

Interreg



Co-funded by
the European Union

NEXT Black Sea Basin

(Interreg VI-B) NEXT Black Sea Basin Programme

RULES OF PROCEDURE of the Monitoring Committee

February 2023

Art. 1 - General provisions

(1) The Monitoring Committee (hereinafter referred to as the “**MC**”) for the (Interreg VI-B) NEXT Black Sea Basin Programme (hereinafter referred to as the “**Interreg NEXT BSB Programme**”) is established as a partnership structure, without legal personality, with a **strategic decision-making role in the implementation** of the Interreg NEXT BSB Programme, according to the provisions of:

- a) REGULATION (EU) 2021/1060 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 June 2021 laying down **common provisions** on the European Regional Development Fund, the European Social Fund Plus, the Cohesion Fund, the Just Transition Fund and the European Maritime, Fisheries and Aquaculture Fund and financial rules for those and for the Asylum, Migration and Integration Fund, the Internal Security Fund and the Instrument for Financial Support for Border Management and Visa Policy;
- b) REGULATION (EU) 2021/1059 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 24 June 2021 on specific provisions for the European territorial cooperation goal (**Interreg**) supported by the European Regional Development Fund and external financing instruments;
- c) REGULATION (EU) 2021/947 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 9 June 2021 establishing the **Neighbourhood, Development and International Cooperation Instrument** - Global Europe, amending and repealing Decision No 466/2014/EU and repealing Regulation (EU) 2017/1601 and Council Regulation (EC, Euratom) No 480/2009);
- d) EC Implementing Decision C(2022) 9608 on the (Interreg VI-B) NEXT Black Sea Basin Programme;
- e) (Interreg VI-B) NEXT Black Sea Basin Programme.

(2) The present Rules of Procedure establish the composition, the tasks, and the organization and functioning principles of the MC.

(3) The duration of the term of office for the MC will cover the whole period of the Interreg NEXT BSB Programme.

(4) The places and format (physical/virtual) of the meetings of the Monitoring Committee (MC) will be decided by its members either during one meeting for the following one or through written consultation among MC members.

Art. 2 - MC Tasks

(1) The MC shall follow the Interreg NEXT BSB Programme implementation and progress towards its priorities and specific objectives using the objectively verifiable indicators and related target values defined in the Interreg NEXT BSB Programme. Its overall task is to ensure the effectiveness and quality of implementation.

(2) The MC may issue recommendations to the Managing Authority regarding the programme implementation and evaluation, as well as monitor actions undertaken as a result of its recommendations.

- (3) In accordance with Article 30(1) of Regulation (EU) 2021/1059, the MC shall examine:
- (a) the progress in Interreg NEXT BSB Programme implementation and in achieving the milestones and targets of the Interreg NEXT BSB Programme;
 - (b) any issues that affect the performance of the Interreg NEXT BSB Programme and the measures taken to address these issues;
 - (c) the progress made in carrying out evaluations, syntheses of evaluations and any follow-up given to findings;
 - (d) the implementation of communication and visibility actions;
 - (e) the progress in implementing operations of strategic importance (flagship projects), where relevant; and
 - (f) the progress in administrative capacity building for public institutions and beneficiaries, where relevant.
- (4) In accordance with Article 22(1) of Regulation (EU) 2021/1059, the MC shall select the projects to be financed by the Interreg NEXT BSB Programme. In this respect, Article 22(2) of the same Regulation provides that the MC shall establish and apply criteria and procedures which are non-discriminatory and transparent, ensure accessibility to persons with disabilities, gender equality and take account of the Charter of Fundamental Rights of the European Union and the principle of sustainable development and of the Union policy on the environment in accordance with Article 11 and Article 191(1) TFEU. The criteria and procedures shall ensure the prioritisation of projects to be selected with a view to maximising the contribution of Union funding to the achievement of the objectives of the Interreg NEXT BSB Programme and to implementing the cooperation dimension of operations under Interreg programmes.
- (5) In accordance with Article 30(2) of Regulation (EU) 2021/1059, the MC shall approve:
- (a) the methodology and criteria used for the selection of projects, including any changes thereto, after notifying the European Commission, where requested, pursuant to Article 22(2) of the same Regulation;
 - (b) the evaluation plan and any amendment thereto;
 - (c) any proposal by the Managing Authority for the amendment of the Interreg NEXT BSB Programme including for a transfer in accordance with Article 19(5) of the same Regulation; and
 - (d) the final performance report.
- (6) The MC shall ensure that funds are used in accordance with the EU and national legislation and the principle of sound financial management.

