

PREPARATORY COMMISSION FOR THE INTERNATIONAL RENEWABLE ENERGY AGENCY

Decision on Governance of the Administrative Committee and Working Groups in 2010

Third session

Sunday, 17 January 2010

Emirates Palace, Abu Dhabi, UAE

IRENA/PC.3/dc.7

Agenda item 15d

Decision PC.3/dc.7 on Governance of the Administrative Committee and Working Groups in 2010

*The Preparatory Commission for the International Renewable Energy Agency
("Commission"), at its Third Session,*

recognizing that the transition from the Preparatory Commission to the international organization IRENA requires thorough preparation of proposed institutional arrangements,

realizing that using transparent and inclusive processes in such preparation will help facilitate the successful launch of IRENA,

recalling that the Administrative Committee was created for the purpose of preparing and organizing the second session of the Commission in the absence of the Secretariat, and in particular, to prepare draft documents proposing interim staff rules, interim financial rules, and an interim work programme and budget (refer Decision PC.1/dc.5 on Establishing an Administrative Committee),

recalling that the second session of the Commission decided to maintain the Administrative Committee until the third session of the Commission, or as long as deemed necessary, to support and oversee the work of the Interim Director-General by assuming any administrative and secretarial tasks that are required,

encouraging early ratification and, consequently, payment of assessed contributions, while at the same time respecting different national processes of ratification,

adopts the following decision on the governance of the Administrative Committee and Working Groups during 2010:

1. Decides that the Administrative Committee should be maintained until the IRENA Statute comes into force and the first meeting of the IRENA Assembly is held.
2. Decides that the Administrative Committee should meet at least two more times during 2010, with preliminary dates for meetings in May or June, and November to be circulated to members by the Secretariat within two weeks of the third session of the Preparatory Commission.
3. Decides that the Administrative Committee may establish Working Groups in accordance with the rule 18 of the interim rules of procedure as needed to work on specific issues and draft proposals that have to be prepared in the transition phase. Further,
 - (a) all Working Groups created by the Administrative Committee will report to the Administrative Committee, will work electronically to the extent possible, and will terminate, with the Administrative Committee, when the first Assembly meeting is held, and
 - (b) all IRENA Signatories can participate in Working Groups, and the Administrative Committee will notify all Signatories, through the Secretariat, of new Working Groups to encourage broadly representative participation as well as the progress of their work to ensure transparency.
4. Decides to create the following Working Groups at this session, in addition to the existing Headquarters Agreement Working Group:
 - (a) A Working Group on Legal Issues, working on inter alia the draft legal documents relating to financial rules and regulations; staff rules and regulations; regulations on secondment of staff; and the staff provident fund.
 - (b) A Working Group on Governance, working on inter alia draft Rules of Procedure for the Assembly and its subsidiary bodies; draft proposals for the necessary structure to support the work of the Assembly, Council, and Secretariat; and the cooperation agreement with the Abu Dhabi Fund for Development; and other transition issues¹, including on the issue of participation of Signatories that make voluntary contributions commensurate with the indicative scale of assessment.
 - (c) A Working Group on 2010 Work Programme Implementation, which will guide and assist the Secretariat.

¹ It is proposed that the Working Group will be convened as soon as possible with a view to proposing recommendations for the next meetings of the Administrative Committee and Preparatory Committee.