

ANNEX II

Amended 2015 version

Guidelines for the Mediterranean Technical Working Group (MTWG)

Objective

1. The objective of the Mediterranean Technical Working Group (MTWG) is to provide at the Mediterranean level, a platform between Contracting Parties to the Convention for the Protection of the Marine Environment and the Coastal Region of the Mediterranean ("the Barcelona Convention"), contributing to the improvement in preparedness for and response to accidental and deliberate pollution from ships, and to implement biennial programmes of work to be endorsed by the Meetings of the Focal Points of the Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea (REMPEC) on the basis of a consolidated report prepared by the Secretariat of the MTWG, through consultation by correspondence with interested delegations, international organizations and appropriate entities.

2. The MTWG is also a regional forum through which the Contracting Parties can contribute to or benefit from the relevant work carried out at a global and European level (e.g. International Maritime Organization (IMO)'s Sub-Committee on Pollution Prevention and Response (PPR) and European Maritime Safety Agency (EMSA)'s Consultative Technical Group for Marine Pollution Preparedness and Response (CTG MPPR)).

Prerequisites

3. The MTWG should operate under the instructions of the Meetings of the Focal Points of REMPEC and report to the said Meetings. The Meetings of the Focal Points of REMPEC should decide on the tasks to be considered by the MTWG, establish a list of priorities for the Group and agree upon a biennial programme of work. The MTWG will consider one or more tasks at a time. When allocating a task, the Meetings of the Focal Points of REMPEC should take into consideration that it would be desirable that the MTWG completes the work in time by the next meeting of the Focal Points of REMPEC (i.e. within a two-year period).

4. The Meetings of the Focal Points of REMPEC should periodically examine and review these guidelines and make recommendations as appropriate to facilitate the work of the MTWG.

Participation

5. After a Meeting of the Focal Points of REMPEC has agreed on the task to be considered by the MTWG, the profile of expertise of the Group should be considered. Participation is open to all Contracting Parties to the Barcelona Convention, international organizations and appropriate entities, which are in a position to provide the necessary expertise on a timely basis or which have a particular interest in the task under consideration. Any Contracting Party, international organization or appropriate entity can join in the work of the MTWG and any contribution should be accepted at any stage of the work of the Group.

6. With a view to facilitating the work carried out by the MTWG, the Contracting Parties to the Barcelona Convention through their respective national OPRC Focal Points shall designate the appropriate national entities and/or officials as contact points for each task to be dealt by the MTWG.

7. The views expressed by the persons/entities nominated by their respective governments, during the preparation phase of the work carried out by the MTWG, do not prejudice the position of their respective governments when reaching the stage of the final decision at the Contracting Parties level.

Method of work

8. REMPEC should act as Secretariat of the MTWG and co-ordinate the work of the Group.

9. The MTWG shall be maintained as a correspondence group.
10. The working language is preferably English. Correspondence and documents would also be accepted in French. However translation made by the Secretariat will only be related to the progress report prepared for submission to the Meetings of the Focal Points of REMPEC.
11. Responsibilities of the Secretariat should include:
 - a) requesting Contracting Parties to nominate a person/entity with the corresponding expertise for each task dealt within the programme of work of the MTWG;
 - b) preparing, maintaining and circulating the list of participants;
 - c) establishing deadlines for the preparation of draft texts and receipt of comments and proposals thereon from the participants;
 - d) preparing and circulating draft texts and comments thereon;
 - e) preparing the progress report on the work carried out by the MTWG for the Meeting of the Focal Points of REMPEC;
 - f) translating the report of the work of the MTWG;
 - g) disseminating the report of the work in both languages to the Meetings of the Focal Points of REMPEC;
 - h) introducing the above-mentioned report to the Meetings of the Focal Points of REMPEC for its consideration and decision as appropriate; and
 - i) informing the Meetings of the Focal Points of REMPEC of developments within the PPR and the CTG MPPR and update the PPR and the CTG MPPR respectively on developments within the MTWG.
12. Responsibilities of the Contracting Parties should include:
 - a) designating a person/entity with the corresponding expertise for each task dealt within the programme of work of the MTWG;
 - b) participating actively in the work of the MTWG;
 - c) complying with the deadlines established by the Secretariat; and
 - d) relaying to other members of the MTWG copies of comments, proposals, etc. submitted to the Secretariat.
13. Responsibilities of any third party participating in the work of the MTWG should include:
 - a) participating actively in the work of the MTWG;
 - b) complying with the deadlines established by the Secretariat; and
 - c) relaying to other members of the MTWG copies of comments, proposals, etc. submitted to the Secretariat.

Existence of the MTWG

14. The Meetings of the Focal Points of REMPEC should periodically review the necessity for the continued existence of the MTWG and make recommendations accordingly to the Ordinary Meetings of the Contracting Parties to the Barcelona Convention and its Protocols.