



**Dates for EWC "Bureau" meetings during the first half of 2015.**

<b>7 July :</b>	<b>Paris ok</b>
<b>25 August :</b>	<b>Paris ok</b>
<b>8 September :</b>	
<b>6 October :</b>	
<b>3 November :</b>	
<b>8 December :</b>	

## 25 August 2015

### Paris

#### Present:

Fabien Pierre  
Fatima Belhachemi  
Pascal Jung  
Sébastien Gendre  
Virginie Joveneau

#### Excused:

Giovanni Serravalle

#### Invited:

David Mongo

**1. Table of contents**

21 July Extraordinary meeting (European Company)..... 3  
European working hours ..... 3  
European budget..... 3  
Morocco..... 3  
Training for the Spaniards and forthcoming plenary session ..... 4  
Organisation of the Bureau ..... 4  
Cash position..... 4  
Providing equipment for European members ..... 5  
Burnout..... 5  
Communication with the group management..... 5  
European legal insurance ..... 5  
Forum for exchanging views between the European members..... 5  
Communication between European members ..... 6  
2016 seminar ..... 6  
Spanish lessons for the Secretary ..... 6  
Following up the action list..... 6

## 21 July Extraordinary meeting (European Company)

Initiated by the Management, the plenary session participants had to take decisions within a tight deadline but the members regretted the lack of any interpreting agency as this would have helped to organise the talks more efficiently. The forthcoming meeting will be held using the services of a professional interpreting agency. It was unanimously agreed during the session that the European Works Council should be transformed into a new entity called the European Econocom Company. Now being translated, the report on this meeting is due to be signed by the Management, the Secretary and the Assistant Secretary.

### European working hours

The forthcoming joint meetings with the Select Committee and the Management will be considering the issue of improving the operations of the staff representation body. Preparatory meetings will be held in each country, focused on the same aims.

It is proposed under this heading to put a figure on the amount of time representatives spend on European-related activities over a two-year period. During these meetings, the Select Committee also wants to recommend to the Management a rational sharing of the costs incurred for European-related activities, particularly as regards salaries, so these may be assigned to the general account, under the heading of group "Fees". In common with the salaries of certain Managers, which are assigned at group level, an assignment of the European members' salaries, shared amongst all of the subsidiaries, would help to improve relations between local Managers and the European staff representation body.

### European budget

During the forthcoming working sessions between the Management and the Select Committee (and the preparatory meetings in each country), the budget earmarked for the operation of the European institution will be raised for discussion. Two funding regulations are being considered. The first one will involve allocating funding according to a percentage of the total European wage bill, while the second one, allocating a lump sum for the European members, offers a potential line of inquiry to consider during the negotiations.

## **Morocco**

The Moroccan entity's Human Resources is no longer dependent on Belgium, as France has taken over this responsibility. In order to make it easier to plan the forthcoming visit, Fatima Belhachemi is getting in touch with the entity's new Human Resources officer.

Agustin, the Spanish representative in the European Council, has joined the group in charge of this issue, and this is the status he will enjoy as part of the forthcoming visit to Morocco.

## Training for the Spaniards and forthcoming plenary session

The Council Secretary is planning to visit Barcelona on 17 and 18 September in order to provide the Spanish European members with training about the operation of the institution pursuant to its protocol. The services of an interpreting agency will be required for this purpose.

Called to hold discussions on the operation of the staff representation body, the next plenary session will be held take place on:

- 21 September in the case of the preparatory meeting.
- 22 September with the Management, with the afternoon being focused on debriefing relative to the official meeting.

An interpreting service will be available for these two days.

It should be stressed that only a fairly short period of time is available for organising, planning, preparing ... so there might be changes to the dates.

On his return, on 1 September, Franck Fanguero will get in touch with us as soon as possible. He and the Bureau are scheduled to hold a meeting on 9 September.

## Organisation of the Bureau

Owing to some cash flow problems, particularly the delay in funding from the Management, it was impossible to have translations done of the minutes to various meetings (Bureau, plenary, ...!). Consequently, it has been decided that the Bureau minutes taken down over a period of more than two months but not translated into the different languages will be translated into English only. In order to ensure a better distribution of the members' travelling schedules, every third Bureau meeting will now be held in Belgium.

## Cash position

The Bureau members would like to expand the Assistant Treasurer's role. The Treasurer and Assistant Treasurer are going to hold a coordination meeting every two months to improve the flows of information.

The Bureau members would like to work out new expense approval rules. Any expenditure amounting to over two hundred and fifty Euros (€250) may be committed only once it has been formally approved by the Secretary or the Assistant Secretary. Towards this end, a pro forma invoice or any other forward-looking funding document should be signed by the Secretary or the Assistant Secretary for approval.

