



Strasbourg, 8 Juillet 2015

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**COMMITTEE OF THE PARTIES
COUNCIL OF EUROPE CONVENTION ON PREVENTING AND
COMBATING VIOLENCE AGAINST WOMEN AND DOMESTIC
VIOLENCE
(ISTANBUL CONVENTION)**

1st meeting of the Committee of the Parties

(Strasbourg, 4 May 2015)

MEETING REPORT

Violence against Women Division
Directorate of Human Dignity and Equality
Directorate General II – Democracy

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Agenda item 1: Opening of the meeting and adoption of the agenda

1. The Committee of the Parties to the Council of Europe Convention on Preventing and Combating Violence against Women and Domestic Violence (hereinafter referred to respectively as “the Committee” and “the Convention”) held its 1st meeting on 4 May 2015 in Strasbourg.

2. The meeting was opened by the Council of Europe’s Deputy Secretary General, Ms Gabriella Battaini-Dragoni. Ms Battaini-Dragoni welcomed the participants to the first meeting of the Committee. She recalled the two-tiered structure of the monitoring mechanism, consisting of the Committee of the Parties and the Group of Experts on Action against Violence against Women and Domestic Violence (GREVIO), and emphasised the important role of the Committee in ensuring the effectiveness of this mechanism by following up on GREVIO’s findings and supervising the implementation of the Committee’s recommendations. Furthermore, she remarked that the main purpose of the meeting was to elect the first members of GREVIO and highlighted in this context that the future strength of this expert group would depend on its multidisciplinary composition and the qualifications, availability, dedication and independence of its members.

3. Pending the election of the Chair of the Committee, the Director General of Democracy, Ms Snežana Samardžić-Marković, chaired the meeting. Ms Samardžić-Marković invited the members of the Committee to adopt the draft agenda of the meeting. The Committee adopted the draft agenda as it appears in Appendix I to this report.

4. In accordance with Article 67, paragraph 2, of the Convention, the meeting was attended by representatives of the following Parties to the Convention for which it had already entered into force: Albania, Andorra, Austria, Bosnia and Herzegovina, Denmark, France, Italy, Malta, Monaco, Montenegro, Portugal, Serbia, Spain, Sweden, and Turkey. The list of participants is set out in Appendix II.

Agenda item 2: Adoption of the Rules of Procedure of the Committee of the Parties

5. Pursuant to Article 67, paragraph 3, of the Istanbul Convention, the Committee adopted by consensus its Rules of Procedure as set out in Appendix III to this report.

Agenda item 3: Election of the Chair and the Vice-Chairs of the Committee of the Parties

6. In accordance with Rule 4, paragraph 1, of its Rules of Procedure, the Committee elected Mr Erdoğan Işcan, Ambassador Extraordinary and Plenipotentiary, Permanent Representative of Turkey to the Council of Europe, as its Chair for a first term of office of one year starting on 4 May 2015 and renewable once. Furthermore, it elected Mr Rudolf Lennkh, Ambassador Extraordinary and Plenipotentiary, Permanent Representative of Austria to the Council of Europe, as its First Vice-Chair, and Ms Jocelyne Caballero, Ambassador, Permanent Representative of France to the Council of Europe, as its Second Vice-Chair.

7. The newly elected Chair thanked the Committee members for entrusting him with the responsibility of chairing this Committee at the crucial stage of the beginning of its work. He also stated that he would do his utmost to ensure the smooth running of the Committee’s proceedings.

Agenda item 4: Election of the members of the Group of Experts on Action against Violence against Women and Domestic Violence (GREVIO)

8. The Chair recalled that 12 States Parties (Albania, Austria, Denmark, France, Italy, Malta, Montenegro, Portugal, Serbia, Spain, Sweden, and Turkey) had submitted a total of 21 candidates (20 women and one man) for GREVIO membership and that all nominations had been submitted by the deadline of 2 March 2015. He drew the attention of the Committee members to the requirements for GREVIO membership and stressed that the credibility of GREVIO, as was the case for other Council of Europe monitoring bodies, would rest on the quality of its members.

