



TERMS OF REFERENCE OF THE MANAGEMENT BOARD SUB-GROUP ON THE INDEPENDENCE OF THE EFSA STAFF

These Terms of Reference describe the role, composition, tasks and reporting arrangements of the European Food Safety Authority (EFSA) Management Board sub-group on the independence of the EFSA staff.

ROLE

The Management Board sub-group on the independence of the EFSA staff assists the Management Board during the administrative procedure aimed at the adoption of implementing rules on the independence of the EFSA staff in application of Art. 110 of the Staff Regulations of Officials of the European Union (EUSR) and Conditions of Employment of Other Servants of the European Union (CEOS).

The mandate of the sub-group has a duration of approximately six months, until the adoption by the Management Board of the implementing rules on the independence of the EFSA staff, which is expected in June 2023. If needed, the Management Board may extend the duration of the mandate of the sub-group.

COMPOSITION

- The Management Board designates its members participating in the sub-group on the independence of the EFSA staff.
- The sub-group comprises at least five members of the Management Board, including two members representing the Member States, one member appointed by the European Parliament, one member representing the Commission and one member representing the civil society and food chain interests.
- Members of the sub-group are appointed as individuals and participation in the sub-group meetings may not be delegated.
- The Vice-Chair of the Management Board chairs the sub-group on the independence of the EFSA staff.

ORGANISATION AND MEETING ATTENDANCE

- Meetings are convened by the Secretariat of the Management Board on behalf of the Chair of the sub-group and when circumstances require. The notice of convocation of a meeting shall be transmitted by the Secretariat to the sub-group members no later than 15 calendar days before the start of the meeting. The draft agenda shall simultaneously be sent to them.
- Meetings may be held in person in the EFSA headquarter (when in combination with the Management Board meetings), by remote connection or by a combination of these.
- The quorum to hold a meeting shall be three members of the sub-group, including the Chair.

- The Head of Legal Affairs Services shall provide expert advice to the sub-group. Additional staff members of EFSA may take part in the sub-group meetings at the discretion of the Chair.
- The sub-group shall adopt the agenda at the beginning of each meeting.
- The sub-group works on the basis of consensus. If so requested, however, a member of the sub-group may have his/her dissenting opinion reflected in the conclusions. The dissenting opinion shall be conveyed to the Management Board by the Chair of the subgroup.
- The Secretariat to the sub-group shall be provided by the Secretariat of the Management Board.

TASKS OF THE SUB-GROUP

The Management Board sub-group on the independence of the EFSA staff assists the Management Board during the administrative procedure aimed at the adoption of implementing rules on the independence of the EFSA staff in application of Art. 110 of the Staff Regulations of Officials of the European Union (EUSR) and Conditions of Employment of Other Servants of the European Union (CEOS). In particular:

- Monitoring the implementation of the Art. 110 of the Staff Regulations administrative procedure with regard to the adoption of the implementing rules on the independence of the EFSA staff.
- Assessing the draft implementing rules drafted by the Executive Director and commented by the Commission services and by the EFSA Staff Committee.
- Providing the Management Board with all necessary elements in support of its decision-making with regard to the endorsement of the draft implementing rules that will be notified to the Commission for inter-service consultation.
- Reviewing the agreement notified by the Commission following the inter-service consultation and providing the Management Board with all necessary elements in support of its decision-making with regard to the adoption of the implementing rules on the independence of the EFSA staff.

REPORTING

The sub-group shall bring to the Management Board attention any issue arising from its work and will report to the Management Board after its meetings.

Adopted in Parma on 15/12/2022
For EFSA's Management Board

SIGNED

Aivars Bērziņš
Chair of the Management Board