

APPROVED by the decision of  
the General Council of the International  
Union of non-governmental organizations  
«Eurasian Peoples' Assembly»

February 27, 2018  
Protocol No. 4

**REGULATIONS**  
**on the Council of Bakers and Confectioners of the International Union**  
**of Non-Governmental Organizations**  
**«Eurasian Peoples' Assembly»**

**1. General provisions**

1.1. This Regulation defines the goals and objectives, the procedure for the creation, formation of the program, composition, reorganization and termination of the activities of the Council of Bakers and Confectioners (hereinafter - the Council) of the International Union of Non-Governmental Organizations "Eurasian Peoples' Assembly" (hereinafter - the Eurasian Peoples' Assembly).

1.2. The Council is a self-regulatory body of the Eurasian Peoples' Assembly, created and carrying out its work in accordance with the Charter of the Eurasian Peoples' Assembly and on the basis of this Regulations.

1.3. Text of the Regulations on the Council is printed in two languages approved by the Eurasian Peoples' Assembly as working languages: Russian and English.

1.4. The General Council approves the Regulations on the Council.

1.5. In its activities, the Council is guided by the legislation of the Russian Federation, as well as the legislation of the countries on which territory the Eurasian Peoples' Assembly operates, the Charter of the Eurasian Peoples' Assembly, these Regulations and decisions of the governing bodies of the Eurasian Peoples' Assembly.

1.6. Full name of the Council: the Council of Bakers and Confectioners of the International Union of non-governmental organizations «Eurasian Peoples' Assembly» (the name reflects its sphere of activity); and a brief name: Council of Bakers and Confectioners. The name of the Council is proposed by the Chairman, Co-Chairs, and members of the Council and approved by the General Council of the Eurasian Peoples' Assembly.

1.7. Members of the Council independently determine the areas of joint activity that should be specified in the Regulations on the Council.

## **2. Objectives and subject of the Council**

2.1. **The main goal** of the Council is infrastructure development and support of entrepreneurship in the field of bakery and confectionery production, contributing to the supply of the population of the Russian Federation, the Republic of Belarus, the Republic of Kazakhstan and the countries of Eurasia in a wide range of bakery and confectionery products, improving the quality of bakery and confectionery products, promote the development of innovative production in this area.

### **2.2. Council objectives:**

2.2.1. providing legal and other protection of reasonable corporate interests of members of the Assembly in the course of their business activities;

2.2.2. assisting in eliminating legislative and administrative barriers that hinder the establishment and development of business activities;

2.2.3. providing full assistance to members of the Assembly in the development of mutually beneficial business cooperation;

2.2.4. providing information, legal, consulting, marketing and other services;

2.2.5. organization of interaction and mutual assistance between associations of bakers and confectioners of the Eurasian countries;

2.2.6. establishing favourable conditions for the implementation of economic initiatives of enterprises;

2.2.7. protection of the rights of members of the Assembly, representation of their interests in government bodies, public, international and other organizations;

2.2.8. participation in the legal support of members of the Assembly in accordance with the established procedure, as well as participation in the civilized lobbying of interests in the field of baking and confectionery production;

2.2.9. organization and assistance in reconstruction and technical re-equipment of bakery and confectionery enterprises;

2.2.10. assistance in organising new businesses;

2.2.11. promotion of education and training of qualified personnel;

2.2.12. development of activities aimed at creating optimal conditions for the implementation of business activities of the Assembly members.

### **2.3. Subject of the Council's Activity:**

2.3.1. involvement of Assembly members in regional, Federal and international projects;

2.3.2. assistance in the development and implementation of interstate, Federal and regional business development programs, including bakery and confectionery production;

2.3.3. conducting analytical work on the state and development of entrepreneurship in the field of production and sale of bakery and confectionery products;

2.3.4. implementation and updating of a computer database on the state and development of bread-making in the Russian Federation, the Republic of Belarus and the Republic of Kazakhstan, the CIS countries and Eurasia;

2.3.5. preparing proposals to the bodies of the EEC and the TOR on the development of entrepreneurship in the field of production and sale of bakery and confectionery products in the Russian Federation, the Republic of Belarus, the Republic of Kazakhstan, the CIS countries and the world;

2.3.6. conducting an expert review of business projects on issues related to the development of bakery and confectionery production;

2.3.7. assistance in certification of manufactured bakery and confectionery products, certification of technological equipment and production facilities themselves, as well as retail outlets (stores) at bakeries;

2.3.8. establishing contacts with foreign companies that produce modern bakery and confectionery equipment.

