European Spallation Source ERIC  
13th Meeting of the Administrative and Finance Committee  
Lund, Sweden, 1-2 April 2020

Agenda Item 2: Approval of the Agenda

Prepared by: ESS Governance Office

Purpose of item
- To approve the agenda of this 13th meeting of AFC

<table>
<thead>
<tr>
<th>Proposed action:</th>
<th>Voting procedure:</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFC is invited to approve the agenda of its 13th meeting.</td>
<td>N/A</td>
</tr>
</tbody>
</table>
Draft Agenda
as of 5 March 2020
European Spallation Source ERIC
13th Meeting of the Administrative and Finance Committee
1-2 April 2020, 12:30 (Wed) – 12:30 (Thu) CEST
ESS construction site, conference room Saturn

1. Welcome and opening of the Meeting 12:30 10 min
2. Adoption of the Agenda (A) 12:40 5 min
3. Approval of the Minutes of the 12th Meeting of AFC (A) 12:45 5 min
4. Matters Arising (A) 12:50 10 min
5. Report from Council (I) 13:00 15 min
6. ESS Status Update (I) 13:15 15 min
7. Financial Matters
   a) Revised Country sheet: presentation (I) 13:30 30 min
   b) Statutory Report 2019 (R) 14:00 20 min
   c) In-Year Actuals 2020 (I) 14:20 15 min
   d) First Draft Budget Proposal 2021 (Construction) (I) 14:35 20 min
   e) First Draft Budget Proposal 2021 (Initial Operations) (I) 14:55 20 min

   Coffee Break 15:15 20 min
   f) Financial Estimates (I) 15:35 20 min
   g) Update on Cash Flow (I) 15:55 45 min
   h) Extension of Existing Cash Facility: Terms and Conditions (R) 16:40 45 min
   i) Update on a Second Cash Facility (I) 17:25 35 min

End of day 1 18:00

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Beginning of day 2
0. Closed Session 08:30 30 min

7. Financial Matters (Continued) 09:00 30 min
   j) Revised Country Sheets: Workplan (I)

8. Reports 09:30 20 min
   a) Risk Management (I)

9. Procedures 09:50 20 min
   a) In-Kind During Initial Operations (I)

Coffee Break 10:10 20 min
   b) AFC Terms of Reference (R) 10:30 30 min

10. Confirmation of Resolutions 11:00 60 min

11. A.o.B 12:00 30 min

Closure of the Meeting 12:30

A = Approval
C = Comments
D = Discussion
I = Information
R = Recommendation
List of recent and upcoming meetings
for information

- Council.18
  17-18 February 2020
- CC.024
  9 March 2020
- PAC.04
  19-20 March 2020
- AFC.13
  1-2 April 2020
- IKRC.21
  24 April 2020
- SAC.24
  29-30 April 2020
- CC.025
  7 May 2020
- Council.19
  3-4 June 2020
- PAC.05
  11-12 June 2020
- TAC.20
  9-11 September 2020
- IKRC.22
  October 2020
- SAC.25
  21-22 October 2020
- AFC.14
  28-29 October 2020
- PAC.06
  3-4 November
- CEC.08
  5 November 2020
- Council.20
  3-4 December 2020