**42nd EA General Assembly**

##### INTERCONTINENTAL BUCHAREST HOTEL

##### No. 4, Nicolae Bălcescu, Sector 1, 010051 Bucharest, Romania

### Starting on 21st November 2018 at 9:00

### Finishing on 22nd November 2018 at 16:00

## Agenda

**EA Secretariat**

European co-operation for Accreditation

75 avenue Parmentier – 75011 PARIS

Phone: + 33.1.40.21.24.62 - Fax : + 33.1.40.21.24.00

E-mail: **secretariat@european-accreditation.org**

EA website: [http//www.european-accreditation.org](http://www.european-accreditation.org/)

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| **Item** | **Subject** | **Reporting person** | **Documents** | **Expected result** |
| **1.** | **Opening of meeting – Introduction of Members and Guests** | Chair |  |  |
| **2.** | **Approval of the agenda** | Chair | This document | For approval |
| **3.** | **Review and approval of the minutes of the 41st GA meeting May 2018** | Chair | - [EAGA(18)M41 draft Rev01](AI_3%20EAGA18M41%20draft%20Rev01.docx) | For approval |
| **4.** | **Chairman’s communications** | Chair | Presentation/Report | For information |
| **4.1** | **DG GROW: Introductory remarks**  **from the Director Single Market Policy, Regulation and Implementation** | Joaquim Nunes  de Almeida |  | For information |
| **5.** | **Governance and Policy issues** |  |  |  |
| **5.1** | **Financial Oversight Committee**  - Election of the third FOC member | Chair | - [EAGA(18)11-1 Call for nominations FOC November 2018 09Oct2018 TBD](AI_5.1%20EAGA(18)11-1%20Call%20for%20nominations%20FOC%20November%202018%2009Oct2018%20TBD.pdf)  - [EAGA(18)11-40 Curriculum Vitae Stephan Finke](AI_5.1%20EAGA(18)11-40%20Curriculum%20Vitae%20Stephan%20Finke.pdf) | For approval |
| **5.2** | **EA Strategy 2025**  - Implementation Plan – Progress report  - TFG 1 Proposal of a new Management structure | Executive Secretary / Chair | - [EAGA(18)11-2 Implementationplan 16Nov2018](AI_5.2%20EAGA(18)11-2%20Implementationplan%2016Nov2018.pdf)  - [EAGA(18)11-3 draft new EA Management Structure 23Oct2018](AI_5.2%20EAGA(18)11-3%20draft%20new%20EA%20Management%20Structure%2023Oct2018.pdf)  - [EA-GA(18)11-18 TFG 1 NABs Comments - Draft new EA management structure](AI_5.2%20EA-GA(18)11-18%20TFG%201%20NABs%20Comments%20-%20Draft%20new%20EA%20management%20structure.pdf) | For approval |
| **5.3** | **Brexit / Revision of the EA Articles of Association (AoA)**  - Endorsement of the revised AoA  - Future actions in light of the Brexit | Executive Secretary | - [EAGA(18)11-4 draft deed of amendment of EA AoA 2018 1\_translation\_WORD FILE](AI_5.3%20EAGA(18)11-4%20draft%20deed%20of%20amendment%20of%20EA%20AoA%202018%201_translation_WORD%20FILE.docx)  - [EAGA(18)11-5 extract minutes EA GA amendment of the AoA 2018](AI_5.3%20EAGA(18)11-5%20extract%20minutes%20EA%20GA%20amendment%20of%20the%20AoA%202018.pdf) | For approval |

