

**Outcomes of Proceedings of the
online Extraordinary meeting of CEPOL Management Board
16 December 2021, 9:45 – 14:30 CET
Chairperson: Mr. Uwe MARQUARDT, MB Deputy Chair**

ITEM 1. Welcome by the Deputy Chair

Presenter : Mr. Uwe MARQUARDT, Deputy Chair of CEPOL Management Board
Took the Floor : Mr. José LEITAO, Chair of CEPOL Management Board

Mr. José LEITAO, Chair of CEPOL Management Board announced that due to a conflict of interest the meeting will be chaired by the Deputy Chair. **Mr. Uwe MARQUARDT, Deputy Chair of CEPOL Management Board** welcomed the participants to the online Extraordinary Management Board meeting and summarised the proceedings distributed to the MB 1 week prior to the meeting (Annex 3). He also announced that the meeting will be recorded, except during interviews.

Regarding the interviews the **Deputy Chair** announced that the 3 candidates will be heard by the Management Board in alphabetical order of their family names. Approximately 40 minutes will be allocated per candidate. At the beginning of each interview, the candidate will be welcomed by the Deputy Chair on behalf of the MB and briefly informed about the structure and frame of the interview, then the candidates will be invited to make a statement to the Board of maximum 5 minutes. Thereafter, 6 questions will be read out by the German and Slovenian presidency to each candidate. When all six questions have been answered the candidate will be invited to make a closing statement of up to 5 minutes.

ITEM 2. Interview of candidates

Presenter : Deputy Chair
Took the Floor : Mr. Egidij GLAVIČ, Slovenian Presidency; [REDACTED]; Ms. Maria Montserrat MARIN LOPEZ; [REDACTED]

The **Deputy Chair** asked the CEPOL HR officer to invite [REDACTED] to enter the room prepared for the online interview at CEPOL HQ. The Deputy Chair welcomed the candidate, and informed him on the structure of the interview. He was invited to present himself in line with the phrasing of the introductory question. Thereafter, the set of 6 questions were addressed to the candidate, followed by a closing statement (see Annex 2).

The **Deputy Chair** asked the CEPOL HR officer to invite **Ms. Maria Montserrat MARIN LOPEZ** to enter the room of the online interview. The Deputy Chair welcomed the candidate, and informed her on the structure of the interview. She was invited to present herself in line with the phrasing of the introductory question. Thereafter, the set of 6 questions were addressed to the candidate, followed by a closing statement.

The **Deputy Chair** asked the CEPOL HR officer to invite [REDACTED] to enter the room of the online interview. The Deputy Chair welcomed the candidate, and informed him on the structure of the interview. He was invited to present himself in line with the phrasing of the introductory question. Thereafter, the set of 6 questions were addressed to the candidate, followed by a closing statement.

ITEM 3. Voting procedure

Presenter	: Deputy Chair
Took the Floor	: -

The **Deputy Chair** reported about one proxy vote from Sweden, given to himself, as MB Deputy Chair. Including the proxy vote all 27 Members are represented, i.e. the total number of eligible votes is 27.

The voting link was sent to voting members' individual email address via EU Survey. The voting was anonymous, and implemented via the provided individual voting links, opened for voting only after the 3 interviews, once the Deputy Chair invited voting members to vote.

Voting results of the first round as shared on the screen directly from EU Survey:

- Ms. Maria Montserrat MARIN LOPEZ: **11 votes**
- [REDACTED]: **9 votes**
- [REDACTED]: **7 votes**

Since no candidate received the required two-thirds majority in the first round, a new individual voting link was sent to the voting members during the lunch break. Right after the lunch break the Deputy Chair invited voting members to vote in the second round.

Voting results of the second round as shared on the screen directly from EU Survey:

- Ms. Maria Montserrat MARIN LOPEZ: **16 votes**
- [REDACTED]: **11 votes**

ITEM 4. Announcements of the voting results

Presenter	: Deputy Chair
Took the Floor	: -

The **Chair** announced the results of the voting: Ms. Maria Montserrat MARIN LOPEZ gained 16 votes and [REDACTED] gained 11 votes.

Conclusion: The MB elected Ms. Maria Montserrat MARIN LOPEZ as Executive Director of CEPOL

ITEM 5. Individual meetings with the 3 candidates in person by ED and Commission

At CEPOL HQ, **Mr Detlef SCHRÖDER, Executive Director** and **Mr. Laurent MUSCHEL, European Commission** informed the three candidates in person regarding the outcome of the voting. During this agenda item the **Deputy Chair** ordered a break for the online meeting.

ITEM 6. Appointment of the new Executive Director by the Deputy Chair

Presenter	: Deputy Chair
Took the Floor	: Ms. Maria Montserrat MARIN LOPEZ; Mr Detlef SCHRÖDER, Executive Director

The **Deputy Chair** invited MB members to vote on draft decision **29/2021/MB** on the appointment of the new Executive Director, effective from 16 February 2022.

