

Draft

RULES OF PROCEDURES OF THE IRAQI COUNCIL OF REPRESENTATIVES DELEGATION FOR RELATIONS THE EUROPEAN PARLIAMENT

Article 1 – Scope

These implementing provisions shall govern the activities of the Iraqi Council of Representatives' Delegation for relations the European Parliament [hereinafter called the Delegation], in accordance with Iraqi Council of Representatives' Rules of Procedures [hereinafter ICOR].

Article 2 – Principles governing Delegation's activities

The Delegation shall maintain and develop ICOR's international and inter-parliamentary relations with European Parliament and/or other national parliaments of the European Union.

Accordingly, the Delegation's activities shall be aimed at:

- i. Maintaining and enhancing cooperation and continuous dialog with the European Parliament and/or with national parliaments of the European Union;
- ii. enhancing better understanding of each other's culture and traditions, of parliamentary, social, political and economical systems, by exchanging best political practices and historical experiences;
- iii. contributing to promote values of democracy and respect of Human Rights and fundamental freedoms and rule of law;
- iv. Fostering the parliamentary dimensions of international relations and contributing to strengthen Iraq's economical, political role in the international community;

Article 3 – Political priorities

The work of the Delegation shall contribute to the implementation of ICOR's political priorities as define by it, which shall be reflected in the Delegations' decisions.

Article 4 – Members

- (1) The Delegation shall consist of representatives of all parliamentary groups giving the possibility to small parties or independents to be part of the Delegation and approved by ICOR's plenary by the majority of the Members present. Nominations shall respect principals of proportionality and integration of all element of Iraqi nation.
- (2) Members of the Delegation may be replaced at the request of the parliamentary group which nominated him or her.
- (3) Members shall have the duty to participate at regular meetings or inter-parliamentary meetings with the European Parliament or national parliaments of the European Union.
- (4) Attendance lists will be drawn up and attached to the minutes and/or reports drawn up by the Delegation leadership after meetings.

Article 5 – Leadership of Delegation

- (1) The Delegation shall elect a Chair and 2 Deputy Chairs at its first meeting by the vote of absolute majority of the members by secret and separate ballot for the full parliamentary term.
- (2) The first meeting shall be conducted by the senior person between Members'.
- (3) Chair and Deputy Chairs of Delegation shall agree on allocation of tasks among themselves and inform the Delegation.
- (4) The Chair and Deputy Chairs of the Delegation or any member appointed by them shall:
 - i. Represent the Delegation on international level;
 - ii. Convene and preside over Delegation's meetings;
 - iii. Prepare the meetings of the Delegation as well as the international travel;
 - iv. Inform continuously the members on relations with the European Parliament or any other international cooperation with European Union countries;
 - v. Initiate follow up actions on the Delegations activities, reports and so on;

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- vi. Prepare minutes, reports, decisions or Rules of Procedures of the Delegation;
- vii. Inform regularly the Presidency Council of ICOR on Delegations' activities;
- viii. Present in ICOR's plenary meeting the Delegations' activities or reports, as required by bylaws;
- ix. Coordinate all contacts related to activities with the European Parliament or similar entity of national EU parliaments [as European Affairs Committees]. This includes cooperation between standing committees of the both parliaments;
- x. Coordinate relations with representatives of the Executive (Prime Minister's Office, COMSEC, Ministry of Foreign Affairs and other) on matters of interest for the Delegation;
- xi. Coordinate and liaise with relevant standing committees for European aspects of relations with European Parliament or other national parliaments' part of European Union.

Article 6 – Organization of Delegation's work and decision making

- (1) The Delegation shall meet at the invitation of the Chair or one of the Deputy Chairs or at the initiative of at least one third of the Members, once a month or any time necessary.
- (2) Delegation may form sub-committees or working groups in order to carry on tasks decided by the Delegation.
- (3) Meetings of the Delegation, subcommittees or working groups shall be made public by the decision of leadership. Otherwise meetings are not public.
- (4) The Delegation may invite representatives of any public authority or any other person to take part in the work of the Delegation, in order to fulfill its responsibilities.
- (5) Agenda or any other meeting document shall be prepared by the Chair or Deputy Chair and sent out to Members at least 48 hours before the meeting. Meeting quorum is simple majority of Members, except on voting

on Chair and the 2 Deputy Chairs when presence of absolute majority of members is required. The Delegation shall take its decisions in the presence of absolute majority of the Members present with the vote of simple majority of members.

- (6) The Chairs shall decide on public relations especially issuing press releases on behalf of the Delegation.

Article 7 – Conduct of Delegation Members

Delegation Members shall abide by the following principles on official meetings inside or outside Iraq:

- i. Information documents drawn up on behalf of the Delegation and statements made by the speakers appointed by Delegation to speak on various items on the agenda or topics of meeting must represent the views and positions adopted by ICOR;
- ii. Where Members adopt a personal position or a position on behalf of their group they shall make it clear;
- iii. Members shall cooperate fully with the Chairs in fulfilling the terms of Delegations remit.

Article 8 – International travel and expenses

- (1) International travel of Delegation shall be authorized by the Presidency Council of ICOR and draft plan of activities shall be included in the annual budget of the parliament.
- (2) Members shall be entitled to business class air travel and shall be reimbursed on production of their ticket if not purchased by General Secretariat of the ICOR. Other rules regarding travel and financial arrangements for Members travelling on mission abroad as part of Delegation shall be laid down by the Presidency Council.
- (3) Staff accompanying the Delegation shall have similar travel arrangements as Members.
- (4) The Delegation shall have the option on contracting interpreters/translators for official meetings if may not be provided by the General Secretariat of ICOR.

Article 9 – Delegation’s Secretariat

- (1) Structure of Delegation’s Secretariat and staff’s employment shall be approved by the Leadership.
- (2) The Secretariat shall assist Members in fulfilling the Delegations’ objectives. In addition the Secretariat shall prepare meetings; briefing materials, documentaries, studies requested by Members, draft meeting minutes, draft reports or any other tasks defined by the leadership of the Delegation.
- (3) The Secretariats of the two Delegations (ICOR and EP) shall be in contact and work together in preparing joint meetings.

Article 10 – Delegation’s annual activity plan and budget

- (1) The leadership of delegation shall prepare, with the assistance of General Secretariat of ICOR, the draft activity plan and budget of the Delegation for the new financial year.
- (2) After its approval the Annual activity plan and budget shall be submitted to the Presidency Council for approval, as part of the ICOR’s Annual Activity Plan and Budget.

Article 11 – Final provisions

- (1) The present Rules of Procedures may be amended by vote of absolute majority of the Members.
- (2) The Delegation may adopt joint declarations, reports, documents, recommendations or other relevant documents with its counterparts as the Delegation of European Parliament for Iraq or others in order to enhance bilateral relations with the European Union and its member’s states parliaments.
- (3) Meetings between the Delegations of European Parliament and Iraqi Council of Representatives shall be held at least once a year.