

## **Rules of Procedure governing the EU-BiH SAPC**

### Rule 1

The European Union - Bosnia and Herzegovina Stabilisation and Association Parliamentary Committee (hereinafter 'the EU-BiH Stabilisation and Association Parliamentary Committee) is established pursuant to Article 121 of the Stabilisation and Association Agreement between the European Communities and their Member States, of the one part, and Bosnia and Herzegovina, of the other part.

### Rule 2

The task of the EU-BiH Stabilisation and Association Parliamentary Committee shall be to consider all aspects of relations between the EU and Bosnia and Herzegovina and, in particular, the implementation of the Stabilisation and Association Agreement.

### Rule 3

The EU-BiH Stabilisation and Association Parliamentary Committee shall consist of Members of the European Parliament and of Members of the Parliamentary Assembly of Bosnia and Herzegovina.

The term of office of the members of the delegations of the European Parliament and the Parliamentary Assembly of Bosnia and Herzegovina shall be decided in accordance with the rules, practices and decisions of competent bodies of the European Parliament and the Parliamentary Assembly of Bosnia and Herzegovina.

### Rule 4

The Bureau of the EU-BiH Stabilisation and Association Parliamentary Committee shall consist of the Chairperson of the delegation of the European Parliament, the Chairperson of the delegation of the Parliamentary Assembly of Bosnia and Herzegovina and Vice-Chairpersons of both delegations.

The office of the Chairperson shall be filled by turns by the Chairperson of the European Parliament delegation and the Chairperson of the delegation of the Parliamentary Assembly of Bosnia and Herzegovina. The Chairperson in office shall, where necessary, be replaced by a Vice-Chairperson of his or her delegation.

### Rule 5

The EU-BiH Stabilisation and Association Parliamentary Committee shall meet in principle twice a year, once in one of the workplaces of the European Parliament and once in Bosnia and Herzegovina.

In case of extraordinary circumstances, it is possible to hold a remote meeting.

The draft agenda, which shall be drawn up by the Bureau, shall in principle be sent to Members a fortnight prior to the meeting of the Stabilisation and Association Parliamentary Committee.

Meetings shall be held in public, unless the Stabilisation and Association Parliamentary Committee decides otherwise.

#### Rule 6

Members of the EU-BiH Stabilisation and Association Council, established under Art. 115 of the Stabilisation and Association Agreement, members of the Council of the European Union, members of the Council of Ministers of Bosnia and Herzegovina, members of the European Commission and any other person may, by decision of the Bureau, attend and speak at the meetings of the Stabilisation and Association Parliamentary Committee.

#### Rule 7

On a proposal from the Bureau of the Stabilisation and Association Parliamentary Committee, recommendations may be made to the European Parliament, to the Parliamentary Assembly and the Council of Ministers of Bosnia and Herzegovina, to the Stabilisation and Association Council, to the Council of the European Union and to the European Commission.

The draft recommendations shall be determined by the Bureau by consensus.

Any member of the Bureau, before the final vote on the amendments and the draft of the Committee's recommendations, may request a break in order to determine the final text of the draft.

The final text of recommendations shall be considered adopted if it receives the support of two-thirds of the members of the delegation of the European Parliament present in the meeting and of two-thirds of the members of the delegation of the Parliamentary Assembly of Bosnia and Herzegovina present in the meeting.

#### Rule 8

The Secretariat of the EU-BiH Stabilisation and Association Parliamentary Committee shall be provided by the Secretariat of the European Parliament and the Secretariat of the Parliamentary Assembly of Bosnia and Herzegovina.

Minutes shall be drawn up for each session of the EU-BiH Stabilisation and Association Parliamentary Committee for approval at the opening of the following meeting.

#### Rule 9

Members may address meetings of the Stabilisation and Association Parliamentary Committee in an official language of the EU or of Bosnia and Herzegovina. Translation and interpretation will be provided on the basis of decisions of the Bureau of the Stabilisation and Association Parliamentary Committee, and in accordance with the internal rules of the European Parliament.

#### Rule 10

The travel expenses and subsistence allowances of Committee members and officials assisting them shall be paid by the Parliament that has appointed them.

For other invited persons, based on a decision of the Bureau, travel expenses and allowances shall be borne by the institutions from which they come.

Other expenses incurred in connection to the meetings and activities of the Committee shall be apportioned between the European Parliament and the Parliamentary Assembly of Bosnia and Herzegovina.

#### Rule 11

Amendments to the Rules of Procedure shall be made in the same way and using the same procedure as for the adoption of the Rules of Procedure.