

**PRIME MINISTER OF THE REPUBLIC OF ARMENIA**

**DECISION**

No. 921-A of 3 November 2009

**ON ARRANGING THE NEGOTIATION PROCESS FOR THE AGREEMENT ON A DEEP  
AND COMPREHENSIVE FREE TRADE AREA BETWEEN ARMENIA AND THE  
EUROPEAN UNION**

Pursuant to point 5 of the procedure defined by point 1 of the Decree of the President of the Republic of Armenia NH-174-N of 18 July 2007 and the Decision of the Government of the Republic of Armenia No. 550-N of 15 May 2008:

1. Approve:

(1) the structure of bodies responsible for ensuring the negotiation process for the Agreement on a deep and comprehensive free trade area between Armenia and the European Union, according to Annex No. 1;

(2) the rules of procedure of bodies responsible for ensuring the negotiation process for the Agreement on a deep and comprehensive free trade area between Armenia and the European Union, according to Annex No. 2;

(3) the composition of the Inter-agency Commission responsible for ensuring the negotiation process for the Agreement on a deep and comprehensive free trade area between Armenia and the European Union according to Annex No. 3.

**Prime Minister  
of the Republic of Armenia**

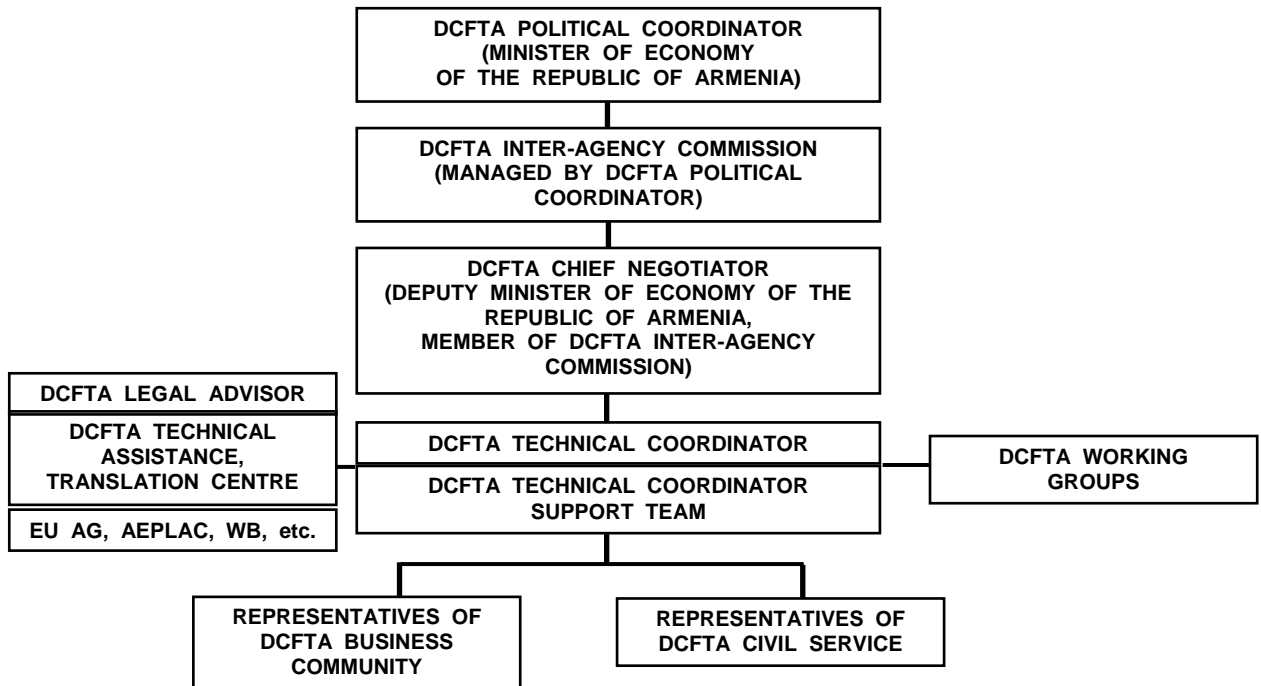
**T. Sargsyan**

3 November 2009  
Yerevan

**Annex No. 1  
to the Decision of the Prime Minister  
of the Republic of Armenia  
No. 921-A of 3 November 2009**

**STRUCTURE**

**OF BODIES RESPONSIBLE FOR ENSURING THE NEGOTIATION PROCESS FOR THE  
AGREEMENT ON A DEEP AND COMPREHENSIVE FREE TRADE AREA BETWEEN  
ARMENIA AND THE EUROPEAN UNION**



