

**REGULATIONS
on the Regional scientific and technical council
on emergency situations**

1. General Provisions

1.1. The Regional Scientific and Technical Council on Emergency Situations (hereinafter referred to as “the Regional Council on Emergency Situations”) shall be established by a decision of the Regional Forum-Meeting of the Heads of Emergency Management Authorities of the Central Asian countries.

1.2. By its status, the Regional Council on Emergency Situations is a public expert and advisory body of the Regional Forum-Meeting of the Heads of Emergency Management Authorities of the Central Asian countries, established to facilitate the strengthening of regional scientific and technical cooperation among the emergency management authorities of the Central Asian countries, international and non-governmental organizations, as well as scientific and educational institutions, in the field of disaster risk reduction, prevention of and response to emergency situations.

1.3. The Regional Council on Emergency Situations shall carry out its activities in cooperation with the emergency management authorities of the Central Asian countries, international and non-governmental organizations, and other key stakeholders engaged in disaster risk reduction, prevention of and response to emergency situations.

1.4. The Regional Council on Emergency Situations shall operate on a voluntary basis, guided by the principles of voluntariness, self-governance and transparency, and shall function with technical and financial support from international and non-governmental organizations and scientific institutions, within the framework of the implementation of regional programmes and projects in the field of disaster risk reduction, prevention of and response to emergency situations.

1.5. Organizational and technical support for the activities of the Regional Council on Emergency Situations shall be provided with the support of the Secretariat of the Regional Forum-Meeting of the Heads of Emergency Management Authorities of the Central Asian countries (the Center for Emergency Situations and Disaster Risk Reduction, Almaty).

2. Main Functions

The main functions of the Regional Council on Emergency Situations shall include:

a) facilitating the strengthening of regional scientific and technical interaction and cooperation among public authorities, international organizations, scientific and educational institutions and other stakeholders in the field of disaster risk reduction, prevention of and response to emergency situations, in particular those of a large-scale and transboundary nature;

b) supporting the coordination of scientific and technical activities of public authorities, international and non-profit organizations, research institutions and educational establishments in the field of disaster risk reduction, prevention of and response to emergency situations at the regional level;

c) participating in the planning and implementation of regional scientific, technical and educational programmes and projects aimed at disaster risk reduction, prevention of and response to emergency situations;

d) developing scientific and technical proposals and recommendations on the application of advances in science and practice, information and communication technologies and innovations in the field of disaster risk reduction, prevention of and response to emergency situations;

e) conducting public scientific and technical reviews of regional scientific, scientific and technical, educational, innovative, methodological and methodological materials in the field of disaster risk reduction, prevention of and response to emergency situations;

f) participating in the development of regional scientific and technical programmes and projects in the field of prevention of and response to emergency situations and providing recommendations on their financing;

g) facilitating the conduct of joint scientific and technical activities aimed at protecting populations and territories from emergency situations, in cooperation with interested organizations;

h) participating in the collection, consolidation and dissemination to relevant stakeholders of scientific, technical and methodological information in the field of disaster risk reduction, prevention of and response to emergency situations at the regional level.

3. Organizational Structure

3.1. The Regional Council on Emergency Situations shall be composed of three specialist experts from each country, delegated by the emergency management authorities of the Central Asian countries.

3.2. Where necessary, specialist experts from international, non-governmental and scientific organizations may be invited to meetings of the Regional Council on Emergency Situations.

3.3. The leadership of the Regional Council on Emergency Situations shall consist of a Chair and a Secretary, who shall be elected by a majority vote of the members of the Regional Council on Emergency Situations.

3.4. The structural diagram of the Regional Scientific and Technical Council on Emergency Situations is provided in Annex I.

