
Rules of Procedure

Preamble

Against the background of the EU Commission Decision of 20 May 1998¹, a Social Dialogue Committee has been established in the sector of Civil Aviation, composed of the Airport Council International Europe (ACI Europe), the Association of European Airlines (AEA), the European Regions Airline Association (ERA), the International Air Carrier Association (IACA), the Civil Air Navigation Services Organisation (CANSO) and the Airport Services Association (ASA Europe) on the one hand, and the European Transport Workers' Federation (ETF) and the European Cockpit Association (ECA) on the other hand.

In accordance with Article 5, paragraph 1 of the above Commission Decision, the aforementioned organisations agree on the following Rules of Procedure for the Sectoral Dialogue Committee.

Article 1 - Aims and Objectives

The aim of the Committee is

- (1) to assist the Commission in the formulation and implementation of Common Air Transport policies which on the one hand have a social effect or employment implications in the European Civil Aviation sector and on the other hand aim at strengthening the economic and competitive position of the Community's civil aviation both within the Community and in the wider international context;
- (2) to encourage and develop the social dialogue in the meaning of the European Treaties in the Civil Aviation sector in order to contribute to the development of employment and to the harmonisation and improvement of the living and working conditions of the workers in this sector. This could lead, if the two sides consider it desirable, to relations based on agreement;
- (3) to promote and monitor the implementation at local level of the results of the European Social Dialogue in the Civil Aviation sector;
- (4) to contribute to the promotion of equal employment opportunities;
- (5) to anticipate and monitor the social, economic and employment consequences of EU policies affecting civil aviation in all phases;
- (6) to follow up on the implementation of joint opinions and initiatives.

¹ Commission Decision of 20 May 1998 on the establishment of Sectoral Dialogue Committees promoting the Dialogue between the social partners at European level, notified under document number C(1998) 2334 (98/500/EC), OJ L 225, 12.8.98

Article 2 - Procedures

In order to achieve the aims and objectives, the Committee:

- (1) meets at least once a year;
- (2) sets up a work programme once a year;
- (3) organises the work to be undertaken on topics jointly identified and agrees, if necessary, on establishing the respective working group(s);
- (4) discusses the result of this work and its extension at suitable levels;
- (5) invites experts in order to assist it in its work, if appropriate;
- (6) proposes to carry out studies in support to the Committee's work;
- (7) forwards the results of its work, once approved by the organisations mentioned in the preamble, to the Commission and Authorities concerned.

Article 3 - Chairperson and Vice-Chairperson

- (1) The organisations quoted in the preamble designate by mutual agreement every two years a chairperson and a vice-chairperson, one proposed by the employers' delegation and the other by the workers' delegation. After expiry of one term, the delegation who had before designated the chairperson designates the vice-chairperson and vice-versa.
- (2) The chairperson and the vice-chairperson whose term of office has expired shall remain in function until he/she has been replaced. Should the chairperson or vice-chairperson cease to hold office before expiry of his term, he shall be replaced for the remainder of the term by a person appointed in the manner prescribed in paragraph (1) upon a proposal from the side of the industry to which his organisation or association belongs.

Article 4 - Organisation

- (1) The Committee creates a Steering Group consisting of the Chairman and Vice Chairman together with three/four additional employers' and workers' representatives each nominated by the organisations mentioned in the preamble.
- (2) The Steering Group is responsible for the preparation and co-ordination of the Committee's work; it does so in co-operation with the Commission.
- (3) The Commission provides the secretariat of the Committee, the Steering Group, and of its various meetings and activities.
- (4) The organisations quoted in the preamble appoint their delegates, and experts if appropriate, to the various meetings of the Committee.

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- (5) Representatives from the Secretariats of the organisations quoted in the preamble may participate in the Committee's Plenary meeting, the meetings of the Steering Group, and the Working Groups as well as in other activities.

Article 5 - Expenses

- (1) The exercised functions and the participation in the meetings and activities of the Committee are not subject of remuneration.
- (2) Subsistence allowance and travelling expenses will be paid in accordance with Article 5, paragraph 3 of Commission Decision mentioned in the preamble.

Article 6 - Confidentiality

Without prejudice to the provisions of Article 339 TFEU (ex Article 287 TEC), and whenever the Commission informed them that the required opinions covers a matter of a confidential nature, participants are required not to reveal the information of which they are informed by the work of the Committee, of the Working Groups or of the Steering Group.

Article 7 - Validity

These Rules of Procedure shall enter into force on 10 June 2003.

The preamble was amended on 7 June 2012 in order to reflect the current composition of the Sectoral Dialogue Committee.
