

TOR Steering Committee version A

Djibouti Code of Conduct (Jeddah Amendment) ((DCoC(JA))

Steering Committee

Terms of Reference

Background

1. Following the High Level Meeting on Capacity Building Coordination for Enhanced Maritime Security in the Western Indian Ocean and Gulf of Aden and Donor Forum, held in Mombasa, Kenya, between the 13th and 14th November 2019, it was agreed that the implementation of the DCoC(JA) shall be delivered under a governance framework that comprises of a Steering Committee, a Working Group on Information Sharing and a Working Group on Capacity Building Coordination. These terms of reference are applicable to the Steering Committee.

Roles and Responsibilities

2. The Steering Committee shall be the oversight body which will provide the strategic direction and decisions on the needs, priorities and issues pertaining to information sharing and capacity building coordination on maritime security in the region, taking into account the recommendations of the Working Groups on Information Sharing and Capacity Building Coordination respectively.

3. The Steering Committee shall be responsible for approving the Work Plans (containing short, medium and long term goals) of the Working Groups on Information Sharing and Capacity Building Coordination, and for maintaining oversight of Work Plan delivery by encouraging Signatory States to implement the agreed short, medium and long term goals within the Work Plans. The Work Plans, based on the concept of mutual accountability, will provide the basis for international donor support and engagement.

4. The Steering Committee shall provide decisions, advice and guidance, as appropriate, on any matters raised to the Committee by the Working Groups on Information Sharing and Capacity Building Coordination respectively, other future Working Groups and/or by Signatory States.

5. The Steering Committee shall support and encourage agreement amongst the Signatory States on future arrangements and responsibilities.

6. The Steering Committee will ensure effective programme management consistent with the principles of transparency and accountability.

7. The chairperson of the Steering Committee will chair meetings of the Steering Committee and be available to provide strategic guidance to the secretariat on day to day follow up of agreed actions. The Chairperson of meetings of National Focal Points and High-level meetings shall be elected on the day.

Membership, Chair, Secretariat and convening of meetings

8. The Steering Committee will comprise of six (6) Signatory States, with two each from area North, Central and South.

9. The Chairperson and Deputy-chairperson of the Steering Committee will comprise of representatives of Signatory States that are referenced in article eight (8). Appointments for the Signatory states in article eight (8), Chair and Deputy-chair, will be made every two years renewable once, by way of consensus of all the Signatory States that are signatory to the DCoC JA.

10. The Secretariat of the Steering Committee will coordinate and facilitate meetings and the work of the Steering Committee.

11. The Secretariat shall coordinate and facilitate four (4) meetings per calendar year, and other ad hoc meetings as required, and take advantage of meetings on the margins of IMO meetings, and other gatherings where the Signatory States of DCoC have membership, as well as remote meetings through video conferencing.

Observer Status

12. Organizations and/or countries may contact the Secretariat or the Chairperson of the Steering Committee in writing to request Observer status to the DCoC governance framework. For the purpose of these Terms of Reference, Observer status refers to “Organizations and/or countries which have special interests in maritime security in the West Indian Ocean and the Gulf of Aden”.

13. The Chairperson will seek a consensus decision of DCoC(JA) Signatory States as to whether to grant the requested observer status. If a consensus decision is reached on Observer status, the Secretariat will inform the organization or country concerned and they will subsequently receive the necessary logistic details for their approved Observer status. A consensus decision can be taken by DCoC(JA) Signatory States to remove said Observer status at any time, following a request to the Chairperson.

14. Any organization and/or countries granted Observer status may speak/offer comments at DCoC meetings, including the offering of technical assistance where relevant, but must first request and have obtained the permission of the Chairperson prior to doing so. Observers cannot participate in decision making of the Steering Committee.

15. NFPs can convene meetings without the participation of Observers if deemed appropriate and taking into account the agenda for the meeting.

Communication and Reporting

16. The Secretariat will communicate the deliberations and decisions of the Steering Committee in writing to all the Signatory States of DCoC(JA) within ten (10) working days of the completion of the meetings.

17. The Secretariat will promote communications on maritime security matters between the members and facilitate the Work Plans through a suitable platform that will make updating priorities and areas for cooperation easy and user friendly.

Decision Making/authority

18. Decisions of the Steering Committee will be taken by way of consensus as much as possible and where consensus cannot be reached, the two thirds majority rule shall apply on condition that dissenting views are put on record.

Funding, Resources and Budget

19. Signatory States jointly with international partner/s or donor/s when the need arises, will be responsible for sourcing funding for participants attendance at the Steering Committee meetings. The Secretariat will provide logistical support for participant's attendance.

Reviews

These Terms of Reference will be reviewed by the Steering Committee and approved by DCoC Signatory States by consensus and thereafter at least every second year. If consensus cannot be reached, the absolute majority rule shall apply on condition that dissenting views are put on record. Recommendations for amendments should be sent to the Secretariat.

ANNEX A

LIST OF MEMBERS

Regional Countries

The Kingdom of Saudi Arabia (Chair)

Djibouti (Deputy - Chair)

Kenya

Seychelles

Madagascar

Mozambique
