



Meeting of Ministers for Foreign Affairs of  
the South-East European Cooperation Process

*Zagreb, 1-2 March 2007*

**Decision on the Procedure for the Appointment  
of the first Secretary General of the RCC**

The Ministers for Foreign Affairs of the SEECP:

*Referring* to the ongoing discussions within the SEECP, consultations with the European Commission and the Stability Pact for South Eastern Europe regarding the new structures of enhanced cooperation in South Eastern Europe with a view to further strengthening regional ownership;

*Taking* into consideration the timeframe set for putting those structures in place;

*Referring* to the conclusions of their Informal Meeting of 8 and 9 December 2006 in Rijeka on elaborating all necessary documents and decisions for the forthcoming SEECP MFA Meeting on 10 May 2007 and the Summit on 11 May 2007 in Zagreb;

*Decide* to open the *Procedure for the Appointment of the first Secretary General of the RCC* under the following terms:

1. The Secretary General (SG) shall be selected among candidates nominated by the SEECP Participating States, endorsed by the Regional Table of the Stability Pact for SEE, appointed by the SEECP MFAs and approved by the SEECP Heads of State and Government;
2. The SG shall be a citizen of an SEECP Participating State. He/she will be appointed on the basis of professional and personal merits: a strong political figure from the region, with widely recognised experience, including in regional cooperation, and ability to work with the governments in the region at the highest appropriate level and to interact with the international community, international organisations and donor states.
3. The SEECP Participating States can propose one candidate each to the SEECP CiO by 31 March 2007.
4. The SEECP CiO will then consult with the SEECP Participating States and the Regional Table participating countries and organisations on these candidates with the view to concluding these consultations until 20 April 2007.

5. The SEECP Committee of Political Directors shall discuss all candidacies and present a nomination proposal to the SEECP CiO and the Secretariat of the Stability Pact by 30 April 2007;
6. The SEECP MFAs shall appoint the Secretary General for a three year term on their meeting on 10 May 2007 in Zagreb upon receiving endorsement by the Regional Table of the Stability Pact;
7. The SG will be approved by the Heads of State and Governments of the SEECP at the Summit on 11 May in Zagreb;
8. The key elements of the mandate of the SG shall be to:
  - a) Promote and facilitate, in line with the SEECP political guidelines, the achievement of the Regional Co-operation Council's objectives, in particular the regional co-operation priorities, to follow and co-ordinate regional co-operation activities and initiatives in South Eastern Europe and to support the European and Euro-Atlantic aspirations of the countries of the region;
  - b) Chair the RCC Board quarterly meetings and cochair the RCC annual meeting with the SEECP CiO Foreign Minister.
  - c) Head the Regional Co-operation Council Secretariat, having executive authority with regard to management and staff operations, including personnel recruitment;
  - d) Maintain close, co-operative contacts with all members and partners of the Regional Co-operation Council, and in particular with the SEECP Participating States, as well as with relevant regional, European and international organisations and initiatives;
  - e) Provide support to the SEECP and its CiO through the RCC Secretariat, including by preparing meetings and conferences;
  - f) Take part in meetings of the SEECP, at all levels
  - g) Submit an annual report on regional cooperation in SEE and an annual strategic work plan to the RCC for review and endorsement.
  - h) Present the strategic aspects of this annual report to the SEECP Summit, thus contributing to the elaboration of the political guidelines of the SEECP.
  - i) Co-operate closely with all institutions of the European Union and its Member States in order to support the EU integration process of South East Europe and to contribute to the full complementarity of regional co-operation activities with the EU integration process;
  - j) Work closely with other international institutions and organizations, including international financial institutions, and the private sector in promoting economic and social cooperation and development in South Eastern Europe, and support the involvement of civil society actors in regional co-operation processes;
  - k) Facilitate efforts to secure funding for regional co-operation activities under the auspices of the Regional Co-operation Council;
9. Financial and statutory issues concerning the term in service of the SG shall be determined in accordance with the basic documents of the SEECP, the RCC and the Secretariat.

*Done in Zagreb on 2 March 2007*