Internal rules
of the Atlantic Arc Commission
(November 2019)

I - PREAMBLE

These internal rules are provided for in the Charter of the CPMR. They govern the activities of the Atlantic Arc Commission, which was set up following the General Assembly of the CPMR held in Faro in October 1989.

II - CONSTITUTION

The Atlantic Arc Commission shall bring together the Presidents and delegates mandated by the representative authorities of the Member Regions of the CPMR which border the Atlantic Ocean.

In certain circumstances, membership of the Atlantic Arc Commission can be widened to neighbouring Regions that have a significant stake in the work of the Atlantic Arc Commission. This can be done on the basis of a proposal of at least two other Atlantic Arc Commission Members.

III - OBJECTIVES

The Atlantic Arc Commission shall be a forum for discussion and for the development of proposals specific to the needs of Atlantic Regions. The Atlantic Arc Commission shall define the common policy of the peripheral regions of the Atlantic facade. Its objective shall be to define a balanced and sustainable development strategy to reduce the effects of peripherality and to develop the unique assets and shared resources of the Member Regions, through inter-regional cooperation, in maritime affairs, and all aspects of regional development.

Under the aegis of the CPMR, the Atlantic Arc Commission shall keep the European Commission, the European Parliament and the Committee of the Regions informed of the proposals and policy positions it adopts.

In order to strengthen solidarity between the Member Regions, the Atlantic Arc Commission shall encourage inter-regional cooperation and shall draft, develop and propose policy and actions to the European Union.

The Atlantic Arc Commission upholds the principle of multi-sectoral and multi-level governance. To achieve this objective, the Atlantic Arc Commission is committed to developing structured dialogue with the different decision-making tiers at European and Atlantic level, as well as with relevant stakeholders in respect of the various issues addressed.

The Atlantic Arc Commission can participate and/or manage European projects through the CPMR, with the agreement of the CPMR Political Bureau.

IV – PRESIDENT AND FIRST VICE PRESIDENT

The Atlantic Arc Commission shall be presided by a President and a First Vice President. The President shall convene the General Assembly and meetings of the Political Steering Group, and shall act as the representative of the Atlantic Arc Commission at external political events where necessary. In the absence of the President, the First Vice President shall assume the functions of the President, and will be the President’s Alternate to the CPMR Political Bureau.

The President and the First Vice President are elected by the General Assembly for a period of two years. The President and the First Vice President shall not come from the same country.
Four months prior to the end of the President’s mandate, the Executive Secretary shall launch a call for candidates for President and First Vice President of the Atlantic Arc Commission. At least two months before the end of the President’s mandate, candidates should write to the Executive Secretary setting out their credentials and political orientation for the coming two years of the Atlantic Arc Commission. All candidatures shall be shared with the Members at least one month before the vote.

V – GENERAL ASSEMBLY OF THE ATLANTIC ARC COMMISSION

The Atlantic Arc Commission shall meet at least once a year at the Atlantic Arc Commission General Assembly on the invitation of the President of the Atlantic Arc Commission who shall send out the notice of the meeting at least three weeks in advance.

The General Assembly shall be the highest decision-making body of the Atlantic Arc Commission.

The President of the Atlantic Arc Commission or his/her representative shall chair the meetings of the Atlantic Arc Commission General Assembly.

In case of decision by vote, each Member Region whose membership contribution is up-to-date shall have one vote. The required majority shall be one half of the mandated delegates present plus one.

The Secretary General of the CPMR, the Presidents and Executive Secretaries of the other CPMR Geographical Commissions shall be invited to attend meetings of the Atlantic Arc Commission as observers, as shall all those whom the Atlantic Arc Commission wishes to invite.

The annual Atlantic Arc Commission Plenary meeting ahead of the CPMR General Assembly shall be considered as having the power of the Atlantic Arc Commission General Assembly, as set out in these statutes, to vote and make decisions on behalf of the Atlantic Arc Commission membership.

VI - THE POLITICAL STEERING GROUP OF THE ATLANTIC ARC COMMISSION

The Atlantic Arc Commission shall establish a Political Steering Group. Full members of the Political Steering Group shall be called Vice Presidents.

Membership of the Political Steering Group shall include a minimum of one Full Member and one Alternate Member from each country represented within the membership of the Atlantic Arc Commission. Coordinators of Working Groups and Task Forces of the Atlantic Arc Commission may also become members of the Political Steering Group. National delegations should decide together who will be the representative to the Political Steering Group. The regions holding the Presidency and First Vice Presidency of the Atlantic Arc Commission shall automatically become Full Members of the Political Steering Group, and thus should replace another region from the same country as the Full Member. Another region from the same country could become the Alternate Member. A term on the Political Steering Group should coincide with the term of the Presidency, which is two years.

