



ETF GOVERNING BOARD MEETING

Location: Centre Borschette, Brussels

9 NOVEMBER 2004

09.30 – 17.30

Agenda

1. Adoption of agenda ([ETF-GB-04-024](#))
2. Adoption of Minutes of previous meeting ([ETF-GB-04-025](#)) and update on open action points
3. Introductory remarks by Chairman
4. Oral report by Director on operational achievements second semester 2004
5. Update on progress on Commission policies and programmes which have an impact on the ETF (for discussion)
6. Amending Budget 2004 (for adoption)
 - Cover note ([ETF-GB-04-029-00](#))
 - Compared budgets ([ETF-GB-04-029-01](#))
 - Establishment plan ([ETF-GB-04-029-02](#))
7. 2005
 - ii. ETF Work Programme ([ETF-GB-04-026](#)) (for adoption)
 - iii. ETF budget 2005 (for adoption)
 - Cover note ([ETF-GB-04-027-00](#))
 - Compared budgets ([ETF-GB-04-027-01](#))
 - Budget fiches ([ETF-GB-04-027-02](#) [title 1](#) [title 2](#) [title 3](#))
 - Establishment plan ([ETF-GB-04-027-03](#))
8. Rationale for ETF Estimate of Revenue and Expenditure 2006 ([ETF-GB-04-028](#)) (for adoption)
9. ETF External Evaluation 2005 ([ETF-GB-04-034](#)) (for discussion)

10. Miscellaneous Administrative issues and follow up to June GB Meeting
 - i. ETF support and services to EU Member States ([ETF-GB-04-032](#)) (for adoption)
 - ii. ETF Deputy Director ([ETF-GB-04-030](#)) (for adoption)
 - iii. Preparing the Analysis and Assessment of Annual Report 2004 ([ETF-GB-04-031](#)) (for adoption)
 - iv. Advisory Forum Membership – update of nominations ([ETF-GB-04-035](#)) (for approval) (to be tabled)
 - v. Report on External Evaluation Action Plan ([ETF-GB-04-037](#)) (for information)
 - vi. Participation by ETF Staff Committee in GB Meetings (for adoption)
11. Date of next meeting – 7 June 2005