

STATUTES OF THE PERMANENT SECRETARIAT

OF THE INTERGOVERNMENTAL COMMISSION OF THE TRANSPORT CORRIDOR EUROPE-THE CAUCASUS- ASIA "TRACECA"

ARTICLE 1 - DEFINITION

The Basic Multilateral Agreement on International Transport for Development of the Europe-the Caucasus-Asia Corridor, referred to as the "Basic Agreement", provided for the set up of a secretariat in order to implement the actions designed by the IGC-TRACECA; this secretariat is referred to as the "Permanent Secretariat".

On March 11, 2000, during its first Meeting, the IGC-TRACECA adopted its Rules of Procedure which, under article 7, provide for the set up of a Permanent Secretariat.

Under the control of the IGC-TRACECA, the Permanent Secretariat will fulfil all practical and administrative tasks demanded by its missions as defined by the Basic Agreement. It constitutes an entity registered in Baku, under the most appropriate public legal form.

ARTICLE 2 - PURPOSE OF THE PERMANENT SECRETARIAT

The purpose of the Permanent Secretariat shall be to implement all practical and administrative operations ordered by the IGC-TRACECA.

To this avail, the Permanent Secretariat shall implement all decisions made by the IGC-TRACECA in order to apply the provisions of the Basic Agreement.

In particular, it will :

- study the problems that the IGC-TRACECA entrusted on it and provide solutions,
- implement decisions regarding its missions,
- manage the information flow and disseminate information to member states as well as to acknowledged International Institutions
- carry out its own internal operations, such as :
 - preparation and carrying out of the secretariat of the Meetings of the IGC-TRACECA
 - elaboration of the yearly action plan
 - co-ordination with the Working Groups / National Commissions / National Secretariats.
- manage the budget of the IGC-TRACECA, thus :
 - preparing the annual report,
 - implementing the budget once adopted,
 - recovering member dues and grants,
 - covering the expenses of the IGC

ARTICLE 3 - SECRETARY GENERAL

The Permanent Secretariat is managed by a Secretary General.

The Secretary General shall be elected on consensus by the members of the IGC-TRACECA for one year. The election shall take place during the annual meeting. The Secretary General cannot be re-elected more than once. He can be dismissed by a decision of the IGC-TRACECA. A Deputy Secretary General can be elected according to the same procedure.

The Secretary General shall manage day to day operations and administrative tasks of the Permanent Secretariat. He shall represent the Permanent Secretariat to third parties.

The Secretary General shall organise the tasks of the Permanent Secretariat.

In order to fulfil his missions, the Secretary General may request the assistance of Experts. He shall have the right to appoint the Experts, provided the appointments are approved by the Chairman of the IGC-TRACECA.

Conducting business in transport activities shall not be compatible with the position of Secretary General or Expert of the Permanent Secretariat.

ARTICLE 4 - CONTROL ON THE ACTIVITIES OF THE PERMANENT SECRETARIAT

The Chairman of the IGC-TRACECA enjoys a permanent right of control on the activities of the Permanent Secretariat and its Secretary General.

ARTICLE 5 - STAFF

Apart from the Experts mentioned under Article 3 of the Statutes of the Permanent Secretariat, the Secretary General shall hire the staff of the Permanent Secretariat. This staff will be hired under contracts established by the Secretary General.

ARTICLE 6 - SEAT OF THE PERMANENT SECRETARIAT

The seat of the Permanent Secretariat shall be located in Baku, in accordance with the provisions of the Basic Agreement.

ARTICLE 7 - FINANCES

The Annual Budget is established by the Secretary General who shall submit it to the IGC-TRACECA for approval.

Salaries and expenses of the Permanent Secretariat shall be covered by the members of the IGC-TRACECA within the framework of the approved budget.

The Secretariat is allowed to receive grants from other parties.

For the first fiscal year, the IGC-TRACECA members adopt the budget which appears in the TRACECA project "INTERGOVERNMENTAL COMMISSION"; this budget is financed in full by the European Commission.

ARTICLE 8 - FISCAL YEAR

Each fiscal year of the Permanent Secretariat is to last a calendar year from January 1 st to December 31 st.

By exception, the first fiscal year will start on the voting day of the First Conference of the IGC-TRACECA which shall be held in Tbilisi during the first quarter of year 2000 and end on December 31st of the same year.

ARTICLE 9 -AMENDMENTS

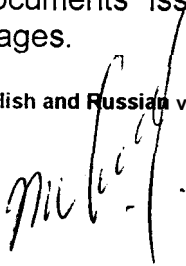
Amendments to the present statutes can be adopted by The IGC-TRACECA on the basis of consensus.

ARTICLE 10 - FINAL RESOLUTIONS

The working languages of the permanent Secretariat shall be English and Russian.

All documents issued by the Permanent Secretariat shall be available in both languages.

The English and Russian versions of this document are identical.



Alberov



Jo. Kvachantadze