

## **EITI Council Regulations (23.12.2011)**

### Establishment of the Board of Extractive Industries Transparency Initiative Coalition and the regulations of operation

1. Board of the Coalition for Improvement of Transparency in Extractive Industries (further referred to as “Coalition Board”) shall be established and be effective in accordance with the Regulations of the Extractive Industries Transparency Initiative Coalition.
2. Coalition Board shall be governing body of the Coalition during the period between General Assemblies.
3. Composition, authorities and regulations of operation of the Coalition Board shall be regulated in accordance with the clauses 5.6 – 5.13 of the Regulations of the Extractive Industries Transparency Initiative Coalition.
4. Coalition Board members shall:
  - 4.1. attend the meetings of Board;
  - 4.2. elect the coordinator of Board;
  - 4.3. make use of the data bases of Board;
  - 4.4. get information about the Board’s activities;
  - 4.5. make suggestions for consideration of any matters with regard to the Board’s operations at the Board meetings;
  - 4.6. represent Board by getting positive opinion of the Board;
5. A board member shall have no right to make statement on behalf of Board.
6. Membership to the Board may be stopped any time by the member.
7. A board member shall uphold the Regulations of the Coalition and these regulations.
8. Board members shall be responsible for the directions of operation entrusted with them based on the division of labor, and shall report to the General Assembly of the Coalition.
9. Current operations of the Board shall be guided by the Coordinator of Board. Coordinator shall be elected by 50+1% of votes by Board members. If 50+1% majority of votes is not attained, the 2nd round of voting shall be held and simple majority of votes shall be given preference.[\[1\]](#)

Coordinator shall be elected for 1 (one) year during operation of Board. Coordinator of Board shall:

- 9.1. with consent of Board, make contracts on behalf of Coalition and represent Coalition at various events;

9.2. agreed with the Board, give directions on the property of Coalition including its funds;

9.3. give directions on current operations of Board;

9.4. implement other functions delegated by the Board.

## II. Order of working for Board meetings at the Coalition for Improvement of Transparency in Extractive Industries

10. Board meetings of Coalition for Improvement of Transparency in Extractive Industries shall be held no less than once a month. Board meetings shall be ordinary and widened.

11. Timing of Board meetings shall be appointed as a rule suggested by the Coordinator of Board and agreed with the Board members, or ensured to organize within three days with the call of one thirds of Board members. The change of the date of holding meetings shall be subject to the common agreement and upon request of Board members.

12. Board meetings shall be chaired by the Coordinator. In case Coordinator is missing, Board members shall elect the chairperson for the meeting among themselves.

13. Draft agenda of the meeting shall be developed by the Coordinator of Board in an agreed way with Board members. The draft agenda shall include pre-meeting issues being suggested by the Board members. Giving suggestions to the Board meeting shall be the exclusive authority of a Board member.

14. Draft agenda shall be voted either in items or as a whole with the decision of Board members.

15. Duration of meeting shall be for 2 hours. In case the duration is needed to extend, Chairperson of the meeting should put the request to the voting, and if there is consent of the Board, its duration may be extended maximum 1 hour.

16. Maximum 30 minutes shall be provided for discussing each matter, if the matter needs more time for discussion, then voting shall be held in this regard.

17. For each matter, 10 minutes shall be provided for reports, 5 minutes for speeches and 3 minutes for references. A speaker should make request to the chairperson of the meeting in order to make a longer speech. The chairperson should put the request to the voting and can provide additional time for speech if it is agreed by the Board.

18. Each Board member shall have the right to make a speech and give reference at one time on the discussed item of the agenda.

19. Reporter can provide additional brief reference with regard to the questions, remarks, suggestions and other appeals made after speeches.

20. Chairperson shall put the suggestions made with regard to the discussed matter to the voting and decisions shall be made in simple majority of votes.

21. Chairperson of the Board meeting can make speech only in general (as a Board member) on the discussed matter. Chairperson shall not express a separate attitude to each speech. Chairperson shall

not be permitted to misuse his/her powers, especially make repeat speeches on each matter and dictate his/her own will.

22. Chairperson of Board meeting shall warn any person, who improperly interfere in the Board meetings. In case a person gets 3 warnings in a meeting, the Board may decide his/her leaving the meeting.

23. Monitoring Group may attend the Board meetings without limitation.

24. Coalition members shall attend the Board meeting as observers and shall have the right to make speech on the discussed matter only after Board members and Monitoring Group members speak to that point.

25. Board meetings shall be minuted by office manager or his/her assistant. Minutes shall be posted on the web-page after being approved by the coordinator.

26. Minutes of Board meetings shall be recorded in audio and text format, as well as electronic format.

27. Minutes of Board meetings shall be recorded for 4 years.

### III. Final provisions

28. Operation of Board shall be financed by grants, as well as financial contributions by Coalition members.

29. These Regulations shall be made amendments with an agreement of at least two thirds of Board members.

30. Board shall be cancelled in case of cancellation of Coalition and also with the decision of Coalition.

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[1] This revision was accepted with the Board's decision dated December 23, 2011.