DCFTA - Agreement on a deep and comprehensive free trade area

EU AG – European Union Advisory Group

AEPLAC – Armenian-European Policy and Legal Advice Centre

WB – World Bank

**Chief of Staff  
of the Prime Minister  
of the Republic of Armenia**

**D. Sargsyan**

**Annex No. 2**  
**to the Decision of the Prime Minister**  
**of the Republic of Armenia**  
**No. 921-A of 3 November 2009**

**RULES OF PROCEDURE**

**OF BODIES RESPONSIBLE FOR ENSURING THE NEGOTIATION PROCESS FOR THE  
AGREEMENT ON A DEEP AND COMPREHENSIVE FREE TRADE AREA BETWEEN  
ARMENIA AND THE EUROPEAN UNION**

**I. GENERAL PROVISIONS**

1. The negotiation process for the Agreement on a deep and comprehensive free trade area between the European Union and Armenia (hereinafter referred to as “DCFTA”) shall be ensured by the bodies responsible for ensuring the negotiation process for DCFTA.

2. The activities of bodies responsible for ensuring the negotiation process for DCFTA shall be terminated upon the Decision of the Prime Minister of the Republic of Armenia.

3. The bodies responsible for ensuring the negotiation process for DCFTA shall carry out their activities in accordance with the Constitution of the Republic of Armenia, the legislation of the Republic of Armenia and the present Rules of Procedure.

**II. OBJECTIVES AND TASKS OF BODIES RESPONSIBLE FOR ENSURING THE  
NEGOTIATION PROCESS FOR DCFTA**

4. The objectives of bodies responsible for ensuring the negotiation process for DCFTA shall be the following:

(1) conduct of the negotiation process for DCFTA between Armenia and the European Union;

(2) ensuring the implementation of preconditions set within the framework of the negotiation process for DCFTA between Armenia and the European Union.

5. The tasks of bodies responsible for ensuring the negotiation process for DCFTA shall be the following:

(1) ensuring active cooperation among public administration authorities involved in the structure of bodies responsible for ensuring the negotiation process for DCFTA, interested representatives of business community and the civil society, and elaboration of a joint decision resulting from negotiation;

(2) ensuring collection, summary, and analysis of information within the framework of the negotiation process for DCFTA between Armenia and the European Union and preparation of a negotiation package.

**III. ARRANGEMENT OF THE ACTIVITIES OF BODIES RESPONSIBLE FOR  
ENSURING THE NEGOTIATION PROCESS FOR DCFTA**

6. The structure of bodies responsible for ensuring the negotiation process for DCFTA shall include:

(1) **DCFTA Political Coordinator** - Minister of Economy of the Republic of Armenia who shall implement the political coordination of the negotiation process for DCFTA between the European Union and Armenia, as well as manage the activities of DCFTA Inter-Agency Commission, and submit proposals to the Coordination Committee for the Cooperation between Armenia and the European Union, if appropriate;

(2) **DCFTA Inter-Agency Commission** – the members of Inter-Agency Commission shall be deputy heads of agencies listed in Annex No. 3 to the Decision of the Prime Minister of the Republic of Armenia No. 921-A of 3 November 2009 and the DCFTA Technical Coordinator. A negotiation group may be set up from among the members of the Inter-Agency Commission, if appropriate, for conducting negotiations headed by the DCFTA Chief Negotiator;

(3) **DCFTA Chief Negotiator** - Deputy Minister of Economy of the Republic of Armenia who shall implement the negotiation process for DCFTA and shall be responsible for the formation of negotiation agenda and conduct of negotiations, as well as for presenting the unified position of the Republic of Armenia prior to the negotiations and the developments taking place after the negotiations to the discussion of the DCFTA Inter-Agency Commission;