4.1 Examination of nominations of candidates for GREVIO membership (Rules 9 and 10 of CM/Res(2014)43)

9. The Committee proceeded with the examination of the nominations of candidates for GREVIO membership and took note of the information provided by the nominating States Parties on their national selection procedures (document IC-CP(2015)6rev) as well as communications received from non-governmental organisations and other civil society actors (document IC-CP(2015)7rev).

10. In summing up the information available, the Chair concluded that generally efforts had been made to ensure transparent and competitive national selection procedures in order to comply with Rules 9 and 10 of the Committee of Ministers' Resolution CM/Res(2014)43 on rules on the election procedure of the members of the Group of Experts on Action against Violence against Women and Domestic Violence (GREVIO). Existing selection procedures for experts of other Council of Europe monitoring mechanisms as well as related Council of Europe material had served as important sources of guidance (e.g. the Committee of Ministers' guidelines for the selection of candidates for the position of judges at the European Court of Human Rights; Parliamentary Assembly's Resolution 1923 (2013) on reinforcing the selection processes for experts of key Council of Europe human rights monitoring mechanisms). However, the Chair emphasised that the objective of gender balance was not met by the nominating States Parties in their selection of suitable candidates and that further efforts were needed to achieve more diversity in professional backgrounds. He also pointed to the need to keep striving for the highest level of transparency in the context of future national selection procedures.

11. As regards the eligibility of the candidates nominated for GREVIO membership, the Chair drew the attention of the Committee members to the fact that one of the candidates nominated by Albania, Ms Brunilda Peçi, was a civil servant who was involved in state reporting under various international human rights treaties, including Council of Europe treaties, which may give rise to a conflict of interest with the responsibilities inherent to GREVIO membership. He also indicated that one of the Austrian candidates, Ms Elisabeth Steiner, was currently serving as judge at the European Court of Human Rights until 31 October 2015 and that the Court might well consider, in application of Article 21 of the European Convention on Human Rights, that GREVIO membership during the remainder of her term would be incompatible with the demands of a full-time position at the Court. The Chair therefore proposed that if this candidate was elected, her term of office would begin on 1 November 2015.

12. In light of the above, Ambassador Ardiana Hobdari (Albania) withdrew the nomination of Ms Peçi. Ambassador Rudolf Lennkh (Austria) expressed his agreement with the view of the Chair that, if elected, Ms Steiner would assume her responsibilities as GREVIO member after the end of her term as judge on 1 November 2015.

13. The Committee took note of the withdrawal of one candidate proposed by Albania and accepted all remaining candidates.

4.2 Election of 10 members of the GREVIO (paragraph 3 of Article 66 and paragraph 2 of Article 67 of the Istanbul Convention; Rules 11 and 13 of CM/Res(2014)43)

14. The Chair recalled the rules for the election of GREVIO members. He informed the Committee that equipment for electronic voting had been provided for the meeting, which ensured the secrecy of the ballot and calculated the results of the voting. The Chair invited the representative of the company providing the equipment, Mr Antoine Bardot, to explain the electronic voting system.

15. The Committee proceeded with the election of 10 members of GREVIO. Following four rounds of voting (and four separate votes restricted to candidates who had received the same number of votes), the Committee elected the following members for the first composition of GREVIO:

- Feride ACAR (Turkish),
- Biljana BRANKOVIĆ (Serbian),
- Françoise BRIÉ (French),
- Helena Maria CARVALLHO MARTINS LEITÃO (Portuguese),
- Gemma GALLEGO (Spanish),
- Simona LANZONI (Italian),
- Rosa LOGAR (Austrian),
- Iris LUARASI (Albanian),
- Marceline NAUDI (Maltese),
- Vesna RATKOVIĆ (Montenegrin).

16. In accordance with Article 66, paragraph 2, of the Convention, the term of office of these 10 GREVIO members will run for four years, from 1 June 2015 to 31 May 2019. The Committee wished the elected candidates every success in their functions as GREVIO members.

