



European Union Agency for Cybersecurity (ENISA)

Minutes  
of the Management Board meeting  
held on 25 - 26 June 2020 remotely as a videoconference

Member States' Representatives: Reinhard POSCH (AT), Herbert LEITOLD (AT), Miguel DE BRUYCKER (BE), Vasil GRANCHAROV (BG), Mario POSAVEC (HR), Antonis ANTONIADES (CY), Jaroslav SMID (CZ), Thomas LUND-SORENSEN (DK), Thomas WULFF (DK), Raul RIKK (EE), Olli LEHTILÄ (FI), Jean-Baptiste DEMAISON (Chair, FR), Horst SAMSEL (DE), Theofanis ANAGNOSTOPOULOS (EL), Kevin FOLEY (IE), Sanita ZOGOTA (LV), Rytis RAINYS (LT), François THILL (LU), John AGIUS (MT), Matthew YEOMANS (MT), H.L. (Hans) de VRIES (NL), Pieter VAN DEN BERG (NL), Krzysztof SILICKI (PL), Lino SANTOS (PT), Dan CIMPEAN (RO), Iulian ALECU (RO), Rastislav JANOTA (SK), Maria DE MIGUEL DE SANTOS (ES), Staffan LINDMARK (SE), Britt- Marie JONSON (SE)

Representatives of the European Commission: Jakub BORATYNSKI (DG CNECT), Miguel GONZÁLEZ-SANCHO (DG CNECT), Ken DUCATEL (DG DIGIT)

Apologies: from HU, IT, SI

Proxies: none

In attendance: Sigurdur Emil PALSSON (IS), Gunn PETERSEN (NO)

Observers: Donald CIAPPARA (MT), Aude LE TELLIER (FR), Polyxeni MITSAKI (DG CNECT), Martin SPAET (DG CNECT), Natalie WENKERS (DE), Alexandros GONIADIS (DG CNECT)

ENISA: Paulo EMPADINHAS (Head of Resources Department), Laura HEUVINCK (Executive Director Support Team), Alex HUGÉ (Head of Finance & Procurement), Demosthenes IKONOMOU (Head of Operational Security), Juhan LEPASSAAR (Executive Director), Andreas MITRAKAS (Head of Data Security and Standardisation/Acting Head of HR), Evangelos OUZOUNIS (Head of Secure Infrastructure and Services), Steve PURSER (Head of Core Operations Department), Vangelis STAVROPOULOS (Executive Director Support Team), Ingrida TAURINA (MB Secretariat)

## Welcome

The meeting opened by an introduction by the Chair who gave an update from the Executive Board meeting held on the 29<sup>th</sup> May 2020. At the EB meeting, 6 MB decisions were prepared, budget 2020 implementation were discussed as well as draft programming document 2021-2023 timeline. The EB also discussed and endorsed the draft MB Decision on internal structure.



The Chair concluded that the following decisions were adopted today with no comments raised by the Management Board (without particular order):

1. MB Opinion on final account
2. MB Decision on setting up Advisory Group (former PSG)
3. two MB Decisions implementing rules of Staff Regulations, namely on administrative inquiries and disciplinary procedures and on professional incompetence.
4. MB Decision on ENISA Strategy. (Forward provided for consultation)
5. MB Decision on internal structure
6. MB Decision on assessment of the Annual Activity Report of 2019

The Chair welcomed the new MB members and new alternates since the previous meeting and gave the floor to Mr Kuba BORATYNSKI, Ms Maria DE MIGUEL DE SANTOS and Mr Dan CIMPEAN to introduce themselves and briefly outline experience and background.

### **Adoption of the Agenda**

Agenda was adopted with additional items under Any Other Business (Annex 1)

The Chair reminded the MB members of rules concerning conflicts of interest and declaring conflict of interest in ENISA procurement procedures. It was advised that the national authorities represented on the ENISA Management Board should refrain from participating in the procurement procedures organised by ENISA.

The Chair gave the floor to ENISA Executive Director.

Results of the staff survey that was concluded earlier in the week were presented. Key points on staff satisfaction were digital management during COVID19, general satisfaction of managers and the Executive Director and staff satisfaction concerning anti-harassment, a slide linking 2018 survey results with 2020 survey results was presented as well, MB members congratulated ENISA on satisfactory results.

### **Item 1 Work Programme 2020 implementation**

#### **Overview, also in response to COVID 19**

ENISA presented its actions taken in response to COVID19 and the activities engaged around this. Key points outlined were that 8 situation reports were produced, topical recommendations on COVID 19 were issued and awareness raising campaign towards different consumer groups was launched.

The MB exchanged views regarding ENISA SITREP being published in parallel with CSIRT SITREP and that both reports are for different audience. In addition MB discussed lessons learned involving the communities such as NLO network.

