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

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| **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