Voting results: In favour: 27 members; Against: 0; Abstained: 0

The **Deputy Chair** congratulated **Ms. Maria Montserrat MARIN LOPEZ** on her appointment. **Ms. Maria Montserrat MARIN LOPEZ** thanked the Management Board for their trust. **Dr.h.c. Detlef SCHRÖDER, Executive Director** announced that if the pandemic circumstances allow, a Handover Ceremony will be organised at CEPOL HQ on 15 February 2022.

Conclusion: The MB adopted 29/2021/MB on the appointment of the new Executive Director

ITEM 7. Closing of the meeting

Presenter	: Deputy Chair
Took the Floor	: -

The **Deputy Chair** thanked the Agency for the organisation of the extraordinary meeting, wished Merry Christmas to the participants and officially closed the meeting.

Münster, February 2022

<< Signature on file >>

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Mr. Uwe MARQUARDT

Deputy Chair of CEPOL Management Board

July 2020 – December 2021

Budapest, 15 February 2022

<< Signature on file >>

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Dr.h.c. Detlef SCHRÖDER

Executive Director of CEPOL

Annex 1 – List of Meeting Participants

Annex 2 – Interview Questions (**Confidential**, not for further distribution!)

Annex 3 – ONLINE Proceedings for the appointment of the new ED

Annex 1 - List of Meeting Participants

Chairperson and Trio Presidency representatives in the interviews:

Country	First Name	Last Name
GERMANY (Deputy Chair)	Uwe	MARQUARDT
SLOVENIA (alternate member)	Egidij	GLAVIČ

Members/Alternate members designated to replace a voting member:

Country/Institution	First Name	Last Name
AUSTRIA	Norbert	LEITNER
BELGIUM	Alain	RUELLE
BULGARIA (alternate member)	Milorad	YORDANOV
CROATIA	Iva	BALGAČ
CYPRUS	Themistos	ARNAOUTIS
CZECH REPUBLIC	Jan	PECHÁČEK
ESTONIA	Kalvi	ALMOSEN
European Commission – DG HOME (alternate member)	Laurent	MUSCHEL
FINLAND (alternate member)	Pasi	KEMPPAINEN
FRANCE	Philippe	DURAND
GERMANY	Carsten	TWELMEIER
GREECE	Emmanouil	DASKALAKIS
HUNGARY	Nikolett	UJFALUSSY
IRELAND (alternate member)	Brian	CONWAY
ITALY (alternate member)	Lorena	CAPOLUPO
LATVIA	Inese	VOLOSEVICA
LITHUANIA	Arunas	PAULAUSKAS
LUXEMBOURG	Marc	WELTER
MALTA	Kenneth	HABER
NETHERLANDS	Sandra	WIJKHUIJS
POLAND (alternate member)	Piotr	SOCHACKI
PORTUGAL	João	OLIVEIRA
ROMANIA	Ovidiu	MACOVEI
SLOVAKIA (alternate member)	Stanislav	STRAKA
SLOVENIA	Danijel	ZIBRET
SPAIN	José Antonio	RODRIGUEZ GONZÁLEZ
SWEDEN	- Proxy vote -	- Proxy vote -

Member State observers attended with the prior agreement of the Deputy Chair of the MB:

Country/Institution	First Name	Last Name
SPAIN	Antonio Jesús	CASADO ORTEGA
SWEDEN	Ulf	SYDORF

CEPOL HQ:

Function	First Name	Last Name
Executive Director	Detlef	SCHRÖDER
HR officer	Tamara	BRAJKOVIC PATAKI
Governance Assistant (Outcomes)	Gyorgy	ISPANKI
Governance Support Assistant (WebEx Host)	Cecilia	DUBOIS

Annex 2 – Interview Questions

(not included due to confidentiality reasons)

Online Extraordinary MB Meeting -16 December 2021

PROCEEDINGS FOR THE APPOINTMENT OF THE EXECUTIVE DIRECTOR

Basic considerations

The set-up of the procedure for the appointment of the new CEPOL Executive Director (ED) by the Management Board will follow the principle of fairness, equal treatment and transparency by ensuring a high standard of confidentiality.

Once the candidates have been shortlisted, the Chair of the MB will contact the MB via CNU's on the further steps. As a prerequisite to the receipt of the personal files of the 3 candidates, Voting Members shall sign a Confidentiality Declaration. In coordination with the Chair of the MB, the CEPOL staff members, as defined in Article 3(2) of the Decision laying down rules on the selection and the appointment of the ED (07/2017/MB), will invite the selected candidates to the online extraordinary meeting. The appointment process of the ED by the MB is divided in two phases which will be described below in more detail: Phase 1 (Interviews) and Phase 2 (Vote).