Agenda item 5: Information on co-operation activities of the Council of Europe of interest to the Committee of the Parties

17. The Secretariat provided an overview of the activities carried out in the framework of the Project "Preventing and Combating Violence against Women and Domestic Violence in Ukraine", funded by the Swedish International Development Cooperation Agency (SIDA) and implemented by the Council of Europe, and those under the Norway Grants/EEA Grants in Bulgaria, Poland, Romania and Slovak Republic. The Secretariat also pointed to the high amount of interest in the Istanbul Convention and a readiness to engage in technical assistance to support its implementation, subject to available resources.

Agenda item 6: State of signatures and ratifications of the Council of Europe Convention on Preventing and Combating Violence against Women and Domestic Violence

18. The Committee welcomed the recent ratifications of the Istanbul Convention by Finland, Poland and Slovenia and encouraged those member States of the Council of Europe that have not yet done so to sign and/or ratify the Convention in the near future.

Agenda item 7: Presentation of the Committee of the Parties Restricted Website

19. The Secretariat informed the Committee of the website put in place for the safe circulation of working documents among members of this Committee. Detailed instructions in writing concerning access to and use of this website was shared with all members of the Committee.

Agenda item 8: Date of the next meeting

20. The Committee agreed to hold its 2nd meeting on Monday, 14 December 2015.

Agenda item 9: Other business

21. The Chair recalled that, in accordance with Article 10 of the Istanbul Convention, all Parties are required to designate or establish official co-ordinating bodies for the co-ordination, implementation, monitoring and evaluation of all policies and measures taken at national level with a view to implementing this Convention. These bodies shall also be mandated to co-ordinate the collection of data and analyse and disseminate its results.

22. In light of the important role these bodies will play in the implementation of the Istanbul Convention and as partners in the monitoring of the Convention, the Committee invited the Parties to provide the Secretariat with information on the official co-ordinating bodies designated or established in application of Article 10 of the Istanbul Convention by 30 June 2015.

Agenda item 10: Adoption of the list of decisions taken

23. The Committee approved the decisions taken at the meeting.

Appendix I

Agenda

- 1. Opening of the meeting and adoption of the agenda**
- 2. Adoption of the Rules of Procedure of the Committee of the Parties**
- 3. Election of the Chair and the Vice-Chairs of the Committee of the Parties**
- 4. Election of the members of the Group of Experts on Action against Violence against Women and Domestic Violence (GREVIO)**
- 5. Information on co-operation activities of the Council of Europe of interest to the Committee of the Parties**
- 6. State of signatures and ratifications of the Council of Europe Convention on Preventing and Combating Violence against Women and Domestic Violence**
- 7. Presentation of the Committee of the Parties *Restricted Website***
- 8. Date of the next meeting**
- 9. Other business**
- 10. Adoption of the list of decisions taken**

Appendix II

List of participants

ALBANIA

Ms Ardiana HOBDAI
Ambassador Extraordinary and Plenipotentiary
Permanent Representative of Albania to the Council of Europe

Ms Enkelejda BREGU
Adviser to the Minister of Youth and Social Welfare

Ms Brunilda DERVISHAJ
Desk officer, Ministry of Youth and Social Welfare

ANDORRA

Mr Joan FORNER ROVIRA
Chargé d'affaires a.i.
Deputy Permanent Representative of Andorra
to the Council of Europe

Ms Míriam PÉREZ GARCIA
Coordinator, Primary Social Care Service
Ministry of Health and Welfare

Ms Mireia V. PORRAS GARCÍA
Social educator within the team dealing with women victims
of gender-based violence (EAID)
Ministry of Health and Welfare

AUSTRIA

Mr Rudolf LENNKH
Ambassador Extraordinary and Plenipotentiary
Permanent Representative of Austria to the Council of Europe

Mr Martin REICHARD
Deputy to the Permanent Representative of Austria to the Council of Europe

BOSNIA AND HERZEGOVINA

Ms Samra HADŽIABDIĆ
Director of the Gender Equality Agency of Bosnia and Herzegovina

Mr Branko BABIĆ
Deputy to the Permanent Representative of Bosnia and Herzegovina to the Council of Europe

DENMARK

Ms Malene DALGAARD
Head of Section, Criminal Law Division
Ministry of Justice of Denmark

