

AGENDA
for the first meeting of the Management Board of the European Asylum
Support Office,
Valletta, 25th and 26th November 2010

25th November

9:00 **Registration of participants**

9:20 **Opening address by the Hon. Lawrence Gonzi, Prime Minister of Malta**

9:30 **1st working session (part 1)**

1. Adoption of the agenda
2. Provisional chairmanship of the Management Board
3. Video message by Home Affairs Commissioner Cecilia Malmström
4. Adoption of the provisional Management Board's Rules of Procedure

10:45 **Coffee break**

11:00 **1st working session (part 2)**

5. Election of the Chairperson and Vice-Chairpersons in accordance with Article 2 (1) of the provisional Management Board's Rules of Procedure
6. State of play of the refurbishing works on the EASO's building

12:00 **Group picture of the Members of the Management Board**

12:15 **Lunch at Mediterranean Conference Centre**

13:15 **Visit to the EASO building**

15:00 **Coffee break**

15:30 **2nd working session**

7. State of play on the Seat Agreement
8. Rules on the secondment of national experts (SNE) to EASO (*for approval*)
9. Presentation of the short listed candidates for the Executive Director's post – question and answer session

18:30 **End of the first day**

19:00 **Official reception hosted by Maltese Government**

26th November

9:00 **3rd working session (part 1)**

10. Activity report, financial and budgetary aspects

- Draft financial regulation
- Financial Statements of EASO 2010 and estimates for 2011
- Interim Activity and Financial report 2010

11. Draft work programme 2011 (*preliminary discussion*)

12. Selection of the Executive Director (*for vote*)

11:15 **Coffee break**

11:45 **3rd working session (part 2)**

13. Handover of the European Asylum Curriculum and COI portal

13:00 **Lunch at the Mediterranean Conference Centre**

14:00 **4th working session**

14. Handover of the activities currently carried out by EURASIL

15. Greece Action Plan

16. Status of associated countries

17. AOB:

- Meeting of the next Management Board

16:30 **Closure of the Management Board meeting**

16:45 **Coffee break**

17:00 **Malta Experience (audio-visual attraction) offered by the Maltese authorities**

20:00 **Closing buffet dinner**