

DECISION No MC/2014/9

of the Management Committee of the Office of the Body of European Regulators for Electronic Communications (BEREC Office) on financing decision for organising and financing the 2014 BEREC and BEREC Office events

The Management Committee of the BEREC Office,

HAVING REGARD to Regulation (EC) No 1211/2009 of 25 November 2009 of the European Parliament and of the Council establishing the Body of European Regulators for Electronic Communications (BEREC) and the Office¹;

HAVING REGARD to Decision No MC/2014/1 of the Management Committee of the BEREC Office on the financial regulation applicable to the BEREC Office in conformity with the framework Financial Regulation for the bodies referred to in Article 208 of Council Regulation (EU, Euratom) No 966/2012 on the Financial Regulation applicable to the general budget of the European Union, and in particular Article 68 (3) thereof;

HAVING REGARD to the BEREC 2014 Work Programme (document BoR (13) 196) and the Indicative Schedule for the BEREC Workshops in 2014 (document BoR (14) 25);

HAVING REGARD to the BEREC Communication Plan (document BoR (14) 66), as approved by the Board of Regulators during its 19th plenary meeting (5-6 June 2014, Dublin);

WHEREAS:

The BEREC Office Work Programme for 2014 (document MC (13) 61) was adopted before the 2014 BEREC Work Programme and therefore could not take into account the actual needs of BEREC at the time of the adoption of the Financing Decision in annex IV;

The Board of Regulators during its 18th plenary meeting (27-28 February 2014, Stockholm) requested the BEREC Office to collect from the BEREC Expert Working Groups their inputs on their need in 2014 for additional support to be provided to them within the organisation of BEREC workshops and other events, including with the stakeholder participation, as envisaged in the BEREC Work Programme for 2014 and the respective Project Requirements Documents;

HAS ADOPTED THIS DECISION:

Article 1

1. The Financing Decision, as presented in the annex shall be adopted.
2. It shall replace annex IV of the BEREC Office Work Programme 2014 (document MC (13) 61).

Article 2

The current Decision shall enter into force on the day of its adoption.

This decision was adopted by electronic voting procedure on 2 July 2014.

For the Management Committee

(s)

Göran Marby
BEREC Chair 2014

¹ OJ L 337, 18.12.2009, p. 1

Financing Decision
for organising and financing the 2014 BEREC and BEREC Office events

Title	Organisation of the BEREC meetings and events (including plenary and Contact Network meetings, meetings of the EWGs, events/workshops with the participation of stakeholders, meetings with third parties, etc.) in 2014
Short description and Objectives	<p><u>OBJECTIVE:</u></p> <p>Provision of professional event organiser services to support BEREC Office in the organisation of the BEREC meetings and events.</p> <p><u>DESCRIPTION:</u></p> <ul style="list-style-type: none"> • Event management; • Venue selection and reservation; • Selection and pre-booking of accommodation; • Catering services; • Organisation of social/cultural programme; • Hiring technical equipment; • Printing, copying and scanning services; • Photographic, video and/or audio recording service; • Transport/transfer services; • Translation and/or interpretation service; • Collection, compilation and distribution of documents; • Provision of service staff necessary for the event organisation; • Other event organisation services not listed above.
Reference to the Annual Work Programme	<p>Point 1.1. Setting up of the BEREC Expert Working Groups</p> <p>Item 1.1.3. Managing public procurement procedures and organising workshops on request of the BEREC EWGs for promoting exchange of best practices and expertise.</p> <p>Point 1.2. Activities of the BEREC Office under Articles 7 and 7a of the Framework Directive;</p> <p>Point 2.1. Assisting the BEREC Chair and Vice-chairs, Plenaries and Contact Network meetings.</p>
Contract value for the budgetary year	<p>EUR 40 000 - 1st CN meeting in Riga and other meetings in Latvia</p> <p>EUR 145 000 – workshops, meetings and other events outside of Latvia</p>
Budget Line / Commitment	<p>B3-001 “Support to the BEREC Expert Working Groups” – <i>estimated EUR 14 000</i></p> <p>B3-002 “Activities under Articles 7 and 7a Framework Directive” – <i>estimated EUR 4 000</i></p> <p>B3-003 “Collection, exchange and transmission of information” – <i>estimated EUR 30 000</i></p> <p>B3-101 “Other support activities to BEREC” – <i>estimated EUR 137 000</i></p> <p><i>When the precise figures for the individual activities will be known, an assessment of transfer needs to the individual budget lines to be presented to or adopted by the Management Committee will be done by the BEREC Office.</i></p>
Type of contract	Specific contracts or orders based on the existing Framework Service Contracts No BEREC/13/020 and BEREC/13/026 of 2013.
Type of procurement (Service/ supply/ works)	Service contract
Indicative timeframe for signing the contract	Q1 2014 for Specific contract 1 st CN meeting 2014 in Riga. Q1-Q4 2014: Specific contracts or orders for other workshops and meetings.