**EXTRAORDINARY MEETING OF THE EMB: PLANNING AND PREPARATION FOR THE EUROPEAN PARLIAMENTARY ELECTIONS 23 MAY 2019 TELEPHONE CONFERENCE**

|  |  |
| --- | --- |
| **Date** | **16:00** |
| **Time**  | **1 May 2019** |

1. Note of Previous Meeting 25 April 2019 *(circulated)*
	1. Apologies / Matters Arising
2. Risk Register
3. Governance / Process
	1. Nominations; ballot paper; UIM, Official Mark
	2. Notices – SOPN
	3. Agents, Sub Agents, Local Sub-Agents
	4. Briefings for candidates/agents
	5. Count Collation (*material circulated for test on 13 May*)
4. Directions – Poll Cards now out, Postal Votes next week
5. Registration issues – SAA update
6. Costs
	1. Fees and Charges – advances
	2. Treatment of staff fees in the event of cancellation update from ECAB
7. Integrity / Police SPOC
8. Additional Guidance / support – Adjudication, Personation guidance (*to follow*)
	1. Bulletins (circulated)
9. Public Awareness – Electoral Commission, European Parliament, LROs
10. Media
11. Legal Issues
12. AOB