

PRIME MINISTER OF THE REPUBLIC OF ARMENIA

DECREE № 955 – A

2 October 2012

ON APPROVING THE COMPOSITION AND RULES OF PROCEDURE
OF THE INTER-AGENCY COORDINATING COUNCIL
ON IMPLEMENTATION OF REQUIREMENTS AND PROVISIONS
OF THE *UN FRAMEWORK CONVENTION ON CLIMATE CHANGE*

In line with paragraph 121 sub-paragraph 2 of the Procedure approved by paragraph 1 of the 18 July 2007 President of the Republic of Armenia' Order № NH-174-N, with a view to ensuring the implementation of a number of activities outlined in the Annex to the 10 November 2011 Government of the Republic of Armenia's Decree 1594-N and taking into consideration an interdisciplinary nature of the climate change problem and of the *UN Framework Convention on Climate Change* that aims to solve that problem, the emerging innovative approaches and mechanisms in the struggle against climate change and the necessity of close cooperation with inter-governmental and international organizations for effective involvement of the Republic of Armenia in those mechanisms, promising prospects of regional cooperation, active participation of communities, civil society and research community and importance of training the professional cadre and the necessity of effective inter-agency cooperation and coordination to that end:

1. To establish an Inter-Agency Coordinating Council on implementation of requirements and provisions of the *UN Framework Convention on Climate Change* and to approve the composition and rules of procedure of the Inter-Agency Coordinating Council as per Annexes № 1 and № 2.

2. To the Council Chairperson: *With a view to ensuring professional and expert activities of the Council* - To establish within a 6-month period an Inter-Agency Working Group and to approve its composition and the rules of procedure as well as the procedure for the Working

Group's cooperation with inter-governmental and international organizations, for regional, community and inter-community cooperation and for research community and civil society participation in the Working Group.

3. To Heads of State bodies included in the Inter-Agency Coordinating Council, approved by paragraph 1 of this Decree, on implementation of requirements and provisions of the *UN Framework Convention on Climate Change* – To inform the Republic of Armenia Minister of Nature Protection, within one month after this Decree will have entered into force, about their designated representatives in the Council.

PRIME MINISTER
OF THE REPUBLIC OF ARMENIA

T. SARGSYAN

2 October 2012

Yerevan

Annex 1
To RoA Prime Minister's
Decree № 955 – A
of October 2, 2012

COMPOSITION
OF THE INTER-AGENCY COORDINATING COUNCIL
ON IMPLEMENTATION OF REQUIREMENTS AND PROVISIONS
OF THE *UN FRAMEWORK CONVENTION ON CLIMATE CHANGE*

Republic of Armenia Minister of Nature Protection (Council Chairperson)
Republic of Armenia First Deputy Minister of Nature Protection (Deputy Council
Chairperson)
Republic of Armenia Ministry of Foreign Affairs
Republic of Armenia Ministry of Economy
Republic of Armenia Ministry of Finance
Republic of Armenia Ministry of Emergency Situations
Republic of Armenia Ministry of Energy and Natural Resources
Republic of Armenia Ministry of Agriculture
Republic of Armenia Ministry of Education and Science
Republic of Armenia Ministry of Urban Development
Republic of Armenia Ministry of Territorial Administration
Republic of Armenia Ministry of Labor and Social Affairs
Republic of Armenia Ministry of Healthcare
Republic of Armenia Ministry of Justice
Republic of Armenia Ministry of Transport and Communication

State Committee of the Real Estate Cadastre adjunct to the Government of the Republic of Armenia

General Department of the Civil Aviation adjunct to the Government of the Republic of Armenia

National Statistical Service of the Republic of Armenia (by consent)

Public Services Regulatory Commission of the Republic of Armenia (by consent)

National Academy of Sciences of the Republic of Armenia (by consent)

National Coordinator of the *UN Framework Convention on Climate Change* (by consent)

CHIEF OF STAFF

REPUBLIC OF ARMENIA GOVERNMENT STAFF D. SARGSYAN

RULES OF PROCEDURE
OF THE INTER-AGENCY COORDINATING COUNCIL
ON IMPLEMENTATION OF REQUIREMENTS AND PROVISIONS
OF THE *UN FRAMEWORK CONVENTION ON CLIMATE CHANGE*

I. GENERAL PROVISIONS

1. The Inter-Agency Coordinating Council on implementation of requirements and provisions of the *UN Framework Convention on Climate Change* (hereinafter, the Council) is set up with a view to coordinating short-term, medium-term and long-term activities and measures related to the implementation of the obligations assumed by the Republic of Armenia under the *UN Framework Convention on Climate Change* (hereinafter, the Convention) and of the provisions of the said Convention.