### **Providing equipment for European members**

The Treasurer has got in touch with the Spanish European members to seek a delivery address so as to make it easier to send the communication equipment (mobile phones). Once an address has been provided the allocation procedure will be resumed.

The Spanish representative, Edelmiro, says he no longer needs a mobile phone.

Mobile phones have been ordered for David Mongo and Adrien and as soon as it arrives, the equipment will be passed on to the members.

The Bureau members have approved the equipment for David Mongo. The Treasurer is set to place an order for the IT equipment.

Virginie Joveneau's mobile telephone is defective. As this allocation has entered into its obsolescence period, the Bureau members have agreed it should be replaced by a "standard Econocom" model, as provided for by the allocation procedure.

### **Burnout**

Fatima Belhachemi is planning to have a meeting with a company specialising in the treatment of suffering in an occupational environment. This first stage will help to reveal the group aims and arrange a meeting between this company and the group in charge of this issue in order to prepare a draft staff survey. The members in charge of this issue are: Françoise, Geneviève, Virginie, Fatima, and ...

### **Communication with the group management**

The Bureau members would like the amendment to the European protocol to include a provision allowing the Select Committee to meet the "Comex" (Executive Committee) to consider specific cases requiring arbitration at the highest level.

### **European legal insurance**

The Secretary has to meet an official who is a specialist in European affairs in order to examine the ARAG insurance proposals and consider the coverage on offer.

### **Forum for exchanging views between the European members**

Sebastien Gendre is finalising the final sections of the forum and will be forwarding the website address to the European members very soon.

### Communication between European members

David Mongo, who is in charge of this issue, is arranging communication addresses to be used on the basis of the "Skype" software. He will be asking the members various questions in order to list the existing "Skype" addresses and create the new ones required for the project.

### 2016 seminar

The date of the next 2016 seminar is **Saturday, 21 to 25 May 2016**. It will be organised by the Council with the support of the German members and it will take place in Dusseldorf.

### Spanish lessons for the Secretary

The Secretary is going to take some Spanish lessons in order to make it easier to have talks with the Spanish representatives.

### Following up the action list

Update of the summary of decisions/actions. (Annex 1)

The Bureau

Fabien Pierre. Secretary.

Giovanni Serravalle. Assistant Secretary.

**Annexe 1: Summary of decisions/actions (update on 25 August 2015)**

Ref	Objets	Responsable	Échéances	Commentaire
A3	Professional liability insurance	Fatima Belhachemi	September 2015	8 July 2014: Action plan initiated. 26/08/2014 Underway. Issue: taken up by Fabien and Marie Jo, as insurance cover in Belgium may meet the needs 26/11/2014: Fabien makes an appointment for January 2015. 13 January: Fatima Belhachemi takes over the action and arranges to have the appointment earlier. 10 February: Underway. 10 March : Estimates now on appraisal. 14 April 2015: Fati contacts ARAG 19 May 2015 : Fati is contacting "Arag" this week 25 August 2015: Fabien and Fati are to meet Marc André soon to consider the ARAG coverage.
A4	Trade union situation in Morocco	Pascal Jung	October 2015	26/08/2014: Underway. 27/11/2014: The visit will take place in the first half of 2015. 13 January: Visit planned for 17,18,19 March 2015. 10 February: To be considered during the next day's meeting between the Bureau and Franck Fanguero 10 March : Awaiting organisation subsequent to the departure of the Belgian head of human resources 14 April : the visit is being put off until September Le 19 mai: En cours 9 June 2015: next travel 14 October 2015 Le 7 juillet 2015: underway 25 August 2015: Underway
A5	Plan to contact trade union bodies in Italy	Giovanni Serravalle	September 2014	8 July 2014: Action plan initiated. 26/08/2014: No staff representation structure available. The action plan is being continued. 27/11/2014: Underway. 13 January: Fatima Belhachemi mobilises the group. 10 February: Underway 10 March : Underway 14 April : Underway 19 May 2015 : Underway 9 June 2015: Change Coordinator. Giovanni Serravalle prepares a presentation of instances, he must show this one at next meeting. On July 7, 2015: Giovanni Serravalle, being on vacation that day, preparing a