4. Distribution of Responsibilities

4.1. Chair of the Regional Council on Emergency Situations

The Chair of the Regional Council on Emergency Situations shall:

a) exercise overall leadership of the activities of the Regional Council on Emergency Situations;

b) prepare work plans of the Regional Council on Emergency Situations based on proposals submitted by its members and submit them for approval by the Regional Council on Emergency Situations;

c) convene and preside over meetings of the Regional Council on Emergency Situations;

d) allocate responsibilities among members of the Regional Council on Emergency Situations;

e) represent the Regional Council on Emergency Situations in its relations with relevant stakeholders;

f) within the scope of the tasks entrusted to the Regional Council on Emergency Situations, issue instructions to the Secretary and members of the Regional Council on Emergency Situations;

g) report on the activities of the Regional Council on Emergency Situations;

h) perform other functions necessary to ensure the effective functioning of the Regional Council on Emergency Situations.

4.2. Secretary of the Regional Council on Emergency Situations

The Secretary of the Regional Council on Emergency Situations shall provide organizational and technical support to the activities of the Regional Council on Emergency Situations, and shall in particular:

- a) carry out instructions of the Chair of the Regional Council on Emergency Situations;
- b) maintain coordination with members of the Regional Council on Emergency Situations;
- c) conduct correspondence related to the activities of the Regional Council on Emergency Situations;
- d) organize meetings of the Regional Council on Emergency Situations and ensure the timely preparation of draft decisions on matters under consideration, as well as related background materials;
- e) inform members of the Regional Council on Emergency Situations of the date, venue, time and agenda of meetings, approved work plans, and organize the circulation of meeting materials to members of the Regional Council on Emergency Situations;
- f) maintain records of decisions and other documents of the Regional Council on Emergency Situations and monitor their implementation;
- g) perform other functions necessary to ensure the effective functioning of the Regional Council on Emergency Situations.

4.3. Members of the Regional Scientific and Technical Council on Emergency Situations

Members of the Regional Scientific and Technical Council on Emergency Situations shall:

- a) participate in meetings of the Regional Council on Emergency Situations;
- b) take part in discussions of matters under consideration and in the formulation of decisions;
- c) facilitate the implementation of decisions of the Regional Council on Emergency Situations;
- d) implement decisions adopted by the Regional Council on Emergency Situations and provide information on the progress of their implementation;
- e) participate in the preparation and discussion of issues considered at meetings of the Regional Council on Emergency Situations;
- f) perform other functions necessary to ensure the effective functioning of the Regional Council on Emergency Situations.

5. Rules of Procedure

5.1. The primary form of activity of the Regional Council on Emergency Situations shall be meetings, which shall be convened as necessary, but at least once per year.

5.2. Minutes shall be prepared following meetings of the Regional Council on Emergency Situations and shall be signed by the Chair of the Regional Council on Emergency Situations.

5.3. A meeting of the Regional Council on Emergency Situations shall be deemed quorate if at least three quarters of its members are present. Members may participate in meetings of the Regional Council on Emergency Situations by videoconference.

5.4. Decisions of the Regional Council on Emergency Situations shall be adopted by a majority vote of the members present at the meeting.

5.5. In the event of disputed issues, the Chair of the Regional Council on Emergency Situations shall have the right of final decision.

5.6. Decisions of the Regional Council on Emergency Situations shall be of a recommendatory nature and shall be communicated to relevant stakeholders in the form of meeting

minutes or by other means, as determined by the Chair of the Regional Council on Emergency Situations.

5.7. The Chair of the Regional Council on Emergency Situations shall determine the date, venue, time and agenda of meetings.

5.8. Where issues under consideration require on-site demonstration and discussion at the place of implementation, field meetings of the Regional Council on Emergency Situations may be convened.

5.9. For the purpose of carrying out specific tasks related to its mandate, the Regional Council on Emergency Situations may engage external experts and specialists, subject to their consent.

5.10. The working language of the Regional Council on Emergency Situations shall be Russian.

Annex I

to the Regulations on the Regional Scientific and Technical Council on Emergency Situations

STRUCTURAL DIAGRAM
of the Regional Scientific and Technical Council on Emergency Situations