#### **Budget 2020**

ENISA presented budget 2020 current state of execution and forecast. Key points noted were that DG BUDG would not accept derogations from financial framework due to COVID19. Current savings



estimate was 2.97 million euros. This is due to missions and events not taking place, also the establishment plan that is seeking to be fulfilled by year end with the ongoing TA call. ENISA was considering options for funding activities such as licences and other activities related to implementation of tasks mandated by the Cybersecurity Act and establishing performance management at ENISA. ENISA noted that may need to come back to MB to amend budget with a prior approval from EB if transfer exceeds 10%.

The MB welcomed ENISA response in tackling the surplus.

## **Item 2 Update by European Commission**

The European Commission presented some current EU initiatives for the following: 1) European Cybersecurity Certification Framework, 2) European Cybersecurity Industrial, Technology & Research Competence Centre & Network of National Coordination Centres, 3) NIS Directive Review, 4) Cybersecurity of 5G networks – the EU's Toolbox of risk mitigating measures, 5) Joint Cyber Unit.

MB exchanged views on timeline of the NIS Directive review, the Joint Cyber Unit and the key role ENISA plays in relation to Article 7 of the Cybersecurity Act.

## **Item 3 ENISA Strategy**

ENISA presented the ENISA Strategy, the 7 strategic objectives, the vision and mission and how the strategy will be used by the Agency going forward.

The MB congratulated the eight ENISA rapporteurs for taking into account their views when drafting the strategy. ENISA thanked the Chair for his support as moderator and editorial skills in putting the strategy together.

The Chair noted that the foreword had been prepared and endorsed by the Executive Board, it would be cosigned by the Chair and Deputy Chair. The Board received a draft foreword for consultation in the package of documents for written procedure. It was concluded that no comments were received on the foreword therefore MB consented to the text.

The MB exchanged views on what ENISA expected and what support it needed from the MB going forward. ENISA requested support for the Agency's new activities and new strategic objectives such as operational cooperation and help the Agency to empower and engage communities because the communities are based in MS. ENISA will come back to the MB with specific requests in the near future.

## **Day 2**

**At the beginning of the meeting, NL requested to have additional AOB item on BlueOlex; ENISA will also present an AOB item on Advisory Group in response to a request from Germany.**

## **Item 4 - ENISA Programming document 2021 - 2023**

ENISA presented highlights from the single programming document 2021-2023, that included a brief overview of the new template and the change in the use of terms, namely activities and outputs.



ENISA also presented exercise on redefining KPIs in the broader context of performance management. A consultant from Deloitte Mr Ali Akinci briefly explained to the Board the methodology used to formulate KPIs. The key points of the presentation were to sense check the formulation of the KPIs with the MB. It was noted that ENISA will continue to work on developing the activities and consolidating the outputs further.

The MB exchanged view on the need to have less KPIs and metrics in order for them to be manageable, also the need to automate the data as much as possible. ENISA explained that the KPIs were part of a larger performance management framework and investment was being made on gathering data and that qualitative data would mostly come via a stakeholder survey taking place every other year.

In addition the MB exchanged views on some missing elements, such as risk assessment and an international strategy and the expected timeline for receiving the next version of the SPD21-23. Also the MB requested for a shorter summary version of the SPD. ENISA responded that it expects the next version of the SPD will be made available in the week of 20<sup>th</sup> July and the executive summary will be updated to provide sufficient summary. ENISA will start working on developing its international strategy with a view to submit it to the Board by 2021.

#### **Item 5 – Re-organisation**

ENISA presented the re-organisation steps and highlighted that the implementation period will take six month and end on the 31.12.2020. ENISA presented results of the staff survey that included feedback on the re-organisation by staff. Also the following matters were presented: the next steps that included an ED decision on functions and organisational arrangements and that the vehicle of transfers will be individual ED decisions. ENISA informed the MB that acting Head of Human Resources Mr Andreas Mitrakas will be appointed as the Chair of the Joint Committee that will advise the ED on the staff transfers and that the Chair of the Joint Committee does not have a vote.

ENISA continued presentation by outlining the rationale for the establishment of a Brussels office to support structured cooperation with CERT-EU, including to fulfil ED duties as set out by Art 20 (3) of the CSA, amongst other things.

The next steps would include the launch of consultation with Greece and Belgium, prior consent by the European Commission. The MB would be consulted in September/October 2020.

The MB exchanged views on the process of the consultation with the national authorities, how this was an important development for engaging with other EU institutions, agencies and bodies and that the establishment of office in Brussels was inline with the CSA.

#### **AOB**

##### **1) BlueOlex**

The Netherlands provided an update on the BlueOlex tabletop exercise that will take place online on the 29<sup>th</sup> September 2020 and that it is geared towards the Cyclone executive level. Slides were circulated to the Board as well.



## 2) Advisory Group working arrangement

In response to a request from Germany, ENISA provided an update on the Advisory Group that the MB endorsed the list of 19 nominees ad personam experts representing ICT, academia and consumer organisations and nominated representatives from BEREC, Europol, EDPB and CEN-CENELEC. ENISA briefly outlined the planned activities – meetings in 2020 to gather advise on the programming document.

