



Consultative Forum

Thematic Consultation Group on Country-of-Origin Information

Working Methods

1. Composition

The thematic consultation group on Country-of-Origin Information (COI) (hereinafter “the group”) consists of Consultative Forum members who, following an expression of interest, have been selected to be part of the group based on their proven COI experience, in line with Article 5 and Annex 2 of [Management Board Decision No 111](#).

The list of members of the group is publicly available, and updated by the Secretariat when necessary, on the [Consultative Forum’s webpage](#).

The Consultative Forum Chair is part of the group and chairs its meetings unless a thematic rapporteur is appointed by the members of the group in line with Article 2 below (in which case it shall be the responsibility of the thematic rapporteur to chair the meetings).

2. Thematic rapporteur

The members of the group may appoint a thematic rapporteur to chair the meetings of the group and to give overall strategic direction to the work of the group.

The election of the rapporteur shall be organised in accordance with Article 7 of the Consultative Forum’s working methods and the thematic rapporteur shall carry the responsibilities as defined therein, including the chairing of the group’s meetings.

3. Consultative Forum Secretariat

In line with Article 8 of the Consultative Forum’s working methods, the Consultative Forum Secretariat supports the functioning of the group in coordination with the Chair and the thematic rapporteur.

4. Specific objectives of the group

In line with the overall objectives of the Consultative Forum as defined in Article 1 of the Consultative Forum’s working methods, the specific objectives of the group are to:





1. Facilitate an open and transparent dialogue between the Agency and the members of the group on matters related to COI, including e.g. COI methodology, COI research and COI products and reports. More specifically:
 - The Agency regularly informs the members of the group about relevant COI products, reports and activities.
 - The members of the group inform the Agency about relevant findings of their COI research and reports and related activities.
2. Enable the members of the group to share their input and expertise on COI and to provide feedback on relevant COI activities and products of the Agency.
3. Provide recommendations on COI to the Executive Director and the Management Board in accordance with Article 16 of the Consultative Forum's working methods.

5. Meetings of the group

The group convenes on a bi-annual basis.

Upon the initiative of the Chair, or upon the request of the thematic rapporteur, the Chair may organise additional thematic or country specific COI meetings and/or workshops, as necessary, keeping in mind the budget and resources available.

Meetings of the group shall be organised and implemented in accordance with the general rules for Consultative Forum meetings as defined in Article 12 of the working methods. Meetings of the group should be documented in writing and meeting reports circulated with the Consultative Forum members.

The Chair of the Consultative Forum may, on a proposal of the thematic rapporteur, invite non-member organisations and/or experts, to attend meetings of the group.

6. Consultation on COI products/documents

Where relevant, the Agency may seek input/feedback from the group on relevant COI products/reports.

Consultations shall be organised following the provisions of Article 14 of the Consultative Forum's working methods.

The Agency may also invite relevant members of the thematic group to attend meetings or events related to COI, as appropriate.



7. Advice on COI

In line with Article 16 of the Consultative Forum's working methods, the group may provide advice to the Executive Director and Management Board on the Agency's COI related activities and output, including potential priorities for the Agency's COI products.

8. Other

Other relevant provisions of the Consultative Forum's working methods shall apply, *mutatis mutandis*, to the group.