



**Agenda**  
**Second Meeting of the Working Group on Inspections, 5 March 2020**  
 Rue de Spa 3, Room 02/P094, Brussels, Belgium

No	Time	
	09:30-10:00	<i>Registration and welcome coffee</i>
1	10:00-10:15	Introductory round table
2	10:15-10:45	<ul style="list-style-type: none"> <li>• Adoption of the Agenda</li> <li>• Short reflection on the meeting of 6 February</li> <li>• Introduction of the purpose and goals of today's meeting</li> </ul>
		<b>Planned activities</b>
3	10:45-11:15	Presentations by Commission and Member States on the activities during the Week of Action #EU4FairWork and the role of the ELA
	11:15-11:30	<i>Coffee break</i>
		<b>Draft Model agreement</b>
4	11:30-12:15	Presentation and discussion on the updated draft Model Agreement - <i>ELA/WGINSP/2020/003 Rev1</i>
		<b>Draft Post-inspection report template</b>
5	12:15-13:00	Presentation and discussion on the updated draft Post-inspection report template for concerted and joint inspections (CJIs) - <i>ELA/WGINSP/2020/005 Rev1</i>
	13:00-14:00	<i>Lunch</i>
		<b>Draft Workflow guidance for inspections</b>
6	14:00-15:00	Presentation and discussion on the updated draft Workflow Guidance for Member States to request the coordination and support of the ELA for CJIs - <i>ELA/WGINSP/2020/004 Rev1</i> and for ELA to suggest to Member States to carry out CJIs - <i>ELA/WGINSP/2020/008</i>
		<b>Draft Workflow guidance for proposing cases</b>
7	15:00-15:30	Presentation and discussion on the draft Workflow guidance for social partner organisations at national level to bring cases to the attention of the ELA - <i>ELA/WGINSP/2020/009</i>
	15:30-15:45	<i>Coffee break</i>
		<b>Key Performance Indicators for concerted and joint inspections</b>
8	15:45-16:30	Presentation on KPIs and discussion on the KPIs for concerted and joint inspections
	16:30	AOB & Closing