

Draft Agenda

BEREC 2013 2st Contact Network Meeting

16-17 May 2013, Paris (France)

Hosted by ARCEP

1. Opening of the meeting and adoption of the agenda

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| Document(s) | BEREC CN (13) 19 Draft BEREC CN Agenda |
| Introduction by | CN Chair |
| Action requested | To agree on the agenda and identify any points to be raised under AOB |

2. Information by the Chair

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| Document(s) | No document |
| Introduction by | CN Chair |
| Action requested | To take note |

3. Information by the BEREC Office

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| Document(s) | BEREC CN (13) 20 Contact lists pack BEREC CN (13) 21 WP 2013 status update BEREC CN (13) 22 Report on the recent Art 7/7a Phase II cases |
| Introduction by | BEREC Office representative |
| Action requested | To take note |

4. Gibraltar Regulatory Authority (GRA) observer status

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| Document(s) | No document |
| Introduction by | CN Chair |
| Action requested | To discuss and pass it to BoR for decision |

The CN Chair will present the request from the Gibraltar NRA to join BEREC as an observer.

5. Annual report on BEREC 2012 activities and on the developments in the electronic communications sector in 2012

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| Document(s) | BEREC CN (13) 23 Annual report on BEREC activities and on sector developments -2012 |
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| Introduction by | RTR and BEREC Office |
| Action requested | To pass to BoR for approval for publication |

6. Framework Implementation (FI)

6.1. NRAs' regulatory capacity

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| Document(s) | BEREC CN (13) 24 Draft BEREC fact-finding report on NRAs' regulatory capacity |
| Introduction by | FI EWG Chair (AGCOM) |
| Action requested | To pass to BoR for approval as an internal report and discussion of any further next step |

6.2. Review of BEREC Rules of Procedure of the BoR – Oral update

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| Document(s) | No document |
| Introduction by | FI EWG Chair (AGCOM) |
| Action requested | To take note |

The FI EWG Chair will present an oral update on state of play of the activities carried out since the last CN meeting.

6.3. Authorisation regimes for cross-border providers – Oral update

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| Document(s) | No document |
| Introduction by | FI EWG Chair (AGCOM) |
| Action requested | To take note |

The FI EWG Chair will present an oral update on state of play of the activities carried out since the last CN meeting.

7. Information by ARCEP

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| Document(s) | No document |
| Introduction by | Benoît Loutrel, ARCEP Director-General |
| Action requested | To take note |

8. International Roaming – Update on the Roaming decoupling obligation

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| Document(s) | No document |
| Introduction by | IR EWG Chair (CMT) |
| Action requested | To take note |

9. Benchmarking

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| Document(s) | BEREC CN (13) 28 Draft BEREC TRs snapshot report |
| Introduction by | Benchmarking EWG Chair (CMT) and BEREC Office |
| Action requested | To discuss and pass to BoR for approval the snapshot for publication |

10. Implementation of the Recommendation for fixed termination

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| Document(s) | CN (13) 29 Draft BEREC Internal Report on call termination costs |
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| | to be borne by the receiving party |
| Introduction by | TR EWG Chair (ARCEP/AGCOM) |
| Action requested | To discuss and pass it to BoR for approval as an internal report |

11. Net Neutrality – Oral update

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| Document(s) | No document |
| Introduction by | NN EWG Chair (ARCEP) and OFCOM |
| Action requested | To take note |

12. End User EWG – Workshop on measures towards disabled end-users accessibility to ECS

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| Document(s) | No document |
| Introduction by | EU EWG Chairs (ANCOM/ANACOM) |
| Action requested | To discuss and to pass to the BoR for approval |

13. Stakeholder dialogue – Oral update

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| Document(s) | No document |
| Introduction by | FICORA |
| Action requested | To take note |

FICORA will make an oral update on the status of the preparation of the stakeholder dialogue in September.