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| **5.4** | **Peer evaluations in (third) countries with security problems**  - Who is responsible/liable for evaluators – Report | Executive Secretary | - [EAGA(18)11-6 Report on Security Issues 28August2018](AI_5.4%20EAGA(18)11-6%20Report%20on%20Security%20Issues%2028August2018.docx) | For information |
| **6.** | **Relations with the European Commission (EC), EFTA and Stakeholders** |  |  |  |
| **6.1** | **Work Programme 2019** | Executive Secretary | - [EAGA(18)11-7 EA WP 2019 10September2018](AI_6.1%20EAGA(18)11-7%20EA%20WP%202019%2010September2018.pdf) | For approval |
| **6.2** | **Framework Partnership Agreement 2018 - 2021**  - Progress report  - Mandate for the Executive Committee / Secretary | Executive Secretary |  | For approval |
| **6.3** | **ECIBC – JRC-EA Breast Cancer Services Project**  - Progress report | PSG Convener / Chair | - [EAGA(18)11-44 Update JRC-BCS project nov. 2018](AI_6.3%20EAGA(18)11-44%20Update%20JRC-BCS%20project%20nov.%202018.docx) | For information |
| **6.4** | **Cybersecurity act - Cooperation EA - ENISA** | Chair |  | For information |
| **6.5** | **Survey on the functioning of accreditation in Europe**  **-** Survey results | Executive Secretary | - [EAGA(18)11-8 Survey Functioning Accreditation 25July2018rev](AI_6.5%20EAGA(18)11-8%20Survey%20Functioning%20Accreditation%2025July2018rev.docx) | For information |

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| **6.6** | **New EU legislations/activities**  - Proposed Regulation on fertilizing products  - Proposed regulation on drones  - New regulation on electronic freight transport information  - EU-Japan EPA  - ESCO  - and others | Executive Secretary/ Emanuele Riva (ESCO) |  | For information |

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| **6.7** | **Applications for EA Recognized Stakeholder status**  - Application from AEBIOM (now Bioenergy Europe)  - Application from BRC Global Standards | Chair | - [EAGA(18)11-19 Application AEBIOM recognized EA stakeholder](AI_6.7%20EAGA(18)11-19%20Application%20AEBIOM%20recognized%20EA%20stakeholder.doc)  - [EAGA(18)11-25 BRC Global Standards application for EA stakeholder recognition](AI_6.7%20EAGA(18)11-25%20BRC%20Global%20Standards%20application%20for%20EA%20stakeholder%20recognition.docx) | For approval  For approval |
| **7.** | **Operational issues** |  |  |  |
| **7.1** | **Ratification of ballots** | Chair | - [EAGA(18)11-37 EAGA 42 Ratification ballot - REV 20Nov.18](AI_7.1%20EAGA(18)11-37%20EAGA%2042%20Ratification%20ballot%20-%20REV%2020Nov.18.docx) | For approval |
| **7.2** | **Revision of EA documents** |  |  |  |
| 7.2.1 | - NWIP Revision of EA-1/14 Control of documents | Executive Secretary | - [EAGA(18)11-9 NWI-EA 1\_14 Control of documents 09August2018](AI_7.2.1%20EAGA(18)11-9%20NWI-EA%201_14%20Control%20of%20documents%2009August2018.docx) | For information |
| **7.3** | Implementation of the CETA Protocol on the Mutual Acceptance of the Results of Conformity Assessment  - Progress report | Executive Secretary | - [EAGA(18)11-10EA SCC Model for Mutual Recognition 18June2018](AI_7.3%20EAGA(18)11-10EA%20SCC%20Model%20for%20Mutual%20Recognition%2018June2018.pdf)  - [EAGA(18)11-11 Application form sheet CETA recognition 01June2018](AI_7.3%20EAGA(18)11-11%20Application%20form%20sheet%20CETA%20recognition%2001June2018.docx) | For information |

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| **7.4** | BAM Benchmarking project second round  - Update | Michael Nitsche | - [EAGA(18)11-32 2018-10-29-contract\_new\_participant](AI_7.4%20EAGA(18)11-32%202018-10-29-contract_new_participant.docx)  - [EAGA(18)11-33 2018-10-29-contract\_experienced\_participant](AI_7.4%20EAGA(18)11-33%202018-10-29-contract_experienced_participant.docx) | For information |

