

Overview of roles and responsibilities of the Monitoring Committee; proposed monitoring arrangements & Rules of Procedure



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THE RULES OF PROCEDURE FOR THE INTERREG (2014-2020) MONITORING COMMITTEE

1. In accordance with Article 47(2) of the Council Regulation (EC) No. 1303/2013, the Monitoring Committee (MC) is required to develop Rules of Procedure within the institutional, legal and financial framework of the Member States and adopt them in agreement with the Managing Authority in order to exercise its responsibilities under the Regulation.
2. The Rules of Procedure for the INTERREG VA Programme Monitoring Committee are attached to this paper.
3. The Rules of Procedure detail the following:
 - a. The legal basis for the Monitoring Committee;
 - b. The appointment of the Monitoring Committee;
 - c. The composition of the Monitoring Committee;
 - d. The role of the Monitoring Committee;
 - e. The Secretariat;
 - f. Communications;
 - g. Meetings of Monitoring Committee;
 - h. Attendance / representation at meetings;
 - i. Monitoring Committee papers;
 - j. Decision making process;
 - k. Working groups;
 - l. Changes to rules;
 - m. Conflict of Interest;
 - n. Code of Conduct.

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4. Members of the Monitoring Committee are required to exhibit the highest standards with regard to principles of public life in the exercise of their duties.
 - a. The Rules of Procedures require that all Members complete a register of interests. This Register should be updated annually.
 - b. The rules of Procedures require that all Members sign a code of conduct, committing them to the principles of public life.

Recommendation.

The Monitoring Committee is requested to:

- **Agree** the Rules of Procedure;
- **Review, sign and return** the Register of Interest form (Annex 2 of Rules of Procedure document);
- **Review, sign and return** the Code of Conduct paper (Annex 3 of Rules of Procedure document).