Ms Anne Christine HECK
Permanent Representation of Denmark to the Council of Europe

Ms Thea JENSEN
Trainee / Permanent Representation of Denmark to the Council of Europe

FRANCE

Ms Jocelyne CABALLERO
Ambassador
Permanent Representative of France
to the Council of Europe

Ms Catherine BOBKO
Deputy to the Permanent Representative of France
to the Council of Europe

Mr Alexis RINCKENBACH
Head of the Office for European and International Affairs
Directorate General for Social Cohesion
Ministry of Social Affairs and Health

ITALY

Ms Giovanna PICCARRETA
Deputy to the Permanent Representative of Italy to the Council of Europe

Ms Ermenegilda SINISCALCHI
Head of the Department for Equal Opportunities of the Italian Presidency of the Council of Ministers

Mr Michele PALMA
Director General
Department for Equal Opportunities of the Italian Presidency of the Council of Ministers

MONACO

Mr Gabriel REVEL
Deputy to the Permanent Representative of Monaco to the
Council of Europe

Mr Gabriel CHABERT
Trainee / Permanent Representation of Monaco
to the Council of Europe

MONTENEGRO

Ms Katja VUKOTIĆ
Ministry of Labour and Social Welfare, Government of
Montenegro

Ms Danica MARKOVIĆ
Deputy Permanent Representative of Montenegro to the
Council of Europe

PORTUGAL

Mr Luis Filipe CASTRO MENDES
Ambassador
Permanent Representative of Portugal to the Council of
Europe

Ms Marta SILVA
Head of the Domestic Violence / Gender Violence Unit at
the Commission for Citizenship and Gender Equality of
Portugal

Mr Paulo NEVES POCINHO
Deputy Permanent Representative of Portugal to the
Council of Europe

SERBIA

Mr Zoran POPOVIĆ
Ambassador Extraordinary and Plenipotentiary
Permanent Representative of Serbia to the Council of
Europe

Ms Snežana PETROVIĆ
Deputy to the Permanent Representative of Serbia to the
Council of Europe

Mr Dragan KNEZEVIĆ
Coordination Body for Gender Equality of the Government
of the Republic of Serbia

MALTA

Ms Louise CALLEJA
Police Inspector

Ms Tania CARABOTT
Deputy Permanent Representative of Malta to the
Council of Europe

SPAIN

Mr Luis Javier GIL CATALINA
Ambassador Extraordinary and Plenipotentiary
Permanent Representative of Spain to the Council of
Europe

Mr Julio Arnaldo GARCIA JIMENEZ
Vocal Adviser of the Government Delegate for Gender-
based Violence

Mr Federico TORRES MURO
Deputy Permanent Representative of Spain to the
Council of Europe

Mr Luis TARIN MARTIN
Deputy to the Permanent Representative of Spain to
the Council of Europe

Mr Lucas NOVELLE ARAÚJO
Trainee / Permanent Representation of Spain to the
Council of Europe

Ms Benedetta CAVAGNA DI GUALDANA
Trainee / Permanent Representation of Spain to the
Council of Europe

SWEDEN

Mr Torbjörn HAAK
Ambassador Extraordinary and Plenipotentiary
Permanent Representative of Sweden to the Council of
Europe

Mr Erik KARLSSON BJÖRK
Deputy to the Permanent Representative of Sweden to
the Council of Europe

Mr Simon ROSE
Intern, Permanent Representation of Sweden to the
Council of Europe

TURKEY

Mr Erdoğan IŞCAN
Ambassador Extraordinary and Plenipotentiary
Permanent Representative of Turkey to the Council of
Europe

Ms Berin OKUR
Deputy to the Permanent Representative of Turkey to the
Council of Europe

Mr Ali VURAL
Deputy to the Permanent Representative of Turkey to the
Council of Europe

SECRETARIAT

Ms Gabriella BATTAINI - DRAGONI
Deputy Secretary General of the Council of Europe

Ms Snežana SAMARDŽIĆ - MARKOVIĆ
Director General of Democracy

Ms Petya NESTROROVA
Head of the Trafficking in Human Beings and Violence against Women Division

