

Procedure of the election of the Secretary General of the Council of Europe

I. Regulations

1. The Procedure of the election of the Secretary General of the Council of Europe is governed by the *Regulations relating to the appointment of the Secretary General, Deputy Secretary General and the Secretary General of the Assembly* adopted by the Committee of Ministers in December 1956, subsequently amended, and by the *Rules and procedures for the future elections of the Secretary General of the Council of Europe - Joint interpretative statement* (adopted by the Parliamentary Assembly on 12 March 2010 and by the Committee of Ministers on 24 March 2010). The texts are appended.

II. Term of office

2. The Secretary General of the Council of Europe is elected by the Parliamentary Assembly for a period of five years (Regulations Articles 7 and 8.a.).

3. The present Secretary General of the Council of Europe, Mr Thorbjørn Jagland, was elected by the Assembly on 29 September 2009. He took up office on 1 October 2009 and his term of office therefore expires on 30 September 2014.

4. Article 8.b. of the Regulations foresees that the procedure of the election shall be set in motion not less than six months before the expiry of the term of office. However, Appendix 1 of the *Rules and procedures for the future elections of the Secretary General of the Council of Europe - Joint interpretative statement* provides that the Assembly starts the election process, already in January of the year proceeding the year of election

III. Candidates

5. The candidates may be proposed to the Committee of Ministers (Regulations Article 1) by one or more member governments.

6. Unless it has been otherwise agreed after discussion in the Joint Committee, the Committee of Ministers shall draw up a list containing at least two names, which shall be transmitted to the Assembly (Regulations Article 5).

IV. Procedure in the Joint Committee (Regulations Article 4)

7. The Committee of Ministers shall consult the Assembly through the Joint Committee before transmitting to the Assembly the list of candidates.

8. According to the *Rules and procedures for the future elections of the Secretary General of the Council of Europe*, this consultation shall take place during the first part of the 2014 Session (27-31 January 2014).

V. Procedure in the Bureau of the Assembly (Regulations Article 6)

9. The proposals submitted to the Assembly by the Committee of Ministers shall be examined by the Bureau, which may summon candidates to an interview.

10. The Bureau shall then transmit the proposals to the Assembly, indicating, if it thinks fit and where appropriate, its own order of preference and the order of preference of the Committee of Ministers with the regard to the candidates. Following usual practice, the election will take place on Tuesday, 24 June 2014 and possibly on Wednesday 25 June 2014, if a second round is needed.

VI. Calendar for the election

11. In conformity with the *Regulations* and the *Rules and procedures for the future elections of the Secretary General of the Council of Europe*, the election should take place during the 2014 June part-session (23-27 June 2014).

12. As regards the procedure in the Assembly, the calendar for the election would therefore be as follows:

17 December 2012	approval of the calendar for the election by the Bureau of the Assembly and subsequently information by the President of the Assembly of the Chairperson of the Committee of Ministers on the foreseen date of election;
30 January 2014	during the first part of the 2014 Session (27-31 January 2014), consultation through the Joint Committee on all proposed candidates
April/June 2014	examination by the Bureau of the proposals of candidates submitted by the Committee of Ministers to the Assembly; interviews of candidates included in the recommendation by the Bureau of the Assembly (and possibly by political groups)
24/25 June 2014	during the third part of the 2014 Session (23-27 June 2014), election of the Secretary General of the Council of Europe

APPENDIX:

Regulations¹ relating to the appointment of the Secretary General, Deputy Secretary General and Secretary General of the Assembly²

1. Submission of candidatures

a. When a vacancy occurs in any of the three senior posts of the Secretariat General, appointments to which are made by the Consultative (Parliamentary) Assembly on the recommendation of the Committee of Ministers, or in the case provided for in clause 8.b below, candidates may be proposed to the Committee of Ministers:

- i. by one or more Member Governments;
- ii. by the Secretary General, in respect of the posts of Deputy Secretary General and Secretary General of the Assembly.