(4) **DCFTA Technical Co-ordinator** – Head of a relevant department of the Staff of the Ministry of Economy of the Republic of Armenia who shall implement technical coordination within the framework of DCFTA, arrange the works of DCFTA Inter-Agency Commission sessions, and ensure liaison between the representatives of the European Commission and the Trade Representative of the Republic of Armenia in the European Union, as well as shall participate - together with the DCFTA Chief Negotiator - in the negotiation process, arrange works for preparation of negotiation package, and take part in coordination activities of DCFTA Working Groups, shall present the decisions of the DCFTA Inter-Agency Commission;

(5) **Technical Co-ordinator Support Team** – a division under a relevant department of the Staff of the Ministry of Economy of the Republic of Armenia which shall support the DCFTA Technical Coordinator, prepare documents for DCFTA Inter-Agency Commission sessions, take minutes of sessions thereof, ensure liaison between the DCFTA Inter-Agency Commission and the Working Groups, cooperate with representatives of the DCFTA business community and the civil society, and shall prepare materials for the DCFTA coverage;

(6) **DCFTA Working Groups** - set up by the DCFTA Inter-Agency Commission. DCFTA Working Groups shall elaborate sectoral action plans, be responsible for conducting relevant studies and analysis on the issues put forward during the negotiations, for collecting information, arranging professional discussions, and providing conclusions. Each DCFTA Working Group shall have its head who may be a member of the DCFTA Inter-Agency Commission in a relevant sector or the head or its deputy of an agency responsible for that sector;

(7) **DCFTA Legal Advisor** – two legal advisors, who shall ensure the provision of opinions on legal instruments within the framework of the negotiation process for DCFTA and the comparative analysis of the legislation of the Republic of Armenia and the legislation of the European Union, and they shall provide legal conclusion and draft the provisions of the DCFTA;

(8) **DCFTA Technical Assistance, Translation Centre** – for ensuring the negotiation process for the DCFTA, the Technical Assistance Unit and the Translation Centre set up under the Staff of the Ministry of Economy of the Republic of Armenia which shall provide all the necessary technical assistance within the framework of the negotiation process for the DCFTA, particularly rental of conference halls for holding discussions, design of the Internet web page and its regular update, whereas the Translation Centre shall ensure the translation of the necessary documents within the framework of DCFTA;

(9) **DCFTA Business Community** – representatives of business community of the Republic of Armenia who shall be interested in and support to processes implemented within the framework of the DCFTA between Armenia and the European Union, shall conduct sectoral studies, arrange discussions, and, if appropriate, attend the sittings of the DCFTA Inter-Agency Commission as observers;

(10) **DCFTA Civil Society, the NGO** – civil society representatives and non-governmental organisations which shall be interested in and support to processes implemented

within the framework of the DCFTA between Armenia and the European Union, shall conduct sectoral studies, arrange discussions, and, if appropriate, attend the sittings of the DCFTA Inter-Agency Commission as observers.

#### **7. DCFTA Political Coordinator**

(1) the DCFTA Political Coordinator shall be the Chairman (hereinafter referred to as “the Chairman”) of the DCFTA Inter-Agency Commission (hereinafter referred to as “the Commission”);

(2) the Chairman shall carry out political coordination of the negotiation process for the DCFTA between Armenia and the European Union;

(3) the Chairman shall convene and chair the sessions of the Commission;

(4) the Chairman shall submit a report on the performed activities of the Commission at least twice a year to the President of the Republic of Armenia and the Prime Minister of the Republic of Armenia.

#### **8. The DCFTA Inter-Agency Commission**

(1) the members of the Commission shall be ministers and deputy heads of agencies indicated in Annex No. 3 to the Decision of the Prime Minister of the Republic of Armenia No. 921-A of 3 November 2009;

(2) the Commission shall arrange its activities through regular and extraordinary sittings. Regular sittings shall be convened at least once in every three months, whereas extraordinary sittings of the Commission shall be convened at the proposal of the Chairman or the DCFTA Chief Negotiator or at least 1/3 of the members of the Commission;

(3) members of the Commission shall personally attend the sittings;

(4) in case of absence of the Chairman or upon the assignment thereof, the sitting of the Commission shall be chaired by the DCFTA Chief Negotiator. Decisions of the Commission shall be adopted by simple majority of votes. In the event of a tie, the Chairman shall have the casting vote;

