



Working Practices of the Montreux Document Forum as adopted on 19.11.2020

1. The Montreux Document Forum (MDF) provides a venue for informal consultation and facilitates coordination and communication among Montreux Document (MD) participants¹ in relation to outreach, implementation and good practices. It assists States in implementing the rules and good practices contained within the MD.
2. The MDF is composed of all MD participants and the International Committee of the Red Cross (ICRC). Other States, other International Organizations as well as other relevant actors, such as expert stakeholders, may be invited by the MDF to its meetings as observers.
3. MDF meetings, including regional meetings, can be convened as necessary and may take place via video- or teleconference.
4. The MDF is chaired by two Co-Chairs, currently Switzerland and the ICRC. The Co-Chairs coordinate the substantive preparation of MDF meetings, preside over the meetings, steer the MDF and coordinate the required follow-up, among other tasks.
5. The MDF may establish Working Groups as necessary.
6. Working Group meetings are open to all MD participants on a voluntary basis and, subject to a decision by the MDF, to observers.
7. Chairs of the Working Groups are elected by the MDF upon establishment of the Working Groups and upon resignation of a Chair.
8. Chairs of the Working Groups report annually to the MDF on their activities.
9. The Working Group on the International Code of Conduct Association (ICoCA) (hereinafter ICoCA Working Group) performs the functions of the Advisory Forum of Montreux Document Participants as provided for by the Articles of ICoCA. Its mandate is, in accordance with Article 10 of the Articles of Association, "to provide advice to the Association on national and international policy and regulatory matters".
10. The Working Group on the use of private military and security companies in maritime security (hereinafter Maritime Working Group) serves as a forum to discuss the relevance of the MD

¹ This expression encompasses States and International Organizations having expressed support for the Montreux Document.

to maritime security, its interaction with relevant international organizations and initiatives on maritime security and ways to assist States in implementing the MD.

11. The MDF, its Working Groups and Co-Chairs are supported by a Secretariat. The Geneva Centre for Security Governance (hereinafter DCAF) acts as the Secretariat. It assists the MDF in the performance of its functions, including by coordinating the organization of the meetings and supporting the national implementation of the Montreux Document.
12. The MDF may take decisions, including the selection of Co-Chairs or Chairs of the Working Groups, by digital means, including emails. Communications must be addressed by the Co-Chairs to all MD participants and leave sufficient time for MD participants to respond.
13. Costs of the MDF and its Secretariat are funded through voluntary financial and/or in-kind contributions.
14. The MDF is an informal forum with no authority to take legally binding decisions.
15. The MDF and its Working Groups will make every effort to operate by consensus.
16. The MDF may decide to amend its Working Practices.