



**LIST OF DECISIONS AND GUIDANCE
98TH BUREAU MEETING, 22 MARCH 2023**

Agenda item	Outcome	Comments
Opening of the meeting	The Chair welcomed participants.	
FOR ADOPTION		
1 Agenda of the 98 th Bureau meeting	The meeting agenda was adopted.	
CLOSED SESSION: FOR BUREAU ORIENTATION IN PREPARATION OF THE 98TH MANAGEMENT BOARD		
2 98 th MB meeting agenda	The Bureau took note of the MB meeting agenda.	
3 MB decision on interim Executive Director	The Bureau prepared a recommendation to the MB regarding a potential interim Executive Director (ED), to cover the potential gap between the end of Hans Bruyninckx's mandate on 31 May 2023, and the date when the future ED will be able to start.	The recommendation from the Bureau to the MB will be disclosed in the MB closed session on 23 March.
4 Review of declarations of absence of conflict of interest of shortlisted candidates ahead of MB interviews	The MB Chair, in cooperation with the Bureau, assessed the declarations of conflict of interest of shortlisted candidates for the position of EEA's Executive Director and confirmed the absence of conflict of interest.	
5 Finalisation of interview questions for MB interviews	The Bureau agreed on the final set of interview questions to be asked during the MB interviews of shortlisted candidates for the position of EEA's Executive Director, based on the question proposals submitted by the MB. The Bureau also agreed on who asks the questions and on the order in which the questions will be asked, to ensure equal treatment of candidates.	A member stepped out for this agenda point. The final set of interview questions as agreed by the Bureau will be disclosed to the MB in the closed session of the MB meeting on 23 March.
6 Preparations for selection of EEA's next Executive Director: interviews and voting	The Bureau prepared the selection of EEA's Executive Director including interviews and voting.	The Bureau did not identify any issues of concern to be brought to the attention of the Board.
FOR INFORMATION		
7 Feedback from Bureau members	The Bureau did not raise any further comments.	

The meeting closed at 19:00

Approved by the EEA Bureau at its 98th meeting
Brussels, 22 March 2023

Signed

Laura Burke
Chair, EEA Management Board



Annexes

Annex 1: Final agenda of 98th Bureau meeting, 22 March 2023

Annex 2: Participants list, 98th Bureau meeting, 22 March 2023



Annex 1:

Draft agenda of the 98th Bureau meeting
Wednesday, 22 March 2023, 17:00-19:00, Sparks, Brussels

AGENDA ITEM	DOCUMENTS
FOR ADOPTION	
1. Agenda of the 98 th Bureau meeting	EEA/BU/98/01

CLOSED SESSION: FOR BUREAU ORIENTATION IN PREPARATION OF THE 98TH MANAGEMENT BOARD	
2. 98 th MB meeting agenda	EEA/MB/98/01
3. MB decision on interim Executive Director	EEA/MB/98/09
4. Review of declarations of absence of conflict of interest of shortlisted candidates ahead of MB interviews	EEA/BU/98/04
5. Finalisation of interview questions for MB interviews	EEA/BU/98/05
6. Preparations for selection of EEA's next Executive Director: interviews and voting	EEA/MB/98/10

FOR INFORMATION	
7. Feedback from Bureau members	[Verbal update]



Annex 2: Participants list, 98th Bureau meeting, Wednesday, 22 March 2023, 17:00–19:00 CET, Brussels

Name	Represented country/ organisation	Role	Presence
Laura Burke	Ireland	Chair	<i>Present</i>
Michal Pastvinsky	Czech Republic	Vice-Chair	<i>Present</i>
Margit Martinson	Estonia	Vice-Chair	<i>Present</i>
Diane Simiu	France	Vice-Chair	<i>Present</i>
Alessandro Bratti	Italy	Vice-Chair	<i>Present</i>
André Weidenhaupt	Luxembourg	Vice-Chair	<i>Present</i>
Gilles Gantelet	European Commission (DG ENV)		<i>Present</i>
Yvon Slingenberg	European Commission (DG CLIMA)		<i>Present</i>
Josiane Masson	European Commission (DG ENV)		<i>Present</i>
Jürgen Salay	European Commission (DG CLIMA)		<i>Present</i>
Lena Neij	Member designated by the European Parliament		<i>Present</i>
Claire Dupont	Chair of the Scientific Committee		<i>Present</i>
Ingunn Limstrand	Observer from non-EU member state (Norway)		<i>Present</i>
Hans Bruyninckx	EEA		<i>Present items 1-3</i>
Jasmiina Laurmaa	EEA/ MB Secretariat		<i>Present</i>