				presentation of instances it will present at the next board meeting, he must show that at next bureau meeting 25 August 2015: As Giovanni is away on leave, the presentation will be made during the next Bureau meeting.
<b>A6</b>	Signature of the latest minutes	<b>Fabien Pierre</b>	<b>September 2014</b>	26/08/2014: The secretary prints the minutes and has them signed by the management 26/11/2014: Underway 13 January: The secretary and the assistant secretary sign the minutes and transfer them to the management. 10 February: The minutes will be signed during the forthcoming plenary session. 10 March : Underway. 14 April 2015: Being reviewed by J-P Roech. 19 May 2015 : Underway 9 June 2015: Change coordinator: Fabien Pierre 7 July 2015: Will be discussed at the meeting between the Secretary and Franck Fanguero July 8th, 2015. 25 August 2015: The issue will be considered during meetings with the Management, in September.
<b>A7</b>	Provision of mobile telephones for the Spanish representatives.	<b>Pascal Jung</b>	<b>November 2014</b>	26/11/2014: Underway. Planned purchase in the first quarter of 2015. 13 January: Underway 10 February: To be discussed during the visit to Spain. 10 March : Allocation of standard Econocom GSM + subscription. 14 April 2015: All the delegates should be catered for as soon as possible. 19 May: 2 mobile phones requested, 1 for Madrid and 1 for Barcelona 9 June 2015: request for 6 smartphones + subscription. Will be done during the month of June. 7 July 2015: awaiting for the Spanish members who must communicate the material delivery addresses. 25 August 2015: Awaiting the delivery addresses.
<b>A8</b>	Change to and translation of the "Provision of initial equipment" procedure	<b>Sébastien Gendre</b>	<b>January 2015</b>	27/11/2015: 13 January: S Gendre asks for the translation to be done by a specialist agency. 10 February: Sent to Fabien this week to be forwarded to the translator. 10 March : Small change to be undertaken by Sébastien 14 April 2015: Underway 19 May 2015 : Being finalised in time for the seminar 9 June 2015: underway 7 July 2015: change done. Translating in progress 25 August 2015: Underway
<b>A13</b>	Issue: Protection for delegates	<b>F Pierre/S Gendre</b>	<b>Permanent</b>	13 January 2015. F Pierre and S Gendre have an appointment on that day with Franck



				Fangueiro to discuss the question of protection for delegates. 10 February: Case of XM being addressed. 10 March : Underway 14 April : Underway 9 June 2015: Underway 7 July 2015: Underway 25 August 2015: Underway
<b>A16</b>	"European Company"	<b>Fabien Pierre</b>	<b>Permanent</b>	14 April 2015: Review of EC creation plan 19 May 2015 : Underway: 9 June 2015: Formalizing the entry into negotiating of the constitution of the European Society by sending a letter to management. Week 25. On July 7, 2015: Meeting scheduled July 8, 2015 (Office / Branch) 25 August 2015: Transfer of prerogatives towards the European company, as voted for during the 21 July 2015 meeting. It now remains to change the documents covering the operation of the staff representation body.
<b>A17</b>	Preparation of meeting attendance statistics	<b>Fabien Pierre Yvan Sandre</b>	<b>Seminar September</b>	19 May: Action initiated 9 June 2015: Underway 7 July 2015: Change coordinator. Yvan Sandre takes action and modify the deadline. 25 August 2015: Underway; to be presented during the next meeting.
<b>A18</b>	10 June possible of meeting on "Merger"	<b>Fabien Pierre et Bureau</b>	<b>According to the date</b>	According to attendance on 10 June. 9 June 2015: Pending court decision. Meeting in late June. 7 July 2015: Action completed 25 August 2015: Action closed.
<b>A19</b>	Creating a forum for exchange between members.	<b>Sébastien Gendre</b>	<b>June 2015</b>	9 June 2015: Creating action 7 July 2015: Forum ready. Online in September. 25 August 2015: Available online in September.
<b>A20</b>	Organization of communications through "Skype" application	<b>Fabien Pierre David Mungo</b>	<b>September 2015 November 2015</b>	9 June 2015: Creating action. 7 July 2015: Change coordinator 25 August 2015: David is continuing to organise the project.
<b>A21</b>	European Web traffic statistics for development	<b>Sébastien Gendre David Mungo</b>	<b>September 2015</b>	7 July 2015: Creating action 25 August 2015: Change of Coordinator. Presentation of the results in November
<b>A22</b>	Provision of mobile telephones for Tarek, Adrian, David.	<b>Pascal Jung</b>	<b>September 2015</b>	7 July 2015: Creating action 25 August 2015: Allocation made for Tarek. Now underway for the others.
<b>A23</b>	Identify places prepared for interpreting services in Paris and Belgium	<b>Pascal Jung</b>	<b>October</b>	25 August 2015: Action created.
<b>A24</b>	Translation of the protocol and of the R.O.I. in Spanish	<b>Fabien Pierre</b>	<b>September</b>	25 August 2015: Action created.

Last action: A24

