clarified that it was consistent with the timeframe of EFSA’s Strategic Plan 2009-2013. She shared the comments on the importance of EFSA’s work in monitoring emerging risks and proposed to add, in future Management Plans, an annex listing all decisions taken by the Board in the previous year. Meanwhile, the Secretariat will prepare and distribute the list of decisions adopted in 2011.
26. Olivier Ramsayer commented on the increased financial allocation under Title I explaining that, in line with the Commission’s “zero growth” policy, the number of agents in EFSA will not be increased in 2012. The Authority would have the ambition to fill a higher percentage of the 494 posts including contract agents and seconded national experts. He added that EFSA plans to recruit contract agents to strengthen the new services provided to applicants, and informed the meeting on the difficulties linked to the recruitment of seconded national experts. He said that the increased financial allocation for data processing aims at boosting EFSA’s data collection and analysis capacity in view of a strengthened cooperation with the Member States, which will also have access to the data.
27. Additional questions were received on EFSA’s planned communications activities in 2012, and more specifically on the activities related to EFSA’s independence. Anne-Laure Gassin (Communications) said that EFSA will be pursuing the implementation of the thematic approach, integrating the information on different subject areas in a more structured manner. Focusing on simplicity and understanding of science, in February EFSA will be deploying a series of videos on its website, which are aimed at better explaining the elements of the risk assessment process. Also, in 2012 EFSA will publish the risk communication guidelines which were developed in collaboration with the Advisory Forum Communications Working Group: it will be an important working tool for both EFSA and the operators in risk communications in the Member States. In January EFSA will start making use of the social network Twitter to further EFSA’s outreach particularly with respect to media and on news items published on the website. Soon “email alerts” will also be available to website users, who will be able to subscribe to specific areas of interest and receive emails whenever new information has been uploaded on the website on those areas. The Executive Director confirmed that EFSA will continue to be active in communicating in the area of independence, especially in view of the adoption of the new Policy on Independence and its implementing rules.
28. The Board adopted EFSA’s Management Plan 2012 subject to the changes mentioned in the discussion, and adopted EFSA’s Budget and Establishment Plan 2012.

Item 8: Policy on Independence and Quality of Scientific Decision Making Processes

29. The Chair invited Dirk Detken (Legal and Regulatory Affairs) to introduce the agenda item.
30. Dirk Detken explained that the draft Policy on independence, which the Board endorsed in June 2011, was published for public consultation from July to mid-September and was discussed with EFSA’s Stakeholder Consultative Platform at a dedicated meeting in October. Summarising the main differences between the new Policy and that adopted in 2007, he referred to the establishment of a comprehensive overarching approach to independence, the contextualisation of EFSA’s core values in the governance of its decision making processes, the improvement of the Declaration of Interest process, and the introduction of new commitments (i.e.: annual reporting, the opening up of assessment processes, and the introduction of systematic audit). Dirk Detken highlighted the changes introduced in the Policy document following the public consultation and the meeting with the stakeholders. The technical report on the outcomes of the public consultation is available online. Concluding, he said that EFSA would aim to implement the new Policy by summer 2012. This would imply the adoption of the implementing rules of the new Policy and the revision of a number of governance documents

(i.e.: Rules of Procedure of the Scientific Committee and Scientific Panels; Rules of Procedure of EFSA Networks; Decision on the selection of scientific experts; and EFSA's Staff Code of Conduct). A separate PowerPoint presentation is available online for a detailed description.

31. Questions and comments were received on: the importance of having a Policy applying a comprehensive approach on independence; the need for clear implementing rules with a transparent description of how the Policy is going to be applied in practice; the need to make clearer, and more clearly communicate on, the correlation between the Policy on independence and EFSA's different strategic and policy documents; the request to revise the wording of the text on the public/private partnership in order to avoid potential misunderstandings, and to highlight better the parts on enforcement and audit of the Policy; the need to clearly communicate on the involvement of EFSA staff in the preparatory work for risk assessment of regulated products; the importance of a full implementation in EFSA of the quality assurance system; the publication of concise tables explaining the application of the Policy in a schematic manner; and the involvement of Member States, through the Focal Points, in the debate on independence at both European and national level.
32. Dirk Detken thanked the Board for the support and added that the Policy's implementing rules will address the comments and that they would be adopted in January 2012. He also agreed to revise the text of the documents as requested. Referring to communication issues, the Executive Director reminded the meeting that EFSA's website contains a section dedicated to independence, where the Policy and its implementing rules will be referenced together with other related core documents. She welcomed the suggestion to involve the Focal Points in promoting discussions on independence at national and European level.
33. The Board adopted EFSA's Policy on Independence and Quality of Scientific Decision Making Processes subject to the changes mentioned in the discussion.