Art. 3 - MC Composition

- (1) The delegation of each participating country in the MC is composed of members and observers. The list of the MC members and observers shall be published on the Interreg NEXT BSB Programme website.
- (2) The national delegations are formed by two members, delegated by the authorities/bodies listed in Annex 1 of these Rules of Procedure.

- (3) Each country has one voting right, regardless of the number of representatives appointed.
- (4) The head of delegation nominated by each National Authority (NA) leads each national delegation.
- (5) Interreg NEXT BSB Programme partners delegated by the authorities/bodies listed in the Annex 2 of these Rules of Procedure and representing regional, local, urban and other public authorities, economic and social partners, relevant bodies representing civil society, research institutions and universities shall be invited to participate in the MC meetings, as observers without voting rights. The appointments as well in case of change of membership shall be communicated to the Managing Authority (MA).
- (6) Representative(s) of the European Commission shall participate in the work of the MC in an advisory capacity, being invited to each meeting of the MC as observer(s) without voting right(s).
- (7) EU Delegations in CBC partner countries shall be invited to the MC meetings as observers without voting rights.
- (8) The Audit Authority representative(s) shall participate in the MC meetings as observer(s) without voting right(s).

Art. 4 - MC Chairmanship

- (1) The Head of MA shall act as Chairperson, shall lead the work of the MC and shall have no voting right.
- (2) In duly justified cases, if the Chairperson cannot attend a meeting, its attributions shall be delegated to a substitute representative of the Managing Authority. MC members shall be informed about this nomination at the latest at the beginning of the meeting.
- (3) The National Authority representative of the country hosting the MC meeting shall co-chair the MC meeting.
- (4) The Chairperson shall lead the activity of the MC by exercising the following responsibilities:
 - a) Convenes the MC meetings at least once per year and as often as necessary, at the request of the MA or following duly justified written request of any of the participating country or of the European Commission;
 - b) Approves the documents that will be submitted to all participants in the meeting, as well as the provisional agenda of the meeting;
 - c) Chairs the MC meetings (declares the opening and closing of each meeting, facilitates and leads the discussions, invites representatives of MA/NAs/JS to present the documents and provides the necessary information and clarifications to the MC members, gives the floor, puts questions to the vote, announces the decisions, leads on points of order, and pursuant to these Rules of Procedure controls the proceedings, etc.);
 - d) Ensures the decision-making process based on consensus, by trying to solve any divergence that may appear during the meetings; in case this cannot be achieved, decides the adoption of decisions by vote;

- e) Signs the correspondence, the Summary of MC decisions and co-signs the Minutes of the MC meeting;
 - f) Approves the publication on the Interreg NEXT BSB Programme website of documents and other information regarding the MC activity;
 - g) Represents the MC in relation with third parties, including the mass-media, unless delegating this task;
 - h) Is responsible for ensuring that decisions of the Monitoring Committee comply with the rules laid down in the EU applicable regulations.
- (5) Until the finalization of the formalities for the appointment of the Head of MA for the Interreg NEXT BSB Programme, the tasks of the Chairperson are fulfilled by the Head of MA for the Joint Operational Programme Black Sea Basin 2014-2020.

Art. 5 - Members and observers

- (1) The members are persons that have decision-making power in the MC and are delegated by the authorities/bodies listed in the Annex 1 of these Rules of Procedure.
- (2) The observers are persons delegated by the authorities/bodies listed in the Annex 2 of these Rules of Procedure, who participate in the MC meetings with an exclusively consultative role, without decision-making power. At the same time, the observers may be consulted on decisions taken by written procedure when the issues are in their area of competence.
- (3) Each member/observer has one or more appointed substitute(s). Appointed substitute(s) can also attend to MC meeting with other voting members.
- (4) During the process of appointing the members and observers of the MC a balanced representation between men and women will be encouraged.
- (5) The capacity of member, observer or substitute shall be lost when the persons delegated in the MC are in one of the following situations:
 - a) end their activity in the authorities or bodies that they represent;
 - b) break the provisions of these Rules of Procedure;
 - c) following the decisions of the authorities/bodies that they represent.

