Annex 5

Draft Rules of Procedure
for the Joint Advisory Group on Data Management

Formulated by the joint ad hoc NEAFC/NAFO Working Group
on the possibility of making AGDC a joint body of NEAFC and NAFO

1. NEAFC and NAFO Contracting Parties shall appoint contact persons for the Secretariats regarding the work of the Advisory Group.

2. NEAFC and NAFO Contracting Parties may appoint to the Advisory Group persons with relevant expertise, and shall inform the NEAFC or NAFO Secretary of the names of their appointed participants. The NEAFC and NAFO Secretariats shall jointly manage an updated list of participants in the Advisory Group.

3. Parties to other RFMOs as well as the Secretariats of the RFMOs concerned, and/or other relevant intergovernmental organizations, may, as appropriate, be invited to appoint persons with relevant expertise as participants in the Advisory Group.

4. All decisions of the Advisory Group shall be made on the basis of consensus.

5. The Chair and Vice-Chair shall be elected from among the participants for a term of two years and shall be eligible for re-election. In the event of the office of Chair falling vacant the Vice-Chair shall perform the duties of Chair until a new Chair is elected.

6. Communications to and from the Advisory Group shall go through the NEAFC and NAFO Secretariats.

7. The Chair shall have the following responsibilities:

   a) to convene a meeting of the Advisory Group at least once a year;

   b) to convene additional meetings, as decided by the Advisory Group;

   c) to decide on whether additional meetings shall be held when a Contracting Party or Secretariat of NEAFC or NAFO so requests;

   d) to decide, in consultation with the Advisory Group contact persons, what invitations shall be issued pursuant to Article 3 of these Rules of Procedure;

   e) to consult with the Advisory Group contact persons in formulating a draft agenda in a timely manner before meetings;

   f) to ensure that reports of meetings are circulated to participants and to Contracting Parties of NEAFC and NAFO;

   g) to ensure, upon request, that the work of the Advisory Group is presented at relevant meetings of NEAFC and NAFO;
h) to ensure that conclusions of the Advisory Group are communicated to other parties, as deemed appropriate by the Chair;

i) to facilitate intersessional discussions in the Advisory Group;

j) in cases where it is necessary to provide advice between meetings, to confer with participants of the Advisory Group to formulate a response.

8. The Advisory Group shall provide a response to requests for advice in a timely manner. If the Advisory Group fails to achieve a consensus on any issue, this shall be reflected in the report of the meeting and the response to the relevant request.

9. Meetings of the Advisory Group shall be hosted alternately by the NEAFC Secretariat and the NAFO Secretariat, unless otherwise decided by the Advisory Group.