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COVER NOTE

From:	Secretary-General of the European Commission, signed by Ms Martine DEPREZ, Director
date of receipt:	14 August 2023
To:	Ms Thérèse BLANCHET, Secretary-General of the Council of the European Union
No. Cion doc.:	COM(2023) 487 final
Subject:	ANNEX to the Proposal for a COUNCIL DECISION on the position to be taken on behalf of the European Union in the Joint Committee established by the Agreement between the European Union and Iceland on the protection of geographical indications for agricultural products and foodstuffs as regards the adoption of its rules of procedure

Delegations will find attached document COM(2023) 487 final - Annex.

Encl.: COM(2023) 487 final – Annex.



EUROPEAN
COMMISSION

Brussels, 14.8.2023
COM(2023) 487 final

ANNEX

ANNEX

to the

Proposal for a

COUNCIL DECISION

**on the position to be taken on behalf of the European Union in the Joint Committee
established by the Agreement between the European Union and Iceland on the
protection of geographical indications for agricultural products and foodstuffs as
regards the adoption of its rules of procedure**

ANNEX
DECISION NO 1. OF THE JOINT COMMITTEE
of DD MM 2023
on the adoption of its rules of procedure

THE JOINT COMMITTEE,

Having regard to the Agreement between the European Union and Iceland on the protection of geographical indications for agricultural products and foodstuffs¹ (hereinafter referred to as ‘the Agreement’), and in particular Article 10 thereof,

Whereas:

(1) Pursuant to Article 10(2) of the Agreement, the Joint Committee shall determine its rules of procedure.

(2) Rules of procedure of the Joint Committee of the Agreement should be established,

HAS ADOPTED THIS DECISION:

Article 1

The rules of procedure of the Joint Committee, as set out in the Annex, are hereby adopted.

Article 2

This Decision shall enter into force on the date of its adoption.

Done at ...,

For the Joint Committee

<i>[TITLE]</i>	<i>Head of Unit</i>
<i>Ministry of Industries and Innovation of Iceland</i>	<i>Directorate-General for Agriculture and Rural Development of the European Commission</i>
<i>Co-chair of the Joint Committee</i>	<i>Co-chair of the Joint Committee</i>

¹ OJ L 274, 24.10.2017, p. 3.

ANNEX
RULES OF PROCEDURE OF THE JOINT COMMITTEE

Article 1

Heads of Delegation

- (1) The European Union and Iceland ("the Parties"), shall each appoint a Head of Delegation who shall be the contact person for all matters relating to the Committee.
- (2) Each Head of Delegation may delegate all or any of the functions of Head of Delegation to a nominated deputy, in which case all references hereafter to the Head of Delegation apply equally to the nominated deputy.

Article 2

Chair

The office of Chair of the Committee shall be held alternately, for a period of one calendar year, by the Head of Delegation of each Party.

Article 3

Meetings

- (1) Save as otherwise agreed by the Parties, the Committee shall meet alternately in the Union and Iceland upon the request of either Party, no later than 90 days from the request.
- (2) Each meeting of the Committee shall be convened by the Chair on a date and in a place agreed by the Parties. The notice regarding the convening of the meeting shall be issued by the Chair no later than 28 calendar days prior to the start of the meeting, unless the Parties agree otherwise.
- (3) Where both Parties agree, Committee meetings can be attended by experts that are able to supply requested specific information.
- (4) Unless otherwise jointly agreed, the meetings of the Committee shall not be public.
- (5) By way of exception, the meetings of the Committee may be held by any technological means agreed by the Parties, including video conference.

Article 4

Delegations

Before each meeting, each Party shall inform the other, through the Secretariat of the Committee, provided for in Article 5, of the intended composition of its delegation.

Article 5

Secretariat

A representative of the European Commission and a representative of Iceland shall be appointed by the respective Head of Delegation to act jointly as Secretaries of the Committee and shall execute secretarial tasks in a joint manner and in a spirit of mutual trust and cooperation.

Article 6

Correspondence

- (1) Correspondence addressed to the Committee shall be directed to the Secretary of either of the Parties, who in turn shall inform the other Secretary.
- (2) The Secretariat shall ensure that correspondence addressed to the Committee is forwarded to the Chair and circulated, where appropriate.
- (3) Correspondence between the Parties may be by any written means, including electronic mail.

Article 7

Agendas for the meetings

- (1) A provisional agenda for each meeting shall be drawn up by the Secretariat of the Committee on the basis of proposals made by the parties. The provisional agenda shall include items in respect of which the Secretariat of the Committee has received a request for inclusion in the agenda by a Party, supported by relevant documents, no later than 21 calendar days before the meeting date.
- (2) The provisional agenda, together with the relevant documents, shall be circulated no later than 15 calendar days before the beginning of the meeting.
- (3) The agenda shall be adopted by the Chair and the other Head of Delegation at the beginning of each meeting. Items other than those appearing on the provisional agenda may be placed on the agenda if the Parties so agree.
- (4) The Chair may, in consultation with the Parties, reduce the time periods specified in paragraphs 1 and 2 in order to take account of special circumstances.

Article 8

Adoption of instruments

- (1) The decisions of the Committee within the meaning of Article 10 paragraphs (2) and (3) of the Agreement shall be adopted by consensus and addressed to the Parties. The decisions shall bear the signatures of the Chair and of the other Head of Delegation.
- (2) Each decision shall enter into force on the date of its adoption unless the decision provides otherwise.
- (3) Either Party may decide to publish any decision adopted by the Committee.

Article 9

Written procedure

If the Parties so agree, the Committee may adopt decisions by written procedure, after the completion of the respective internal procedures. The written procedure shall consist of an exchange of notes between the two Secretaries, acting in agreement with the Parties. The Party proposing the use of the written procedure shall submit the draft decision to the other Party who shall reply, indicating whether it accepts or does not accept the draft, proposes any amendments, or requests further time for reflection. If the draft is adopted, it shall be finalised in accordance with Article 8(1).

Article 10

Minutes

- (1) The Chair shall draw up draft minutes of each meeting and submit them to the other Head of Delegation within 20 working days of the meeting. The draft minutes shall state the recommendations made and may also note any other conclusions reached. The other Head of Delegation shall agree to the draft, or submit proposed amendments. Once there is agreement on the draft minutes, two original copies shall be signed by the Chair and by the other Head of Delegation. An original copy of the minutes shall be kept by the Chair and one by the other Head of Delegation.
- (2) In the event there is no agreement on the minutes before the subsequent meeting is convened, the minutes shall record the draft drawn up by the Chair to which shall be annexed the proposed amendments submitted by the other Head of Delegation.

Article 11

Expenses

- (1) Each Party shall meet any expenses it incurs as a result of participating in the meetings of the Committee.
- (2) Expenditure in connection with the organisation of meetings and the reproduction of documents shall be borne by the Party hosting the meeting.

Article 12

Confidentiality

The deliberations of the Committee shall be confidential.