In the cases mentioned above, the nomination of a new person shall be communicated to the Managing Authority.

- (6) Depending on the agenda of the MC meetings, other experts and observers may be invited to the meeting, on the basis of the proposal of the Chairperson and National Authorities to the MA, with prior agreement of the MC members. Considering the financial and logistical constraints, the limitation of the number of observers/experts might be requested by the MA.
- (7) In duly justified cases, when neither the member nor his/her substitute is able to attend the MC meeting, the member of the MC may delegate another substitute to the MC meeting, after informing the MC.

- (8) The new substitute has to present its Mandate, according to Annex 4 of these Rules of Procedure, at the beginning of the MC meeting at the latest. The new substitute shall have the same rights and duties as the member him/herself.
- (9) The rules provided in paragraphs 7 and 8 above also apply to the appointed observers of the MC.
- (10) In order to guarantee efficient discussion and decision-making process, the participation in the Monitoring Committee meetings may be limited to only two representatives of each country.

Art. 6 - Rights and duties of the MC members and observers

(1) The MC members have the following rights and duties:

- a) To attend the MC meetings and to participate in the decision-making process, to raise relevant aspects regarding the implementation of the Interreg NEXT BSB Programme;
- b) To participate in the written decision-making procedure according to these Rules of Procedure;
- c) To contribute to achieving the decisions of the MC, according to their responsibilities;
- d) To inform the MC about the activities developed by the authorities/bodies they represent and which are related to the Interreg NEXT BSB Programme;
- e) To act in the interest of the efficient implementation of the Interreg NEXT BSB Programme, in accordance with the scope and objectives established by the Interreg NEXT BSB Programme;
- f) To take decisions in the public interest and not to act in the purpose of obtaining financial advantages or other benefits for themselves or for others; to this end, in order to avoid any conflict of interest, to not act as beneficiaries;
- g) To declare to the Chairperson, at the beginning of or during any meeting, or during a written decision-making procedure, any situation of conflict of interest in which they might be with regard to the discussions on a specific subject; in this case, the person shall exit the meeting room and will come back only after the end of discussions of that specific point on the agenda;
- h) To maintain the confidentiality of the information which, if disclosed, might harm the legitimate interest of any institution, organization or person, or the information that might create illegitimate advantages through their privileged usage; this obligation shall be maintained even after the end of their mandate;
- i) To observe the MC decisions, according to these Rules of Procedure.

(2) The MC observers have the following rights and duties:

- a) To attend the MC meetings and to raise relevant aspects regarding the implementation of the Interreg NEXT BSB Programme;
- b) To participate in the written decision-making procedure according to these Rules of Procedure;

- c) To provide advice or expertise, if requested, during MC meetings or the written decision-making procedures;
 - d) To inform the MC about the activities developed by the authorities/bodies they represent and which are related to the Interreg NEXT BSB Programme;
- (3) The rules provided in points e-i of paragraph 1 above also apply to the appointed observers of the MC.
- (4) As a rule, the MC member/observer will participate in the MC meeting. In case the member/observer is unable to attend the meeting, he/she may delegate an appointed substitute to the meeting, or subject to Article 5(7) and 5(8) of these Rules of Procedures, another substitute.
- (5) The MC members and observers shall not be remunerated for the activity performed in the MC.

