

RULES OF PROCEDURE OF THE STEERING COMMITTEE OF THE BLACK SEA RING HIGHWAY

I. General provisions

Rule 1

The Steering Committee of the Black Sea Ring Highway (hereinafter – Steering Committee), acting within the framework of Article 3 of the Memorandum of Understanding for the coordinated development of the Black Sea Ring Highway (hereinafter - Memorandum) and provided that its actions are in conformity with the Memorandum.

II. Functions of the Steering Committee

Rule 2

The Steering Committee realizes the following functions:

- (a) Considers proposals and elaborates the main route and connections of the Black Sea Ring Highway (hereinafter BSRH);
- (b) Considers and approves proposals on the development of the BSRH project using knowledge, expertise and advanced technologies accumulated in the BSEC Member States;
- (c) Approves the general program on the development of BSRH;
- (d) Considers proposals and approves the program on the development of BSRH transport infrastructure projects;
- (e) Considers and coordinates the necessary studies of the BSRH project, carried out by the Parties, according to their national programs for transport infrastructure development;
- (f) Recommends to the BSEC Member States for adoption draft investment programs on the development of national sections of BSRH;
- (g) Proposes general policies and measures in the sphere of damage recovery and fees for the use of BSRH transport infrastructure;
- (h) Decides on the establishment of Ad Hoc Working Groups, which support the work of the Steering Committee, in a consultative character, in particular on matters of identification of the main BSRH route, and other issues. The meetings of these Groups may be held upon the initiative of any representative to the Steering Committee acting as a Host;
 - (i) Amends the present Rules of Procedure;
 - (j) Adopts the Regulations of the BSRH Joint Permanent Technical Secretariat (BSRH JPTS);
- (k) Considers and takes note annually of the report of the BSRH Project Special Purpose Cooperation Fund on the development of BSRH, which includes results of the work

done, financial and material resources used and action plan approved for the coming year;

(l) Within the framework of its competency holds consultations with specialized and scientific institutions;

(m) Considers proposals and approves technical standards for the development of BSRH, based on the recommendations and norms adopted by the UN, EU and other relevant regional and international organizations, including recommendations and norms stipulated in the European Agreement on the Main International Traffic Arteries (AGR);

(n) Takes actions to attract attention to the development of BSRH at the level of competent international organizations for its further inclusion into Trans-European, the Pan-European and the Euro-Asian transport networks.

(o) Considers the possibility to provide the necessary support to the Parties to BSRH in its design, construction, technical maintenance and exploitation, as well as in the management of its development on the territory of the BSEC Member States.

III. Participation in the Steering Committee

Rule 3

Representatives of the Parties to the Memorandum, as well as representatives of the BSEC Permanent International Secretariat (BSEC PERMIS), the BSRH JPTS and the Black Sea Trade and Development Bank (BSTDB) shall participate in the meetings of the Steering Committee.

Representatives of the other BSEC related bodies, as well as BSEC Observers, BSEC partners and other relevant international organizations and institutions may be invited by the Presidency to meetings of the Steering Committee, if necessary.

The BSRH JPTS provides secretarial services to the Steering Committee.

IV. Representation

Rule 4

The representative of each Party to the Memorandum may be accompanied by alternate representatives, advisers and/or experts. If absent, a representative may be replaced by an alternate representative.

The names of representatives, alternate representatives, advisers and experts of the Parties to the Memorandum and representatives of the BSEC PERMIS, the BSRH JPTS and BSTDB shall be submitted to BSRH JPTS before the meeting of the Steering Committee.

V. Presidency of the Steering committee

Rule 5

The Presidency of the Steering Committee shall be rotated in accordance with Article 3, paragraph 2 of the Memorandum.

The Presidency represents the Steering Committee to third parties. The Presidency appoints the Chairperson of the Steering Committee. The Vice-Presidency appoints the Vice-Chairperson of the Steering Committee.

