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## **Statutes for the Agriculture, Land and Water Use Commission for the Near East (ALAWUC)**

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### **Article I.     Membership**

1.     The Agriculture, Land and Water Use Commission for the Near East (hereinafter “the Commission”) is open to all Member Nations of the Food and Agriculture Organization of the United Nations (hereinafter “the Organization”) whose territories are situated wholly or partly in the Near East Region as defined by the Organization (hereinafter “the Region”) or which are serviced by the Organization’s Regional Office for the Near East. Eligible Member Nations shall notify the Director-General of their desire to be considered as members.

2.     Each Member of the Commission shall communicate to the Director-General the name of its representative who should, as far as possible, participate in the sessions of the Commission in a continuing capacity and have responsibilities related to the coordination between the Commission and his country in agriculture, land and water use issues.

### **Article II.    Objectives**

The objectives of the Commission shall be:

- a) to provide a forum for Members to share information and experiences in the fields of agriculture, land and water use in the Region;
- b) to promote joint programmes at regional and sub-regional levels for the complementarity of resources; and
- c) to assist the Organization and potential donors in identifying outstanding issues, problems and future work programmes in the Region.

### **Article III.   Terms of Reference**

The terms of reference of the Commission shall be:

- a) to conduct periodic reviews and appraisals of important issues and concerns in the Region relating to agriculture, land and water use;
- b) to strengthen the multidisciplinary approach and programmes of integrated and comprehensive agricultural and rural development;
- c) to undertake a joint programme of work among Members of the Commission;
- d) to assist the Organization in identifying and addressing issues of common interest to Members of the Commission;
- e) to assist the Organization in formulating future work programmes including promotion of regional and sub-regional cooperation to overcome problems on water resources management, sustainable land use and completion of data relating to development and conservation of the land and water resources in the Region;
- f) to promote the formulation of programmes in the Region on food production, plant protection, animal health and livestock production, development of agricultural research systems, and identification of efficient agricultural services to farmers; and
- g) to assist Members of the Commission in preparing project documents to be submitted to donors, particularly those related to priority areas and transboundary issues.

#### **Article IV. Bureau**

1. The Commission shall elect, at the end of every regular session, a Chairperson, two Vice-Chairpersons and two members from among the representatives, which collectively shall constitute the Bureau of the Commission. The Chairperson and Vice-Chairpersons shall be elected for a term of office of two years and shall not be eligible for re-election immediately thereafter, provided that the Vice-Chairpersons shall be eligible for election as Chairperson. The term of office of the elected members shall be for a period of two years and they shall be eligible for re-election for up to two additional two-year terms. In order to ensure both rotation of members and continuity of service, when electing members of the Bureau, due consideration shall be given to the desirability of replacing no more than three members at the same time.
2. The Chairperson, or in his absence one of the Vice-Chairpersons, or in their absence one of the elected members, shall have the following functions:
  - a) preside at meetings of the Commission and Bureau;
  - b) liaise with the Chairperson of the Regional Conference regarding the work programmes of the Commission;
  - c) as required or appropriate, convene informal consultations with representatives of Member Nations on issues of an administrative and organizational nature for the preparation and conduct of Commission sessions and meetings of the Bureau;
  - d) liaise with the secretariat and other officials of the Organization in respect of any concerns of the membership; and
  - e) exercise such other functions as may be required to facilitate the work of the Commission or the Bureau.
3. The Vice-Chairperson or elected member acting as Chairperson shall have the same powers and duties as the Chairperson.
4. In the event that the Chairperson, the two Vice-Chairpersons and the two elected members are unable to serve, the Director-General of the Organization or his representative shall act as Chairperson, until an *ad hoc* Chairperson is elected.
5. The Commission may elect one or more rapporteurs from among the representatives.
6. The Bureau shall, between sessions of the Commission, act on behalf of the Commission as its executive body. In particular, it shall submit to the Commission proposals concerning the general orientation of the Commission's activities and its programme of work; it shall investigate particular problems and help to ensure implementation of the programme approved by the Commission. It shall periodically inform all Members of the Commission, through the Director-General, of any decisions taken. Such decisions shall be subject to confirmation by the Commission at its next session.
7. The Director-General may convene the Bureau as often as required, after consulting with the Chairperson. The Bureau shall meet whenever the Commission holds a session.
8. The Director-General shall appoint from among the staff of the Organization a Secretary of the Commission who shall be responsible to him.