Item 9: Value of the audio-casting of the MB meetings

34. Inviting Anne-Laure Gassin (Communications) to introduce the agenda item, the Chair reminded the meeting that in December 2010 the Board decided to replace the video-cast of their meetings with an audio-cast, with the purpose of decreasing costs. After a year, the Board wished to review its decision with the aim of further reflecting on the way forward regarding the webcast of its meetings.
35. Anne-Laure Gassin provided the Board with statistical information on the web-audience of the Board meetings comparing the video- and audio-cast systems used in 2010 and 2011 respectively. Noting that the number of web-listeners in 2011 overall was lower than the number of web-viewers in 2010, she underlined that in 2011 EFSA saved €130,000 thanks to the switch from video- to audio-cast. Providing information on the average cost of services for audio-casting, she said that audio-casting "on-demand" would be cheaper than "live" webcasting and the webcast from EFSA's premises would be cheaper than an external webcast. A separate PowerPoint presentation is available online for a detailed description.
36. Questions and comments were received on: the importance of keeping the audio-casting "live" for transparency reasons; the need to opt, for economic reasons, for audio-casting "on-demand" only; the need to verify whether webcasting costs can further decrease thanks to the new equipment installed in EFSA's new seat; and the need to investigate the existence of new or alternative technologies – perhaps of lower quality – that would make the webcast of the Board meetings (both video and audio) cheaper than in past years.
37. Anne-Laure Gassin said that the complexity of a detailed breakdown of webcast costs mainly depends on the meeting location (i.e.: Parma or elsewhere). As an example, she noted that Board meetings outside of Parma would require a previous site inspection, whilst meetings in Parma would not. Another variable would relate to the availability of sufficient internet bandwidth, in the absence of which EFSA would need to rely on a satellite transmission. Olivier Ramsayer (Resources and Support) added that in the new seat EFSA had installed all needed conference equipment including video-conference equipment, but that, as far as webcasting is concerned, EFSA would continue to require the support of external service and equipment providers. He added that cost estimations had been calculated based on the assumption that a webcast service be of high quality, but he did not exclude that a reduction in the quality of services would not result in lower costs. EFSA could investigate whether this was the case.

38. Commenting on the different views expressed by the Board members, the Chair closed the discussion postponing any decision on the way forward regarding the webcast of the Board meetings until later in 2012, once EFSA had carried out the needed investigations to address the questions above and following an analysis of the webcasting costs at the new EFSA premises.

Item 10: Amendments to the Art. 36 list of organisations

39. The Chair invited Hubert Deluyker (Science Strategy and Coordination) to introduce the agenda item.
40. Hubert Deluyker introduced the amendments to the Article 36 list of organisations, which proposed the inclusion in that list of two new institutions. The Board adopted the new list of Article 36 competent organisations which may assist EFSA with its mission.
41. Huber Deluyker reflected on the opportunity to review the rules governing the inclusion of national organisations in the Art. 36 list and their involvement in EFSA's scientific cooperation activities. He added that this subject was raised by the Advisory Forum, where some delegates pointed out the different approach of the Member States in proposing the inclusion of their national organisations in the Art. 36 list. He added that the Board may also wish to review that list considering the actual participation of the national organisations in EFSA's cooperation projects.
42. The Board noted the comments raised by the Advisory Forum and the Chair suggested to include this issue in the agenda of a future Board meeting, where the discussion would be based on further reflections of the Advisory Forum on this subject.

Item 11: Budget execution and year end forecast 2011

43. The Chair invited Olivier Ramsayer (Resources and Support) to introduce the agenda item.
44. Olivier Ramsayer updated the Board on the execution level of EFSA's 2011 budget. At 5 December, EFSA had committed 91% of its budget, which would mark a progress compared to the level reached in the same period in 2010. Nonetheless, the commitment level in the field of scientific cooperation and networking remained significantly below the target set for November 2011, and a transfer of funds would be needed in order to make the best use of the unspent amount (see agenda item 12 below). EFSA confirmed that by the end of the year it planned to achieve the level of 99% of committed appropriations. In terms of payments, approximately 69% of the payment appropriations were executed. The level of payments is below the target set for November 2011, mainly due to the delays with scientific cooperation procurement procedures. A separate PowerPoint presentation is available online for a detailed description.
45. The Board noted the document on the budget execution and year end forecast.

