



Luxembourg, 24 October 2017

Inter-Committee Coordination Group (ICCG) meeting

23 October 2017, Luxembourg

Minutes

1. Welcome and apologies, approval of the agenda and declaration of interests

The Chair welcomed the participants and announced that there were no apologies.

The agenda was adopted without changes.

The Chair asked the members to declare any interest related to the matters on the agenda. None of the participants declared any interest.

2. List of points to be discussed

2.1. Information from the Commission

- **New organisation in the Secretariat**

The Chair informed the ICCG about the changes in the Unit and in the Secretariat of the Scientific Committees.

- **Risk assessment day postponed**

The Chair informed that the Risk Assessment Day scheduled in October 2017 has been postponed.

2.2. Information from the Committees

- **EU-ANSA cluster paper**

The SCCS informed that both Committees are invited by the EU Agencies' Network on Scientific Advice (ANSA) to send comments on their draft Paper on Research Cluster Innovative 3R approaches and to contribute actively to the improvement of the document; the Paper covers all techniques for predicting toxicological effects. The ICCG agreed and will prepare joint SCCS/SCHEER comments on this document next month.

2.3. Exchange of information on working procedures and activities of the Committees

2.3.1. Results of the satisfaction survey

The Secretariat presented the main results of the 2017 Members' internal satisfaction survey and the ICCG discussed future actions to improve the work of the Committees and satisfaction of members.

2.3.2. SC's working procedures

- **participation of COM representatives of mandating DG in WG meetings**

The Chair of the SCHEER member raised an issue on participation of the mandating DGs in the working group (WG) meetings. According to the Rules of Procedures, the representatives of the risk management DGs can participate in the work of the Scientific Committees as observers.

The ICCG concluded that the current practice is good. If the WG feels that there is any interference with the scientific work, the mandating DG should be reminded of its observer role.

- **remind members on their level of commitment required (e.g. preparatory work, deliver contributions on time, to follow structure of opinions, role of Rapporteur...)**

The Chair asked the SCHEER/SCCS Chairs/vice-Chairs to remind the members that commitment of each WG member is required in order to progress with the work and deliver opinions in time; e.g. sending contributions in time to be prepared for a discussion in meetings and reminding Rapporteurs of the importance of timely preparation of draft Opinions (the Secretariat provides a template that should be respected). This ensures effective discussion in WG/plenary meetings.

- **finalisation of Opinions during and after adoption by written procedure**

The Chair explained that the SCHEER had an issue with finalisation of Opinions during and after their adoption by written procedure. The ICCG concluded that no standard procedure is needed and if there is an issue, the Chair of the WG and the Chair of the Committee should discuss the best way to timely finalise the Opinion.

Members' participation in external meetings

The participation of SCCS/SCHEER members in external meetings, such as workshops organised by the industry, was discussed. The secretariat stressed that it is important that members continue to declare any interest and that in case of doubt, they should contact the secretariat.

2.3.3. Ongoing work in SCHEER/SCCS (see list of Opinions / mandates)

The Chair informed that the list of Opinions/mandates was circulated with the aim to inform the two Committees on the work of the other Committee. There was no discussion on the ongoing work.

3. Date of the next meeting

To be confirmed in spring and autumn.

4. Any other business

No AOB.