

Rules of procedure of the Italy-Albania-Montenegro 2021-2027 task force

Version of 26 November 2019

PREAMBLE

The representatives of Italy, Albania and Montenegro, participating Countries to the Interreg IPA CBC Italy – Albania – Montenegro on the basis of:

- Regulation (EU) No 1303/2013 of the European Parliament and of the Council of 17 December 2013 (hereinafter referred as CPR), Regulation (EU) No 231/2014 of the European Parliament and of the Council of 11 March 2014, establishing an Instrument for Pre – Accession Assistance-IPA II; Implementing Regulation (EU) No 447/2014 of 2 March 2014 on the specific rules for implementing Regulation (EU) No 231/2014 of the European Parliament and of the Council establishing and Instrument for Pre – Accession Assistance (IPA II); and the Commission Delegated Regulation (EU) No 240/2014 of 7 January 2014 (hereinafter referred to as European Code of Conduct on Partnership), Part III of the Commission Proposal for an ETC Regulation COM 374/2018 and the annexed “Programme Template”;

and

- the Interreg IPA II CBC Italy – Albania – Montenegro Cooperation Programme 2014-2020 (hereinafter referred to as the “2014-20 Programme”) including all annexes approved by the European Commission (EC) on 15.12.2015 (Decision number C(2015) 9491);

on 15 May 2019 in Castel del Giudice, Molise, Italy

decided

to establish an Italy-Albania-Montenegro 2021-2027 task force (hereinafter referred to as “Task Force”) to prepare for 2021-2027 programming period, on the basis of article 5 (3) of its Rules of Procedure.

To follow up on this decision, the Joint Monitoring Committee of the 2014-2020 Interreg IPA CBC Italy-Albania-Montenegro Programme (hereinafter referred to JMC)

adopts

the following Rules of Procedure.

ART. 1 – MAIN TASKS AND DURATION

The Task Force is working with mandate and under the supervision of the JMC, which is constantly kept informed of its work.

The mandate of the Task Force expires once the 2021/27 Programme establishes its own Joint Monitoring Committee.

The Task Force in particular has the tasks:

- to discuss analyses (incl. outcomes of surveys, positions papers, future scenarios, analyses of statistical data, recommendations by external evaluators, etc.), which are going to be developed under the coordination of the Joint Secretariat or other programme stakeholders, upon proposal of a task force member;
- to promote conclusions drawn from the task force’s analyses, as well as to disseminate these through

- the appropriate institutional channels;
- to follow-up on the progresses of the decision-making process for the 2021-2027 regulatory framework, at the same time reacting to new geographical, financial, thematic setting of the 2021-27 Programme and contributing to its preparation, either with the current or different geographical coverage or any other setting;
 - to define common challenges, strategic and operational ways to address these, in terms of objectives, priorities, expected results, actions, beneficiaries and target groups, use of new territorial, institutional, evaluation tools, if any (e.g. ITI, CLLD, EGTC, Evaluation type TIA), financial engineering if any, large infrastructure projects, if any, Small Project Fund if any, etc.
 - to discuss the allocation of resources by objectives and priorities / methods of integration of different funds;
 - to discuss provisions to make the Programme operational;
 - to identify Programme Authorities / bodies;

any other task that the JMC may assign.

ART. 2 – WORKING LANGUAGE AND COMMUNICATION

Working language of the Task Force shall be English. This rule also applies for the documents and communications of the Task Force.

ART.3 -COMPOSITION

The Task Force is made up of four representatives per each participating Country from the appropriate national, regional or local levels (NUTS I, II or III) nominated by the heads of national delegations of the JMC.

Heads of national delegations may also nominate up to three substitute members per participating Country, which may also participate in the work of the task force if invited by the nominated members. In the event that the representatives of National Delegations and the appointed substitute members are not able to attend the Task Force meeting, the Head of National Delegation will delegate an ad hoc substitute for the single meeting, provided that the delegate has the same powers of the representatives.

Representatives of the European Commission, the socio-economic partners, such as chambers of commerce, universities, associations of municipalities or provinces, etc. and of the Managing Authority (hereinafter referred to as MA), as well as invited external experts / evaluators may participate at Task Force meetings in an advisory capacity.

The Chair of the Task Force is a representative of one of the participating Countries on a rotation principle, supported by the MA. The tasks of the Chair include also the management of the meeting, the coordination of the work as well as the subsequent follow-up. The Chair is supported by the Joint Secretariat of the 2014-2020 Programme (hereinafter JS), which participates in the function of secretariat of the Task Force.

Any Task Force members replacement has to be officially notified at least 3 days prior to the meeting.

ART. 4 – RUNNING OF MEETINGS – WRITTEN CONSULTATIONS

The Joint Secretariat shall facilitate the work of the Task Force, in particular through support to the Chair, technical - organisational support (content) for the meetings of the Task Force, the support for the preparation of material, the support to the coordination of the external experts, who may be involved for the implementation of certain tasks.

The Task Force shall meet on proposal by the Chair, one of its members or the MA/JS, for which at least one member or substitute member per participating country and the JS shall confirm its availability.

The Chair draws up a provisional agenda, which shall be sent by the JS, together with the convocation (indicating the day and location of the meetings, as well as a proposal on concrete outcomes and follow-up of the meeting) at least 10 working days prior to the meeting. The necessary related documents will be sent to the members of the Task Force at least 5 working days in advance. In exceptional justified cases, also shorter periods are possible.

The JS shall send the outcome of the meeting discussions, in any form agreed on by the Task Force, to the members of the Task Force for comments, not later than 10 working days after a meeting.

On proposal by the Chair, one of the Task Force members or by the MA/JS, the JS may also send to the Task Force members written consultations.

The expenditures related to Task Force meetings organisation and the participation costs of the members may be covered by Technical Assistance of the 2014-20 or 2021-27 Programme's budget, according to the respective Technical Assistance Plan.

ART. 5 – OUTCOMES OF THE WORK OF THE TASK FORCE

Any outcome of the work in the form agreed on by the task force is agreed on by consensus of all members, as described above.

The work of the Task Force is divided into 4 phases, i.e. Phase 1 pre-programming activities, Phases 2 and 3 strategic and operational programming activities, Phase 4 concluding activities. At the end of each phase, the Joint Monitoring Committee of the 2014-20 Programme shall adopt the outcomes of the work of the Task Force for the specific phase, together with the launch of the next phase.

The outcomes of meetings or of written consultations are considered agreed, if no member of the Task Force has objected in writing, within 5 working days. At the same time, minor improvements or dissenting opinions may be proposed also without stopping the adoption of the outcomes, if so specified by the members.

ART. 6 – IMPARTIALITY AND CONFIDENTIALITY

With regard to the tasks of the Task Force laid down in § 1 it shall be ensured that any assessment will be free from bias and must not be influenced by partial interest of any of the individual members, as well as on the exclusive interest of the Programme. Until the outcomes of the Task Force work are considered agreed as specified above, these shall be kept confidential by its members.

ART. 8 – REVISION

Any amendments to these Rules of Procedure, requested by at least one member of the JMC or of the Task Force, shall be adopted by consensus of the JMC.

ART. 9 – ENTRY IN FORCE

These rules of Procedure shall enter into force immediately after their adoption.

Adopted on 26 November 2019