

Management Board Self-Evaluation 2024

Action requested of the Management Board (MB)	
Take note of this cover document:	MB/08/2024
Approve	The proposed plan for conducting the 2024 self-evaluation of the Management Board.

Background and rationale

In alignment with ECHA's commitment to continuous improvement and its own Code of Governance, the Management Board scheduled an evaluation for 2024, to review and improve, if necessary, its way of working. This has been included in the ECHA Single Programming Document 2024-2026.

Self-evaluation is a good practice exercise for any governing body, ensuring that it remains effective, accountable, and responsive to the needs of the organisation it serves. By critically assessing its own processes, decision-making and governance, the Board can recognise its strengths and proactively address any element that may benefit from improvements.

The MB Chair proposes that the review is conducted as a self-evaluation and this document proposes a process and timeline for it.

It is to be noted that this self-evaluation, and any resulting change, is without prejudice to any legislative change that may be proposed, and which would include provisions related to the Management Board (i.e., the future ECHA basic regulation).

Evaluation Process

The self-evaluation will be conducted internally, from April to July 2024, through a series of structured interviews with each Board member, led by the Chair and supported by the secretariat. The process will include:

- Preparing a structured questionnaire, based on best practices in governing boards and tailored to ECHA's context.
- Conducting one-on-one interviews with each Board member and the secretariat.
- Analysing responses to identify common themes, strengths, and areas for improvement.

Questions to be developed will cover themes including, but not limited to, the ones below:

- MB competence
- Setting strategic direction and priorities
- Monitoring performance
- Effectiveness and efficiency of decision-making and ways of working
- Values and behaviours
- Effectiveness of collaboration (within MB and with the secretariat)
- MB added value for the work of the secretariat

Public

73rd Management Board meeting, 21 March 2024

21 March 2024

Timeline

March 2024	MB meeting to approve the plan for the self-evaluation
April – July 2024	Conducting interviews and data gathering
August 2024	Analysis of findings and preparation of the draft report
September 2024	MB meeting with presentation of the outcome report and discussion of potential improvements
October – November 2024	Preparing the implementation of concluded improvement actions, especially Rules of Procedure, Code of Governance of the MB, Terms of Reference of the Subgroups, etc.
December 2024	MB meeting to approve any proposed changes
2025	Implementation and reporting on the self-evaluation in ECHA's Annual Report

Attachments

- N/A