Ms Johanna NELLES
Head of the Violence against Women Unit

Mr Johan FRIESTEDT
Administrator

Ms Irida VARFI-BOEHRER
Administrative Assistant

INTERPRETERS

Ms Lucie de BURLET

Ms Julia TANNER

Ms Chloé CHENETIER

Appendix III

Rules of Procedure of the Committee of the Parties

The Committee of the Parties,

Having regard to the Council of Europe Convention on Preventing and Combating Violence against Women and Domestic Violence (CETS No. 210) (hereinafter referred to as “the Convention”),

Pursuant to paragraph 3 of Article 67 of the Convention,

Adopts the present rules:

Rule 1 – Functions

1. Election of members of GREVIO

Pursuant to paragraph 2 of Article 67 of the Convention, the Committee of the Parties (hereinafter referred to as “the Committee”) shall elect the members of the Group of Experts on Action against Violence against Women and Domestic Violence (hereinafter referred to as “GREVIO”) in accordance with the rules on the election procedure of the members of GREVIO adopted by the Committee of Ministers of the Council of Europe.*

2. Adoption of recommendations

- a. Pursuant to paragraph 12 of Article 68 of the Convention, without prejudice to the evaluation procedure described in paragraphs 1 to 8 of the same Article, the Committee may adopt, on the basis of the report and conclusions of GREVIO, recommendations addressed to the Party concerned (a) as regards the measures to be taken by that Party to implement the conclusions of GREVIO, and (b) aiming at promoting co-operation with that Party for the proper implementation of the Convention.
- b. The Committee shall supervise the implementation of its recommendations addressed to the Party concerned.
- c. Where appropriate, the Committee may forward a communication, including its recommendations addressed to the Party concerned together with any other related material, to the Committee of Ministers and the Parliamentary Assembly of the Council of Europe.

3. Examination of the findings of special inquiries

- a. Whenever GREVIO transmits to the Committee the findings of a special inquiry pursuant to paragraph 15 of Article 68 of the Convention, the Committee shall examine these findings at the earliest opportunity and consider taking any necessary measures pursuant to these findings.
- b. Where appropriate, the Committee may invite the Committee of Ministers and the Parliamentary Assembly of the Council of Europe to take action within their statutory powers.

* At the time of adoption of the present rules, the election procedure is described in the Resolution CM/Res(2014)43 on rules on the election procedure of the members of the Group of Experts on Action against Violence against Women and Domestic Violence (GREVIO), adopted by the Committee of Ministers on 19 November 2014 at the 1212th meeting of the Ministers’ Deputies.

Rule 2 – Composition**1. Members**

- a. Pursuant to paragraph 1 of Article 67 of the Convention, members of the Committee shall be the representatives of the Parties to the Convention.
- b. Parties to the Convention shall endeavour to nominate, as their representatives, experts of the highest possible rank in the field of preventing and combating violence against women and domestic violence and with knowledge of the Convention.
- c. Where a Party designates more than one representative, only one of them shall have the right to vote and defrayal of expenses. Where necessary, the Party which holds the Chairmanship of the Committee may appoint a second representative with the right to the defrayal of expenses.
- d. The Parties shall promptly notify the Executive Secretary of the Council of Europe Convention on Preventing and Combating Violence against Women and Domestic Violence (hereinafter referred to as “the Executive Secretary”) of any change in the nomination of their representative(s).

2. Participants

- a. The following may appoint representatives to participate in the meetings of the Committee without the right to vote:
 - i) the Committee of Ministers of the Council of Europe;
 - ii) the Parliamentary Assembly of the Council of Europe;
 - iii) the Congress of Local and Regional Authorities of the Council of Europe;
 - iv) the European Court of Human Rights;
 - v) the Council of Europe Commissioner for Human Rights;
 - vi) the Conference of International Non-Governmental Organisations of the Council of Europe;
 - vii) any other Council of Europe body invited to do so by the Committee of Ministers of the Council of Europe after consulting the Committee.

Where applicable, the defrayal of expenses of these participants shall be governed by the rules or terms of reference of the institutions and bodies listed above.