#### **Article V. Sessions**

1. The Commission shall normally hold only such sessions in each biennium as are listed in the Programme of Work and Budget of the Organization for the relevant period. However, the Director-General may make exceptions when in consultation with the Commission and in his view, such action is

necessary for the fulfilment of the Programme of Work and Budget as approved by the Conference. Such exceptions shall be reported to the session of the Council immediately following such action.

2. The sessions of the Commission shall be convened by the Director-General, who shall decide on the place where they are to be held, in consultation with the Chairperson and the competent authorities of the host country, taking into account the views expressed by the Commission.

3. Notice of the date and place of each session of the Commission shall normally be communicated at least three months before the opening of the session is scheduled to take place to all Members of the Commission.

4. Each Member of the Commission shall have one representative who may be accompanied by alternates and advisers. An alternate or adviser shall not have the right to vote except when substituting the representative.

5. Meetings of the Commission shall be held in public unless the Commission decides otherwise.

6. A majority of the Members of the Commission shall constitute a quorum that is half the number of Members plus one.

#### **Article VI. Agenda**

1. The Director-General, in agreement with the Chairperson of the Commission, after having examined the proposals of the Bureau shall prepare a provisional agenda for each session of the Commission.

2. The first item in the provisional agenda shall be the adoption of the agenda. No matter referred to the Commission by the Conference or Council of the Organization may be omitted from the agenda.

3. Any Member of the Commission may request the Director-General to include specific items in the provisional agenda at any time before the circulation of the agenda.

4. The provisional agenda shall be circulated by the Director-General at least two months before the date on which the opening of the session is scheduled to take place, to all Members of the Commission.

5. Any Member of the Commission and the Director-General may, after the dispatch of the provisional agenda but not later than one month before the date on which the opening of the session is scheduled to take place, propose the inclusion of specific items in the agenda. Such proposals shall be accompanied by a written explanation of the reasons why the inclusion of the items in the agenda is considered desirable. These items shall be placed on a supplementary list, which shall be dispatched by the Director-General to all Members of the Commission, failing which the items shall be communicated to the Chairperson for submission to the Commission.

6. Documents to be submitted to the Commission at any session shall be furnished by the Director-General to the Members of the Commission and to the other Members of the Organization attending the session and to the non-Member Nations and international organizations invited to the session, at the time the agenda is dispatched or as soon as possible thereafter.

7. Subject to paragraph 2 above, the Commission may, at any session, decide by a two-thirds majority to amend the agenda by the deletion, addition or modification of any item. Formal proposals relating to items on the agenda and amendments thereto shall be introduced in writing and handed to the Chairperson, who shall circulate copies to the representatives.

#### **Article VII. Voting and Procedures**

1. Each Member of the Commission shall have one vote.

2. Decisions of the Commission shall be taken by a majority of the votes cast, unless otherwise provided.

3. Any Member of the Commission may request a roll-call vote, in which case the vote of each Member shall be recorded.
4. When the Commission so decides, voting shall be by secret-ballot.
5. Voting shall be carried out in accordance with the pertinent provisions of Rule XII of the General Rules of the Organization, as appropriate.

