

**European Spallation Source ERIC  
13<sup>th</sup> 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 13<sup>th</sup> meeting of AFC

Proposed action:	Voting procedure:
AFC is invited to <ul style="list-style-type: none"><li>• approve the agenda of its 13<sup>th</sup> meeting.</li></ul>	N/A

**Draft Agenda**  
as of 5 March 2020  
**European Spallation Source ERIC**  
**13<sup>th</sup> Meeting of the Administrative and Finance Committee**  
**1-2 April 2020, 12:30 (Wed) – 12:30 (Thu) CEST**  
ESS construction site, conference room Saturn

<b>1. Welcome and opening of the Meeting</b>		12:30	10 min
<b>2. Adoption of the Agenda</b>	(A)	12:40	5 min
<b>3. Approval of the Minutes of the 12<sup>th</sup> Meeting of AFC</b>	(A)	12:45	5 min
<b>4. Matters Arising</b>	(A)	12:50	10 min
<b>5. Report from Council</b>	(I)	13:00	15 min
<b>6. ESS Status Update</b>	(I)	13:15	15 min
<b>7. Financial Matters</b>			
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
<b>Coffee Break</b>		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

<b>0. Closed Session</b>		08:30	30 min
<b>7. Financial Matters (Continued)</b>			
j) RevisedCountry Sheets: Workplan	(I)	09:00	30 min
<b>8. Reports</b>			
a) Risk Management	(I)	09:30	20 min
<b>9. Procedures</b>			
a) In-Kind During Initial Operations	(I)	09:50	20 min
<b>Coffee Break</b>		10:10	20 min
b) AFC Terms of Reference	(R)	10:30	30 min
<b>10. Confirmation of Resolutions</b>		11:00	60 min
<b>11. A.o.B</b>		12:00	30 min
<b>Closure of the Meeting</b>		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