- b. The following may appoint representatives to participate in the meetings of the Committee without the right to vote or the defrayal of expenses:
 - i) States which have signed but not yet ratified the Convention;
 - ii) States which have ratified or acceded to the Convention but for which it has not yet entered into force;
 - iii) States invited to accede to the Convention;
 - iv) the European Union.

3. Observers

- a. The Committee may authorise States other than those mentioned in Rule 2 of the present rules to send representatives as observers to its meetings on an ad hoc basis.
- b. The Committee may authorise intergovernmental organisations to send representatives as observers to its meetings on an ad hoc basis, in particular:
 - i) the United Nations;
 - ii) the Organisation for Security and Co-operation in Europe (OSCE);
 - iii) the International Organisation for Migration (IOM);
 - iv) the Organisation of American States (OAS);
 - v) other intergovernmental organisations and any other entity authorised to participate in meetings of steering and ad hoc committees by virtue of a resolution or decision of the Committee of Ministers of the Council of Europe.

- c. The Committee may authorise representatives of civil society, in particular non-governmental organisations active in combating violence against women and domestic violence, to send representatives as observers to its meetings on an ad hoc basis.
- d. Observers shall have no right to vote or to the defrayal of expenses.

Rule 3 – Restricted composition

The Committee may decide to hold sessions in a more restricted composition than that outlined in Rule 2; however, it may not restrict the participation of members in any session.

Rule 4 – Chair and Vice-Chairs

1. The Committee shall elect a Chair and a first and second Vice-Chairs from among its members entitled to vote.
2. The term of office of the Chair and Vice-Chairs shall be one year. It may be renewed once.
3. Election of the Chair and Vice-Chairs shall require a two-thirds majority at the first ballot and a simple majority at the second ballot.
4. The elections are held by secret ballot, unless the Committee decides otherwise by unanimity.
5. The Chair shall conduct proceedings and sum up the conclusions whenever she/he thinks necessary. She/he may call to order a speaker who departs from the subject under discussion or from the Committee's functions set out in Rule 1. The Chair shall retain the right to speak and to vote in her/his capacity as a member of the Committee, except in cases where at least one additional representative from the same Party has been appointed to sit on the Committee. The Chair shall perform all other functions conferred upon her/him by these Rules of Procedure or by the Committee.
6. The first Vice-Chair shall replace the Chair if the latter is absent or otherwise unable to preside over the meeting. If the first Vice-Chair is absent, the Chair shall be replaced by the second Vice-Chair or, in the absence of both Vice-Chairs, by a Committee member appointed by the Committee.
7. The Chair, Vice-Chairs or any other member carrying out the duty of chairing the meeting, shall be replaced in the Chair during the discussion and adoption of decisions under Rule 1, paragraphs 2 and 3, of the present rules concerning the Party she/he is representing. As from the second meeting of the Committee, the election of the members of GREVIO under Rule 1, paragraph 1, of the present rules shall not be chaired by a member representing a Party which nominated candidates for GREVIO membership.
8. The Chair and Vice-Chairs shall function as the Bureau of the Committee.

Rule 5 – Secretariat

The Secretariat of the Committee shall consist of the Executive Secretary and other necessary staff appointed by the Secretary General of the Council of Europe.

Rule 6 – Languages

1. The official languages of the Committee shall be those of the Council of Europe (English and French).
2. A Committee member may speak in a language other than the official languages, in which case she/he must herself/himself provide for interpretation into one of the official languages.
3. Any document written in a language other than the official languages shall be translated into one of the official languages, the member, participant or observer submitting it being responsible for making the necessary arrangements and covering the costs.

Rule 7 – Seat of the Committee

The Committee shall be convened at the premises of the Council of Europe in Strasbourg.

Rule 8 – Convening meetings

1. Pursuant to paragraph 2 of Article 67 of the Convention, the Committee shall meet whenever one-third of the Parties, the Chair of the Committee of the Parties or the Secretary General of the Council of Europe so requests. It shall hold such meetings as are required for the exercise of its functions as set out in Rule 1.
2. The Executive Secretary shall notify the members of the Committee of the date and opening time of the meeting, its probable duration and the subjects to be dealt with, as well as any other practical modalities. Convocations shall be circulated, except on grounds of urgency which shall be duly explained, at least six weeks prior to the meeting.
3. Analogous arrangements shall apply to the participants and to observers when invited.