Art. 7 - Secretariat of MC

- (1) The MC is assisted by a Secretariat, ensured by the Joint Secretariat (JS).
- (2) The Secretariat has the following tasks:
- a) Prepares the documents that will be provided to the members of the MC, the list of participants, as well as the provisional agenda of the meeting;
 - b) Ensures the logistical preparation and the submission of the invitations for participation to the MC meetings;
 - c) Submits officially to the MC members the relevant documents by email;
 - d) Provides to MC members at their request all the necessary information in order to support the decision-making process in the MC;
 - e) Manages/supports the written decision-making procedure when the Chairperson decides to apply this procedure;
 - f) Drafts the Minutes of the MC meeting, ensures its transmission to all participants, including the EC representative(s), as well to those members and observers who were absent and to their appointed substitutes, revises it according to the suggestions received, if the case, and sends the final version of the Minutes to all participants;
 - g) Follows up/Monitors the implementation of the MC decisions and ensures the exchange of information regarding these issues between the parties involved; informs the Chairperson of the MC about any difficulty in implementing the MC decisions;
 - h) Receives, registers and resolves the correspondence regarding the activity of the MC; in case its competences and attributions are surpassed, ensures the urgent correspondence regarding the MC to the Chairperson of the MC;
 - i) Ensures the electronic and paper archiving of all documents regarding the MC meetings;
 - j) Ensures, with the Chairperson's approval, the publishing and permanent updating of the Interreg NEXT BSB Programme website of the information and documents regarding the MC activity;

- k) Supports the Chairperson of the MC in any other matter related to the activity of the MC.
- (3) Any request for information regarding the activity of the MC is addressed to the Secretariat, either electronically or on paper.
- (4) The Head of JS shall act as the Secretary of the MC, with no voting right, and shall co-sign the final Minutes of the MC meeting.
- (5) Until the finalization of the formalities for the appointment of the Head of JS for the Interreg NEXT BSB Programme, the tasks of the Secretary are fulfilled by the Head of JS for the Joint Operational Programme Black Sea Basin 2014-2020.

Art. 8 - Working groups

- (1) For a more efficient organisation of its activities, the MC may decide to use the thematic working groups to support the MC members in the execution of MC tasks related to the calls for proposals, as well as to the monitoring and evaluation of the Interreg NEXT BSB Programme.
- (2) The working groups have an advisory role for the MC, aimed at facilitating the reaching of a common position on a specific issue, without exercising any decision-making power.
- (3) The members of the working groups are experts having different backgrounds, depending on the topics covered, which may be appointed by the MC among its members, by the other management structures or delegated by the institutions included in Annexes 1 and 2 of these Rules of Procedure.
- (4) The MC defines the mandate of the participants and working modalities.
- (5) The MC working groups experts have the following rights and duties:
 - a) To attend the working group meetings and to bring into discussion relevant aspects regarding the Interreg NEXT BSB Programme;
 - b) To participate in the written decision-making procedure according to these Rules of Procedure.

Art. 9 - MC Meetings

- (1) The MC meetings will take place at least once per year and as often as necessary, respecting, if possible, the principle of rotation between the participating countries as regards the location of the meetings in case of physical format.
- (2) If serious problems appear in the implementation of the Interreg NEXT BSB Programme or if urgent decisions must be adopted, decisions that will lead to the improvement of the implementation of the Interreg NEXT BSB Programme, the MC can be convened in extraordinary meetings, at the request of the MA or following duly justified written request of any of the participating country or of the European Commission. In this situation, the proposal is submitted in written form to the Secretariat, which immediately informs the Chairperson, who will decide on the organization of such a meeting.

