



# Economic and Social Council

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## Economic Commission for Europe

### Conference of the Parties to the Convention on the Transboundary Effects of Industrial Accidents

#### **Ninth meeting**

Ljubljana, 28–30 November 2016

Item 5 of the provisional agenda

**Amendment of the terms of reference of the Bureau and the  
Convention's subsidiary bodies and the rules of procedure**

### **Draft amendments to the rules of procedure for the meetings of the Conference of the Parties to the Convention on the Transboundary Effects of Industrial Accidents**

**Prepared by the Bureau**

#### *Summary*

At its eighth meeting (Geneva, 3–5 December 2014), the Conference of the Parties to the Convention on the Transboundary Effects of Industrial Accidents requested its Bureau to review the terms of reference of the Convention's subsidiary bodies, and to prepare revised terms of reference for review and adoption by the Conference of the Parties at its ninth meeting. The draft terms of reference were to reflect the current practice and roles of the Bureau and the Working Group on Implementation, as set out in documents previously adopted by the Conference of the Parties (ECE/CP.TEIA/30, para. 48).

The Conference of the Parties is invited to adopt the draft revised rules 22 and 23 of its rules of procedure, contained in the present document, which were prepared by the Bureau with the support of the secretariat. In an annex, the amendments to the terms of reference previously adopted by the Conference of the Parties at its first meeting (ECE/CP.TEIA/3), as amended at its fourth meeting (ECE/CP.TEIA/15, paras. 12–13), are presented for information, showing the proposed additions in bold and deletions in strikethrough text.



## **Draft revised rules 22 and 23 of the rules of procedure**

### **BUREAU**

#### *Rule 22*

1. The Bureau shall consist of not more than 10 members, as follows:
  - (a) The Officers;
  - (b) Representatives of other Parties.
2. At the commencement of each meeting, the members of the Bureau other than the Officers shall be elected by the Parties present at the meeting, taking into account the need for a balanced representation of the different geographical subregions of ECE and gender. They shall be eligible for re-election. Candidatures shall be communicated by the Parties to the secretariat at least eight weeks ahead of the meeting. The secretariat shall communicate the list of candidates to the Parties at the latest six weeks before the meeting.
3. The Bureau shall be chaired by the Chair of the Conference of the Parties. If the Chair is absent or is unable to complete his or her term of office or to perform his or her functions, a Vice-Chair shall act as Chair.
4. The terms of reference of the Bureau shall be established by the Conference of the Parties.
5. The Bureau of the Conference of the Parties may conduct its business in a specific language, indicated in its terms of reference.
6. These rules of procedure shall apply, *mutatis mutandis*, to the proceedings of the Bureau. Rules 14 to 18 and 47, 48, and 49 shall not apply to their proceedings. A representative may speak in a language other than the working language if he or she provides for interpretation into the working language.
7. In case a representative of a Party or other member State or regional economic integration organization is unable to complete their term of office or to perform his or her function, the Party or other member State or regional economic integration organization may appoint another representative. In this case the Party or other member State or regional economic integration organization shall notify the Chair and the secretariat without undue delay, and at least 14 days before the next meeting of the Bureau.

### **SUBSIDIARY BODIES**

#### *Rule 23*

1. The Conference of the Parties may establish subsidiary bodies as it deems necessary for the performance of its functions and the implementation of the programme of work.
2. The Conference of the Parties shall determine the matters to be considered by these bodies.
3. The Conference of the Parties shall establish the terms of reference of such bodies. It may at any time terminate their mandate.
4. The subsidiary bodies of the Conference of the Parties may conduct their business in a specific language, indicated in the terms of reference of each subsidiary body.

5. In electing the members of the subsidiary bodies with a limited membership, the Conference of the Parties shall take account of the need for a balanced representation of the different geographical subregions of ECE and gender. The members of subsidiary bodies shall be eligible for re-election. Candidates shall be communicated by the Parties to the secretariat at least eight weeks ahead of the meeting. The secretariat shall communicate the list of candidates to the Parties at the latest six weeks before the meeting.
6. Unless the Conference of the Parties decides otherwise, subsidiary bodies shall elect their own chair and, as required, vice-chairs at the commencement of the first meeting of the subsidiary body after a meeting of the Conference of the Parties or when at least one third of the Parties present at the meeting request it.
7. These rules of procedure shall apply, *mutatis mutandis*, to the proceedings of subsidiary bodies. Rules 14 to 18 and paragraph 2 of rule 27 shall not apply to their proceedings.
8. In case an elected officer or member of a subsidiary body is unable to complete his or her term of office or to perform his or her functions, the Party to whom the member of the subsidiary body belongs may appoint another representative subject to notifying the chair of the respective subsidiary body and the secretariat without undue delay, and at least 14 days before the next meeting of the relevant body.

