

## **Social Dialogue and Decent Work programme: The Mandate of the Reference Group**

The FMO and the Fund Operator have agreed to the following mandate for the Reference Group<sup>1</sup>:

### **Participants of the Reference Group**

The Reference Group shall consist of one representative from each of the Norwegian social partners represented in EFTA's Consultative Committee (NHO, LO, KS, YS, Virke and Unio), and two representatives appointed from the Ministry of Labour and Social Affairs.

Expansion and participation by other Norwegian social partners shall be agreed with the Reference Group. If further expanded, the enlargement needs to reflect a balanced participation between the employers' organisations and the trade unions.

### **Role of the Reference Group**

The Reference Group shall act as an advisory body in their areas of expertise. The Reference Group shall advise on the preparation and implementation of the programme.

### **Meeting frequency**

Meetings in the Reference Group shall be initiated by the FO and conducted at least twice a year. If required by the Reference Group, the FMO or the FO, more frequent meetings can be held. The FO is to facilitate and chair the meetings. The FO is responsible for taking the minutes. The agreed minutes are to be shared with the Reference Group and the FMO within 5 days after the date of the meeting.

### **Fields of work**

The Reference Group will give their advice regarding the operational focus and strategy of the Programme. This could, inter alia, include identifying areas of needs in the beneficiary states, suggest topics, identify possible project partners among Norwegian employers' organisations and trade unions and give advice on the course of direction for the programme to meet its objective.

The Reference Group will be an arena for exchange of experience and discussion for the programme design, relevant for the development of the concept note.

The Reference Group will give input on developing trends and possibilities in the beneficiary states.

The Reference Group shall contribute to disseminate information in Norway, in relevant European forums and in the beneficiary states to raise awareness of the Programme.

The Reference Group should raise and discuss other strategic questions, concerns or constraints as an advisory body for the Programme.

The Reference Group shall not participate in the selection of projects or conduct evaluations of applications.

*The members of the Reference Group are eligible as project partners under the Programme.*

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<sup>1</sup> Please note that this mandate has been slightly revised. Spelling mistakes have been corrected and the eligibility of the members of the Reference Group to apply for funding from the Programme has been added.