

**Procedure for meetings of the Sub-committee on Trade and Sustainable Development with civil society** (agreed in the first Sub-committee meeting, February 2014)

Meetings of the Sub-committee on Trade and Sustainable Development include a session with civil society. As foreseen in Article 282 of the EU-Colombia/Peru Trade Agreement, the Sub-committee on Trade and Sustainable Development will convene open public meetings with civil society once a year unless otherwise agreed by the Parties.

The procedures for such meetings are agreed by the Parties as follows.

**1. Information.**

The host Party is in charge of providing the necessary information regarding the practical details of the open public session including any required information for registration of civil society. Each Party informs its civil society of the open public session including regarding the date, time and venue.

**2. Chairs.**

The Chairs of the Sub-committee on Trade and Sustainable Development also provide the Chairs of the open public session

At the beginning of the open meetings the Chairs present a joint statement that reflects the outcomes of the meetings of the Sub-committee on Trade and Sustainable Development and in particular any orientations of its future work. The joint statement is made publicly available.

**3. Participation.**

The open public session aims to involve participants representing labour, environmental and sustainable development interests. The Parties provide for an inclusive representation of the relevant interests among participants in the open public session, including by promoting a balanced attendance of economic, environmental and social stakeholders, and by ensuring the Chairs of the open public session maintain a balanced allocation of speaking time among these interests.

When inviting its civil society, each party encourages the active participation of its civil society members under its labour and environment or sustainable development domestic mechanisms.

**4. Agenda of the meetings.**

The Parties are in charge of jointly setting the agenda of the open public session.

In this regard, each Party may seek inputs from its civil society members under its labour and environment or sustainable development domestic mechanisms on topics for the agenda.

The agenda may include a dedicated slot for the civil society members under the labour and environment or sustainable development domestic mechanisms to present updates on their activities.

## **5. Summaries of the meetings.**

The host Party is in charge of the preparation of the summaries of the open public session. If possible on the same day of the open public session, and in any event no later than two weeks after, the Parties are to agree on the summaries.

Each Party makes agreed summaries publicly available.