

22 May 2017

**Draft Agenda**  
**for the 31st ordinary plenary meeting of the Management  
Committee (MC) of the BEREC Office**  
*2 June 2017, Cascais (Portugal)*  
*Hosted by ANACOM*

**1. Opening of the meeting and adoption of the agenda**

<b>Document(s)</b>	MC (17) 41 Draft MC Agenda
<b>Introduction by</b>	BEREC Chair (Arcep)
<b>Action requested</b>	To agree on the agenda and identify any points to be raised under AOB.

**2. List of the 'A' items and documents for information**

<b>Document(s)</b>	<u>Documents for information alongside 'A' items:</u> MC (17) 42 2017 BEREC Office quarterly Report on operation and budget execution January-March 2017 MC (17) 43 Information on the current status of experts' reimbursements processed by BEREC Office contractor
<b>Introduction by</b>	BEREC Chair (Arcep)
<b>Action requested</b>	To take note of the documents for information.

**3. Oral up-date on the recent activities of the BEREC Office Advisory Group (BAG) and of the BEREC Vice-Chair in his capacity of appointing authority**

<b>Document(s)</b>	No documents
<b>Introduction by</b>	BAG Chair and BEREC Vice-Chair (RTR)
<b>Action requested</b>	To take note of the information.

**4. BEREC Office Consolidated Annual activity report 2016**

<b>Document(s)</b>	MC (17) 44 BEREC Office Consolidated Annual activity report 2016
<b>Introduction by</b>	BEREC Office administrative manager
<b>Action requested</b>	To present and discuss with a view to submitting the document to the MC for approval by electronic voting procedure before 1 July 2017.

## 5. AOB

### Information on the next MC plenary meeting 6 October 2017 in Cluj Napoca, Romania

<b>Document(s)</b>	No documents
<b>Introduction by</b>	Representative of the host NRA (ANCOM)
<b>Action requested</b>	To take note of the information.