



NORTH ATLANTIC MARINE MAMMAL COMMISSION

TWENTY FOURTH MEETING OF THE COUNCIL

10 - 11 February 2016, Grand Hotel, Oslo, Norway

**DOCUMENT 16 PROPOSED AMENDMENTS TO THE ROP FOR THE
MANAGEMENT COMMITTEES**

Submitted by: Finance and Administration Committee

The Finance and Administration Committee (FAC)

- **Considering** that some points in the RoP for the Management Committees need clarification and precision and in an effort to aligning the RoP of all subsidiary bodies,

- **Recommends** therefore Council to

- Propose amendments to the new text if desired,
- Adopt the new text for the RoP for the Management Committees

Background: The comments in the margin on the document are intended to explain why the changes were proposed.



RULES OF PROCEDURE FOR THE NAMMCO MANAGEMENT COMMITTEES

*Adopted NAMMCO 3 – July 1993 and revised NAMMCO 7 – May 1997 as RoP for a general MC.
At NAMMCO 16 – February 2007 the common RoP was adopted for both MC's*

I Representation

1. Each member of the Committee shall be represented by not more than three representatives who may be accompanied by experts and advisers.

II Taking of Decisions

2. Each member of the Committee shall have one vote.

3. Decisions of the Committee shall be taken by the unanimous vote of those members present and casting an affirmative vote.

4. Between meetings of the Committee and in case of special necessity to be determined by the Chairman, votes may be taken by mail or by other means of textual communication. The Secretary shall immediately notify the members of the Committee of the results of such votes.

III Chairman and Vice-Chairman

5. The Committee shall elect from among its members a Chairman and a Vice-Chairman, each of whom shall serve for a term of two years and shall be eligible for re-election provided that they do not serve for more than four years in succession in each office. The Chairman and Vice-Chairman shall not be representatives of the same Party.

6. The Chairman and Vice-Chairman shall take office at the conclusion of the meeting at which they have been elected.

7. The Chairman shall have the following powers and responsibilities:

a) to preside at each meeting of the Committee;

b) to sign, on behalf of the Committee, the reports of each meeting of the Committee; and

c) to exercise other powers and responsibilities as provided in these Rules and make such decisions and give such directions to the Secretary as will ensure that the business of the Committee is carried out effectively and in accordance with its decisions.

8. Whenever the Chairman is unable to act, the Vice-Chairman shall assume the powers and responsibilities of the Chairman.

IV Preparation for Meetings

9.

a) The Secretary shall prepare, in consultation with the Chairman, a provisional agenda for each meeting of the Committee and transmit it to all members of the Committee no later than 45 days before the meeting.

b) Any member of the Committee may propose supplementary items by informing the Secretary thereof no later than 30 days before the meeting.

c) The Secretary shall prepare the draft agenda for the meeting, including the supplementary items, and transmit it to all members of the Committee no later than 15 days before the meeting along with related explanatory memoranda or reports.

10. The Secretary shall make all necessary arrangements for meetings of the Committee.

V Observers

11. The Committee may decide to invite accredited observers to participate in its meetings and may establish the terms and conditions for that participation, in line with the Council Rules of Procedure.

Commented [GD1]: In line with other Committees' ROP. Only Council accredited observers.

Commented [GD2]: It seems strange that these committees suddenly can do whatever they want. I actually think the rules should be the same as in the other committees.

VI Reports

12. A report of each meeting of the Committee shall be prepared by the Secretary as required by the Committee and shall include any regulatory measures proposed by it, all decisions and recommendations adopted by it and references to all scientific information used or presented at the meeting. A draft report shall be considered by the Committee before the end of the meeting. The Secretary shall transmit the final report to all members of the Council as soon as possible after the meeting and within two weeks after the conclusion of its deliberation.

Commented [GD3]: In line with other ROPs

VII Amendment of rules

13. Proposals for amendment of these Rules of Procedure shall reach the Chairman of the Council not less than 60 days prior to the Council meeting at which the matter is to be discussed. The Chairman of the Council shall transmit these proposals through the Secretariat to the Members of the Council not less than 30 days prior to that meeting.

Commented [GD4]: Missing, now in line with and lifted from other ROPs