**Article VIII. Subsidiary bodies and *ad hoc* meetings**

1. The Commission may establish such subsidiary bodies as it deems necessary for the accomplishment of its task.
2. Membership in subsidiary bodies may be made up of all or selected Members of the Commission or of individuals appointed in their personal capacity.
3. The Commission may recommend to the Director-General the convening of *ad hoc* meetings, either of representatives of Members of the Commission or of experts serving in individual capacity, in order to study issues that because of their specialized nature could not fruitfully be discussed during the normal sessions of the Commission.
4. Experts who are to serve in their personal capacity as members of any subsidiary body or who are to be invited to attend *ad hoc* meetings shall be chosen by the Commission unless the Commission decides otherwise, and shall be appointed by the Director-General in accordance with established procedures.
5. The terms of reference of the subsidiary bodies and the questions to be discussed by *ad hoc* meetings shall be determined by the Commission.
6. The establishment of subsidiary bodies and the convening of *ad hoc* meetings shall be subject to the availability of the necessary funds in the relevant chapter of the approved budget of the Organization. The determination of such availability shall be made by the Director-General. Only such sessions of subsidiary bodies and *ad hoc* meetings shall be convened in each biennium as are listed in the Programme of Work and Budget of the Organization for the relevant period, subject, however, to the authority of the Director-General to make exceptions when in his view such action is necessary for the fulfilment of the Programme of Work and Budget as approved by the Conference; these exceptions being reported to the Session of the Council immediately following such action.
7. Before taking any decision involving expenditures in connection with the establishment of subsidiary bodies or the convening of an *ad hoc* meeting, the Commission shall have before it a report from the Director-General on the administrative and financial implication thereof.
8. The Statutes of the Commission shall apply to its subsidiary bodies, as appropriate.

**Article IX. Records and Reports**

1. At each session, the Commission shall approve a report embodying its views, recommendations and decisions, including, when requested, a statement of minority views. Such other records for its own use as the Commission may on occasion decide shall also be maintained.
2. The report of the Commission shall be transmitted to the Director-General of the Organization at the close of each session, who shall circulate them to Members of the Commission, and observers that were represented at the session for their information and, upon request to other Member Nations and Associate Members of the Organization.
3. The Director-General shall bring to the attention of the Conference any recommendations adopted by the Commission which have policy or regulatory implications and to the Council any recommendations which may affect the programme or finances of the Organization.

4. The Director-General of the Organization may request Members of the Commission to supply the Commission with information on actions taken on the basis of recommendations made by the Commission.

**Article X. Expenses**

1. The expenses of the Secretariat of the Commission shall be determined and paid by the Organization within the limits of the relevant appropriations in the approved budget of the Organization.

2. Expenses incurred by representatives of Members of the Commission, their alternates or advisers, when attending sessions of the Commission, their Bureau, its subsidiary bodies or *ad hoc* meetings, as well as expenses incurred by observers at sessions, shall be borne by the respective governments or organizations.

3. Expenses incurred by experts invited by the Director-General to attend sessions or meetings in their individual capacity shall be borne by the Organization.

4. Any financial matter relating to the Commission and its subsidiary bodies shall be governed by the appropriate provisions of the Financial Regulations of the Organization.

**Article XI. Observers**

1. Any Member Nation or Associate Member of the Organization that is not a Member of the Commission but has an interest in the work of the Commission may, upon its request and in consultation with the Commission, be invited by the Director-General to attend meetings of the Commission or its subsidiary bodies, as well as *ad hoc* meetings in an observer capacity.

2. Non-Member of the Organization that are members of the United Nations, any of its Specialized Agencies or the International Atomic Energy Agency may, upon their request and with the approval of the Council of the Organization, be invited to attend meetings of the Commission or its subsidiary bodies and *ad hoc* meetings in an observer capacity, in accordance with the provisions relating to the granting of observer status to nations adopted by the Conference of the Organization.

3. The Director-General may invite international organizations to attend sessions of the Commission in an observer capacity. Participation of international organizations in the work of the Commission and the relations between the Commission and such organizations shall be governed by the relevant provisions of the Constitution of the Organization and the General Rules of the Organization as well as by the general regulations of the Organization on relations with international organizations. All such relations shall be dealt with by the Director-General of the Organization.

**Article XII. Languages**

1. The working languages of the Commission shall be Arabic and English.

2. The Commission may decide, in consultation with the Secretariat, which of these languages will be used by its subsidiary bodies or at the *ad hoc* meetings. Any representative using another language shall provide for interpretation in one of the working languages.

**Article XIII. Amendments to the Statutes**

The Commission may suggest amendments to these Statutes which shall be in conformity with the Constitution and the General Rules of the Organization and with the Statement of Principles Governing Commissions and Committees adopted by the Conference. Any proposal for such amendments must be transmitted to the Director-General in time for inclusion in the agenda of the Council or Conference as appropriate.