

Appendix 13

RULES OF PROCEDURE OF THE EUROPEAN COMMISSION FOR THE CONTROL OF FOOT-AND-MOUTH DISEASE

As amended by the Commission at its Thirty-Second Session (2-4 April 1997) and approved by the Director General of FAO on 7 September 1997

Rule IV - Secretariat

The staff of the Secretariat of the Commission shall be appointed in accordance with Article XII of the Constitution and subject to the provisions of that Article. It shall be the duty of the Secretariat to receive, ~~translate into the working languages of the Commission~~ and circulate documents, reports and resolutions of the Commission and its committees, to prepare the records of their proceedings and to perform such other work as the Commission or any of its committees may require.

Rule V - Attendance at Plenary Meetings of the Commission

1. Plenary meetings of the Commission shall be open to attendance by all delegations and by observers from participating Nations and international organizations and such members of the staff of the Organization as the Director-General may designate. Plenary meetings of the Commission shall be held in public unless the Commission decides otherwise.
2. Subject to any decision of the Commission the Secretary shall make arrangements for the admission of the public and of representatives of the press and other information agencies, to plenary meetings of the Commission.

Rule VII - Executive Committee

In accordance with Article X of the Constitution, the Chairman of the Commission shall be the Chairman of the Executive Committee. He shall have, in relation to meetings of the Executive Committee, the same powers and duties as he has in relation to meetings of the Commission. In the absence of the Chairman during a meeting of the Executive Committee or any part thereof, one of the Vice-Chairmen of the Commission shall preside. A Vice-Chairman acting as Chairman shall have the same powers and duties as the Chairman. A majority of the members of the Committee shall constitute a quorum. Decisions of the Committee shall be taken by a majority of the votes cast. Each Member of the Committee shall have one vote. Meetings of the Committee shall be open to Observers when deemed appropriate. The Chairman has the authority to invite Observers, subject to confirmation by the Committee. If a member is unable to attend he/she may nominate an alternate who shall vote if required on behalf of the member. If the member of alternate is unable to attend, **participation in the Session may be through a virtual platform in which the member participates to an equivalent extent as if present in person, and such a participation if agreed by the Chairperson before the Session shall contribute to meeting the quorum.**

Rule X - Committees of the Commission

1. In addition to the committees provided for in Article VII of the Constitution, the Commission may set up at each session and for the duration of the session, such committees as it considers desirable and allocate to these committees the various items on its agenda.
2. Each such committee shall elect a Chairman and a Vice-Chairman.
3. Each delegate shall be entitled to sit or be represented by another member of his delegation on each such committee and may be accompanied at meetings by one or more members of his delegation, who may speak but shall not vote.
4. The Chairman of each committee shall have in relation to meetings of his committee the same powers and duties as the Chairman of the Commission has in relation to plenary meetings. In the absence of the Chairman, the Vice-Chairman of the committee shall preside with the same powers and duties.
5. The procedure in a committee shall be governed by the provisions of Rule X so far as applicable. A majority of the members of the committee shall constitute a quorum. **Participation in the meetings through can also be via a virtual platform, if in accordance with the requirements of Rule VII.**
6. All committees established by the recommendations to the Commission shall report their conclusions and recommendations to the Commission.

Rule XIII - Reports and Recommendations

1. Summary records shall be made of the proceedings of the Commission and its committees and shall be circulated **in electronic form** as soon as possible to members of delegations who participated in the meeting concerned in order to give them the opportunity to suggest corrections.
2. At each session, the Commission shall approve a report embodying its views, recommendations and decisions including, when requested, a statement of minority views.
3. The conclusions and recommendations of the Commission shall be transmitted to the Director-General of the Organization at the close of each session, who shall circulate them to the Members of the Commission,

nations and international organizations that were represented at the session and, upon request, to other member Nations of the Organization, for their information. (here it seems that there is an issue as it is usually Eufmd who circulates these- how about **The conclusions and recommendations of the Commission shall be transmitted to the Director-General of the Organization at the close of each session. The conclusions and recommendations will be circulated by the Secretariat of the EuFMD to the Members of the Commission, nations and international organizations that were represented at the session and, upon request, to other member Nations of the Organization, for their information**

4. Recommendations having policy, programme or financial implications for the Organization shall be brought by the Director-General to the attention of the Conference or Council of the Organization for appropriate action.
5. Subject to the provisions of the preceding paragraph, the Director-General of the Organization may request Members of the Commission to supply the Commission with information on action taken on the basis of recommendations made by the Commission.

Rule XV - Languages

English and French shall be the working languages of the Commission