



EUREAU Working Rules

Approved by the BoM on June 2, 2009

1. EUREAU Commissions

1.1. Three Commissions are set up with following responsibilities:

- Water supply (EU1);
- Waste water (EU2);
- Legislation & Economics (EU3).

1.2. The Board of Management may change the responsibilities of these Commissions or set up other Commissions if required by circumstances.

1.3. Each Commission shall be made up of delegates appointed by the Full Members with no more than two delegates per country represented. Observer Members are entitled to appoint one delegate in each Commission. In justified cases, each country represented may, in addition, with the agreement of the Chair of the Commission, have occasional assistance from experts.

1.4. National Associations from Full Members are entitled to propose candidates for the Chairmanship of the Commissions. Their proposals, that must include full CV of the candidates, shall be sent to the Secretary-General, in writing at the headquarters of EUREAU.

The candidates, who are elected among the representatives to the Board of Management or among the experts of the Commission concerned, who have sat there for at least one year, must have a good knowledge of English and be able to seek consensus, to chair meetings and to fulfill representation tasks on behalf of EUREAU.

1.5. In order to ensure co-ordination of the activities and good circulation of information, the Secretary-General – or the person delegated by the latter – will attend the meetings of the Commissions.

1.6. The members of the Commissions (the delegates) will be bound to express the views of their National association and must ascertain from them the views to be put forward. They must keep their National associations regularly informed of the works of the Commissions.

1.7. The Commissions shall take all decisions by consensus.

1.8. Each Commission Chair shall report on his/her Commission's meetings to the Board of Management and the Executive Committee. Notices and minutes of Commission meetings will be circulated by the each Commission secretary to the Chair and the members of the Commission, as well as to the President and to the Secretary-General.

1.9. It shall be the duty of each Commission secretary to make, according to the directives given by the Commission Chair, all the necessary arrangements for the smooth operation of the activities.

1.10. The mandates of Commission Chair and member shall not be remunerated.

2. EUREAU (Joint) Working Groups

2.1. Each Commission may set up one or more Working Groups to perform one or more prescribed and defined tasks, such tasks to be within the terms of reference of the Commission concerned. When a transversal issue is of the responsibility of several Commissions, these may set up a Joint Working Group.

2.2. Each (Joint) Working Group shall be composed of experts appointed by the members of the Commission(s) concerned.

2.3. The leader of a (Joint) Working Group is appointed by the relevant Commission(s) on the proposal of its (their) Chair(s). He will normally be a member of the Commission (of one of the Commissions) concerned and will report to it (them).

2.4. The (Joint) Working Groups will take all decisions by consensus.

2.5. Notices and minutes of the meetings of each (Joint) Working Group will be circulated by its leader to the members of his (Joint) Working Group as well as to the Commission(s) Chair(s) concerned, to the President and to the Secretary-General.

2.6. It shall be the duty of the (Joint) Working Group leader to make all the necessary arrangements for the smooth operation of the activities.

2.7. The mandates of (Joint) Work Group leader and member shall not be remunerated.

3. EUREAU Task Forces

3.1. The Board of Management or the Executive Committee may set up thematic Task Forces to deal with transversal issues being of the responsibility of several Commissions. The Board of Management appoints their leaders among the members of the Board of Management, the Executive Committee or the relevant Commission(s) and determines, among the Commissions concerned by the thematic, the pilot Commission the Task Force leader will have to coordinate his actions with.

3.2. The Task Forces must have defined terms of reference and can co-opt experts. They normally have a fixed life and will report to the Board of Management and/or the Executive Committee.

3.3. The Tasks Forces will take all decisions by consensus.

3.4. Each Task Force leader shall report on his/her Task Force meetings to the Chair of the Pilot Commission and, directly or via him, to the Board of Management and/or the Executive Committee. He will circulate the notices and minutes of his Task Force to the Task Force members as well as to the Chairs of the Commissions concerned, the President and the Secretary-General.

3.5. It shall be the duty of the Task Force leader to make all the necessary arrangements for the smooth operation of the activities.

3.6. The mandates of Task Force leader and member shall not be remunerated.

4. Coordination between the Commissions and between the Commissions and the Task Forces

4.1. The Commissions Chairs shall attend coordination meetings in order to coordinate the activities of the Commissions and to set up their respective work plans.

4.2. The Secretary-General will ensure the coordination between the Commissions and the Task Forces. He will also inform the Task Forces' leaders about the coordination intervened between the Commissions.

5. Links between Commissions, Task Forces and (Joint) Working Groups with the EU institutions and other International Bodies

In order to enable it to deal with the problems entrusted to it, each Commission, Task Force and (Joint) Working Group shall be entitled to maintain any useful contact with the UE institutions or other international bodies. It shall report on these contacts to the Chair(s) of the Commission(s) concerned and to the Secretary-General.

6. Representation and reporting

The Commission, Task Force and (Joint) Working Group Chairs, leaders and members are allowed to make use of their title and office within EUREAU in their contacts with the EU and other international institutions only when they represent EUREAU. They have to report on each of their mission to the Commission Chair(s) concerned and to the Secretary-General.