

DECISION OF THE EFTA-TURKEY JOINT COMMITTEE

No. 1 of 2023

(Adopted on 29 August 2023)

AMENDING ANNEX XXI ESTABLISHING THE RULES OF PROCEDURE OF
THE EFTA TURKEY JOINT COMMITTEE

THE EFTA- TURKEY JOINT COMMITTEE,

HAVING regard to the Free Trade Agreement between the EFTA States on the one part and the Republic of Turkey (Turkey), on the other, signed in Sauðárkrókur, Iceland, on 25 June 2018 (Agreement);

NOTING that Article 9 of this Annex and paragraph 4 of Article 10.1 of the Agreement provide that the EFTA-Turkey Joint Committee may amend the Annexes and Appendices to this Agreement;

DECIDES:

1. Annex XXI shall be replaced with the text set out in the Annex to this Decision.
 2. This Decision shall enter into force on the date of its adoption.
 3. The EFTA Secretary-General shall deposit the text of this Decision with the Depositary.
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ANNEX XXI

REFERRED TO IN ARTICLE 8.1

**RULES OF PROCEDURE OF THE EFTA-TURKEY JOINT
COMMITTEE**

ANNEX XXI

REFERRED TO IN ARTICLE 8.1

RULES OF PROCEDURE OF THE EFTA-TURKEY JOINT COMMITTEE

Article 1

Composition and Chair

1. Unless otherwise specified, the Joint Committee's composition, functions, and competence are as described in Article 8.1 (Joint Committee) of the Agreement.
2. The Joint Committee shall be chaired jointly by a representative of an EFTA State and by a representative of Turkey.

Article 2

Contact Points of the Joint Committee

1. The Parties designate, as specified in Article 8.2 (Contact Points) of the Agreement, the following contact points:
 - (a) For Turkey, the Ministry of Trade or its successor; and
 - (b) For the EFTA States, the EFTA Secretariat.
2. All the notifications to and the communications within the Joint Committee in accordance with the provisions of the Agreement shall be carried out through the contact points.

Article 3

Meetings

1. Each meeting of the Joint Committee shall be held on a date mutually agreed by the Parties.
2. The location of the meetings of the Joint Committee shall, unless the Parties agree otherwise, alternate between the EFTA Headquarters in Geneva and Turkey. The Parties may agree to hold a Joint Committee meeting by video or teleconference.
3. The Parties will exchange the names and titles of the delegates before each Joint Committee meeting.
4. The Joint Committee shall consist of government officials of the Parties. Representatives of the EFTA Secretariat may attend the meetings of the Joint Committee.

5. Unless the Joint Committee decides otherwise, its meetings shall not be open to the public. The Joint Committee may invite, by agreement between the Parties, academics, experts from private sector or representatives from non-governmental organisations to attend its meetings in order to provide information on particular subjects.

Article 4

Agenda

A provisional agenda for each meeting shall be drawn up by the hosting Party on the basis of suggestions by the Parties. It shall be circulated to the other Parties no later than 14 days before the meeting. The agenda shall be adopted by the Joint Committee at the beginning of each meeting. At the meeting, additional items may be included in the agenda, if the Parties so agree.

Article 5

Official Language

The working language of the Joint Committee shall be English. All working documents, minutes and decisions shall be in English.

Article 6

Minutes

1. The minutes of the Joint Committee meeting shall, as a general rule, contain the following:

- (a) a summary of the statements made by the Parties, in particular, those whose inclusion in the minutes has been especially requested;
- (b) the decisions, recommendations and declarations adopted by the Joint Committee, as well as other conclusions reached on specific issues;
- (c) all documentation formally presented by a Party and agreed to be included as annexes to the minutes; and
- (d) a list of participants.

2. The minutes shall be drawn up by the hosting Party and circulated to the representatives of the Parties for approval. They should be approved in writing no later than three months after the date of the meeting. The approval may be provided through electronic means, if so agreed by the Parties. In such cases, the hosting Party shall distribute the proposed draft minutes to all Parties by electronic mail. The proposed minutes shall be deemed adopted on the date the hosting Party receives the last declaration.

Article 7

Decisions and Recommendations

1. Decisions and recommendations adopted by the Joint Committee shall bear a number and a title referring to their subject matter.
2. Each Party may publish the decisions and recommendations adopted by the Joint Committee.
3. The Joint Committee may adopt decisions or make recommendations by written procedure, if so agreed by the Parties. In such cases, the hosting Party shall circulate the proposed draft decisions or recommendations for approval. The proposed draft decision or recommendation shall be deemed adopted on the date the hosting Party receives the last declaration of approval of the Parties.
4. The Joint Committee may adopt its decisions or make its recommendations by electronic means, if so agreed by the Parties. In such cases, the hosting Party shall distribute the proposed draft decision or recommendation to all Parties by electronic mail. The proposed decision or recommendation shall be deemed adopted on the date the hosting Party receives the last declaration of approval of the Parties by electronic mail. The hosting Party shall immediately inform the Parties of the date of adoption and transmit the adopted text, together with a certification of adoption.

Article 8

Expenses

Each Party shall cover its own expenses relating to meetings of the Joint Committee. Expenses in connection with the organisation of meetings, shall be borne by the hosting Party.

Article 9

Amendments

These rules may be amended by a decision of the Joint Committee.