Furthermore, when the post of Secretary General of the Consultative (Parliamentary) Assembly falls vacant, or in the case provided for in clause 8.b, proposals may be submitted to the Committee of Ministers by one or more groups of representatives to the Consultative (Parliamentary) Assembly; they should bear not less than five and not more than ten signatures.

The Secretary General may only propose candidates who are already permanent or temporary members of the Secretariat General.

Candidates from the Secretariat General may also be sponsored by one or more Member Governments, provided that in the case of the Deputy Secretary General or Secretary General of the Consultative (Parliamentary) Assembly the Secretary General has been previously consulted and has given his assent.

b. Member Governments and Assembly representatives shall send their proposals to the Secretary General, who will forward them, together with his own, to the Committee of Ministers.

2. Criteria determining the choice of candidates

The following criteria shall determine the choice of candidates:

- a.* The recruitment of persons of the highest ability and integrity and suitability for the post to be filled.
- b.* The qualifications and experience of persons already employed by the Council of Europe shall be taken into consideration, so that members of the Secretariat may have reasonable prospects of promotion.
- c.* The desirability of ensuring an equitable geographical allocation of appointments among nationals of the member states subject to the overriding interests of efficiency. No office in the Secretariat shall be considered to be the prerogative of any particular member state.

3. Preliminary examination of candidatures by the Committee of Ministers

The Committee of Ministers shall examine the list of candidates. The latter may be summoned to an interview by the Committee itself or by a Sub-Committee appointed for the purpose.

4. Consultation of the Assembly by the Committee of Ministers

Before transmitting to the Consultative (Parliamentary) Assembly a recommendation for the appointment of any one of the three senior officials of the Secretariat General, the Committee of Ministers shall consult the Assembly on the subject through the medium of the Joint Committee.

This consultation shall take place, unless otherwise agreed to by the Joint Committee, not less than thirty days before the date of the opening of the Session during which the Assembly will be called upon to make the appointment.

5. Nomination of candidates

- a. Unless it has been otherwise agreed after discussion in the Joint Committee, the Committee of Ministers shall draw up a list containing at least two names, which shall be submitted to the Assembly.
- b. In the case of candidates for the posts of Secretary General and Deputy Secretary General, the Committee of Ministers shall be free to list the names in order of preference, should it so desire.

6. Procedure in the Bureau

The proposals submitted to the Assembly by the Committee of Ministers shall be examined by the Bureau, which may summon candidates to an interview. The Bureau shall then transmit the proposals to the Assembly, indicating, if it thinks fit and where appropriate, its own order of preference and the order of preference of the Committee of Ministers with regard to the candidates.

7. Procedure in the Assembly

- a. The Assembly shall proceed to make the appointment.
 - b. Voting shall be by secret ballot.
 - c. An absolute majority of the votes cast³ shall be required at the first ballot and a relative majority at the second⁴.
8. Term of office and possible re-appointment⁵
- a. The three senior officials shall henceforth be appointed for a period of five years.
 - b. Not less than six months before the expiry of the term of any such official, the procedure laid down in the preceding clauses shall be set in motion; the official may be put forward again as a candidate in accordance with clause 1, and his term may always be renewed for a period specified in advance by agreement between the Assembly and the Committee of Ministers in the Joint Committee.

1. Regulations adopted by the Committee of Ministers (43rd Meeting of the Ministers' Deputies on 3 to 6 December 1956) with the agreement of the Assembly, subsequently amended as to paragraphs 1 and 8 as a result of a proposal by the Assembly (Recommendation 289 of 23 September 1961), by the Committee of Ministers (107th Meeting of the Ministers' Deputies on 13 to 20 March 1962), with the agreement of the Standing Committee (Meeting of 30 March 1962).

2. By Resolution (49) 20 the Committee of Ministers, pending the amendment of articles 36 and 37 of the Statute, authorised the Assembly to appoint, on the recommendation of the Committee of Ministers, a Chief of the Administrative Services (Clerk) of the Assembly, having the rank of Deputy Secretary General. In January 2000 this title was replaced by Secretary General of the Assembly, see Rule [65](#) of the Assembly's Rules of Procedure.