2.4. The Council provides the level of competence, activity and coordination of relevant work necessary to achieve its objectives.

## **3. Composition and organization of the Council**

3.1. The Council is formed on the principle of a voluntary membership in application procedure.

3.2. The Decision on admission of new members to the Council is made by the Chairman and co-Chairmen of the Council on the basis of the application received from the candidate.

3.3. Both members of the Eurasian Peoples' Assembly and external experts can be involved in the work of the Council.

3.4. The Council consists of leading specialists and experts in the field of space research, representatives of non-governmental, scientific, educational and public associations of the Eurasian countries specializing in space activities.

3.5. The activity of the Council is organized by the Chairman and three co-Chairs representing different countries of Eurasia.

3.6. Chairman, co-Chairs and Executive Secretary of the Council are elected from among the members of the Council.

3.7. The Executive Secretary is elected on the recommendation of the Chairman of the Council.

3.8. The Chairman, Co-chairs, Executive Secretary, and members of the Council participate in the work of the Council on a voluntary basis.

3.9. The Chairman and co-Chairmen of the Council may not delegate their authority to other persons.

3.10. The Chairman of the Council is approved by the General Council of the Eurasian Peoples' Assembly and is ex officio a member of the General Council of the Eurasian Peoples' Assembly.

**3.11. Council Chairman:**

3.11.1. heads the Council, organizes its activities, ensures the necessary level of activity of the Council and compliance of its work with the goals and objectives of the Charter of the Eurasian Peoples' Assembly;

3.11.2. forms the Council, informs the General Secretariat of the Eurasian Peoples' Assembly about the Council's decisions;

3.11.3. forms the Council's work plan for the year and coordinates it with the Presidium of the Eurasian Peoples' Assembly;

3.11.4. forms an annual report on the Council's activities and sends it to the General Secretariat of the Eurasian Peoples' Assembly no later than December 10 of the current year;

3.11.5. convenes Council meetings, determines their provisional agenda, date and venue;

3.11.6. is responsible for compliance with the rules and requirements of this Regulation;

3.11.7. performs other functions necessary to fulfil the tasks of the Council and the provisions of this Regulation.

### **3.12. Council Co-Chairs:**

3.12.1. carry out their activities in accordance with the responsibilities assigned to them by the Chairman of the Council;

3.12.2. preside over a meeting of the Council in the absence of the Chairman of the Council;

3.12.3. form drafts of the work plan and reports on the activities of the Council and submit them to the Chairman of the Council for consideration;

3.12.4. coordinate the implementation of activities in accordance with the approved plan of the Council's activities;

3.12.5. make their own proposals on programs and projects in order to improve the effectiveness and further development of the Council;

3.12.6. perform other functions necessary for the performance of the Council's tasks in accordance with the instructions of the Council's Chairman and the governing bodies of the Eurasian Peoples' Assembly.

### **3.13. Executive Secretary of the Council:**

3.13.1. provides organizational and technical support for the work of the Council and on-going interaction with the General Secretariat of the Eurasian Peoples' Assembly;

3.13.2. sends notifications to the members of the Council about the date and place of the next meeting or event;

3.13.3. forms the draft agenda of the next meeting of the Council on the basis of proposals received from members of the Council;

3.13.4. sends materials on the results of the Council meeting to the members of the Council and to the General Secretariat of the Assembly;

3.13.5. keeps records of the Council's work plans, Council reports, minutes of Council meetings and their materials, positions and resolutions of the Council in

the electronic document management system of the Assembly's General Secretariat.

### **3.14. Council Documents**

3.14.1. The Documents of the Council are:

3.14.1.1. Regulations on the Council approved by the General Council of the Eurasian Peoples' Assembly.

3.14.1.2. Passport of the Council includes:

- full and short name of the Council;
- date, month, year of the Council's establishment;
- goals and objectives of the established Council;
- direction and content of the Council's activities;
- Full names, positions, and contact information (phone, email) of the Chairman, Co-chairs, Executive Secretary and members of the Council.

3.14.1.3. Work plan of the Council for each calendar year, agreed with the Presidium of the General Council of the Eurasian Peoples' Assembly.

3.14.1.4. Protocols (Minutes) of the Council's meetings/events.

3.14.1.5. Reports on the Council's activities for each calendar year.

3.14.2. Documents and information about the Council's activities are kept in the electronic document management system of the Eurasian Peoples' Assembly.

