

ERGA Action Group 1 – 2023 Terms of Reference (ToR)	
Name of Action Group	Internal Procedures
AG Chair, NRA	Carla Martins, ERC (Portugal)
Background	<p>Furthering collaboration among national regulatory authorities (NRAs) and between these and ERGA will be essential in 2023 considering that, as stated in the ERGA Work Programme, it will be a crucial year, as the regulatory framework applying to media and online content services will evolve with the adoption or the entry into force of new rules, resulting from legislative and self-regulatory initiatives launched in the last years that are targeting in particular the online environment.</p> <p>In this sense, and as outlined in the 2023 ERGA Work Programme, ERGA will work, among other aspects, on:</p> <ul style="list-style-type: none"> - Procedures required to the participation in the High-Level Group of Digital Regulators set up by the DMA; - Reviewing ERGA's internal governance and procedures and discuss possible changes to the Rule of Procedures; - Identifying ERGA's communication needs. <p>Furthermore, the group is actively contributing to the discussions around the proposal for the European Media Freedom Act (EMFA), which covers a wide range of substantive aspects related to audiovisual issues and media markets. In particular, the proposed EMFA will establish the European Board for Media Services, succeeding ERGA, which will imply strengthening its support structure and human and financial capacities and enhancing its role, competences and tasks.</p> <p>The proposal to create an independent European Board for Media Services with additional tasks and responsibilities under the new legal framework and the proposed institutionalisation of the Memorandum of Understanding (MoU) should be reflection factors for a future definition of the best procedures to strengthen coordination and collective deliberation among NRAs.</p> <p>While taking the EMFA into utmost account in the work of this Action Group as the central factor of changes regarding ERGA in prospective terms, the Action Group will focus on concrete suggestions to improve the procedures and forms of collaboration currently existing between NRAs in ERGA. In this regard, the Action Group will start its work on the base of the internal exchanges that took place in the previous years. ERGA's current Rules of Procedure were adopted in December 2019 and are amendable by the group, subject to the approval of the Commission.</p>
Subgroup scope and purpose	On this basis, the Action Group will base its work on the experience from previous years, the concrete suggestions put forward in 2022, current and potential future developments, as well as the approach outlined in the work programme, and will draft concrete amendments' proposals to the current Rules of Procedures in view of their adoption. In this sense, the Action

	<p>Group will more particularly focus on the following main aspects:</p> <ul style="list-style-type: none">- Assessing ERGA's internal governance and procedures. This could include, inter alia:<ul style="list-style-type: none">• Inclusion of the NRAs chairing the Sub-Groups and the Actions Groups into the Board meetings;• Improvement of the procedures for the drafting of the ERGA documents/reports, their circulation and their adoption;• Improvement of the procedures for issuing press releases;- Reviewing other internal governance and procedures of ERGA in order to strengthen the efficiency of the work and visibility of the Group. This may include the following aspect:<ul style="list-style-type: none">• Identifying ERGA's communication needs (e.g. Group's visual identity, templates for documents, procedures for press releases and external communication, potential future improvements of the ERGA website), while taking into account the current status and mandate of ERGA as well as the current operational framework (institutional/resources);- Representation of ERGA in other entities, notably to the High-Level Group for the Digital Markets Act and the Permanent Task-Force of the Code of Practice on Disinformation, with focus on organisational /process related aspects.- To outline the update of the ERGA Statement of Purpose for the post 2023-period. <p>The scope of the Group also comprises to contribute, where relevant and in terms to be defined, to the implementation of ERGA's Memorandum of Understanding (now covered by Subgroup 1).</p> <p>To the extent possible, the Group should also identify potential elements for the rules of procedure of the future Board for Media Services provided for in the EMFA.</p> <p>When relevant, AG1 will coordinate with SG1 on MoU and with SG2 on EMFA.</p>
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Action group Deliverables

Deliverable 1	Deliverable type	Interim Report
	Deliverable title	Draft report on ERGA's internal governance and procedures, including proposed amendments to the Rules of Procedures – as a basis for discussion among ERGA members
	Due date	June Plenary meeting
	Publication	No
Deliverable 2	Deliverable type	Interim Report
	Deliverable title	ERGA representation in external entities, including the High-Level Group and the Disinformation Task-Force
	Due date	June Plenary meeting
	Publication	No
Deliverable 3	Deliverable type	Report
	Deliverable title	Final report on the ERGA's internal governance and procedures, including proposed amendments to the Rules of Procedures
	Due date	December Plenary meeting
	Publication	TBD
Deliverable 4	Deliverable type	Report
	Deliverable title	Report on potential elements for the rules of procedure of the European Board for Media Services under the EMFA proposal
	Due date	December Plenary meeting
	Publication	No

Participation by ERGA members / observers

<p>Drafters</p> <p>Members</p> <p>Observers</p>	<p><u>Chair</u>: Carla Martins</p> <p>ERC (Portugal)</p>
<p>KommAustria (Austria)</p> <p>Arcom (France)</p> <p>DLM (Germany)</p> <p>AGCOM (Italy)</p> <p>CNMC (Spain)</p> <p>CMS (Slovakia)</p>	
<p>CSA/VRM (Belgium)</p> <p>CEM (Bulgaria)</p> <p>AEM (Croatia)</p> <p>RRTV (Czechia)</p> <p>TTJA (Estonia)</p> <p>NCRTV (Greece)</p> <p>NMHH (Hungary)</p> <p>BAI (Ireland)</p> <p>NEPLP (Latvia)</p> <p>RTK (Lithuania)</p> <p>ALIA (Luxembourg)</p> <p>BA (Malta)</p> <p>CvdM (Netherlands)</p> <p>KRRiT (Poland)</p> <p>CNA (Romania)</p> <p>AKOS (Slovenia)</p> <p>MPRT (Sweden)</p> <p>IMC (Iceland)*</p> <p>NMA (Norway)*</p>	
<p>CRA (Bosnia & Herzegovina)</p> <p>AVMU (North Macedonia)</p> <p>RTUK (Turkey)</p>	

* Without voting rights (Article 1 of the ERGA Rules of Procedure)

Workflow for Action Group 1 (internal and external milestones)

Date	Action/deliverable	Internal Subgroup only	External CN, Plenary, Publication
2023			
February/March	First AG1 meeting: joint meeting of AG members.	All members	Na
June	CN – Overview of the activities of AG1 to the ERGA Contact Network.	Chair	CN
June	ERGA plenary meeting Presentation to the ERGA Plenary of the expected deliverables.		CN and Plenary
September	Second AG1 meeting: joint meeting of AG members.	All members	na
December	CN – Overview of the activities of AG1 to the ERGA Contact Network.	Chair	CN
December	ERGA plenary meeting Presentation to the ERGA Plenary of the expected deliverables.		CN and Plenary