

Sub-group on cancer

Rules of procedure and working methods

DG Health and Food Safety (DG SANTE)



3 May 2021

Rules of procedure

- Objectives

The aim is to ensure clear rules for the management of the Commission expert groups

The Sub-group on Cancer is set up under the formal Commission expert group "Steering Group on Health Promotion, Disease Prevention and Management of Non-Communicable Diseases"

- Article 7: sub-groups shall operate in compliance with the horizontal rules and shall report to the group ("the Steering Group").

Rules of procedure

- 1. Operation of the group**
- 2. Convening a meeting**
- 3. Agenda**
- 4. Documentation to be sent to group members**
- 5. Opinions of the group**
- 6. Subgroups**

Rules of procedure

7. Invited experts
8. Observers
9. Written procedure
10. Secretariat
11. Minutes of the meetings
12. Attendance list

Rules of procedure

13. Correspondence

14. Transparency

15. Access to documents

16. Deliberations

Working methods

- Thematic discussions
- Document management

Thematic discussions

- The thematic discussion groups can be set up for a limited period to address a specific task at the request of the co-chairs of the subgroup and in agreement with the subgroup members.
- The mandate needs to set out the objectives and planned outputs and time lines.

Document management

A dedicated space, a library for management of the subgroup's working and final documents to be set up in the EU health policy platform

The documents can be accessed by

- Member States representatives in the subgroup and the Mission board chairs
- Steering Group on Promotion and Prevention
- The health configuration of the Horizon Europe Programme Committee
- The Commission services and agencies contributing to the subgroup

Thank you



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