(5) the agenda of the sitting of the Commission shall be delivered to the members and special invitees at least five working days before the commencement of the sitting of the Commission (in case of extraordinary sitting – three working days). Each member of the Commission shall be entitled to submit a proposal to the DCFTA Technical Coordinator at least 20 working days before the Commission's sitting for inclusion thereof within the agenda;

(6) the proposal on the agenda by a member of the Commission shall be included within the agenda at the initiative of the Chairman;

(7) each sitting of the Commission shall commence upon the approval of the agenda. Reports on the process of performing the formerly adopted decisions shall be heard during a regular sitting;

(8) minutes of the sittings of the Commission shall be taken. The minutes shall be signed by the person chairing the sitting;

(9) decisions of the Commission shall be subject to mandatory implementation by the members of the Commission;

(10) the member of the Commission, who expresses disagreement with the decision adopted by the Commission, shall submit a special opinion in writing, which is attached to the decision and recorded in the minutes of the sitting of the Commission;

(11) Commission membership shall terminate upon the dismissal of the member of the Commission, and the vacancy shall be filled by the person having assumed the same position within the Commission;

(12) non voting invitees, particularly, the Trade Representative of the Republic of Armenia in the European Union, DCFTA representatives of business community and civil society,

representatives of the Delegation of the European Commission to Armenia, may participate in the sittings of the Commission;

(13) an ad hoc negotiation group may be set up from among the members of the Commission and of DCFTA Working Groups for the purpose of conducting negotiations headed by the DCFTA Chief Negotiator.

#### **9. The DCFTA Chief Negotiator**

(1) the DCFTA Chief Negotiator shall be the Deputy Minister of Economy of the Republic of Armenia;

(2) shall conduct negotiations within the framework of the DCFTA between Armenia and the European Union;

(3) shall present the negotiation package to the Commission;

(4) shall present to the Commission the results of negotiations, as well as the proposals and necessary preconditions submitted by the European Union based on which sectoral action plans may be elaborated. The DCFTA Working Group set up by the Commission shall elaborate sectoral action plans, which shall be approved by the Commission and shall be subject to mandatory implementation;

(5) upon the consent of the DCFTA Chief Negotiator, the Trade Representative of the Republic of Armenia in the European Union may conduct negotiations with the representatives of the European Commission within the framework of the DCFTA, as well as provide necessary information and submit a report on the performed activities to the Chairman and the DCFTA Chief Negotiator;

(6) shall submit an annual report on the performed activities to the Chairman and the Commission.

#### **10. The DCFTA Technical Coordinator**

(1) the DCFTA Technical Coordinator shall be the head of a relevant department of the Staff of the Ministry of Economy of the Republic of Armenia;

(2) shall arrange the activities for submitting and receiving information among the relevant representatives of the European Commission, the Chairman, members of the Commission, the DCFTA Chief Negotiator, the Trade Representative of the Republic of Armenia in the European Union, and the heads of DCFTA Working Groups;

(3) shall participate in the negotiation process;

(4) shall arrange the preparation activities for the negotiation package within the DCFTA framework;

(5) shall participate in the elaboration of sectoral action plans, coordinate the monitoring of their implementation, and submit a report on the performed activities to the Chairman and the DCFTA Chief Negotiator;

(6) shall manage the activities of the DCFTA Technical Coordinator Support Team;

(7) shall arrange the activities for preparing the annual report of the DCFTA Chief Negotiator;

(8) shall arrange the sittings of the Inter-Agency Commission;

(9) shall present the decisions of the Inter-Agency Commission;

(10) shall cooperate with the EU Advisory Group, as well as with the Armenian-European Policy and Legal Advice Centre, for the effective implementation of its activities.

