



**COUNCIL OF  
THE EUROPEAN UNION**

**Brussels, 7 november 2008**

**NOTE**

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Subject: LAC/EU working document  
- Working Procedures for the mechanism

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**PART I**

**MANDATE**

Paragraph 3 of the Hofburg Declaration, adopted by the Xth High-Level Meeting of the Coordination and Cooperation Mechanism on Drugs, calls on the co-Presidencies and the Technical Committee to propose “a set of working procedures for the Mechanism to enhance its efficiency”.

The result of this work has to be approved during the next High-Level Meeting in Ecuador. This is in compliance with the recent Lima Declaration where the Heads of State and Government, stated the need “to further our cooperation in accordance with the principle of shared responsibility in confronting the world drug problem” and that “the LAC-EU Coordination and Cooperation Mechanism on Drugs should be strengthened as a framework for a more efficient bi-regional dialogue”.

**BACKGROUND**

The Mechanism works on two levels:

- 1) On a political level of High-Level Officials competent in the matter of drugs, who have annual meetings in the head office of one of the cities that share the co-Presidency with each region alternating;

- 2) On a technical level by means of the configuration of the “Technical Committee” that has been functioning regularly in Brussels and meets twice a year, unless circumstances call for additional meetings.

Both parties agree to seek better coordination between the participants to the High-level Officials meetings and the participants to the “Technical Committee” to ensure continuity of the works carried out in the two bodies

Within the Technical Committee, sub-group(s) may be formed to engage in active discussion on major thematic priority issues.

Declarations emanating from the High-Level meetings should promote and intensify political dialogue, through concrete proposals aimed at strengthening coordination and cooperation between both regions, in order to contribute effectively to the efforts against drugs, on the basis of the principle of shared responsibility. This includes notably institutional reinforcement and the development of national and regional policies that allow the countries to improve their capacity in addressing drugs, and the improvement of information systems between regions through jointly agreed programmes and actions.

The ratio of UN Resolutions co-sponsored by the regions (GRULAC resolutions co-sponsored by the EU and vice versa) could be identified as one of the indicators to measure the strengthening of the cooperation and coordination.

PART II  
WORKING PROCEDURES OF THE MECHANISM

**1. HIGH-LEVEL MEETING: COMPOSITION AND MAIN FUNCTIONS**

- a. It is composed of Senior Officials from the Member States with decision-making powers on drug policies and the European Commission. Observers may be invited with the prior agreement of the members.
- b. The meetings will be held in alternate regions. Exceptionally, if one of the regions so requests, extraordinary meetings, including experts meetings, may be scheduled to deal with specific aspects.
- c. Participants in the meeting will exchange information and opinions on current affairs, new developments and substantial matters relating to the bi-regional agenda on the action against drugs. In this framework, they will identify new approaches and exchange proposals, ideas, **experiences and good practices; and identify areas for institution and capacity building.**
- d. They will adopt at the end of the meeting a final document that should include the initiatives for bi-regional cooperation presented by the Technical Committee.
- e. They will take decisions to allow the Mechanism to fulfill its objectives.
- f. They will decide on any matter for which the Mechanism is competent and on any subject submitted by the Technical Committee.
- g. They will consider and approve the Annual Report of the Mechanism presented by the Technical Committee.
- h. They will discuss bi-regional cooperation projects on the subject of drugs, covered by the Mechanism.
- i. They will review, as appropriate, the extent of coordination in UN fora.
- j. They will determine the venue and the date for the next High-Level Meeting.
- k. The co-chairs of the High-Level meeting should meet as appropriate before each meeting, to prepare the discussions and facilitate the bi-regional consensus.
- l. The link between the co-Presidencies of the EU-LAC Summits and the co-Presidencies of the Mechanism should be reinforced to promote coordination and synergies between the existing EU-LAC fora.
- m. The deliberations and agreements reached on the occasion of the meetings will be recorded in an official document that must be approved by both parties and that will be

transmitted to the Senior Officials in charge of the preparations of the EU-LAC Summits.

- n. Working documents of the Mechanism, particularly annual reports to be approved and/or adopted by the High-Level Meeting, should be available in English and Spanish.
- o. All decisions and agreements will be adopted by consensus.

## **2. TECHNICAL COMMITTEE: COMPOSITION AND MAIN FUNCTIONS**

- a. It is composed of representatives of the Member States and organisations from both regions competent in the matter, and the European Commission. Observers may be invited with the prior agreement of both parties.
- b. The meetings of the Technical Committee will take place in Brussels, unless there is an agreement or decision to the contrary, and with the necessary frequency to perform its functions.
- c. It will prepare the High-Level meetings, including a draft agenda and a draft final document.
- d. It will present to the annual High-Level Meeting possible areas of bi-regional coordination and cooperation, including concrete initiatives or measures that could be carried out to fulfill the objectives of the mechanism.
- e. It will follow-up and work for the implementation of the agreements reached and decisions taken by the High-Level Meetings and draft the Annual Report that will be submitted for the consideration of that Meeting.
- f. It will exchange information on ongoing projects.
- g. The co-chairs of the Technical Committee should meet as appropriate before each meeting of the Committee, to prepare the discussions and facilitate the bi-regional consensus, notably by submitting beforehand written proposals
- h. Both parties will ensure the record of the meetings for their respective regions. Co-presidencies may draft operational conclusions.
- i. The decisions and agreements reached in this framework will be adopted by consensus.