Item 12: Transfers in the EFSA budget 2011

46. The Chair invited Olivier Ramsayer (Resources and Support) to introduce the item on the transfers in the EFSA budget 2011.
47. Olivier Ramsayer informed the meeting that transfers executed by the Executive Director in 2011 represented 4.3% of the budget appropriations, which respects the limits imposed by the Financial Regulations on the Executive Director's capacity to make transfers between titles. A total of 4.77% of appropriations under Title I (Personnel) was transferred to Title II (Infrastructure) because the transitional phase between two organisational models generated a lower occupancy level. The transferred amount was used to adapt EFSA's IT tools to the new organisational model and for the purchase of EFSA's new seat. € 1.1 million will be transferred from "Grants and Procurement" under Title III (Operations) to develop IT tools and databases to support the scientific collaboration with Member States. A separate PowerPoint presentation is available online for a detailed description.
48. The Board noted the document on the budget execution and year-end forecast.

Item 13: Update on external evaluation of EFSA

49. The Chair asked the Chair of the Steering Committee on EFSA's 2011 External Evaluation to update the Board on the outcomes of the meeting held the day before with the external consultants.
50. The Chair of the Steering Committee updated the meeting on the elaboration of the questionnaires and the further steps to finalise them. They would be despatched to EFSA's stakeholders (members of the EFSA Stakeholder Consultative Platform, Advisory Forum representatives, European Commission, NGOs and consumer organisations) in January 2012. Questionnaires would be followed by interviews conducted by the external consultants, who would then bring the outcomes of their work to the March 2012 meeting for a thorough discussion with the Steering Committee. Due to the slippage of some preparatory work, the consultants are now expected to provide the Steering Committee with the draft final report by the end of May 2012. However, some interim conclusions and headlines from what the consultants have found would be communicated to the Board at the beginning of May, in order to have a fuller discussion on the conclusions at the June Board meeting.
51. The Chair thanked the Steering Committee members for the meticulous work they are performing in support of EFSA's External Evaluation project, and invited them to closely monitor progress in order to ensure a timely delivery of the draft final report.

Item 14: Update on EFSA's final seat

52. Upon the Chair's invitation, Olivier Ramsayer (Resources and Support) briefly updated the Board on the status of EFSA's move to its new premises. He informed the meeting that the new building had been furnished and all procurements for the purchase of goods and services had been finalised. In the following days, EFSA would have fine-tuned the financial terms for the purchase of the new seat, then proceeding with the signature of the Purchase Agreement on 19 December, 2011. The move operations would be carried out during the Christmas break in order not to disrupt EFSA's activities. On 5 January, 2012, EFSA's operations would resume in the new premises. A separate PowerPoint presentation is available online for a detailed description.
53. The Chair congratulated EFSA for the achievement of such a long-awaited outcome and referred to the following Board meeting, which will be held in EFSA's new premises in March 2012.

Item 15: Any Other Business

54. In closing the meeting, the Chair thanked Board members, EFSA's Executive Director, Members of her Management Team, Chair of the Scientific Committee, EFSA staff, the experts working in EFSA Panels and Scientific Committee, the audience in Warsaw and those listening via web-streaming, and the technicians. Commenting on the forthcoming end of the year, she reminded that 2012 will mark the 10th EFSA's anniversary. Finally she offered seasonal best wishes to all, and noted the first meeting of 2012 in Parma on 15 March.

END

Actions Arising

Meeting reference	Action	Deadline	Status
December 15, 2011	EFSA to correct the number of votes in paragraph 43 of the minutes of the 50 th Board meeting and publish them online.	15 December 2011	Done
December 15, 2011	The Commission to report on the fee impact study at the Board's meeting in March.	15 March 2012	Open
December 15, 2011	EFSA to provide the list of decisions adopted by the Board in 2011.	January 2012	Done

mb 15 12 11 – Minutes of the 51st Management Board meeting – ADOPTED

December 15, 2011	The Board to decide on the way forward regarding the webcast of Board's meetings later in 2012.	June 2012	Open
December 15, 2011	EFSA Secretariat to include in the agenda of a future Board meeting the item on the rules governing the Art. 36 list of competent organisations which may assist EFSA with its mission.	December 2012	Open
December 15, 2011	EFSA Secretariat to circulate the dates of the Board meetings in 2012.	ASAP	Done