#### **11. The DCFTA Technical Coordinator Support Team**

(1) the DCFTA Technical Coordinator Support Team shall be the relevant department of the Staff of the Ministry of Economy of the Republic of Armenia;

(2) shall provide assistance to the DCFTA Technical Coordinator and perform its assignments;

(3) shall provide the secretariat of the Commission, plan the sittings of the Commission and prepare the relevant materials on the agenda, as well as arrange the provision of the materials to the members of the Commission and take minutes of the sittings of the Commission;

(4) shall prepare a negotiation package;

(5) shall communicate the decisions of the Commission to the members of the Commission and the heads of DCFTA Working Groups;

(6) shall ensure the exchange, collection and provision of information among DCFTA Working Groups;

(7) shall prepare materials for DCFTA coverage and participate in the activities on DCFTA awareness raising;

(8) shall cooperate with the representatives of the DCFTA business community and the civil society, arrange workshops with the DCFTA Chief Negotiator and the DCFTA Technical Coordinator.

## **12. DCFTA Working Groups**

(1) DCFTA Working Groups may be established upon the decision of the Commission. The Rules of Procedure of DCFTA Working Groups shall be approved by the Commission;

(2) any member of the Commission in a relevant sector or the head or deputy head of an agency responsible for that sector may become the head of a DCFTA Working Group;

(3) DCFTA Working Groups shall conduct sectoral studies and analyses.

## **13. The DCFTA Legal Advisor**

(1) two legal advisors, who shall ensure the provision of opinions on legal instruments within the framework of the negotiation process for DCFTA and the comparative analysis of the legislation of the Republic of Armenia;

(2) shall provide a legal opinion;

(3) shall draft DCFTA provisions.

## **14. DCFTA Technical Assistance, the Translation Centre**

(1) shall provide all necessary technical assistance within the framework of the negotiation process for DCFTA, particularly, rental of conference halls for holding discussions, design of a web page and its regular update;

(2) the Translation Centre shall ensure the translation of necessary documents within the framework of DCFTA.

**Chief of Staff  
of the Prime Minister  
of the Republic of Armenia**

**D. Sargsyan**

**Annex No. 3  
to the Decision of the Prime  
Minister  
of the Republic of Armenia  
No. 921-A of 3 November 2009**

**COMPOSITION**

**OF BODIES RESPONSIBLE FOR ENSURING THE NEGOTIATION PROCESS FOR THE  
AGREEMENT ON A DEEP AND COMPREHENSIVE FREE TRADE AREA BETWEEN  
ARMENIA AND THE EUROPEAN UNION**

Minister of Economy of the Republic of Armenia	- Chairman of the Commission (DCFTA Political Coordinator)
Deputy Minister of Economy of the Republic of Armenia	- member (DCFTA Chief Negotiator)
Deputy Minister of Agriculture of the Republic of Armenia	- member
Deputy Minister of Energy and Natural Resources of the Republic of Armenia	- member
Deputy Minister of Finance of the Republic of Armenia	- member
Deputy Minister of Foreign Affairs of the Republic of Armenia	- member
Deputy Minister of Healthcare of the Republic of Armenia	- member
Deputy Minister of Labour and Social Affairs of the Republic of Armenia	- member
Deputy Minister of Justice of the Republic of Armenia	- member
Deputy Minister of Nature Protection of the Republic of Armenia	- member
Deputy Minister of Transport and Communication of the Republic of Armenia	- member
Deputy Minister of Urban Development of the Republic of Armenia	- member
Deputy Head of State Revenue Committee under the Government of the Republic of Armenia	- member
Deputy Head of the Police under the Government of the Republic of Armenia	- member



- Deputy Head of State Property Management Department under the Government of the Republic of Armenia - member
- Deputy Head of State Committee of the Real Estate Cadastre under the Government of the Republic of Armenia - member
- Deputy Head of General Department of Civil Aviation under the Government of the Republic of Armenia - member
- Deputy Chairman of the Central Bank of the Republic of Armenia - member
- Deputy Chairman of State Commission for Protection of Economic Competition of the Republic of Armenia - member
- Deputy Chairman of Public Services Regulatory Commission of the Republic of Armenia - member
- General Director of “Armenian Development Agency” CJSC - member
- Executive Director of “Small and Medium Entrepreneurship Development National Centre of Armenia” (SME DNC of Armenia) - member
- President of Chamber of Commerce and Industry of the Republic of Armenia - member
- DCFTA Technical Coordinator - member (Secretary of the Commission)

**Chief of Staff  
of the Prime Minister  
of the Republic of Armenia**

**D. Sargsyan**