

Message:

I am herewith inviting you to attend a special meeting of the Fisheries Control Experts Group on 28 June 2012 in Brussels; Belgium and the Netherlands being currently involved in fish transport activities are invited to join.

This special meeting will be hold back to back with the meeting of the Committee for Fisheries and Aquaculture/Fisheries Control Experts Group of 26-27 June 2012.

The meeting aims at discussing possible ways for increased cooperation between Atlantic MS in controlling transported fish. To this aim, the Commission services will take stock of the result of the audits organised in the Atlantic MS in the last two years, and will present possible ways for improvements. The agenda is attached as Annex I and a working document will be sent to you in advance of the meeting.

The meeting will be held in English and no interpretation will be provided.

I would be grateful if you could confirm your participation to Véronique Angot (MARE-C2-INSPECTIONS@ec.europa.eu) as soon as possible.

Yours faithfully,



Ernesto PENAS LADO
Director

Annex I – Agenda

1- Introduction by DG MARE

2- Assessment of control of fish transported after landing in the MS

3- Potential room for improvement

4- Exchange of views

4a : on the assessment

4b : on possible improvements

ANNEX II

- (1) All experts shall be entitled to the reimbursement of their travel expenses from the place specified in their invitation (work or home address) to the place of the meeting, by the most appropriate means of transport given the distance involved. In general, for journeys of less than 400 km (one way, according to official distance by rail) this shall be first-class rail travel, and for distances of more than 400 km economy class air travel.

If the journey by air involves a flight of 4 hours or more without stopovers the cost of a business class ticket shall be reimbursed.

- (2) The authorising officers for commitments shall specifically try to ensure that meetings are organised in such a way as to enable experts to benefit from the most economical travel rates.

The authorising officers for payments shall scrutinise particularly closely any requests for reimbursement involving abnormally expensive flights. They shall have the right to carry out any checks that might be needed and to request any proof from the expert required for this purpose. They shall also have the right, where it appears to be justified, to restrict reimbursement to the rates normally applied to the usual journey from the expert's place of work or residence to the meeting place.

- (3) Travel expenses shall be reimbursed on presentation of original supporting documents: tickets and invoices or, in the case of online bookings, the printout of the electronic reservation and boarding cards for the outward journey. The documents supplied must show the class of travel used, the time of travel and the amount paid.
- (4) The cost of travel by private car shall be reimbursed at the same rate as the first-class rail ticket.
- (5) If the route is not served by a train the cost of travel by private car shall be reimbursed at the rate of EUR 0.22 per km.
- (6) Taxi fares shall not be reimbursed.

The Commission shall not be liable for any material, non-material or physical damage suffered by invited experts or those responsible for accompanying a disabled expert in the course of their journey to or stay in the place where the meeting is held, unless such harm is directly attributable to the Commission.

In particular, invited experts who use their own means of transport for travelling to such meetings shall be entirely liable for any accidents that they might cause.

ANNEX III - SPECIFIC PRIVACY STATEMENT

Description: Personal data related to this invitation will be processed in accordance with Regulation (EC) n° 45/2001 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.

Purpose: The purpose of the processing of personal data for the meeting is: Management of the meeting, including management of: lists for contacts, invitations, participants, reports, distribution of reports, feedback on reports, meeting follow-up, follow-up meetings, follow-up actions, information sharing.

Personal data collected and further processed are:

- data necessary for the organisation and management of the meeting, such as Gender (needed for the right title)/name/surname/profession/ postal & e-mail addresses/ phone number/fax number...
- identity/passport n°/date of birth (for access control purpose by security guards to the Commission's premises)
- information about the form of transport used & hotel, and banking information (for purpose of reimbursement of travel expenses/allowances)
- if you are invited as a member/observer of a Commission Experts Group, some of your personal data will be made publicly available in the Commission's Register of Expert Groups for as long as the membership upholds and/or until removal from the public site is requested, in view of the transparency policy of the European Institutions¹ and the need to inform the public of the identity and qualifications of the experts advising the Institution.

Controller: Head of Unit "Human resources, IT and document management", DG Maritime Affairs and Fisheries

Recipients: The access to all personal data as well as all information collected in the context of this meeting, and the organisation thereof, is only granted through UserId/Password to a defined population of users, without prejudice to a possible transmission to the bodies in charge of a monitoring or inspection task in accordance with Community legislation. These users typically are: The chairman and the secretary of the meeting, both supported by a team in the operational services inside DG Maritime Affairs and Fisheries.

Data retention: Your personal data will be part of a list of contact details shared internally amongst the Commission services for the purpose of contacting data subjects in the future in the context of the Commission's activities. If you do not agree with this, please contact the Controller by using the Contact Information mentioned in the invitation letter and by explicitly specifying your request.

Contact: Please use the contact information mentioned in the invitation letter.

Recourse: Complaints, in case of conflict, can be addressed to the European Data Protection Supervisor².

¹ See also 'COM(2007)127 final' and http://ec.europa.eu/transparency/eti/index_en.htm

² See the link : <http://www.edps.europa.eu/EDPSWEB/>