In the case that one national delegation has more members than the other delegations, or there are changes to membership or Working Group structures that lead to an imbalance in representation, there shall be flexibility in the membership of the Political Steering Group on the principle of proportional representation, and ensuring satisfaction among all members.

The Atlantic Arc Commission Political Steering Group shall be presided by the Presidency of the Atlantic Arc Commission and shall meet as and when called by the Presidency to steer the priorities of the Atlantic Arc Commission and to guide the preparation of the General Assembly. The Political Steering Group will not take decisions on behalf of the membership, but will rather guide and steer the political orientation of the Atlantic Arc Commission and the Secretariat. It can also provide recommendations to the General Assembly on the internal functioning of the Atlantic Arc Commission, including membership, financial considerations, and activity reports, where appropriate. The Political Steering Committee shall report its activities to the General Assembly of the Atlantic Arc Commission. The Political Steering Group may request a meeting of the General Assembly.

In principle, the Political Steering Group should aim to meet in the margins of the CPMR General Assembly or another meeting already bringing together its members in the interest of efficiency and streamlining of activities.

VII – POLITICAL BUREAU

In the case that the membership of the Atlantic Arc Commission increases significantly, and it is deemed necessary by the Atlantic Arc Commission membership, a Political Bureau may be established to take political decisions. Membership of the Political Bureau would be based on the principle of proportional representation determined
by the number of member regions per country. In this case, the Political Bureau would replace the Political Steering Group. The Political Bureau would be able to vote and take decisions on behalf of the entire membership.

**VIII - WORKING GROUPS**

**Standing Working Groups:** Standing Working Groups shall be established to steer the work of the Atlantic Arc Commission in nominated priority areas.

**Ad hoc Task Forces:** Task Forces shall be established to meet a specific need for a limited time in order to adhere as closely as possible to the priorities of the EU agenda.

Each Working Group or Task Force shall be chaired by one or more Member Region who shall determine terms of reference of the group, specifying the aims, operating rules, and actions to be implemented by the group.

The creation of each group, as well as the termination of a group’s work when the members deem the objectives have been reached, shall be approved by the Atlantic Arc Commission General Assembly or Plenary.

The General Assembly of the Atlantic Arc Commission shall elect, by relative majority, for a term of two years, renewable, the Lead Region for each of the Working Groups and Task Forces.

The relevant political authority of each Member Region shall designate one or more collaborator to be responsible for monitoring and contributing to the activities of the Atlantic Arc Commission.

**IX – ASSOCIATED PARTNERS**

Associated Partners of the Atlantic Arc Commission may attend Working Group or Task Force meetings and the General Assembly of the Atlantic Arc Commission, but may not have the right to vote. In order to become an Associated Partner of the Atlantic Arc Commission, a partnership memorandum must be approved by the General Assembly.

**X - THE SECRETARIAT**

The work of the Atlantic Arc Commission shall be supported by a Secretariat. The Secretariat shall be responsible for implementing decisions taken by the Atlantic Arc Commission General Assembly, should be guided by the Political Steering Group, and should be able to respond to requests from Member Regions.

One Executive Secretary shall be appointed to the Atlantic Arc Commission following a recruitment process managed by the General Secretary of the CPMR. A representative of the President of the Atlantic Arc Commission may be invited to participate in the selection process for the recruitment of the Executive Secretary of the Atlantic Arc Commission. The Atlantic Arc Commission Secretariat may also be supported by one Policy Analyst and one Policy Assistant. The Secretariat of the Atlantic Arc Commission may be based at the premises of the CPMR in Rennes, France, or in Brussels, Belgium. If the Executive Secretary of the Atlantic Arc Commission is based in one other Member Region, the host Region must bear the operating costs, except where a specific agreement has been reached with the Secretary General of the CPMR.

**XI - FINANCING**

The Atlantic Arc Commission shall have the following resources at its disposal:

- A contribution from the member regions. Each member region of the Atlantic Arc Commission shall pay an annual membership fee. The sum of this fee shall be determined by the CPMR, with advice from the Atlantic Arc Commission secretariat where appropriate.

- A grant from CPMR;

- Ad hoc contributions from EU projects;

- Other sources of funding approved by the General Assembly of the Atlantic Arc Commission.

The membership fee from the member regions of the Atlantic Arc Commission and the funding from European Union projects shall be paid into a specific bank account, managed by the Secretariat of the Atlantic Arc Commission, under the responsibility of the Secretary General of the CPMR.

The costs incurred from hosting the meetings of the Political Steering Group, Political Bureau, General Assembly, and Working Groups of the Atlantic Arc Commission, including organisation and interpretation, shall be borne by the host region.