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| **8.** | **Financial Issues** |  |  |  |
| **8.1** | **Revised Budget 2018 and forecast** | Executive Secretary | - [EAGA(18)11-27 ABB 2018 Q3 12Nov2018 for GA](AI_8.1a%20EAGA(18)11-27%20ABB%202018%20Q3%2012Nov2018%20for%20GA.xlsx)  - [EAGA(18)11-28 Q3 Financial report Budget 2018 13Nov2018](AI_8.1b%20EAGA(18)11-28%20Q3%20Financial%20report%20Budget%202018%2013Nov2018.pdf) | For approval |
| **8.2** | **Budget 2019 and revised membership fees 2019** | Executive Secretary | - [EAGA(18)11-29 revABB 2019 30August2018](AI_8.2%20a%20EAGA(18)11-29%20revABB%202019%2030August2018.xlsx)  - [EAGA(18)11-30 Amendments Budget 2019 30August2018](AI_8.2b%20EAGA(18)11-30%20Amendments%20Budget%202019%2030August2018.docx)  - [EAGA(18)11-31 Membership Fee Budget 2019 Rev12Nov2018](AI_8.2c%20EAGA(18)11-31%20Membership%20Fee%20Budget%202019%20Rev12Nov2018.xlsx) | For approval |
| **9.** | **Complaints and Appeals** |  |  |  |
| **9.1** | **Status report** | Executive Secretary | - [EAGA(18)11-26 Complaint Report Rev 9 Nov 2018](AI_9.1%20EAGA(18)11-26%20Complaint%20Report%20Rev%209%20Nov%202018.docx) | For information |
| **10.** | **EA Secretariat** |  |  |  |
| **10.1** | **Secretariat staff** | Executive Secretary |  | For information |
| **10.2** | **IT systems / EA website** | Executive Secretary |  | For information |
| **10.3** | **Implementation of the GDPR** | Executive Secretary |  | For information |

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| **11.** | **Reports and proposed resolutions from EA committees** |  |  |  |
| **11.1** | **EA Advisory Board** | EAAB-Chair | - [EAGA(18)11-41 EAAB\_Report\_to\_EAGA\_Bucharest-Presentation](AI_11.1%20EAGA(18)11-41%20EAAB_Report_to_EAGA_Bucharest-Presentation.pdf) | For information |
| **11.2**  11.2.1  11.2.2  11.2.3 | **MLA Council**  Report/Presentation  Revised Terms of Reference  NWIP Revision of EA-2/02 *Peer evaluation of NABs* | MAC-Chair | - [EAGA(18)11-17 EA MAC ToR - MAC proposal to EA GA](AI_11.2.2%20EAGA(18)11-17%20EA%20MAC%20ToR%20-%20MAC%20proposal%20to%20EA%20GA.pdf)  - [EAGA(18)11-12 NWI-EA 2\_02 peer evaluation 08October2018](AI_11.2.3%20EAGA(18)11-12%20NWI-EA%202_02%20peer%20evaluation%2008October2018.docx) | For information  For approval  For approval |
| **11.3**  11.3.1 | **Horizontal Harmonization Committee**  Report/Presentation | HHC-Chair | - [EAGA(18)11-22 HHC-Committee-Report\_for 42ndEAGA](AI_11.3.1%20EAGA(18)11-22%20HHC-Committee-Report_for%2042ndEAGA.PPTX) | For information |
| **11.4**  11.4.1  11.4.2 | **Communications & Publications Committee**  Report/Presentation  Revised Terms of Reference | CPC Chair | - [EAGA(18)11-21 EACPC ToR draft 04Sept2018](AI_11.4.2%20EAGA(18)11-21%20EACPC%20ToR%20draft%2004Sept2018.docx) | For information  For approval |
| **11.5**  11.5.1 | **Inspection Committee**  Report/Presentation | IC Chair | - [EAGA(18)11-39 EA IC conveners report EA GA Nov 2018 (v2)](AI_11.5.1%20EAGA(18)11-39%20EA%20IC%20conveners%20report%20EA%20GA%20Nov%202018%20(v2).pdf) | For information |

