



EUROPEAN COMMISSION  
DIRECTORATE-GENERAL FOR AGRICULTURE AND RURAL DEVELOPMENT

Directorate G. Markets and Observatories  
**Director**

Brussels, 03.05.2019  
Ares [agri.ddg3.g.3\(2019\)3264766](#)

**MESSAGE TO THE USUAL RECIPIENTS OF THE WORKING GROUP  
ON «POULTRY & EGGS»**

**INVITATION TO THE MEETING OF THE  
« WORKING GROUP ON "POULTRY & EGGS" OF THE CIVIL DIALOGUE GROUP ON  
ANIMAL PRODUCTS»**

According to the Decision 2013/767/EU of 16 December 2013, I wish to invite you to the next meeting of the working group that will take place

**in Brussels, rue Froissart 36**

**Building CCAB – Albert Borschette**

**Meeting room: 0.B**

**on Tuesday 4 June 2019, from 14:30 to 18:00**

**Interpretation** foreseen from **FR - DE - EN - IT – ES - PL**  
to **FR - DE - EN - IT – ES – PL**

(please note that interpretation of a language will be cancelled if no participants for that language have registered in time for the meeting)

**NEW - Registration**

please confirm your participation via the **AGM application** 3 working days before the meeting at the latest.

Any **replacement** should be notified by email to [AGRI-MARKET-CDG@ec.europa.eu](mailto:AGRI-MARKET-CDG@ec.europa.eu).

The **deadline** for the registration for this meeting: **Thursday 30 May 2019**

**NEW - Reimbursement:**

The reimbursement will be handled via the **AGM application**.

The experts identified by their Organizations and appointed by DG AGRI will be paid their **travel costs, accommodation allowance** and a **daily allowance** (see reimbursement details in Annex).

In case you need further clarification about the AGM application, please do not hesitate to contact or visit the [Portal](#) and the [FAQ](#) or send an e-mail to: [AGRI-CIVIL-DIALOGUE-GROUPS@ec.europa.eu](mailto:AGRI-CIVIL-DIALOGUE-GROUPS@ec.europa.eu).

**Security control:** Please note that you will be asked to pass through an obligatory control (x-ray machines and walk-through detectors) when entering the L130 building.

*(e-signed)*  
Michael SCANNELL  
Director

Annex 1: Draft agenda

Annex 2: Reimbursement information

Specific privacy statement for processing of personal data related to Expert Groups is available on CircaBC <a href="https://circabc.europa.eu">https://circabc.europa.eu</a>
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**Contact:**

- **Content:** [AGRI-MARKET-CDG@ec.europa.eu](mailto:AGRI-MARKET-CDG@ec.europa.eu)
- **Meeting organisation:** [AGRI-CIVIL-DIALOGUE-GROUPS@ec.europa.eu](mailto:AGRI-CIVIL-DIALOGUE-GROUPS@ec.europa.eu)



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## AGENDA

### OF THE MEETING OF THE « WORKING GROUP ON "POULTRY & EGGS" OF THE CIVIL DIALOGUE GROUP ON ANIMAL PRODUCTS»

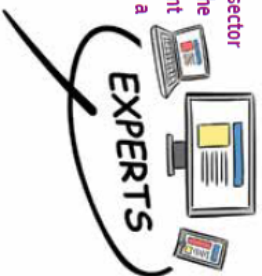
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1. Presentation by GIRA - global poultry overview
2. Presentation of the poultry and egg market situation
3. 2019 EU production forecast: chicken, turkey, duck and total poultry meat; and eggs for consumption, hatching eggs and total eggs (based on information received from the experts of the Working Group)
4. A.O.B.

*Please send us your AOB questions in due time before the meeting (e-mail: [AGRI-MARKET-CDG@ec.europa.eu](mailto:AGRI-MARKET-CDG@ec.europa.eu)).*

Experts may be private-sector experts (representing the civil society) or government experts (representing a public authority of a Member State).



Private-sector experts will be entitled to a daily allowance for each day of the meeting and an accommodation allowance unless a contrary mention is stated in the letter of invitation or the request to organise the meeting. Reimbursements will be paid on a bank account in euros.

Government experts will receive allowances provided that provision for this is made in the rules of procedure of the committee or expert group. Reimbursements will be paid on a bank account in the name of the Member State, one of its ministries or a public body.



In order to receive benefits, you cannot receive a similar allowance from your own administration for the same visit.

You must provide supporting documents no later than 30 calendar days after the final day of the meeting.

### Accommodation allowance

If you have to spend one or more nights at the place where the meeting is held because the times of meetings are incompatible with the times of flights or trains, you will also be entitled to an accommodation allowance. This allowance shall be 100 € per night. The number of nights may not exceed the number of meeting days + 1.



### Daily allowance

The daily allowance is a flat rate. It covers all meals and local transport (bus, tram, metro, taxi, parking, motorway tolls, etc.), as well as travel and accident insurance. It amounts to 92 € per day of meeting.

If the distance between the place of departure mentioned in the invitation (it could be your private or professional address) is 100 km or less, the daily allowance will be reduced by 50%. You will then only receive 46 € per day of meeting.



### Travel expenses

You will be entitled to the reimbursement of your travel expenses from the place specified in your invitation to the place of your meeting on presentation of supporting documents. Your travel must be organised on the basis of the most appropriate means of transport and economical rates. The services in charge of reimbursements will have the right to carry out checks. They will also have the right to restrict reimbursement to the rates normally applied to the usual journey from the expert place of work or residence to the meeting place.



As a general rule, means of transport are:

- first-class rail travel for journeys less than 400 km (one way);
- economy class air travel for distances of more than 400 km. If the journey by air involves a flight of 4 hours or more without stopovers, the cost of a business class ticket will be reimbursed;
- private car. The travel will be reimbursed at the same rate as the first-class rail ticket, or by default at the rate of 0.22 € per km. You are responsible for any accident you could cause.

Taxi fares will not be reimbursed.