### 3) Information from the Chair regarding the request from the former Executive Director

The Chair briefly described a request received on 24 May 2020 from the former ENISA Executive Director Mr Udo Helmbrecht for an outside activity after leaving the service in a consultancy position, as a consultant. The Board was informed that the Executive Board discussed this matter at its meeting held on 29 May. The EB had requested advice from the European Commission. The final date for responding is the 6<sup>th</sup> July 2020 otherwise the absence of a response is considered a positive response. A written procedure will be launched for the MB to make a decision as soon as advise by the European Commission is provided.

### 4) MB Decision implementing provisions of Staff Regulations regarding the adoption of implementing rules to the Staff Regulations and to the CEOS, regarding the annual appraisal, probationary and management trial period of the ENISA Executive Director.

The Executive Director of ENISA left the meeting to avoid any potential conflicting interest situation.

The Chair explained to the Board that a legal framework has been prepared in close consultation with the European Commission services, is aligned with that of EU Agencies and that a written procedure will be launched for approval.

### Closure of the Meeting

The Chair thanked the members of the Management Board, ENISA representatives and other observers for the fruitful discussions and closed the meeting.

For the Management Board

[Signed]

Mr Jean Baptiste Demaison  
Chairperson of the Management Board

Annex 1

## Agenda

TIME	ITEM	SUPPORTING DOCUMENTS
<b>Registration</b>		
25 June 2020 15:00 – 17:00 Brusseltime You can connect as of 14:30 Brussels time to test the connection, while the actual meeting will start at 15:00 Brussels time.		
<b><u>NB! In order to ensure smooth running of the meeting, here are some housekeeping rules:</u></b>		
<ul style="list-style-type: none"> <li>• We recommend you to connect by pc rather than phone.</li> <li>• When entering your name in the Webex application, write first your country initials, followed by your full name. Example: AT Reinhard Posch</li> <li>• It is advised that only one person per country joins the meeting.</li> <li>• During the call, mute your microphone and switch off video, unless speaking, to avoid background noise and bandwidth issues. The Chair, the Deputy Chair and the ENISA Executive Director may use the video entire meeting.</li> <li>• Should you wish to claim the floor, use the chat function and the MB Secretariat will give you the floor.</li> </ul>		
15.00 -15.30	<b>Welcome</b> Introduction by the Chair Introduction by the ENISA Executive Director, including on ENISA response to COVID-19	
	<b>Welcome for new MB members and new alternates since the previous meeting</b> (new members will be invited to briefly present themselves) (In the alphabetical order, list to be completed on 22 June: Commission Jakub Boratynski Romania Mr Dan CIMPEAN Spain Ms Maria DE MIGUEL DE SANTOS	
15.30 -15.50	<b>Item 1 (for information)</b> <b>Work Programme 2020 implementation</b> <ul style="list-style-type: none"> <li>• Overview, also in response to COVID 19</li> <li>• Budget 2020</li> </ul>	WP 2020 (with amendments) Slides
15.50 - 16.00	Coffee break (You may bring your own coffee and croissant ☺)	
16.00 - 16.15	<b>Item 2 (for information)</b> <b>Update by the European Commission</b>	
16.15 – 17.00	<b>Item 3 (for information)</b> <b>ENISA Strategy (adopted by written procedure, TBD)</b> Presentation by ENISA Action: take note on the information provided	ENISA Strategy
<b>End of day 1</b>		
TIME	ITEM	SUPPORTING DOCUMENTS

26 June 2020 10:00 – 12:00 Brussels time

You can connect as of 9:30 Brussels time to test the connection, while the actual meeting will start at 10:00 Brussels time

**NB! In order to ensure smooth running of the meeting, here are some housekeeping rules:**



10.00 -10.05	Welcome	
10.05 -11.20	<b>Item 4 (for information and discussion)</b> <b>ENISA Programming document 2021 - 2023</b>  Information by ENISA Discussion on next steps	Draft SPD 2021-2024 v.5.  Slides
11.20 - 11.30	Coffee break	
11.30 - 12.00	<b>Item 5 (for information and discussion)</b> <b>Reorganisation Decision (adopted by written procedure, TBD) and discussion on its implementation</b> <ul style="list-style-type: none"> <li>• Presentation on the implementing of the MB Decision on internal structures</li> <li>• Exchange of views</li> </ul> Information by ENISA	Draft MB Decision Explanatory memorandum  slides
12:00 – 12:30	<b>AOB</b> <ol style="list-style-type: none"> <li>1) BlueOlex;</li> <li>2) Advisory Group working arrangement;</li> <li>3) Information from the Chair regarding the request from the former Executive Director</li> <li>4) MB Decision implementing provisions of Staff Regulations regarding the on the adoption of implementing rules to the Staff Regulations and to the CEOs, regarding the annual appraisal, probationary and management trial period of the ENISA Executive Director</li> </ol>	<ol style="list-style-type: none"> <li>1) Slides</li> <li>2) Slides</li> <li>3) –</li> <li>4) Draft MB Decision</li> </ol>

**End of day 2**