

REGULATIONS AND RULES

FOR THE

CONSULTATIVE COMMITTEE

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(Adopted by the Executive Board at its Fourth Meeting in October 1990, pursuant to Governing Council decision 4 (II) of 26 July 1990, and amended by the Executive Board on 19 October 2000 at its Thirtieth Meeting¹, on 16 October 2002 at its Thirty-Fourth Meeting² and on 9 April 2003 at its Thirty-Fifth Meeting³)

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¹ Regulation III, paragraph 2 (Decision EB/XXX/17)

² Regulation III, paragraph 2 (Decision EB/XXXIV/23)

³ Regulation III, paragraph 3 (Decision EB/XXXV/28)

REGULATIONS AND RULES FOR THE CONSULTATIVE COMMITTEE

Preamble

The Consultative Committee is established by the Governing Council to carry out the functions ascribed to it in Article 25 of the Agreement and in the present Regulations and Rules.

REGULATION I. DEFINITIONS

1. For the purpose of these Regulations and Rules, “Agreement” means the Agreement of 27 June 1980 Establishing the Common Fund for Commodities.
2. The definitions set out in Article 1 of the Agreement shall be applicable to these Regulations and Rules.

REGULATION II. TERMS OF REFERENCE

The functions of the Consultative Committee are as defined in Article 25 paragraph 2 (a) to (d) of the Agreement. The Governing Council and the Executive Board may request the advice of the Consultative Committee on any matter arising from the operations of the Second Account.

REGULATION III. NATURE, SIZE AND COMPOSITION

1. The Consultative Committee shall function as an advisory body to facilitate the operations of the Second Account.
2. The Consultative Committee shall have thirteen (13) members. The members shall be appointed and vacancies filled by the Executive Board on the recommendation of the Managing Director in accordance with Article 25.1 (b). The Managing Director shall make his selection from among candidates nominated by Member countries.
3. Each Member State may nominate one candidate for membership to the Consultative Committee. More than one Member State may nominate the same candidate. Candidates must have particular experience and competence in commodity issues, international finance and/or development. Governors and their alternates as well as Executive Directors and their alternates shall not serve on the Consultative Committee. Members of the Consultative Committee shall not accept any consultancy work related to the activities of the Consultative Committee or otherwise to the Common Fund for Commodities or to projects under consideration for financing or being financed by the Common Fund for Commodities.

4. In making his recommendation to the Executive Board, the Managing Director shall be satisfied that the candidates have the expertise and competence required to enable the Committee to perform its functions effectively and shall pay due regard to the following considerations:

- (a) The need for a broad and equitable geographical distribution;
- (b) Individual expertise in commodity development issues;
- (c) The desirability of a broad representation of interest, including voluntary contributors.

5. Members of the Consultative Committee shall be appointed for a period of two years.⁴ A member may be reappointed if nominated by a Member State of the Fund, but may not serve for more than two consecutive terms.

6. Members of the Consultative Committee are appointed in their personal capacities and their appointment shall not constitute a right of any Member State to any given term of office.

7. If more than four (4) positions fall vacant during a term of office of a Consultative Committee, the Managing Director shall inform the Executive Board which then may decide to reconstitute the Consultative Committee entirely before the expiry of the term of office of the incumbent Committee in accordance with the Regulations and Rules.

8. A Roster of specialists will be established and Member States may, at any time, provide names with appropriate educational and professional background information for inclusion in the Roster. The Chairman of the Consultative Committee, in consultation with the Managing Director, will determine the specialists who, as advisors, will be invited to submit written reports to the Committee and/or participate in particular meetings of the Committee. As a rule, no more than three (3) advisors shall be invited to each meeting.

⁴ Note by the Secretariat:

At its Seventh Meeting the Executive Board adopted the following Decision (amended at the Thirty-Ninth Meeting of the Executive Board (Section (c))):

“The Executive Board, having considered a study prepared by the Managing Director (document CFC/EB/7/14), decided that, as a token of appreciation of the work they were doing, payment should be made to the members of the Consultative Committee as follows:

- (a) *To pay the Chairman of the Committee a sum of USD 250 (US Dollars two hundred and fifty) per meeting day of the Consultative Committee (when in attendance) and of the Executive Board when he/she is making his/her report to the Board, as well as any other day spent working for the Fund in Amsterdam;*
- (b) *To pay the other members of the Committee a sum of USD 200 (US Dollar two hundred) per meeting day of the Consultative Committee (when in attendance);*
- (c) *Such payments should be made only to members of the Consultative Committee who are not civil servants and to civil servants who take leave of absence to attend the meeting.”*

REGULATION IV. MODE OF OPERATION

1. Bureau of the Committee

The Consultative Committee shall appoint by consensus a Chairman and a Vice-Chairman for the duration of its tenure of office from among its members.

2. Schedule of meetings

The Consultative Committee shall decide on its own meeting schedule subject, however, to alteration in the event of request by the Executive Board.

3. Notice of meetings

The Managing Director, shall notify each member of the Committee of the planned meeting stating the purpose, the venue, the opening date and the expected duration of the meeting, at least, thirty days in advance of the opening day of the meeting. The provisional agenda referred to in paragraph 5 below shall be transmitted together with the notice of the meeting. Notice of the meeting shall also be sent to advisors invited to the meeting in accordance with Regulation III.8 and representatives from international organizations invited pursuant to paragraph 7 below. Notice shall be sent in writing and dispatched by any appropriate means of communication.

4. Place of meetings

All meetings of the Consultative Committee shall normally be held at the Headquarters of the Fund. The Committee decides to hold a meeting elsewhere when invited by a Member of the Fund and/or an institution, in which case the host government and/or institution shall provide appropriate meeting facilities and cover additional expenses incurred as a result of holding such a meeting outside the Headquarters of the Fund.

5. Agenda of meetings

(a) Provisional agendas of meetings of the Consultative Committee shall be prepared by the Chairman of the Committee in consultation with the Managing Director of the Fund. The Consultative Committee shall adopt an agenda for each of its meetings on the basis of the provisional agendas submitted by the Chairman. The provisional agenda may be revised, as necessary, by deferring, deleting or amending of items appearing in the provisional agenda;

(b) The Executive Board may inscribe in the agenda of the Consultative Committee any item related to Second Account Operations which it wishes to be discussed by the Committee;

(c) Members of the Consultative Committee wishing to inscribe an item on the agenda of any particular meeting of the Committee shall send to the Chairman of the Committee, through the Managing Director, the request for inscription of the item, at least, forty days in advance of the meeting.

6. Conduct of Business

In the conduct of business of the meetings of the Consultative Committee, the Rules of Procedure for the Conduct of Business of the Executive Board except the provisions concerning voting shall apply *mutatis mutandis*.

7. Representation from International Organizations

(a) Representatives of ICB's and other international organizations may be invited by the Chairman in consultation with the Managing Director to attend meetings or parts thereof when their presence is deemed necessary for the work of the Committee.

(b) Participation of representatives of ICBs and international organizations shall be without cost to the Fund.

8. The Secretariat

The Managing Director shall be responsible for providing secretariat support staff and for making all arrangements necessary for meetings of the Consultative Committee.

REGULATION V. RECOMMENDATIONS OF THE COMMITTEE

The Chairman shall report the advice and comments of the Committee to the Executive Board including any dissenting statements.

REGULATION VI. TRAVEL AND SUBSISTENCE ALLOWANCE

The Fund shall reimburse the travel expenses and subsistence allowances for members and advisors of the Consultative Committee on the same basis as for the members of the Executive Board.