Rule 9 – Agenda

1. The Executive Secretary, in consultation with the Chair, shall draw up the draft agenda for a meeting.
2. The agenda shall be adopted by the Committee at the beginning of its meeting.

Rule 10 – Documents, lists of decisions and meeting reports

1. The Executive Secretary shall be responsible for preparing and distributing working documents for the Committee and shall bring to the Committee's attention any relevant communications containing information submitted for the Committee's consideration.
2. Documents requiring a decision shall be sent, in both official languages, to members at least three weeks before the opening of the meeting at which the decision is to be taken. In exceptional cases, the Committee may, if no member objects, consider a document submitted at a later stage. Documents shall be made public after the meeting of the Committee for which they were prepared, unless the Committee decides otherwise.
3. At the end of each meeting, the Executive Secretary shall submit to the Committee a draft list of decisions taken during the meeting for its approval. Unless the Committee decides otherwise, the approved list of decisions shall be made public.
4. As soon as possible after each meeting, the Executive Secretary shall submit to the Chair and the members of the Committee for their approval a draft meeting report, in both official languages, containing a summary of the Committee's deliberations. Meeting reports shall be made public shortly after approval. However, the Committee may decide not to make public any part of a meeting report related to a session conducted in accordance with Rule 3.

Rule 11 – Privacy of meetings

Meetings shall be held in camera, unless the Committee decides otherwise.

Rule 12 – Working methods

1. The Committee may appoint a rapporteur or set up a working party, or both.
2. The Committee may entrust a rapporteur or a limited number of its members with a specific task to be fulfilled by its next meeting.

3. The Committee may request, within the limits of budgetary appropriations, the Executive Secretary to have recourse to the service of one or more consultants.

Rule 13 – Hearings

The Chair or the Committee may decide to organise hearings with any person considered to be in a position to contribute to the work of the Committee, within the limits of resources available.

Rule 14 – Proposals

1. Any proposal must be submitted in writing in one of the official languages if a member so requests. In that case, it shall not be discussed until it has been circulated.
2. Proposals made by participants and observers may be put to a vote if sponsored by a member of the Committee.

Rule 15 – Quorum

There shall be a quorum if a majority of the members of the Committee are present.

Rule 16 – Order of voting on proposals or amendments

1. Where a number of proposals relate to the same subject, they shall be put to the vote in the order in which they were submitted. In case of doubt as to the order of priority, the Chair shall decide.
2. Where a proposal is the subject of an amendment, the amendment shall be put to the vote first. Where two or more amendments to the same proposal are presented, the Committee shall vote first on whichever departs furthest in substance from the original proposal. It shall then vote on the next furthest removed from the original proposal, and so on until all the amendments have been put to the vote. However, where the acceptance of one amendment necessarily entails rejection of another, the latter shall not be put to the vote. The final vote shall then be taken on the proposal as amended or not amended. In case of doubt as to the order of priority, the Chair shall decide.
3. Parts of a proposal or amendment may be put to the vote separately.
4. In the case of proposals with financial implications, the most costly shall be put to the vote first.

Rule 17 – Points of order

During the discussion of any matter, a member of the Committee may at any time raise a point of order which shall immediately be decided upon by the Chair in accordance with these rules. Any appeal against the decision of the Chair shall immediately be put to a vote. A member may not, in raising a point of order, speak on the substance of the matter under discussion.

Rule 18 – Order of procedural motions

Procedural motions shall take precedence over all other proposals or motions except points of order. They shall be put to the vote in the following order:

- a. suspension of the sitting;
- b. adjournment of discussion on the item in hand;
- c. postponement of a decision on the substance of a proposal until a specified date;
- d. closure of discussion on the item in hand.

Rule 19 – Reconsideration of a question

When a decision has been taken it may only be re-examined if a member of the Committee so requests, and if this request receives a two-thirds majority of the votes cast.