3. Only those ballot papers bearing the names of persons who have been duly entered as candidates shall be taken into account for the purpose of calculating the number of votes cast. (Rule [39.11](#) of the Rules of Procedure of the Assembly).

4. For the other modalities of the appointment by the Assembly see the provisions above [page 71](#).

5. This paragraph was altered as a result of Recommendation 289 of the Assembly, adopted on 23 September 1961 (see Doc. 1326) and the joint decision of the Committee of Ministers and the Assembly (see Doc. 1431).

Rules and procedures for the future elections of the Secretary General of the Council of Europe - Joint interpretative statement

(adopted by the Parliamentary Assembly on 12 March 2010 and by the Committee of Ministers on 24 March 2010)

Having regard to the Statute of the Council of Europe (ETS No. 1), in particular Article 36.b;

Having regard to the Regulations relating to the appointment of the Secretary General, Deputy Secretary General and Secretary General of the Assembly having the rank of Deputy Secretary General which were adopted by the Committee of Ministers in 1956 with the agreement of the Assembly;

Having regard to the proposals for enhanced dialogue and co-operation between the Parliamentary Assembly and the Committee of Ministers, as they appear in document CM(2009)142 and the appendix to Parliamentary Assembly Doc. 12028 Part II;

1. The Committee of Ministers and the Assembly agree that the rules for future elections of the Secretary General need to be clarified in respect of the consultation process between the Assembly and the Committee of Ministers and that the gender equality aspects need to be reinforced.

2. In accordance with Article 36.b of the Statute of the Council of Europe, the election of the Secretary General is a shared responsibility. It is the responsibility of the Committee of Ministers to draw up a list of candidates to be transmitted to the Assembly. It is the responsibility of the Assembly to elect the Secretary General from the candidates included in that list.

3. The criteria for determining the choice of candidates is set out in Article 2 of the Regulations relating to the appointment of the Secretary General. These are:

The recruitment of persons of the highest ability and integrity and suitability for the post to be filled.

The qualifications and experience of persons already employed by the Council of Europe shall be taken into consideration, so that members of the Secretariat may have reasonable prospects of promotion.

The desirability of ensuring an equitable geographical allocation of appointments among nationals of the member states subject to the overriding interests of efficiency. No office in the Secretariat shall be considered to be the prerogative of any particular member state.

In this connection, the Committee of Ministers will interpret the criteria of "highest ability and suitability" in particular by reference to the decision taken at the 117th Ministerial Session (Strasbourg, 10-11 May 2007) whereby the Committee of Ministers agreed to present to the Parliamentary Assembly "candidates who enjoy a high level of recognition, are well-known among their peers and the people of Europe, and have previously served as Heads of State or Government, or held senior ministerial office or similar status relevant to the post". When assessing candidates against these criteria, the Committee of Ministers will have a merit-based approach and use the appended competence framework it has prepared to that effect (see Appendix 2).

4. With a view to strengthening gender equality aspects, both organs will, taking into account their different responsibilities in the election process, strive to make gender equality a reality, in line with the declaration adopted by the Committee of Ministers at its 119th session in Madrid in May 2009. The Chair of the Committee of Ministers, when calling for candidatures, will strongly encourage member states to put forward candidatures of both sexes. Furthermore, and bearing in mind paragraph 3 above, when the Committee of Ministers draws up its recommendation to be transmitted to the Parliamentary Assembly, it will pay due regard to the desirability of ensuring an equitable gender balance of appointments.

5. In accordance with Article 4 of the Regulations relating to the appointment of the Secretary General, the Committee of Ministers shall consult the Assembly through the medium of the Joint Committee before transmitting the recommendation to the Assembly.

6. The Committee of Ministers shall seek the Assembly's views before drawing up its recommendation. Therefore, consultation of the Assembly by the Committee of Ministers will take place at an early stage

of the election procedure through the Joint Committee. It shall include a discussion on all the candidatures proposed by governments. The revised timeframe, which is part of this statement, to accommodate this early consultation, is set out in Appendix 1.