Rule 6

If the Chairperson is absent at the meeting or if the Chairperson so requests, the Vice-Chairperson shall preside.

Rule 7

If the Chairperson can no longer hold office, then the Party holding the Presidency appoints another Chairperson immediately for the remaining period. The same shall apply if the designated Vice-Chairperson ceases to represent a Party or can no longer hold office.

Rule 8

The Chairperson shall participate in the Steering Committee in this capacity and not as the representative of his/her country.

Rule 9

The Executive Secretary of BSRH JPTS shall act in that capacity at the meetings of the Steering Committee. He/she may appoint another member of the BSRH JPTS to replace him/her during a meeting, if necessary.

VI. The meetings of the Steering Committee

Rule 10

The date of the meeting of the Steering Committee, as a rule, shall be fixed at the previous meeting of the Steering Committee.

The Steering Committee shall meet at least once per year immediately before or after a meeting of the BSEC Working Group on Transport.

Additional meetings may be called upon the suggestion of the Presidency of the Steering Committee, or upon the request of any Party.

Rule 11

Meetings shall ordinarily be held at the BSRH JPTS Premises or at the BSEC Headquarters.

If the Steering Committee, upon the proposal of any Party, decides to hold a particular meeting elsewhere, organizational costs except travel and accommodation expenses of the participants shall be covered by the host Party.

VII. Agenda of the Meeting of the Steering Committee

Rule 12

On the basis of instructions of the Presidency, the BSRH JPTS shall communicate to the Parties and other participants the draft agenda and all necessary documents, at least eight (8) weeks before the date of the meeting. The draft agenda and all necessary documents will also be provided for information via the BSRH website.

Rule 13

The draft agenda of a meeting may include:

- (a) Items stipulated in the Working Programme adopted by the Steering Committee;
- (b) Items proposed by the BSEC Working Group on Transport;
- (c) Any other item proposed by a participant insofar, as it is in conformity with the Rules of Procedure of the Steering Committee;

Rule 14

On the basis of the draft agenda and the documents prepared by the BSRH JPTS, the participants shall submit to BSRH JPTS their respective documents at least six (6) weeks before the meeting which shall be disseminated to the Parties at least five (5) weeks before the date of the meeting.

Documents related to the items of the agenda shall be available in English on the BSRH website at least five (5) weeks before the meeting.

The above mentioned documents presented to the BSRH JPTS by any Party in Russian shall also be available at the BSRH website.

Any Party or other participant may communicate any other document necessary for the meeting through the BSRH JPTS.

In exceptional cases, BSRH JPTS may distribute documents at the meeting, but in this case they may be used only for preliminary consideration unless the Steering Committee decides otherwise.

VIII. Conduct of business

Rule 15

Meetings of the Steering Committee shall take place upon availability of quorum.

The quorum is 2/3 of the Parties of the Memorandum.

Unless otherwise decided, the Steering Committee shall meet *in camera* only with the presence of the participants mentioned in the first paragraph of Rule 3.

Rule 16

The Steering Committee shall adopt a report of the meeting based on a draft prepared by BSRH JPTS.

Rule 17

Every representative shall have the right to reflect his/her position in the report of the meeting.

IX. Voting

Rule 18

Each Party to the Memorandum shall have the right to one vote in the Steering Committee.

Rule 19

Decisions of the Steering Committee are taken by consensus. If a matter concerns some Parties only, decisions shall be taken by consensus of these Parties.

Rule 20

In case of organizational issues concerning the meetings of the Steering Committee, the Latter shall take decisions by a two third (2/3) majority of the Parties present and voting.

Rule 21

The Steering Committee shall normally vote by raising hands. If any representative requests so, a roll call shall be taken in the English alphabetical order of the names of the Parties.

X. Working language of the Steering Committee

Rule 22

English is the working language of the Steering Committee.

During the meetings of the Steering Committee, interpretation into Russian shall be provided.