

LIST OF ACTION POINTS

Agenda point	Action to take	Responsible	Date
III.1.	<ul style="list-style-type: none"> - Revise document on external activities - Prepare document about the implementation of the strategy on international cooperation (EMCDDA/08/07), in consultation with the European Commission, for the next Management Board meeting in July 2009 	EMCDDA EMCDDA	December 2008 February 2009
V.1.	Revise amending budget no 2 to the 2008 budget	EMCDDA	December 2008
V.2.	Revise the 2009 work programme	EMCDDA	December 2008
V.4.	Revise the cover page of the PDB for 2010	EMCDDA	December 2008
V.5.	Draft evaluation report on the Director for Executive Committee meeting of 6 May 2009	Chair, EC	April 2009
V.7.	Finalise the Memorandum of Understanding with Ukraine	EMCDDA	Beginning 2009
V.8.	<ul style="list-style-type: none"> - Sign lease contracts for new office building and 'clock' building - Organise the move - Send letter to Chair of EMSA Administrative Board - Keep the Mascarenhas building for sale 	Director EMCDDA Chair EMCDDA	Beginning 2009 Spring 2009 December 2008
VI.4.	Invite MB members to EMCDDA Scientific Conference in May 2009	EMCDDA	January 2009
VII.	<ul style="list-style-type: none"> - Launch survey on 'spice' or 'legal highs' among NFPs - Send letter to Chair of Scientific Committee to ask the Scientific Committee to discuss the topic at its next meeting 	EMCDDA Chair	Spring 2009 December 2008