Rule 20 – Voting

1. Each member of the Committee shall have one vote. Where the delegation of a Party is composed of more than one representative, only one of them is entitled to take part in voting.
2. Voting requires a quorum.
3. The decisions of the Committee are taken by a two-thirds majority of the votes cast.
4. Procedural questions shall be decided by a majority of the votes cast.
5. If any question arises as to whether a matter is procedural or not, it shall not be treated as procedural unless the Committee so decides by a two-thirds majority of the votes cast.
6. For the purposes of these Rules, “votes cast” shall mean the votes of members cast for or against. Members abstaining shall be regarded as not having cast a vote.

Rule 21 – Specific rules for the election of GREVIO members

1. Rules 16, 19 and 20 of the present rules do not apply to the election of members of GREVIO.
2. The Committee shall examine the manner in which candidates for GREVIO membership are selected at national level, having due regard to the requirements set out in the rules on the election procedure of the members of GREVIO, in order to facilitate the exchange of information and good practices between the Parties and to improve national selection procedures.
3. Once a nomination has been submitted to the Secretary General of the Council of Europe, it shall not be modified before consideration by the Committee. A partial or complete modification of the nomination of candidates for GREVIO membership by the Party concerned shall only be accepted by the Committee on an exceptional basis.
4. A Committee decision to request the withdrawal of one or more candidates who do not meet the requirements for membership of GREVIO as set out in Rules 2 to 5 of the rules on the election procedure of the members of GREVIO requires a two-thirds majority of the votes cast. For the purposes of the present Rule, “votes cast” shall mean the votes of members cast for or against. Members abstaining shall be regarded as not having cast a vote.
5. The Executive Secretary shall draw up an overview of the nominations of candidates for GREVIO membership and any member of GREVIO whose term of office will not end until after the term of office of the member to be elected begins.
6. Voting requires a quorum.
7. Where the delegation of a Party is composed of more than one representative, only one of them is entitled to take part in the voting.
8. The members of the Committee can only vote for one national of each Party and give only one vote to each candidate.
9. The Committee shall elect members of GREVIO in as many rounds as may be necessary to fill the seats of GREVIO. In each round, up to a maximum of three seats can be filled. The candidate(s) who has/have received the most votes, and at least a majority of the votes cast, shall be elected as member(s) of GREVIO. In each round, the number of votes of each member of the Committee shall be the same as the number of seats of GREVIO to be filled.

10. Should two or more candidates receive the same number of votes, resulting in more than the maximum number of candidates to be elected in any given round, the Committee shall proceed with a vote to elect one or more of these candidates as (a) member(s) of GREVIO.
11. Should the preceding paragraphs of this rule result in the election of two candidates or more who are nationals of the same Party, only the candidate with the highest number of votes shall be elected as a member of GREVIO.
12. After a vote has commenced, there shall be no interruption of the voting except on a point of order raised by a member in connection with the voting.
13. Procedural matters shall be settled by a majority of the votes cast. For the purpose of votes on procedural matters, "votes cast" shall mean the votes of members cast for or against. Members abstaining shall be regarded as not having cast a vote.

Rule 22 – Periodic meetings with the President of GREVIO

The Committee shall periodically meet with the President of GREVIO to be informed about the state of the work of GREVIO and progress in preparing its reports and conclusions concerning the measures taken by the Parties to implement the provisions of the Convention, as well as any other issue relating to the functioning of the monitoring mechanism of the Convention.

Rule 23 – Periodic reports to the Committee of Ministers

The Committee shall periodically inform the Committee of Ministers on the state of its work.

Rule 24 – Suspension of a Rule

Upon the proposal of a Committee member, the application of a Rule may be suspended by a two-thirds majority of the votes cast, subject to the Statute of the Council of Europe and the provisions and spirit of the Convention. The suspension of a rule shall be limited to its operation to the particular purpose for which such suspension has been sought.

Rule 25 – Amendments to the Rules of Procedure

The Committee may amend these Rules of Procedure by a two-thirds majority of the votes cast.

Rule 26 – Entry into force of the Rules of Procedure

These Rules of procedure shall enter into force upon their adoption.