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| **11.6**  11.6.1  11.6.2 | **Certification Committee**  Report/Presentation  NWIP Revision of EA-6/02 *Guidelines on the Use of EN 45 011 and ISO/IEC 17021 for Certification to EN ISO 3834* | CC Chair | * [EAGA(18)11-13 NWI-Revision EA\_6\_02 Oct 2018\_KB](AI_11.6.2%20EAGA(18)11-13%20NWI-Revision%20EA_6_02%20Oct%202018_KB.DOCX) | For information  For approval |
| **11.7**  11.7.1  11.7.2 | **Laboratory Committee**  Report/Presentation  New Work Item Proposals (NWIPs)  - EA 4\_02 Evaluation of the Uncertainty of Measurement in Calibration  - EA-4/09 Accreditation for Sensory Testing Laboratories  - EA INF\_13 Accreditation of Opinions and Interpretations SEPT2018\_LVI | LC Chair | - [EAGA(18)11-14 NWI-Revision EA 4\_02 Eval Uncertainty Measurement Calibration SEPT18](AI_11.7.2%20EAGA(18)11-14%20NWI-Revision%20EA%204_02%20Eval%20Uncertainty%20Measurement%20Calibration%20SEPT18.docx)  - [EAGA(18)11-15 NWI-Revision EA 4\_09 Accreditation Sensory Testing SEPT2018\_LVI](AI_11.7.2%20EAGA(18)11-15%20NWI-Revision%20EA%204_09%20Accreditation%20Sensory%20Testing%20SEPT2018_LVI.docx)  - [EAGA(18)11-16 NWI-Revision EA INF\_13 Accreditation Opinions Interpretations SEPT18](AI_11.7.2%20EAGA(18)11-16%20NWI-Revision%20EA%20INF_13%20Accreditation%20Opinions%20Interpretations%20SEPT18.docx) | For information  For approval |
| **12.** | **International issues** | Chair |  |  |
| **12.1** | **Annual ILAC/IAF meeting Singapore 2018**  - ILAC resolutions  - IAF resolutions | Chair/ Executive Secretary | * [EAGA(18)11-20 Adopted-Resolutions-22nd-ILAC-GA-31-Oct-2018](AI_12.1%20EAGA(18)11-20%20Adopted-Resolutions-22nd-ILAC-GA-31-Oct-2018.pdf) * [EAGA(18)11-35 IAFSingaporeGAResolutions Final](AI_12.1%20EAGA(18)11-35%20IAFSingaporeGAResolutions%20Final.pdf) | For information |
| **12.2** | **Adoption of ILAC/IAF resolutions/documents by EA** |  |  | For approval |

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| **13.** | **Cooperation with international and regional organization (written report)** |  | | Written reports | | | For information |
| **13.1** | APLAC  IAAC  IAF  ILAC  PAC  ARAC  AFRAC  SADCA |  | | - [EAGA(18)11-43 APLAC Report to EA GA November 2018](AI_13.1%20EAGA(18)11-43%20APLAC%20Report%20to%20EA%20GA%20November%202018.pdf)   * [EAGA(18)11-45 IAAC report to EA Nov 2018](AI_13.1%20EAGA(18)11-45%20IAAC%20report%20to%20EA%20Nov%202018.pdf) * [EAGA(18)11-34 IAF Liaison Report EA Nov.2018](AI_13.1%20EAGA(18)11-34%20IAF%20Liaison%20Report%20EA%20Nov.2018.pdf)   - [EAGA(18)11-38 ILAC Update EA General Assembly Nov 2018](AI_13.1%20EAGA(18)11-38%20ILAC%20Update%20EA%20General%20Assembly%20Nov%202018.pdf)   * [EAGA(18)11-24 PAC Report July 2018](AI_13.1%20EAGA(18)11-24%20PAC%20Report%20July%202018.docx) | | |  |
| **14.** | **Reports from Stakeholder organizations** | |  | | Written reports | For information | |
| **14.1** | CEOC  EFLM | |  | | * [EAGA(18)11-23 CEOC International\_liaison report\_EA 2018](AI_14.1%20EAGA(18)11-23%20CEOC%20International_liaison%20report_EA%202018.doc) * [EAGA(18)11-42\_Annual\_Liaison\_Report\_2018 EFLM](AI_14.1%20EAGA(18)11-42_Annual_Liaison_Report_2018%20EFLM.doc) |  | |

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| **15.** | **Resolutions** | Chair |  | For approval |
|  | **- Existence of Quorum**  **- Approval of Resolutions** |  | * [EAGA(18)11-36 RESOLUTIONS\_42 GA 20Nov2018](AI_15%20EAGA(18)11-36%20RESOLUTIONS_42%20GA%2020Nov2018.doc) |  |
| **16.** | **Next meetings of the General Assembly** | Chair |  |  |
|  | - 22-23 May 2019 in Rome, Italy  - 20-21 November 2019 in Budapest, Hungary  - 13-14 May 2020, Luxemburg  - 25-26 November 2020, Croatia |  | - [Invitation EA GA Rome 2019 22\_23 May](AI_15%20Invitation%20EA%20GA%20Rome%202019%2022_23%20May.pdf) | For approval |