3.14.3. Decisions on the composition of the Council and its changes, attraction of additional members and exclusion of existing ones are made by members of the Council by direct vote. The Chair and Co-chairs have casting votes.

## **4. Council's Activity**

4.1. The activities of the Council, including funding for these activities, are provided by its Chairman, co-Chairs and members of the Council.

4.2. The Council has the right to hold events of various formats on topical issues of the Council's profile, including using electronic means of communication and the Internet information and telecommunications network. The Chairman of the Council determines the order and format of an event.

4.3. Meetings/events of the Council are held in accordance with the calendar plans of the Council.

4.4. The Executive Secretary of the Council sends a notification to the members of the Council about the date and place of the next meeting, as well as the draft agenda and materials for the issues on the agenda no later than 15 calendar days before the scheduled date of the meeting. Draft documents received by members of the Council in preparation for the next meeting of the Council, as well as information contained in them, are not subject to public dissemination until the official approval (signing) of these documents.

4.5. Members of the Council send comments and suggestions to the agenda of the next meeting of the Council with the justification for their inclusion and the necessary materials no later than 5 calendar days before the appointed date of the meeting.

4.6. The Executive Secretary of the Council accepts and summarizes proposals for the agenda of the next meeting of the Council, as well as keeps records of the Council members who have confirmed the participation.

4.7. Members of the Council are required to confirm their participation (inability to participate) at the next event of the Council. If it is impossible to attend the meeting, the member of the Council shall notify the Executive Secretary or the Chairman of the Council no later than one day before the meeting.

4.8. Decisions of Council meetings are taken by a simple majority of votes and are drawn up in Protocol signed by the Chairman of the Council or, in his absence, by the co-Chairman of the Council. The Protocol defines the responsible person and the time frame for implementing the Council's decision.

4.9. After the Council meeting, the Executive Secretary of the Council sends the materials of the Council meeting to all members of the Council and to the General Secretariat of the Eurasian Peoples' Assembly.

4.10. The Executive Secretary of the Council is obliged to keep records of the Council's work plans, reports of the Council, Protocols (minutes) of Council meetings and materials to them, positions and resolutions of the Council in the electronic document management system of the General Secretariat of the Eurasian Peoples' Assembly.

4.11. The Council has the right to send letters to state, international institutions and official structures on behalf of the Eurasian Peoples' Assembly only after approval by the General Secretariat of the Eurasian Peoples' Assembly. Approval can be obtained in any format, including electronic format. The fact of approval is indicated by the Executive Secretary when forming a letter in the electronic document management system of the General Secretariat of the Eurasian Peoples' Assembly.

4.12. If the Council does not conduct real work and cannot confirm its results after one year after the beginning of its activities, the General Council, on the recommendation of the General Secretariat, has the right to decide on the termination of the activities of this Council.

## **5. Symbols**

5.1. The Council uses the logo and other symbols of the Eurasian Peoples' Assembly in its activities after approval by the General Secretariat of the Eurasian Peoples' Assembly.

5.2. The General Secretariat of the Eurasian Peoples' Assembly provides Symbols of the Eurasian Peoples' Assembly for the Council taking into account the name of the Council.

## **6. Responsibility**

6.1. The Chairman and members of the Council must comply with the rules and regulations of the Charter of the Eurasian Peoples' Assembly, this Regulation and the Ethics Code of members of the International Union of non-governmental organizations «Eurasian Peoples' Assembly».

6.2. The Chairman and co-Chairs of the Council are responsible for the activities of the Council.

6.3. The Executive Secretary of the Council is responsible for keeping records and timely provision of reliable information about the Council's activities.

6.4. In case of non-fulfilment and violation of the provisions of the Charter of the Eurasian Peoples' Assembly, the Regulations on the Council of Bakers and Confectioners, the Regulations on the Council, the orders of the governing bodies of the Eurasian Peoples' Assembly, the General Council may terminate the Council's activities.

## **7. Final provisions**

7.1. These Regulations come into force upon its approval by the General Council of the Eurasian Peoples' Assembly.

7.2. In case, certain provisions of these Regulations come into conflict with the legislation of the Russian Federation and/or the Charter of the Eurasian Peoples' Assembly, they become invalid and the relevant provisions of the legislation of the Russian Federation and/or the Charter of the Eurasian Peoples'



Assembly are applied. The invalidity of certain provisions of these Regulations does not entail the invalidity of other provisions and the Regulation as a whole.

7.3. All changes and additions to these Regulations are approved by the General Council of the Eurasian Peoples' Assembly.