- (3) The Secretariat shall call the MC meetings with at least 15 calendar days before the date of the meeting. The convocation of the extraordinary meetings of the MC can be done with a shorter notice in duly justified cases, if the Chairperson decides so.
- (4) The call of the MC meetings will always be done in written form, the invitation and provisional agenda being forwarded by email. The invited members are obliged to confirm their participation.
- (5) The Secretariat shall send the supporting documents at least 10 calendar days before the date of the meeting.
- (6) At the written request of a MC member, addressed to the Secretariat with at least 7 calendar days before the MC meeting, other subjects can be added to the initial provisional agenda with the approval of the Chairperson. The additional supporting documents can be sent afterwards, but in a sufficient time allowing the MC members to go through them and form an opinion about the topics.
- (7) The Secretariat may provide the MC members with other relevant information regarding the provisional agenda (until the day of the meeting or even at the beginning of the meeting), in order for them to have at their disposal the most recent information regarding the topics of the provisional agenda.
- (8) At the beginning of each meeting, the agenda of the respective meeting will be adopted.
- (9) The MC meetings are not public. These Rules of Procedures and a summary of both data and information, including decisions, approved by the MC shall be published on the Interreg NEXT BSB Programme website.
- (10) In order to avoid any conflict of interest, the MC members and observers, as well as their substitutes will not take part in the decision-making process regarding issues where there is a conflict of interest. The members/observers/substitutes will sign the Declaration of Impartiality and Confidentiality (as presented in Annex 3 of these Rules of Procedure) at the beginning of the first meeting in which they participate. The MC members/observers/substitutes are requested to declare before the start of discussions any conflict of interest that may exist on certain points of the agenda.
- (11) A member/observer/substitute who declares its involvement into any of the agenda's items shall be requested by the Chairperson to withdraw from the meeting during the discussions on the respective and/or related issues.
- (12) The decisions adopted during the MC meeting are summarized in a document called *Summary of MC Decisions*. The draft Minutes of the meeting and the draft Summary of MC Decisions are prepared by the Secretariat and are submitted to all MC members/observers/substitutes, as well as to other persons responsible for the fulfilment of the decisions, not later than 15 calendar days after the date of the meeting, by email.
- (13) The remarks on the Minutes and Summary of MC Decisions (in track changes) are submitted to the Secretariat within 15 calendar days from the sending date. In case there are no observations, the Minutes and Summary of MC Decisions shall be considered approved. In case observations are received, these shall be settled by written decision-making procedure.
- (14) The final Minutes shall be co-signed by the MC Chairperson and the MC Secretary. The final Summary of MC Decisions shall be signed by the MC Chairperson and annexed to the Minutes of the meeting. Their provisions shall enter into force on the same day.

Art. 10 - Decision-making procedure in the MC meetings

- (1) The MC deliberates in a valid mode if 5 out of 7 participating countries are represented at the meeting, either physical or virtual. Each participating country has one vote.
- (2) In the absence of a delegation, the respective participating country shall have the right to submit its opinion in writing, prior to the meeting. The voting process shall take place according to the rules and the absent country shall accept the decision taken by the majority of the MC present members.
- (3) The MC decision will be taken by consensus among the national delegations. In the meaning of these Rules of Procedure, the consensus represents the expression of will of all delegations attending the meeting regarding the issue under consideration and the proposed decision, being considered as the best decision the MC can adopt at that moment.
- (4) In order to reach a decision, the Managing Authority shall present its proposal and the Chairperson shall seek consensus on it.
- (5) In case the consensus is impossible to be reached on the MA proposal, the Chairperson may give a recess for consultations within and among the national delegations in order to reconsider their position; if, after the second round of discussions on a certain issue, a consensual decision cannot be reached, an alternative choice may be proposed by the MA or by any of the head of delegations. The Chairperson shall seek consensus on the proposed alternative(s).
- (6) Where the consensus is impossible to be reached after 2 rounds of consultations on the alternative proposal(s), the MC will take decisions by voting procedure, requiring at least 5 favourable votes. In case 6 or 5 participating countries are present, the decision will require at least 4 favourable votes.

Art. 11 - Written decision-making procedure

- (1) The MC may take decisions through written procedure, without arranging a meeting of the MC, at the initiative of its Chairperson, the Managing Authority or a NA of the participating countries.
- (2) In case of applying the written decision-making procedure, the Secretariat submits to the MC members the draft decision and the necessary documents for its adoption in a written form by email. The objections or the agreement on the documents transmitted according to the written decision-making procedure shall be submitted to the Secretariat by email within 15 calendar days from the date the documents were transmitted. In justified cases, the Chairperson may request to reduce the 15 calendar days deadline.
- (3) The MC decision will be taken by consensus among the national delegations. In the meaning of these Rules of Procedure, the consensus represents the expression of will of all delegations regarding the issue under consideration and the proposed decision, being considered as the best decision the MC can adopt at that moment.
- (4) If no objections are raised within the deadline, the proposal is considered as approved in the sent format.
- (5) If objections are received, the MA shall review the proposal and resubmit it to the MC

within 7 calendar days. Consensus shall be sought on the proposed alternative. Where the consensus is impossible to be reached on the alternative proposal, the decision shall be adopted by voting procedure, requiring at least 5 favourable votes, according with Article 10(6) of these Rules of Procedure. No other objections are allowed at this stage and the lack of reply is deemed as silent approval.