## Annex

### Proposed amendments

The text below presents the amendments, as proposed by the Bureau, to rules 22 and 23 of the rules of procedure for the meetings of the Conference of the Parties, adopted by the Conference of the Parties at its first meeting (ECE/CP.TEIA/3) and amended at its fourth meeting (ECE/CP.TEIA/15). Text in strikethrough indicates proposed deletions and text in bold indicates proposed additions to the rules of procedure previously adopted by the Conference of the Parties.

#### BUREAU

##### *Rule 22*

1. The Bureau shall consist of not more than 10 members,<sup>1</sup> as follows:
  - (a) The Officers;
  - (b) Representatives of other Parties; ~~and~~
  - ~~(c) Not more than three representatives of other UN/ECE member States and regional economic integration organizations that are entitled to become a Party to the Convention, in an advisory capacity without the right to make decisions.~~
2. At the commencement of each meeting, the members of the Bureau other than the Officers shall be elected by the Parties present at the meeting, taking into account the need for a balanced representation of the different geographical subregions of UN/ECE **and gender**. They shall be eligible for re-election. **Candidatures shall be communicated by the Parties to the secretariat at least eight weeks ahead of the meeting. The secretariat shall communicate the list of candidates to the Parties at the latest six weeks before the meeting.**
3. The Bureau shall be chaired by the Chair~~person~~ of the Conference of the Parties. If the Chair~~person~~ is absent or is unable to complete his ~~or~~ her term of office or to perform his ~~or~~ her functions, a Vice-Chair shall act as Chair~~person~~.
4. The terms of reference of the Bureau shall be established by the Conference of the Parties.
5. **The Bureau of the Conference of the Parties may conduct its business in a specific language, indicated in its terms of reference.**
6. **These rules of procedure shall apply, mutatis mutandis, to the proceedings of the Bureau. Rules 14 to 18 and 47, 48, and 49 shall not apply to their proceedings. A representative may speak in a language other than the working language if he or she provides for interpretation into the working language.**
7. **In case a representative of a Party or other member State or regional economic integration organization is unable to complete his or her term of office or to perform his or her function, the Party or other member State or regional economic integration organization may appoint another representative. In this case the Party or other**

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<sup>1</sup> At its fourth meeting in 2006, the Conference of the Parties decided to amend the rules of procedure, increasing the number of Bureau members from 8 to 10 (ECE/CP.TEIA/15, para. 13). This change is not reflected in the published rules of procedure adopted by the Conference of the Parties at its first meeting (ECE/CP.TEIA/3), because the rules of procedure were not reissued after the 2006 decision.

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member State or regional economic integration organization shall notify the Chair and the secretariat without undue delay, and at least 14 days before the next meeting of the Bureau.

## SUBSIDIARY BODIES

### *Rule 23*

1. The Conference of the Parties may establish subsidiary bodies as it deems necessary for the performance of its functions and the implementation of the programme of work.
  2. The Conference of the Parties shall determine the matters to be considered by these bodies.
  3. The Conference of the Parties shall establish the terms of reference of such bodies. It may at any time terminate their mandate.
  4. **The subsidiary bodies of the Conference of the Parties may conduct their business in a specific language, indicated in the terms of reference of each subsidiary body.**
  5. **In electing the members of the subsidiary bodies with a limited membership, the Conference of the Parties shall take account of the need for a balanced representation of the different geographical subregions of ECE and gender. The members of subsidiary bodies shall be eligible for re-election. Candidates shall be communicated by the Parties to the secretariat at least eight weeks ahead of the meeting. The secretariat shall communicate the list of candidates to the Parties at the latest six weeks before the meeting.**
  - ~~4-6.~~ **Unless the Conference of the Parties decides otherwise, subsidiary bodies shall elect their own Chairpersons chairs and, as required, vice-chairs at the commencement of the first meeting of the subsidiary body after a meeting of the Conference of the Parties or when at least one third of the Parties present at the meeting request it.**
  - ~~5-7.~~ These rules of procedure shall apply, mutatis mutandis, to the proceedings of subsidiary bodies. Rules 14 to 18 and paragraph 2 of rule 27 shall not apply to their proceedings.
  8. **In case an elected officer or member of a subsidiary body is unable to complete his or her term of office or to perform his or her functions, the Party to whom the member of the subsidiary body belongs may appoint another representative subject to notifying the chair of the respective subsidiary body and the secretariat without undue delay, and at least 14 days before the next meeting of the relevant body.**
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