

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 the Gulf of Aden and the Donor Forum held in Mombasa, Kenya, on November 13–14, 2019, it was agreed that the implementation of the DCoC (JA) would be delivered under a governance framework comprising a Steering Committee, a Working Group on Information Sharing, and a Working Group on Capacity Building Coordination. These Terms of Reference apply specifically to the Steering Committee.

Roles and Responsibilities

2. The Steering Committee shall serve as the oversight body, providing strategic direction and decisions on the needs, priorities, and issues related to information sharing and capacity-building coordination on maritime security in the region.

3. This shall take into account the recommendations of the Working Groups on Information Sharing and Capacity Building Coordination.

4. The Steering Committee shall approve the Work Plans (comprising short-, medium-, and long-term goals) developed by the Working Groups on Information Sharing and Capacity Building Coordination.

5. It will also maintain oversight of Work Plan delivery by encouraging Signatory States to implement the agreed goals. These Work Plans, based on the concept of mutual accountability, will form the basis for international donor support and engagement.

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

7. The Steering Committee shall support and encourage consensus among the Signatory States on future arrangements and responsibilities.

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

9. The Chairperson of the Djibouti Code of Conduct/Jeddah Amendment shall chair meetings of the Steering Committee and National Focal Points (NFPs) and provide strategic guidance to the Secretariat on the day-to-day follow-up of agreed actions.

10. The Chairperson of the High-Level Meetings shall be elected on the day of the meeting, with the Chairperson of the DCoC serving as the Co-Chair.

Membership, Chair, Secretariat, and Convening of Meetings

6. The Steering Committee will comprise six (6) Signatory States, with two representatives each from the North, Central, and South areas.
7. The Chairperson and Deputy Chairperson of the Djibouti Code of Conduct/Jeddah Amendment will be representatives of the Signatory States referenced in Article 8.
8. Appointments for these roles will be made every two years, renewable once, by consensus among all Signatory States to the DCoC (JA).
9. The Secretariat of the Steering Committee will coordinate and facilitate the meetings and work of the Steering Committee.
10. The Secretariat shall organize four (4) meetings per calendar year, as well as ad hoc meetings as required.
11. Meetings may be scheduled on the margins of IMO meetings and other gatherings where DCoC Signatory States are present or conducted remotely via video conferencing.

Observer Status

12. Organizations and/or countries may contact the Secretariat or Chairperson of the Steering Committee in writing to request Observer status within the DCoC governance framework.
13. For the purpose of these Terms of Reference, Observer status refers to organizations and/or countries with a special interest in maritime security in the Western Indian Ocean and the Gulf of Aden.
14. The Chairperson will seek a consensus decision from DCoC (JA) Signatory States on whether to grant the requested Observer status. If approved, the Secretariat will notify the organization or country and provide logistical details.
15. Observer status may be revoked at any time following a consensus decision by Signatory States.
16. Observers may speak or offer comments at DCoC meetings, including providing relevant technical assistance, but must first obtain permission from the Chairperson. Observers are not permitted to participate in decision-making.
17. NFPs may convene meetings without the participation of Observers if deemed appropriate, depending on the agenda.

Communication and Reporting

18. The Secretariat will communicate the deliberations and decisions of the Steering Committee in writing to all DCoC (JA) Signatory States within ten (10) working days after each meeting.
19. The Secretariat will facilitate communication on maritime security matters among members and support the Work Plans through a user-friendly platform for updating priorities and areas of cooperation.

Decision-Making Authority

20. Decisions of the Steering Committee shall be made by consensus wherever possible. In cases where consensus cannot be reached, a two-thirds majority rule shall apply, with dissenting views recorded.

Funding, Resources, and Budget

21. Signatory States, in collaboration with international partners or donors as needed, will be responsible for sourcing funding for participant attendance at Steering Committee meetings. The Secretariat will provide logistical support for attendance.

Reviews

22. The Terms of Reference will be reviewed by the Steering Committee and approved by DCoC Signatory States by consensus. Reviews will occur every two years. If consensus cannot be reached, an absolute majority rule shall apply, with dissenting views recorded.

23. Recommendations for amendments should be submitted to the Secretariat.

ANNEX A:

Governance Structure for the Djibouti Code of Conduct (Jeddah Amendment)

- Governance positions are elected every two (2) years and serve a term of two calendar years.
- The transition period after a High-Level Meeting will allow for handover.

Djibouti Code of Conduct (Jeddah Amendment) 2024–2025 Governance Structure:

- **Chair:** Republic of South Africa
- **Deputy Chair:** The Kingdom of Saudi Arabia
- **Chair, Working Group 1:** Yemen
- **Deputy Chair, Working Group 1:** Comoros
- **Chair, Working Group 2:** Seychelles
- **Deputy Chair Working Group 2:** Somalia