



November 2018

**COUNCIL OF EUROPE CONVENTION ON ACCESS TO OFFICIAL DOCUMENTS of  
18 June 2009**

**(CETS No. 205, awaiting entry into force)**

**Subject: Accession by States which are not member States of the Council of Europe and by international organisations**

I. Participation in the Council of Europe Convention on Access to Official Documents is not exclusively limited to member States of the Council of Europe. The Convention is also open for accession by other non-member States and international organisations, provided that they have been formally invited to accede by the Committee of Ministers of the Council of Europe. The relevant provision of the Council of Europe Convention on Access to Official Documents - Article 17, paragraph 1 - reads as follows:

*“After the entry into force of this Convention, the Committee of Ministers of the Council of Europe may, after consulting the Parties to this Convention and obtaining their unanimous consent, invite any State which is not a member of the Council of Europe or any international organisation to accede to this Convention. The decision shall be taken by the majority provided for in Article 20.d of the Statute of the Council of Europe and by unanimous vote of the representatives of the Parties entitled to sit on the Committee of Ministers.”*

II. The procedure for the accession of a State which is not a member of the Council of Europe or of an international organisation may be summarised as follows:

1. In principle, the Committee of Ministers may take the initiative of inviting a non-member State or an international organisation to accede to a specific Convention. It is nevertheless customary for the non-member State or for the international organisation to request accession in a letter addressed to the Secretary General of the Council of Europe. The letter should be signed by the Minister for Foreign Affairs or a diplomatic representative acting upon instructions of his or her government (see [Model application for accession to a treaty](#)) or by the authorised representative of the international organisation.

2. In accordance with the Council of Europe's practice and before formally inscribing the point on the agenda of the Committee of Ministers, the Secretariat consults at the same time all member States of the Council of Europe, whether they are Parties or not to the Convention, and Parties to this Convention that are not member States, on the request of invitation.

3. Requests for accession to a Council of Europe convention are examined by the Committee of Ministers' Rapporteur Group on Legal Co-operation (GR-J) and, then, by the Committee of Ministers. In the case of the Council of Europe Convention on Access to Official Documents, the decision on whether or not to issue an invitation has to be unanimously agreed by those Council of Europe members which have ratified the Convention. This decision is usually taken at the level of the Ministers' Deputies. Then, an invitation to accede to the Convention is notified to the State concerned by the Secretariat General.

4. It must be noted that the Committee of Ministers decided, in April 2013, to limit the validity of invitations of non-member States to accede to conventions to a period of five years.

5. The instrument of accession is deposited at the seat of the Council of Europe in Strasbourg, in the presence of a representative of the acceding State or international organisation and of the Secretary General of the Council of Europe or his Deputy. The representative of the acceding State or international organisation brings with him or her the instrument of accession and a procès-verbal of deposit is signed by both parties. Should it prove difficult for the acceding State or international organisation to send a representative to Strasbourg, the instrument of accession may be sent by diplomatic courier. Deposit of the instrument of accession is notified to all concerned accordingly to Article 22 of the Convention.

6. Article 17, paragraph 2, of the Council of Europe Convention on Access to Official Documents provides that the Convention shall enter into force on the first day of the month following the expiration of a period of three months after the date of deposit of the instrument of accession with the Secretary General of the Council of Europe.

7. The instrument of accession and any reservation or declaration appended to it shall be accompanied by a translation into one of the official languages of the Council of Europe (English or French). It is important to stress that, subject to the applicable provisions of each treaty (see Article 20 of this Convention) and in line with the 1969 Vienna Convention on the Law of Treaties, any reservations or declarations are to be made when depositing the instrument of accession. For reasons of legal certainty and in order to ensure the uniform implementation of conventions, reservations may not be made at any later date.

III. The text of the Convention, its explanatory report, the chart of signatures and ratifications and all declarations and reservations made with regard to it can be consulted on the website of the Council of Europe's Treaty Office on <http://conventions.coe.int>.

For any further information, please contact the Treaty Office:

Treaty Office  
Directorate of Legal Advice  
and Public International Law (DLAPIL)  
Council of Europe  
F-67075 Strasbourg Cedex (France)  
E-mail : [treaty.office@coe.int](mailto:treaty.office@coe.int)