

## SECRETARY GENERALS' MEETING

14 September 2006

9h30 - 11h30

Hotel Hasselbacken  
Hazeliusbacken 20 Djurgarden  
Stockholm – Sweden

## AGENDA

1. Welcome – by Hilde De Clerck (General Secretary CoESS)
2. Objectives of the meeting: discussion on issues of an administrative nature:
  - a) How to improve the information- and communication-flow
  - b) Preparation of meetings: suggestions to improve efficiency
  - c) Maintenance of the website and its content
  - d) Newsletters, annual report, ...
  - e) Other
3. Miscellaneous: news from the member federations
4. Conclusions and future actions