7. After the consultation of the Assembly within the Joint Committee, the Committee of Ministers will decide on the list of candidates to be included in the recommendation to the Assembly, in accordance with its own procedures. This may include voting when drawing up the list of candidates. In this context, it is recalled that Article 20.d of the Statute of the Council of Europe applies to the adoption of the recommendation of the Committee of Ministers to the Assembly in the absence of a consensus.

A. Appendix 1: Calendar for the election of the Secretary General

For a mandate beginning on 1 October of year n:

- January n-1: after informal discussions between the President of the Parliamentary Assembly of the Council of Europe (PACE) and the Chair of the Committee of Ministers (CM), PACE confirms the date (June of year n) of the election in the Joint Committee;
- February n-1: the CM fixes the timetable and calls for candidatures to be received before 15 December n-1. The Chair of the CM writes to his colleagues asking for suitable candidates and drawing attention to the "Juncker criteria" and to the gender equality aspects;
- 15 December n-1: deadline for member states to propose candidates;
- January n: consultation with PACE through the Joint Committee on all proposed candidates;
- February n: interviews of candidates by CM, drawing up of the recommendation and subsequent transmission to PACE;
- Before June n: interviews by the Assembly of the candidates included in the recommendation;
- June n: election by PACE;
- 1 October n: start of the mandate of the new Secretary General.

If only one candidate appears in the recommendation:

- a discussion in the April n PACE part-session or during the March n Standing Committee to seek agreement in the Joint Committee on the submission of only one candidate in the CM recommendation;
- if agreement is reached in the Joint Committee, subsequent transmission of recommendation;
- June n: election by PACE;
- 1 October n: start of the mandate of the new Secretary General.

If the CM considers that no candidates are suitable to appear in the recommendation or if no agreement is reached in the Joint Committee on the submission of only one candidature in the recommendation:

- February/March n: prolongation of deadline for submission of candidates by 2 months;
- May/June n: new consultation in Joint Committee on candidatures proposed by member states, either at the May n Standing Committee or the June n part-session;
- June/July n: interview of candidatures by CM, drawing up of the recommendation and subsequent submission to PACE;
- September n: election by PACE;
- 1 October n: start of the mandate of the new Secretary General.

B. Appendix 2: Competence framework

The Secretary General is responsible to the Committee of Ministers for the work of the Secretariat and provides secretariat and other assistance to the Parliamentary Assembly. She/he represents the values of the Council of Europe to the outside at the highest levels and provides leadership to a culturally diverse Secretariat. The budgets of the Council of Europe amount to approximately € 300 million in 2010.

a) To assess the "suitability for the post" (Regulations):

- "high level of recognition", "well-known among their peers", "has previously served as head of state or government, or held senior ministerial office or similar status relevant to the post" (decisions at 117th Session);
- strong and effective relations with governments of member states; ability to work with the Committee of Ministers at all levels;
- demonstrated commitment to human rights, democracy, rule of law;
- very good knowledge of at least one of the official languages of the Council of Europe;
- at least a passive knowledge of the second official language, or a declared readiness to follow appropriate training during the first six months of the mandate.

b) To assess "highest ability" (Regulations):

- political vision and insight on international affairs, including the role of the Council of Europe; strategic thinking;
- leadership skills; trust-building; inspires and motivates a culturally diverse staff of 2000 from 47 countries;
- skills to manage a large organisation; delegates authority and empowers staff while remaining accountable; innovative thinking; promotes and accompanies change;
- pro-active planning ability and priority setting, both in his/her responsibility and in making proposals to the Committee of Ministers;
- delivers results, with efficiency and transparency;
- communication skills, both oral and written;
- negotiating skills; ability to tackle sensitive issues while promoting Council of Europe values;
- advocacy skills; proven ability to establish, maintain and use strong and effective networks; capacity to interact effectively with diverse interlocutors (political and cultural figures, officials, NGOs, media, etc.); highly developed ability to explain and to persuade.

c) To assess "highest integrity" (Regulations):

- proven personal commitment to the ethical values of the Council of Europe;
- respect for diversity;
- openness to scrutiny.