



EUROPEAN MEDICINES AGENCY  
SCIENCE MEDICINES HEALTH

# Election of PCWP and HCPWP Co-Chairs (2025-2028)

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PCWP/HCPWP joint meeting, 1-2 April 2025

Presented by Maria Mavris  
Public and Stakeholders Engagement Department, Stakeholders and Communication Division

An agency of the European Union



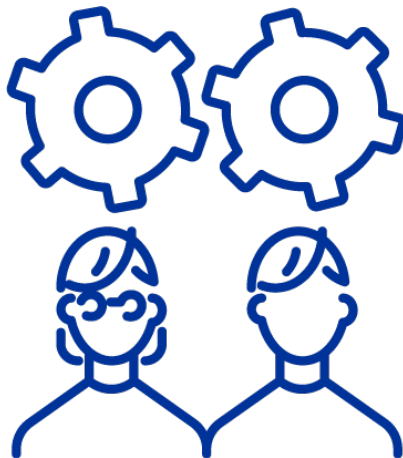
# Election of Chairpersons

[\*Mandate, objectives and composition of the Working Party\*](#) – Point 3.1.3

[\*Rules of procedure for the working party\*](#) – Point 4

Two Co-Chairs **elected for a 3-year period**, which may be renewed

**EMA Co-Chair**  
representative of EMA secretariat;  
Juan Garcia-Burgos nominated  
by Executive Director Decision



**PCWP/HCPWP Co-Chair**  
will be elected amongst working  
party members on  
**23-24 September 2025**

# Responsibilities of Chairpersons

Chairpersons are responsible for the **efficient conduct of the business of the working party** (WP) in particular:

1. Co-chair plenary meetings (up to 3 meetings/year)
2. Plan the work of the WP together with the EMA Secretariat (including preparation of meeting agendas and work plans)
3. Ensure, together with the EMA Secretariat, that the rules of procedure are respected
4. Aim to achieve consensus on issues discussed by the WP
5. Encourage and stimulate involvement among WP members



## Responsibilities of Chairpersons (Cont.)

6. Co-ordinate, together with the EMA secretariat, the work of the WP with that of the other relevant committees and working parties of the Agency
7. Ensure that the activities of the working party are reported to the Human Scientific Committees or other working parties, as appropriate
8. Represent the working party in EMA organised events

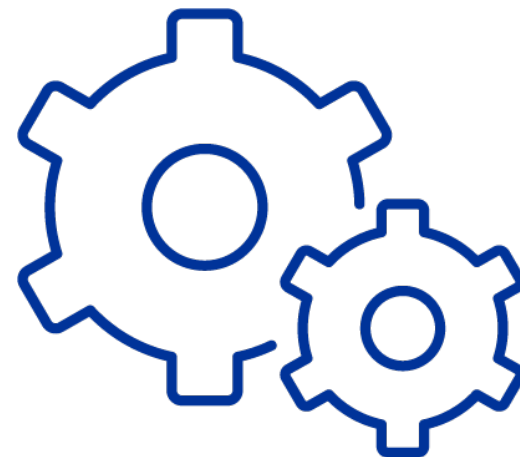
One chairperson **deputises** for the other when one is unable to chair

The EMA secretariat will provide the **necessary administrative & secretarial support** to the chairpersons to achieve the responsibilities listed above

## PROCEDURE FOR ELECTION OF PCWP/HCPWP CHAIRPERSONS

# Candidatures

- **Call for candidates** to be launched at least 6 weeks prior to meeting where election will take place (proposal to launch in June-July)
- **Individuals appointed by** an organisation or a scientific committee as their representative on the working party are eligible candidates
- Submitted **in writing** to PCWP/HCPWP secretariats (background, experience and motivation; no specific template)
- Should be **received by** EMA no later than one week in advance of the election meeting. Any candidatures received after this time will not be valid (proposal to have deadline early September)
- **Circulated** to working party members as soon as available





# Any questions?

## Further information

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