

Pursuant to the Article 28, items 28.1, 28.2a and 28.2l of the Statute of the Foreign Investors Council dated 09 December 2015. (hereinafter "FIC"), the Board of Directors, on the session held on 19 January 2016, adopts the following:

Guidelines for Organizing and Operating of the FIC Specialized Working Committees

These guidelines set forth basic principles of functioning and organization of the FIC specialized working committees, including the purpose, activities, rights and obligations of its members, rules of procedure, decision making process, relations with stakeholders, media relations, supervision and other issues.

The specialized working committees are structured and will operate in accordance with domestic and international regulation and provisions of the FIC Statute.

1. Constitution

When members of the Council which operate in a particular sector express interest in the organisation of a specialized working committee (hereinafter: the Working Committee), or at least 10% of the Council members express interest, the Board of Directors shall adopt the decision to create the particular, permanent or ad hoc Working Committee, depending on requirements in the particular case.

2. Purposes of the Working Committee

The purpose of the Working Committee is as follows:

- a) Promotion of the principles, relationships and standards required by the specific market concerning the production and distribution of the specific goods and / or services.
- b) Protecting and supporting the common interests of the committee members in the field of legal regulations, duty, taxation, product safety, manufacturer liability, consumer rights, environment issues, logistics and communication;
- c) Promoting and supporting fair competition as well as intellectual property protection for the benefit of the consumer, the trade and the industry.
- d) Supporting the harmonization of national and international legislation concerning industrial and intellectual property rights, unfair competition, product safety as well as demand expert advice in this field to relevant authorities and agencies;
- e) Opposing any form of unfair competition and support its members in the assertion of any claims in this connection.
- f) Representing common interests of the Working Committee members before the state authorities, public institutions and other third parties;

3. Activities of the Working Committee

To attain its purpose the Working Committee will:

- a) Submit proposals in relation to draft laws and other regulations or regulatory documents which may pertain to the goals of the Working Committee,
- b) Organise meetings, roundtables, seminars, courses etc.
- c) Participate in important public events and promote views of the Council

- d) Cooperate with other organizations and institutions, in accordance with the Council goals;
- e) Undertake other permanent or periodical activities that may be of use for the fulfilment of the goals of the Working Committee.

4. Membership

Each member of the Council has the right to become a member of a Working Committee (hereinafter: Committee member).

The Member Representative is obliged, when joining a Working Committee, to inform the Executive Director of the Council that Council member wishes to join the Working Committee, as well as about individuals who will represent the Council member and vote at committee meetings.

In case of a change of the elected representative, the said member is obliged to inform the Executive Director without delay and submit information about the new representative in the Working Committee.

The President of the Board of Directors is ex officio member of all specialised working committees, unless the Board of Directors decides otherwise.

5. The rights of committee members

Committee member has the right to actively participate in its work, control the activities of the Working Committee and execute other rights in accordance with the decision on establishing the Working Committee.

When voting at the meetings of the Working Committee, each Council member has one vote.

The committee members will have the right:

- a) To attend and vote at the Working Committee Meetings;
- b) To propose a working committee meeting, as well as the topics to be discussed at a scheduled meeting;
- c) To submit comments on draft laws and other regulations or regulatory documents;
- d) To elect and be elected for the President and Vice President;
- e) To receive records from the meetings of the Working Committee;
- f) To control the activity of Working Committee, to see the reports on the activity;
- g) To have access to all information and data received or owned by Working Committee;
- h) To exercise other rights in accordance with this FIC Statute and the decisions of the Assembly of the Council.

6. The obligations of committee members

The committee members will have the obligation:

- a) To observe the provisions of the Statute and to action in order to fulfil the purpose of the Working Committee;

- b) To provide for the committee all necessary data and information, needed in order to achieve its activities, to the extent this does not affect the business or the competitiveness of the respective members;
- c) To inform the Working Committee about all problems acknowledged and measures taken in relation with common interest of the committee members.

7. The Management of the Working Committee

The Working Committee elects the President and the Vice President of the committee, whose election is confirmed by the President of the Board of Directors.

The obligations of the President/Vice President:

- a) to inform the Board of Directors about the activities of the Working Committee
- b) to organise the activities of the Working Committee in co-operation with the Executive Director
- c) to be present on the meetings of the Working Committee
- d) to actively participate in the formulation of views of the Council by the Working Committee (i.e. position papers)
- e) to participate on the meeting with relevant stakeholders

The Board of Directors relieves the Presidents and Vice Presidents of the Working Committee and adopts decisions on dismissal of the President and Vice President of the Working Committee under following criteria: (i) absence from three consecutive meetings of the Working Committee; (ii) lack of active participation in the formulation of views of the Council by the Working Committee (i.e. position papers); (iii) absence from the meetings with relevant stakeholders; and (iv) in all other cases which the Board of Directors assesses as negligent.

8. Meetings and operation of the Working Committee

Regular meetings of the Working Committee are held at least every three (3) months and, depending on necessity, it is possible to hold extraordinary meetings.

Meetings are convened by the Executive Director at the proposal of the President of the Working Committee, via post, e-mail, fax or phone, at least seven (7) days before the meeting. Information about the meeting should contain data on the date, time, location and agenda of the meeting, with all written documents prepared for the meeting attached.

The Executive Director organises distribution of all the information and material concerning the work of the Working Committee to the committee members.

Each member of the Working Committee may propose a committee meeting, as well as the topics to be discussed at a scheduled committee meeting. The President of the Working Committee is obliged to consider said proposal of the member, and, provided there are enough members interested in the meeting, propose the convening of a meeting to the Executive Director.

In case that agenda of the meeting includes draft laws and other regulations or regulatory documents, the committee members are invited to submit comments on the said material. The comments of Committee members represent basis for discussion at the Working Committee meeting.

The quorum for operation and decision making consists of at least 20% of the members of the Working Committee.

The decisions of the Working Committee are adopted by a majority vote of the members attending the meeting.

The decisions of the Working Committee are binding for all members, including those that did not attend the meeting.

The Working Committee may take a decision via electronic communication.

The Board of Directors approves decisions adopted by Working Committees on:

- a) Expressing the views of the Council;
- b) Proposals in relation to draft laws and other regulations or regulatory documents;
- c) Organisation of roundtables, seminars, courses
- d) Organization and participation of the Council in important public events;
- e) Communication and cooperation with State authorities, other organizations and institutions, in accordance with the Council goals;
- f) Public promotion and media outreach.

The Executive Director coordinates the work of all Working Committees.

9. Rules of procedure in communication with Serbian Administration and other organizations and institutions and media relations

The President of the Working Committee in co-operation with the Executive Director organizes communication with Serbian Administration and other organization and institutions (hereinafter: stakeholders) in order to promote views of the Council.

Communication with stakeholders is limited to promotion of views and proposals previously adopted by the Working Committee and the Board of Directors.

The Working Committee may address media in order to promote views of the Council, pending prior approval of the Board of Directors.

10. Records

The Executive Director organises records of meetings of the Working Committee and their distribution to committee members.

Records are kept of all meetings of the Working Committees, and contain all statements, announcements, voting proposals, voting results and adopted decisions. Records are confirmed by the President of the Working Committee.

Records are entered into documentation books in chronological order. Records are kept for at least five (5) years, unless a longer period is prescribed by law. The records are destroyed upon expiration of the period of compulsory maintenance.

Members of the Council and members of the Board of Directors have the right to freely access records. They may request copies and extracts from the records at their own expense.

11. Final provisions

The provision of the Statute shall be applicable for every case that is not regulated with this Act.