



Rules of Procedure for the General Assembly of the EU Strategy for the Alpine Region

1st July 2021

Preamble

The Milan Declaration of the Alpine States and Regions of December 1st 2014 lays down the basis of the EUSALP multi-level governance system – in accordance with the Grenoble Political Resolution, the Commission’s report on governance of macro-regional strategies and the Council conclusions of 21st October 2014 – which is notably based upon “a General Assembly to be held on a regular basis, gathering the high level political representatives of States and Regions involved in the Strategy, and representatives of the Alpine Convention and Alpine Space Programme as observers, and which will be responsible for laying down general political guidelines”.

The Communication from the Commission concerning a European Union Strategy for the Alpine Region released on July 28th 2015 underlined that the EUSALP governance system “has three inter-related levels: (1) political leadership and ownership; (2) coordination; and (3) implementation. At each level, different actors from the participating States and Regions take part in a General Assembly, an Executive Board and implementing bodies.”

Article 1

Scope of application

These Rules of Procedure apply to the General Assembly (GA) of the EU Strategy for the Alpine Region (EUSALP).

Article 2

Responsibilities

- (1) The GA is the political level for guiding and monitoring the Strategy; it determines the overall direction of the Strategy, establishing political ownership and responsibility with the desired effect of aligning policies and funds, and providing the resources and legitimacy for decision making.
- (2) The responsibilities of the GA include:

- a. Laying down the general political guidelines for the Strategy and adopting any general act that would be necessary for the implementation of the Strategy;
- b. Endorsing the list of common priorities for the implementation of the EUSALP;
- c. Monitoring the overall Strategy, supported by evaluations and proposals made by the EB;
- d. Appointing the annual Presidency and endorsing the pre-established shift order of presidencies;
- e. Deciding on the mandates for AG leadership;
- f. Endorsing the members of the Youth Council (YC);
- g. Calling on the Presidency to organize ministerial meetings in order to create the necessary political awareness for the Strategy;
- h. Asking the European Commission (EC), based on recommendations by the Executive Board (EB), for a review or adaption of the Action Plan;
- i. Deciding on the membership of new EUSALP members;

Article 3

Composition of the GA

- (1) The GA is composed of political representatives from each of the seven EUSALP country delegations, consisting of the State and Regions. In duly justified cases, GA representatives can send delegated substitutes to the meetings.
- (2) The European Commissioner representing the EC shall participate in the GA meetings as co-chair in advisory capacity (without decision making right) with a view to facilitating and coordinating the implementation of the EUSALP.
- (3) The Secretary General of the Alpine Convention shall participate in the GA meetings as observer in advisory capacity (without decision making right).
- (4) Representatives of the Youth Council may participate in the GA meetings as observers in advisory capacity (without decision making right).
- (5) Other EUSALP stakeholders, especially EB members including the representative of the Alpine Space Programme, may be invited by Presidency to attend GA meetings as observers in advisory capacity (without decision making right) if required by the agenda.

Article 4

Presidency

- (1) A rotating presidency of the EUSALP shall be agreed and appointed for the duration of one calendar year among the EUSALP delegations. This presidency chairs the GA, co-chaired by the EC.

- (2) The Presidency can be extended to a maximum of one more year, or the pre-established shift order of Presidency can be switched, in exceptional circumstances, and after agreement by the EB and the GA.
- (3) The Presidency is assumed by the country delegation, which decides on its format.

Article 5
Trio Presidency

- (1) The Trio Presidency is composed of the incumbent Presidency, the past and the future Presidencies.
- (2) The mandate of the Trio Presidency is to ensure continuity and efficiency during the rotation of Presidencies, specifically by supporting the incumbent Presidency by securing regular exchanges on strategic steering and coordination.
- (3) Trio Presidency meetings should take place at least twice a year and are convened by the incumbent Presidency. Such meetings should also be organised at a political level by the political representatives of the Trio Presidency. It is a prerogative of the Trio Presidency to propose for approval to the GA the most appropriate modalities to organise the work to be carried out at the political level.

Article 6
Meetings

- (1) The GA meets at least once a year, or more often if deemed necessary by the EB, with a view to ensuring broadest possible participation by the political representatives. One annual GA meeting is organized during the Annual Forum.
- (2) Meetings are prepared by the Trio Presidency and the EC, in coordination with the EB for advice (see article 8).
- (3) The Presidency, in coordination with the EC and Trio Presidency, proposes venue, date, and duration of any meeting and notifies the GA representatives at least three months prior to their beginning. The Presidency may propose, in exceptional circumstances and when duly justified, to change the date or place of a GA meeting.

Article 7
Decision-making rules

- (1) Decisions can be taken only by GA representatives or their delegated / appointed substitutes and if all country delegations are represented.
- (2) Decision-making by the GA shall be done by consensus among all participating country delegations (one country delegation, one vote).
- (3) If consensus cannot be reached, the Presidency, in coordination with the EC, can postpone the decision.
- (4) In duly justified circumstances, decision-making by the GA is also open to written procedure, for which the Presidency sends the documents to all country delegations by indicating a deadline of 15 working days to answer.

Article 8
Agenda

- (1) The Presidency, in coordination with the EC and Trio presidency, shall draw up a draft agenda for each GA meeting. The draft agenda shall be agreed upon by the EB and sent to all participating GA representatives and substitutes at least 20 working days prior to the GA meeting. BAGL and Youth Council are consulted during the agenda drafting phase.
- (2) The draft agenda shall indicate for each agenda item whether a written document shall be provided. Documents for discussion must be sent at least 10 working days prior to the GA meeting and 15 working days prior to the GA meeting if decision making is foreseen, unless exceptional duly justified circumstances require circulating a document closer to the date of the GA meeting.
- (3) Any request to put an urgent item on the agenda (except for items under "any other business") must be communicated to the Presidency at least 10 working days prior to the GA meeting. These new items should not imply decision-making and come without new documents. Items under "any other business" are subject to the approval by the GA.
- (4) The final agenda is adopted at the beginning of each GA meeting.

Article 9
Minutes of the GA meetings

- (1) The Presidency is responsible for drafting the minutes of the meeting, in close cooperation with the EC. It will circulate the provisional minutes within 15 working days after the meeting.

- (2) The Presidency amends the provisional minutes on the basis of the comments received within 10 working days from the date of circulation of the provisional minutes and will disseminate the final minutes 35 working days following the GA meeting, at the latest.

Article 10
Confidentiality

- (1) Discussions taking place during GA meetings are confidential. Adopted decisions can be communicated publicly.
- (2) Working documents and internal information shall be for internal use only.

Article 11
Working language

- (1) The working language of GA meetings shall be French, German, Italian, Slovenian and English.
- (2) Any written documents prepared for or adopted by the GA shall be in English.

Article 12
Communication

- (1) GA meetings may be followed by a press conference.
- (2) Journalists may be invited by Presidency, in close cooperation with the EC and Trio Presidency, to cover the opening ceremony and concluding part of the GA meetings, with a view to communicating on the implementation of the EUSALP.
- (3) A press kit and press release, prepared by the Presidency and the EC shall be circulated to the press before each GA meeting.
- (4) GA members shall take into account the press kit and press release in their respective national and regional communication.

Article 13
Adoption and review

- (1) Rules of procedure of the GA are adopted and amended by unanimous decision (one country delegation, one vote).