



EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR ENERGY

Directorate C - Renewables, Research and Innovation, Energy Efficiency
The Acting Director

Brussels,
ENER.C.4 RN/pg (2019) 7737806

Members of the Consultation Forum

Subject: Invitation to a meeting of the Ecodesign and Energy Labelling Consultation Forum (X 03609) on the Voluntary Agreements on Video Game Consoles and Imaging equipment.

Dear Sir or Madam,

I have the pleasure to invite you to attend the Ecodesign and Energy Labelling Consultation Forum meeting **on the Voluntary Agreements on Video Game Consoles and Imaging Equipment** which will take place on **12 December 2019 from 10:00 to 17:30** at the European Commission, Centre Albert Borschette, room 2.D, rue Froissart 36, 1049 Brussels. Registration will be from 9:30 till 10:00.

Please find enclosed the draft agenda and working documents.

Provided the capacity of the meeting room allows, we hope to be able to accommodate one expert per member of the Consultation Forum, in addition to the official representative.

For organisational and security reasons of access to the meeting centre, but also for the reimbursement of travel expenses, registration to the event shall take place electronically via **AGM** (Advanced Gateway to your Meetings, the new EC Expert groups and committee meetings management system) by **5 December 2019** at the latest.

Each member of the Forum can send its designated official representative to the Consultation Forum meeting. The Commission will reimburse travel expenses for one representative according to the rules concerning the reimbursement of expert's expenses. Please note that you are not allowed to receive any similar allowance from the same institution or another Community institution for the same visit. You are requested to provide complete personal and financial information as well as the necessary documentation to enable reimbursement of expenses in accordance with Commission rules and procedures via AGM.

Please keep the e-ticket and the e-invoice or an original invoice. The documents supplied must show the class of travel used, the time of travel and the amount paid. The European Commission can reimburse first-class rail travel or equivalent and just economy class air travel.

Please note that you must submit all documents necessary for the reimbursement of expenses within a period of 30 calendar days of the meeting.

The reimbursement shall be paid into an account in the name of the Member State, one of its ministries or a public body, unless derogation is granted by your administration.

Please inform us of any particular need resulting from a disability, so that we may take it into account when organising this meeting.

Yours faithfully,



Hans van Steen

Enclosures:

- Draft agenda
- Draft 2019 update of the Ecodesign Voluntary Agreement on video games consoles (available 18 November)
- Draft 2019 update of the Ecodesign Voluntary Agreement on imaging equipment (draft from EuroVAprint)
- Explanatory note on the Voluntary Agreement (draft from EuroVAprint)
- Additional explanation on the proposed section 5.3 (draft from EuroVAprint)