Phase 1 – Interviews

Preparation: The meeting of the MB will be chaired by the Deputy Chair of the MB. Before CEPOL is disclosing the identity of the shortlisted candidates, the German and Slovenian presidency will prepare 6 questions for the interview covering the job profile as well as the main tasks and responsibilities of the Executive Director. The formulation and drafting of the questions will take into consideration the *Multimodale Interview* model (Schuler, H. 1992) which accommodates both, *Behaviour Description Interview* (Janz, Hellervik & Gilmore, 1986) focusing more on behaviour in the past as well as *Situational Interview* (Latham, Saari, Pursell & Campion, 1980) focusing more on a future and goal oriented approach. To ensure the principle of fairness, equal treatment and objectivity of the interviews no additional sub-questions will be addressed to the candidates during the interviews. The questions will be handled confidential.

Implementation:

The candidates will be invited to CEPOL HQ for the interview, which will take place in a dedicated room in a free standing position. The Candidates will be heard by the Management Board in alphabetical order of their family name. Approximately 30 to maximum 45 minutes will be allocated per candidate. Each candidate will be welcomed by the Deputy Chair on behalf of the MB and briefly informed about the structure and frame of the interview. In a next step, each candidate will be invited to make a statement to the Board of maximum 5 minutes (to introduce him/her and to elaborate his/her strategic vision on how to lead CEPOL as the ED in the years to come). Thereafter, the 6 selected questions shall be read out by the German and Slovenian presidency to each candidate, (each candidate shall be asked by a person of the presidency team with the same order of questions) inviting him/her to reply. When all six questions have been answered each candidate will be invited to make a closing statement of up to 5 minutes.

Phase 2 – Voting

The following voting procedure has been set up in line with Article 9(1)(m), 13 and 23 of CEPOL's mandate¹ and the procedure described under item "*Selection and appointment*" of the vacancy notice.

Step-by-step instructions on the voting:

1. Prepared voting links will be distributed before the election procedure to the direct email addresses, provided by the voting members.
2. Each member (or alternate) gets three dedicated voting links, one for the 1st round, and one for the 2nd round and as contingency measure also a third, backup link.
3. After the last interview the Deputy Chair will invite the MB for their first round of online voting on the candidates.
4. Members will vote via the first link to their selected candidate.
5. The German and Slovenian presidency supported by the staff of the Deputy Chair will act as tellers and will count the votes based on the screen of the online voting surface, shared after the voting round ended.
6. Successful candidate needs two-thirds majority of the members of the Management Board (i.e. 18 votes out of total composition of 27 members).
7. In case no candidate will receive the required two-thirds majority in the first round, the candidate with the lowest number of votes out of the first round will be taken out for the next round for voting.
8. In case no candidate will receive the required two-thirds majority in the first round and there are candidates with equal number of votes, a voting round will take place among the candidates having equal number of votes. The candidate with the lowest number of votes will be taken out for the next round for voting.
9. When only two candidates are left, rounds of voting shall run until one candidate receives an absolute majority.
10. The Deputy Chair formally will declare the number of votes cast, the result of the votes and the name of the successful candidate.
11. The successful candidate will be informed in person by the Executive Director and the representative of the European Commission and in writing by the Deputy Chair on the outcome of the voting.
12. The unsuccessful candidates will be informed in person by the Executive Director and the representative of the European Commission and in writing by the Deputy Chair on the outcome of the voting.

¹ Regulation (EU) 2015/2219 of the European Parliament and of the Council of 25 November 2015 on the European Union Agency for Law Enforcement Training (CEPOL) and replacing and repealing Council Decision 2005/681/JHA, OJ L 319, 4.12.2015, p. 1–20

Running of the meeting

The Extraordinary Meeting of the CEPOL Management Board is convened solely for the purpose of the nomination of the Executive Director. There shall be no other matters for consideration during the meeting.

The online meeting will start at **09:45** with an introduction of the agenda of the day. Additionally, the Deputy Chair of the MB will outline again the procedure of each phase (Phase 1 – Interview and Phase 2 – Voting) of the appointment process.

In case a second voting round is required the Deputy Chair of MB will establish a 60 minutes break before he will convene the meeting for the next round of voting.

Only the Voting Members (in case of absence of a member, his/her alternate member) of the Management Board, as well as one supporting staff to the Deputy Chair shall be invited to the extraordinary meeting. In justified cases a second delegate might be accepted with prior agreement of the Deputy Chair of the MB.

Where neither the Member nor the Alternate is available to attend, a proxy vote shall be provided to another Member of the Management Board or to the Chairperson in accordance with Article 7 (4) of the Rules of procedure of the MB (Decision 39/2017/MB). The Chair will announce all proxies notified to him at the beginning of the meeting.

With regard to the necessary quorum according to Article 6(1) of Rules of Procedure of the MB the quorum is set to at least 2/3 of all voting members present or represented by a proxy. The quorum needs to be present in all voting rounds.

From the Agency, the Executive Director, the HR officer, and two members from the Governance team will also participate in the meeting.