

2016 Discharge of the EU decentralised agencies

FINAL STANDARD WRITTEN QUESTIONS TO THE AGENCIES

Hearing - 22 January 2018

1. Could each of the Agencies and the Network name 3 of their main achievements and successes in 2016? How do they impact upon the Agency's challenges for the future in terms of operations, activities and results achieved?

Budget and financial management

2. How did the Agencies and the Network include the principles of Economy, Efficiency and Effectiveness in your daily operations, annual planning and controls?
3. Which Key Performance Indicators have the Agencies and the Network included in the management and budgetary planning and how did you check up on their achievement? Have the Agencies and the Network further improved the use of Key Performance Indicators (if so in what way)?
4. Besides the Key Performance Indicators, do the agencies use other new instruments or frameworks to measure performance?
5. What follow-up measures did you introduce following the annual revision of the goals achieved?
6. Have you also set medium to long-term goals allowing you to also check the effectiveness and not just the efficiency of your operations?

Commitments and carry-overs

7. Could all agencies report on the carry-over cancellations and the main reasons behind them?

Conflicts of interest and transparency

8. What new activities has your institution started and what policies implemented in the area of transparency in 2016?
9. Are the minutes of the Agencies' management meeting (apart from the points which the legislation defines as internal / confident / secret) made public in a timely manner?
10. Are all meetings with lobbyists (in case such meetings were held) usually registered and made public (where applicable)?
11. How many access to documents' requests were received, fully replied to, or only partially granted and how many were rejected? What were the main grounds for rejecting access to documents requests? Please provide a summary list of the requests, including the nature of the requested documents and the final decision whether to grant the access.
12. How many of the rejected cases were subject to a confirmatory application, or transmitted to the European Ombudsman or the Court of Justice? And what were the results of those procedures?
13. What is the rate of compliance of each Agency with regard to the recommendations of the Ombudsman?

14. Could the agencies confirm if the declarations of interests and the CVs of their respective management board members and senior management teams are publicly available?
15. For each agency, does the policy on prevention and management of conflict of interests take into account external staff members, interim staff and seconded national experts?
16. Do you have any regular/ad hoc controlling mechanism for identifying and avoiding conflicts of interest in place?
17. Were there any cases of conflicts of interest reported, investigated and concluded in 2016?
18. Have all the Agencies set up and implemented internal rules on whistleblowing, according to the recommendations of the European Ombudsman? If not, is the establishment of protection for whistleblowers within the Agency foreseen?
19. For the Agencies yet to implement internal whistle-blowing rules, what is the planning / time line for implementation?
20. Could the Agencies provide the number of open, closed and ongoing whistle-blower cases during 2016? Which actions were undertaken for each of the cases during the year and what was the result?
21. Were there any open whistle-blower cases with the Ombudsman or at the ECJ?

Fraud & Corruption (including co-operation with OLAF)

22. What measures / rules do the Agencies have at their disposal to fight against fraud & corruption? How have those rules changed up to today?
23. How did the Agencies and the Network co-operate with OLAF and ECA in the spheres of prevention, investigation or corrective measures?

Staff

24. How many seconded national experts, contract staff, interim staff, consultants, temporary agents and officials were working for each agency in 2016, expressed in FTEs?
25. Could the Network prepare a comprehensive list of staff-cuts implemented per individual Agency in accordance with a Commission's plan until 2018?
26. Could each agency present a gender and nationality breakdown of its senior management positions and its management board?
27. Were there any complaints, law-suits or otherwise reported cases of non-transparent hiring or firing of staff?
28. How many former MEPs, Commissioners or high-level officials (from AD 14) still receive money from the budget of your institution as advisors, contract agents or others? What are their tasks and their respective salaries?
29. We would appreciate if the Network could prepare a comprehensive overview of staff on sick leave in 2016 broken down by the number of staff members that were on sick leave and by how many days on average they were on sick leave (number of those on a full-year sick leave shown separately)?
30. What well-being activities to the benefit of staff and/or actions on risk prevention and protection at work have Agencies put in place in 2016? What were the costs in 2016 and how many staff members participated in these activities / events?

31. What measures / rules do Agencies have at their disposal and what activities were implemented to prevent and fight against harassment? Were there any harassment cases reported, investigated or taken before the court in 2016?

Activities to Lower the Environmental footprint (EMAS rules, Energy, water, paper consumption, CO2 offsetting)

32. Could the Network provide a comprehensive list of the internal measures in place in each agency that:
- ensure a cost-effective and environment-friendly working place?
 - reduce or offset CO2 emissions?
- Please present your activities in these fields from 2013 to 2016.

Other comments

33. Could each agency indicate whether official vehicles are also used for personal reasons, including the estimated proportion of personal use versus official use?
34. Could the Network summarize the actions taken by the agencies in order to promote the work of EU Agencies to EU citizens, to raise awareness of their respective roles and to make contact/services available to citizens where appropriate?
35. Do all Agencies have a comprehensive communications strategy with measurable aims and/or milestones? Did the Agencies improve their external communication and increased their public visibility and/or online presence?

Joint Services

36. Which common tools in the framework of the Joint Services do the agencies use in order to enhance their operational synergies? Could the Network briefly explain recent developments in this regard as well as the agencies' plans for 2017?
37. What were the achieved results in the field of savings and improved efficiency due to the use of the Joint Services?
38. As the taking-part in the joint procurement is voluntary - how successful has the network been in attracting Agencies to participate? Please provide a list of Agencies participating in the Joint procurements.

BREXIT

39. Could the Network assess if the information exchange between the Commission and them allows them a thorough preparations for carrying out of their future activities after the Brexit?
40. What are the main operational risks and questions remaining that would need urgent answers and preparations to minimise the risk of affected implementation of Agencies' tasks?