II. COUNCIL' OBJECTIVES

2. The Council's objectives are:

- 1) coordination of the implementation of the obligations assumed by the Republic of Armenia under the Convention,
- 2) periodic review of the reports by the National Coordinator of the Convention,
- 3) submission of recommendations and provision of advice with regard to activities to be undertaken for the implementation of the provisions of and obligations under the Convention,
- 4) evaluation of the process of the implementation of the obligations assumed by the Republic of Armenia under the Convention and of the provisions of the said Convention,

5) submission of recommendations to competent State and local self-government bodies regarding the implementation of the obligations assumed under the Convention.

III. ORGANIZATION OF COUNCIL'S OPERATION

3. The Minister of Nature Protection of the Republic of Armenia shall serve as a Council Chairperson.

4. The Council shall operate through sessions, which will be convened at least once every six months. When necessary, a special session can be convened on the initiative of the Council Chairperson. A Council member can approach the Council Chairperson with a suggestion of convening a special session.

5. The Council session will be competent, if at least over a half of the Council members are present. In the absence of the quorum a new session shall be convened within a week.

6. The Council's decisions shall be adopted by a simple majority vote of the Council members present at the session.

7. Each Council member shall have one vote. In case of tie vote the Council Chairperson's vote shall be decisive.

8. The Council sessions shall be chaired by the Council Chairperson or, when the Council Chairperson is absent, by the Deputy Council Chairperson.

9. Experts from State bodies dealing with the issues on the agenda of the Council session and the Inter-Agency Working Group experts as well as representatives of research, educational and non-governmental organizations, of mass media and civil society can be invited to the Council sessions.

IV. PROCEDURE FOR HOLDING SESSIONS

10. The Council sessions shall be held according to the agenda approved by the Council. The Council Chairperson shall make a decision as to the venue, date and time of the Council session.

11. The agenda of the Council session shall specify:

1) the venue, date and time of the Council session,

2) issues for discussion,

3) the first and last name of a presenter for each issue on the agenda.

12. The draft agenda of and other necessary documents related to the issue set for discussion at the Council session shall be delivered to the Council members at least 5 working days prior to the session.

13. The Council session agenda issues can be presented by the Council members as well as by public administration and local self-government bodies and by the Inter-Agency Working Group.

14. Logistical support to Council activities shall be provided by the staff of the Republic of Armenia Ministry of Nature Protection, while professional and expert support shall be provided by the Inter-Agency Working Group.

V. THE PROCEDURE FOR TAKING MINUTES AND FOR PAPERWORK OF THE SESSION

15. The minutes of the Council session shall be taken by the staff of the Republic of Armenia Ministry of Nature Protection.

16. The session minutes shall state:

1) the session month, day, year and venue and the time the session began and was adjourned,

2) the session agenda,

3) names of the persons taking part in the session, including invitees and representatives of the Inter-Agency Working Group and organizations,

4) main points in issue discussion, presentations and speeches,

5) vote results and a Council member's differing view (if any), which shall be attached to the minutes,

6) adopted decisions and ways for their dissemination and publication.

17. When necessary, the materials related to the issues under discussion, including draft legal and other documents (concept papers, strategies, reports, etc.), texts of written reports and speeches, recommendations and opinions, shall be attached to the session minutes.

18. The Council session minutes shall be signed by the Council Chairperson within 3 working days following the session.

19. The Council session minutes shall be kept in the office of the staff of the Republic of Armenia Ministry of Nature Protection.

VI. POWERS OF THE COUNCIL CHAIRPERSON AND OF THE COUNCIL MEMBER

20. The Council Chairperson shall:

- 1) chair the Council sessions,
- 2) approve the Council session agenda and sign the Council session minutes,
- 3) hear progress reports on implementation of the decisions adopted by the Council and give instructions and recommendations,
- 4) make a decision as to who shall be invited to the session,
- 5) perform other powers outlines in these Rules of Procedure.

21. In the absence the Council Chairperson the latter's duties shall be performed by the Deputy Council Chairperson.

22. The Council member shall have the right:

- 1) to present issues for inclusion in the Council session agenda,
- 2) to present his or her opinion about the issues under discussion at the session orally or in a written form.

23. It shall be incumbent on the Council member:

- 1) to attend sessions,
- 2) to take part in voting, when decisions are adopted,
- 3) to explore and present an issue when assigned (asked) to do so by the Council Chairperson,
- 4) to inform the Agency that he or she represents about the issues discussed by the Council and to submit a report about the activities undertaken by the Agency that he or she represents.

VI. DISSEMINATION AND PUBLICATION OF INFORMATION

ABOUT THE ISSUES DISCUSSED BY THE COUNCIL

24. The staff of the Republic of Armenia Ministry of Nature Protection shall submit Council session minutes or excerpts from minutes to all Council members within 5 working days following the session.

25. The decisions adopted by the Council shall be posted on the website of the Republic of Armenia Ministry of Nature Protection.

CHIEF OF STAFF

REPUBLIC OF ARMENIA GOVERNMENT STAFF

D. SARGSYAN