- (6) If the decision is not adopted, the Chairperson shall decide whether to submit a new proposal for adoption or to convene an extraordinary meeting.
- (7) The Secretariat submits to the MC the final version of the documents adopted by written decision-making procedure and the decision signed by the Chairperson.
- (8) In case the MA has objections concerning the compliance of a decision taken by the MC with the legal framework of the Interreg NEXT BSB Programme, the decision shall be taken with reservation until the MA clarifies the matter with the European Commission. The MA will report on the result of its consultation with the European Commission to the MC. If necessary, the MC shall issue a new decision taking into consideration the MA report.
- (9) The written procedures shall be avoided during August, December or major holidays of any participating country, if possible.

Art. 12 - Working language

- (1) The official and working language of the MC shall be English.
- (2) The documents will be presented to the MC members in English. The meetings of the MC and any communication with the MC shall be conducted in English.

Art. 13 - Personal Data Protection

- (1) The members/observers/substitutes/experts involved in MC will allow the Romanian Ministry of Development, Public Works and Administration as Managing Authority to process their personal data, including name, function, institution, email address, phone number.
- (2) Personal Data collection, processing and storage shall be performed according to the provisions of the General Data Protection Regulation (Regulation (EU) 2016/679) for the purpose of implementing the Interreg NEXT BSB Programme, as well as archiving and statistical purpose, by taking all technical and organisational measures necessary in order to ensure the integrity and confidentiality of personal data.
- (3) Any personal data will be processed by the Managing Authority solely for the purposes of the implementation of the Interreg NEXT BSB Programme and may also be transferred to other bodies with responsibilities as regards the Interreg NEXT BSB Programme. Furthermore, the photographs and/or videos taken during events may be used on social media, on the Interreg NEXT BSB Programme's website and for the Interreg NEXT BSB Programme's communication and information activities.
- (4) The members/observers/substitutes involved in MC have the following rights regarding the processing of personal data:

- Right of access - right to obtain confirmation as to whether or not personal data concerning him or her are being processed, and, where that is the case, access to the personal data;
 - Right to rectification - right to obtain without undue delay the rectification of inaccurate personal data;
 - Right to erasure ('right to be forgotten') - right to obtain the erasure of personal data without undue delay, where consent on which the processing is based is withdrawn, and where there is no other legal ground for the processing;
 - Right to restriction of processing - the right to obtain restriction of processing; where processing has been restricted, such personal data shall only be processed with consent;
 - Right to data portability - the right to receive the personal data in a structured, commonly used and machine-readable format and to transmit those data without hindrance, where technically feasible;
 - Right to object - the right to object at any time to processing of personal data when processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority.
- (5) The rights regarding the processing of personal data may be exercised by sending a notification to this effect on the following e-mail address: blacksea-cbc@mdlpa.ro or directly at Managing Authority's headquarters in Blv. Libertății, no.16, Latura Nord, sector 1, Bucharest 050706, Romania.
- In addition, for any information related to the processing of personal data by Managing Authority, the Data Protection Officer (DPO) may be addressed at the email datapersonale@mdlpa.ro or at Managing Authority's headquarters in Blv. Libertății, no.16, Latura Nord, sector 1, Bucharest 050706, Romania.
- (6) Complaints regarding the processing of personal data may be addressed to the National Supervisory Authority for Personal Data Processing at the e-mail dpo@dataprotection.ro or directly at its headquarters in Blv. G-ral. Gheorghe Magheru, no.28-30, sector 1, Bucharest 010336, Romania.

Art. 14 - Final provisions

- (1) These Rules of Procedure enter into force at the date of the unanimous approval by the MC, at its first meeting.
- (2) These Rules of Procedure may be amended whenever deemed necessary, at the initiative of the MC members or the MA. The MC approves the modifications by consensus. The annexes can be amended or completed directly by the MA.
- (3) The MC is legally set up of the 7 participating countries that have approved the Interreg NEXT BSB Programme.

