



**Decision No 22/2020
of 15 December 2020
of the Management Board
on ELA's Financial Autonomy Requirements**

THE MANAGEMENT BOARD OF THE EUROPEAN LABOUR AUTHORITY,

Having regard to Regulation (EU) 2019/1149 of the European Parliament and of the Council establishing a European Labour Authority, amending Regulations (EC) No 883/2004, (EU) No 492/2011, and (EU) 2016/589 and repealing Decision (EU) 2016/344¹ ("the Founding Regulation" and "the Authority"), and in particular Article 44(1) thereof;

HAS DECIDED AS FOLLOWS:

Article 1

The Requirements for the Financial Autonomy of ELA, as set out in the annexed document are hereby adopted.

Article 2

The Executive Director will prepare an Assessment Report on the requirements set on the basis of which, the Management Board will decide upon the date of ELA's financial autonomy.

Brussels, 15 December 2020

For the Management Board

(e-signed)

Tom BEVERS

Chairperson of the Management Board

¹ OJ L 186, 11.7.2019, p.21.



ANNEX – FINANCIAL AUTONOMY REQUIREMENTS

REQUIREMENT	DESCRIPTION	ACTION REQUIRED	TENTATIVE TIMETABLE
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ELA GOVERNING BODIES

Management Board	Establishment of Management Board	Completed	N/A
Stakeholders' Group	Establishment of Stakeholders' Group	Completed	N/A
Executive Director	Appointment of Executive Director	Recruitment of the Executive Director	01/01/2021

FINANCIAL MANAGEMENT

Financial Rules	Adoption of the Financial Rules by the Management Board	Decision for the Management Board is prepared	15/12/2020
ELA's Budget 2021	Adoption of ELA's Budget 2021 by the Management Board after Budgetary Authority's adoption	Decision for the Management Board is prepared	15/12/2020
Financial Circuits	Adoption of ELA's financial circuits by the Management Board	Decision for the Executive Director	01/02/2021
Accounting Officer	Appointment of ELA's Accounting Officer	Completed	N/A
Accounting and Budget Implementation system	Set-up of ELA's ABAC and SAP by European Commission (DG BUDG)	Series of actions to be implemented both by ELA and European Commission (DG EMPL, DG BUDG)	23/03/2021
Transfer of open commitments	Identification of Open Commitments from EC ABAC and Transfer to ELA ABAC	Identification of Open Commitments both by ELA and European Commission (DG EMPL)	01/03/2021
Appointment of specific roles to ELA staff	Appointment by the Executive Director of ELA staff on specific roles	Preparation of a series of Executive Director's decisions to be communicated to the European Commission (DG BUDG)	15/01/2021

Testing of ABAC	Set-up of ABAC testing for Financial actors (FIA,FVA)		01/03/2021
Annual Transfer of Funds Agreement	Agreement between ELA and the European Commission (DG EMPL)	Agreement to be signed	01/03/2021
Legal Entity File	Registration in ABAC	Legal Entity File to be created in ABAC	15/12/2020
Bank Account & Bank Account File (BAF)	The European Commission (DG BUDG) as holder of ELA's treasure will open the bank account. Registration in ABAC	European Commission to provide us with a bank account Bank Account File to be created in ABAC	15/12/2020
Access to Early Detection and Exclusion System (EDES)	Access to the Early Detection and Exclusion System (EDES) database	European Commission to provide us access to EDES	01/02/2021

CONTROL FRAMEWORK

Annual Work Programme 2021	Adoption of the Annual Work Programme 2021 by the Management Board	Decision for the Management Board is prepared	15/12/2020
Internal Control Framework (ICF)	Adoption of the Internal Control Framework by the Management Board	Decision for the Management Board is prepared	15/12/2020
ICF Action Plan	Adoption of the ICF Action Plan by the Executive Director	Decision for the Executive Director to be prepared	01/02/2020
Anti-Fraud Strategy	Adoption of the Anti-Fraud Strategy by the Management Board	Decision for the Management Board to be prepared	01/02/2020

HUMAN RESOURCES MANAGEMENT

Staff Implementing Rules	Decisions on Staff Implementing Rules by the Management Board	Completed	N/A
ELA's Organizational Chart	Decision on ELA's Organizational Chart by the Executive Director	Decision for the Executive Director to be prepared	01/02/2021
Recruitment of Financial actors	Recruitment of Financial Initiating and Verifying Agents (FIA, FVA)	Recruitments are ongoing	01/02/2021
Training of Financial actors	ABAC training for FIA, FVA, AOSD	Trainings to be done	01/02/2021

ICT INFRASTRUCTURE

Cloud Broker services	Signature of Memorandum of Understanding with EFSA for the FWC	Signature of Specific Contract	01/02/2021
Microsoft Office 365 services	Signature of Specific contract under DG DIGIT FWC	Completed	N/A
EU - CERT	Signature of Service Level	Signature of SLA	01/02/2021

	Agreement with EU - CERT		
Secure network connection (s-Testa)	Signature of Service Level Agreement with FCH and SH2 JUs	Completed	N/A

OTHER ACTIONS

Service Level Agreements	Signature of the following Service Level Agreements with: <ol style="list-style-type: none"> 1. DG BUDG: ABAC and training 2. DG HR: Medical Service, application of PPI, social policy, health, safety and security (USHT, DS), training 3. DIGIT: access to ICT FWCs and eProcurement 4. PMO: calculation of salaries, health and accident insurance, pensions, leaving and unemployment allowances, determination of rights upon employment, expert and mission reimbursements 5. CDT: translations 	Completed	N/A
Transfer of archives (ARES)	Identification of files from EC ARES and Transfer to ELA ARES Creation of ELA's Filling Plan	Identification of files from EC ARES and Transfer to ELA ARES Creation of ELA's Filling Plan	01/03/2021
Transfer of assets (ABAC Assets)	Identification of ELA's Assets from EC ABAC Assets and Transfer to ELA's ABAC Assets	Identification of ELA's Assets from EC ABAC Assets and Transfer to ELA's ABAC Assets	01/03/2021