14. BEREC Medium Term Strategy

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| Document(s) | No document |
| Introduction by | CN Chair |
| Action requested | To discuss and pass it to BoR for information |

15. Amended Decision on the BEREC EWG's for 2013

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| Document(s) | BEREC CN (13) 31 |
| Introduction by | EETT |
| Action requested | To discuss and to pass to the BoR for approval for publication |

The CN Chair will present the amendments to the Decision of the BoR on the BEREC EWG's and EWG Chairs.

16. Preparation of BEREC intranet development

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| Document No. | BEREC CN (13) 30 Discussion paper on BEREC Intranet and Web development |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To discuss and forward to the Plenary for decisions on further steps |

BEREC Office will present the project concerning the Intranet and Web site of BEREC.

17. BEREC Style guide

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| Document No. | BEREC CN (13) 32 BEREC style guide: how to improve the quality of BEREC document |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To discuss and to pass to the BoR for further guidance |

18. Topics for Management Committee consideration

18.1. Annual Administrative Report 2012 from the BEREC Office Authorising Officer/Administrative Manager

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| Document No. | BEREC CN (13) 33 BEREC Office Annual Administrative Report from Authorising Officer 2012 |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To discuss and pass to MC for approval of the MC analysis and assessment of the Authorising Officer's annual administrative report for submission to the budgetary authority and the European Court of Auditors (Article 40 (1) from Decision MC (10) 44) |

18.2. BEREC Office 2012 Annual Activity Report 2012

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| Document No. | BEREC CN (13) 34 BEREC Office Management Committee Annual Activity Report 2012 |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To discuss and pass to MC for approval for publication (Article 13(2) from the BEREC Regulation, Article 40 (2) from Decision MC (10) 44) |

18.3. BEREC Office annual accounts 2012

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| Document No. | BEREC CN (13) 35 BEREC Office Annual Accounts for Financial year 2012 BEREC CN (13) 36 Opinion of the Management Committee of the BEREC Office on the Annual Accounts of the year 2012 |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To discuss and pass to MC for approval of the opinion of the Management Committee on the final accounts for submission to the Commission's accounting officer, the Court of Auditors, the European Parliament and the Council (Article 13 (6)&(7) from the BEREC Regulation) |

18.4. Execution of the 2013 BEREC Office Budget

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| Document No. | BEREC CN (13) 37 BEREC Office Budget 2013 as per 31 March 2013 |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To take note of the execution status |

BEREC Office will give an overview the status of execution of BEREC Office budget for 2013.

18.5. BEREC Office Staff Policy: recruitments and staffing

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| Document No. | No document |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To take note |

18.6. Reimbursement of experts policy

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| Document No. | BEREC CN (13) 38 Decision by the MC of the BEREC Office concerning the reimbursement of travel, subsistence and other expenses incurred in the course of journeys made by persons not employed by the BEREC Office |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To discuss and pass to MC for approval |

18.7. BEREC Office internal control standards

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| Document No. | BEREC CN (13) 39 BEREC Office Internal Control Framework and Standards |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To discuss and pass to MC for approval of the updated ICS |

19. Overview of Cisco WebEx videoconferencing solution

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| Document No. | No document |
| Introduction | BEREC Office Administrative Manager |
| Action requested | To take note |

20. Information by the Commission

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| Document(s) | No document |
| Introduction by | Commission representative. |
| Action requested | To take note and pass to BoR for information |

Oral up-date on Commission initiatives not mentioned previously.

21. AOB

21.1. Information by EETT on the next Plenary Meeting

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| Document(s) | - BEREC CN (13) 40 Agenda of the 15th meeting of the Board of Regulators (6-7 June 2013, Athens) - BEREC CN (13) 41 Agenda of the 15th meeting of the Management Committee (7 June 2013, Athens) |
| Introduction by | EETT |
| Action requested | To take note |

21.2. Information by BNetzA on the NGA workshop (5 June 2013, Athens)

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| Document(s) | No document |
| Introduction by | BNetzA |
| Action requested | To take note |

21.3. Information by ACM on the next CN meeting

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| Document(s) | No document |
| Introduction by | ACM |
| Action requested | To take note |