ANNEX 1

to the Rules of Procedure of the Monitoring Committee of the (Interreg VI-B) NEXT Black Sea Basin Programme

Members of the Monitoring Committee

- Bulgaria** - Ministry of Regional Development and Public Works
- Georgia** - Ministry of Foreign Affairs
Ministry of Finance
- Greece** - Ministry of Development and Investment
- R. Moldova** - Ministry of Finance
Ministry of Foreign Affairs and European Integration
- Romania** - Ministry of Development, Public Works and Administration
- Türkiye** - Ministry of Foreign Affairs - Directorate for EU Affairs
- Ukraine** - Secretariat of Cabinet of Ministers
Ministry of Education and Science

ANNEX 2

to the Rules of Procedure of the Monitoring Committee of the (Interreg VI-B) NEXT Black Sea Basin Programme

Observers of the Monitoring Committee

European Commission

European Union Delegations in CBC Partner Countries

Audit Authority within the Romanian Court of Accounts

Conference of Peripheral Maritime Regions (CPMR)

Black Sea Universities Network (BSUN)

Common Maritime Agenda for the Black Sea (CMA)

EU Strategy for the Danube Region (EUSDR)

R. Moldova - Office for the Management of External Assistance Programmes
Caritas Czech Republic in Moldova

Romania - Ministry of European Investments and Projects
Ministry of Foreign Affairs
Ministry of Research, Innovation and Digitization
Ministry of Environment, Water and Forests
Ministry of Internal Affairs
South-East Regional-Development Agency

Ukraine - *Ministry of Foreign Affairs*

ANNEX 3

to the Rules of Procedure of the Monitoring Committee of the (Interreg VI-B) NEXT Black Sea Basin Programme

Declaration of Impartiality and Confidentiality

I, the undersigned,

1

participating in the Monitoring Committee of the (Interreg VI-B) NEXT Black Sea Basin Programme as

2

hereby declare that am aware of the provisions stipulated in Article 9(10) of the Rules of Procedure of the Monitoring Committee, whereupon any assessment and/or decision of the Committee shall be free from bias and not be influenced by partial interest of any of the individual members/observers of the Monitoring Committee.

According to Article 9(10) of the Rules of Procedure, I shall sign this Declaration of Impartiality and Confidentiality. I declare that I shall execute my responsibilities impartially and objectively.

I declare that:

- The above-named authority/organization does not act as a Beneficiary or as any of the project partners who have submitted an application to the Interreg NEXT BSB Programme;
- I have no personal financial involvement in any of the projects to be approved by the Monitoring Committee, e.g. as project manager, expert or consultant subcontracted by the Beneficiary or a project partner.

¹ Please insert your first name and last name.

² Please insert your quality: member/observer/substitute, MA/JS representative, other - please specify
[MC Rules of Procedure](#)

Should one of the aforementioned circumstances come into being during the procedure of a funding decision (including the assessment), I will inform immediately the Chairperson of the Monitoring Committee and shall be recorded in the Monitoring Committee meeting Minutes. I will then leave the meeting room from the beginning of the consultation on the project applications until the decision on the applications is made.

I accept furthermore that, if I have neglected to give the necessary statement as mentioned above, the Chairperson of the Monitoring Committee has the right to demand my resignation from the Monitoring Committee immediately.

Finally, I confirm that I will keep the confidentiality of all non-public information of which I become aware as a result of my activity as a member/ /substitute/ observer in the Monitoring Committee.

Date _____

Full name: _____

Signature: _____

ANNEX 4

to the Rules of Procedure of the Monitoring Committee of the (Interreg VI-B) NEXT Black Sea Basin Programme

Mandate

To the Secretariat of the Monitoring Committee of the (Interreg VI-B) NEXT Black Sea Basin Programme

I, the undersigned,

_____³,

participating in the Monitoring Committee of the (Interreg VI-B) NEXT Black Sea Basin Programme as

_____⁴, hereby

delegate _____⁵,

_____ ⁶ to participate on my behalf to the meeting on _____ ⁷ in _____ ⁸, to fulfil all the tasks of voting member/observer according to the Rules of Procedure of the Monitoring Committee, and to present the position on the issues to be discussed and decided upon.

Date _____

Full name: _____

Signature _____

³ Please insert your first name and last name

⁴ Please insert your quality: member/observer/substitute, other - please specify

⁵ Please insert first name and last name of the substitute

⁶ Please insert the function of the substitute

⁷ Please insert the date of the MC meeting

⁸ Please insert the place of the MC meeting