

Sectoral Assembly of the Languages Service (Feb 2015–Jan 2016)

Minutes of the 9th meeting of the Bureau¹

Held in room E.4116 on Thursday, 21 January 2016, at 3 p.m.

Attended by: Luis SARABIA UTRILLA (President), Ahmed GHAILAN (ATS), Jamila CHEDAD (ATPU), Leslie FILLION-WILKINSON (ETS, note-taker), María DE LA FUENTE (STS), Juan SANCHEZ PEREZ (ES) and Elena ISSAEVA (Reference Unit).

Agenda

- I. Adoption of the agenda
- II. Update on the activities of the President since the previous meeting
- III. Preparations for the LSSA General Assembly
- IV. Other matters

The meeting began at 3 p.m.

I. Adoption of the agenda

1. *The agenda was adopted without modifications.*

II. Update on the activities of the President since the previous meeting

2. Owing to the holiday period, Mr. Sarabia Utrilla had not attended any meetings since the previous Bureau meeting.

III. Preparations for the LSSA General Assembly

3. Mr. Sarabia Utrilla presented the draft report on the activities of the LSSA Bureau (2015-16) and the draft report on the activities of the President (2015-16) and invited the members to submit any comments shortly in order to circulate the reports with the invitation to the LSSA General Assembly, to be held in Room XXV on Thursday, 28 January at 3 p.m.
4. He recalled that staff signatures would be collected at the General Assembly in order to renew the mandate of the LSSA for 2016-2017.
5. He urged the members to publicize the work of the LSSA and encourage colleagues to put forward candidates for the upcoming LSSA Bureau elections to ensure that all sections/units were represented.

IV. Other matters

Umoja

6. Noting that a number of freelance staff had reported contract, insurance and payment problems since the introduction of Umoja, Mr. Sarabia Utrilla requested the members to gather

¹ Unless otherwise stated, the opinions reflected herein represent staff suggestions and views collected by their representatives and are aimed at promoting communication between management and staff. In order to avoid misunderstandings, any comments or requests for corrections to the minutes should be submitted to the President of the LSSA only, for inclusion in the minutes of the following meeting.

relevant experience from freelance staff in their section/unit in order to take the issue up with Ms. Keating and the Staff Relations Management Group.

Action: Survey freelance staff and prepare any documentation by 28 January.

Proposal of a LSSA website

7. Mr. Sarabia Utrilla said that it would be useful to have an easily accessible repository of information on the LSSA. The maintenance of such a tool would have to be further discussed.

Action: Liaise with the Coordinating Council about providing a link on its website to the documentation of the LSSA.

The meeting rose at 3.45 p.m.