REVISED TERMS OF REFERENCE OF THE REGIONAL DEBT CO-ORDINATING COMMITTEE (RDCC)

Preamble

WHEREAS the Eastern Caribbean Central Bank was established by the Eastern Caribbean Central Bank Agreement, 1983;

AND WHEREAS the Eastern Caribbean Central Bank is mandated by Article 4(3) and (4) of the said Agreement:

“to promote credit and exchange conditions and a sound financial structure conducive to the balanced growth and development of the economies of the territories of the Participating Governments;”

and

“to actively promote through means consistent with its other objectives the economic development of the territories of the Participating Governments.”

AND WHEREAS the Monetary Council at its 30th Meeting in St Vincent and the Grenadines on the 25th day of October 1996 agreed:

“That in order to facilitate the development of an area-wide Government Securities Market,

(a) the Bank will enter into an Agreement with each Participating Government to formalise its role as Fiscal Agent. The Agreement will set out clearly the nature of the relationship between the Bank and the Participating Governments in the execution of its functions as they relate to the area-wide Government Securities Market; and
(b) a Debt Co-ordinating Committee comprising officials from the Bank and Financial Secretaries from each territory will be established to discuss issues relating to the promotion of the ECCB area-wide Government Securities Market."

**IT IS HEREBY DECLARED** that a Regional Debt Co-ordinating Committee (RDCC) be established in furtherance of the development of the Regional Government Securities Market.

**A. MISSION STATEMENT OF THE RDCC**

*To facilitate the development of and to be responsible for the oversight of the operations of an integrated Regional Government Securities Market through harmonised objectives, policies, procedures and rules, which seek to promote the efficient functioning of the market and enhance the overall debt management capabilities of the respective governments.*

**B. GUIDING PRINCIPLES**

1) While the Committee will at all times, have regard to the wishes and objectives of the individual Participating Governments, the overall objectives of the regional market will guide the decision-making process.

2) In performing its responsibilities and functions relating to the Regional Government Securities Market, the Committee shall promote transparency in its operations.

3) The operations of the Committee shall at all times be in accordance with the laws of the member territories.
C. FUNCTIONS OF THE COMMITTEE

In carrying out its mission, the RDCC shall perform the following functions:

1) Examine the existing objectives, policies, procedures and rules in relation to the issuance of government securities by the Participating Governments and establish measures for harmonising and co-ordinating such objectives, policies, procedures and rules.

2) Examine recommendations made by the Fiscal Agent with respect to the debt management operations of the Participating Governments and issues relating specifically to the operation and development of the regional government securities market. Advise the Participating Governments on the implications of implementing those recommendations.

3) Consider and co-ordinate the annual borrowing requirements of Participating Governments, taking into consideration the economic analyses and market information produced by the Fiscal Agent.

4) Review the Annual Regional Borrowing Plan for Government Securities prepared by the Fiscal Agent and make recommendations to the Monetary Council.

5) Review and approve the Regional Calendar of Issues for the current year.

6) Serve as the regulatory body providing oversight to the Regional Government Securities Market. In this regard, the Committee shall be responsible primarily for establishing rules to govern market participants and activities, and promote transparency in the market by ensuring that an adequate level of market information is provided. The Committee will also ensure that Participating Governments as issuers comply with established disclosure requirements.
7) Review and monitor the overall (external and domestic) debt position of Participating Governments, and make recommendations for the efficient and effective management.

D. ORGANISATION AND PROCEDURES OF THE COMMITTEE

Composition of the Committee
The RDCC shall consist of nine members, who shall be the Financial Secretary, Director of Finance, Director General, Permanent Secretary or other Head of the Ministry of Finance of each Participating Government, and the Governor of the ECCB or his designate.

Appointment of Members
Appointment as Financial Secretary, Director of Finance, Director General, Permanent Secretary or other Head of the Ministry of Finance of a Participating Government and as Governor of the ECCB shall be deemed to be appointment as a member of the Committee.

Alternates
Each member of the Committee shall appoint, in writing copied to the ECCB, an alternate who will attend meetings in the absence of the substantive member. The alternate shall be a senior officer of the Ministry of Finance or of the ECCB.

Officers
Members of the Committee shall appoint a Chairman and a Vice-Chairman from among its membership at the first meeting of the committee, and annually thereafter. Chairmanship shall be determined on a rotation basis among Participating Governments in alphabetical order, unless otherwise agreed by the Committee. When both the Chairman and the Vice-Chairman are absent from a meeting, the members shall appoint a Chairman for the meeting from among its membership. A representative of the ECCB
will serve as Secretary and shall be responsible for providing technical and administrative support to the Committee.

**Conduct of Meetings**

The Committee shall meet semi-annually, but may meet more frequently if necessary. Dates of meetings will correspond closely with those established for the quarterly meetings of Financial Secretaries. A quorum shall comprise of five (5) substantive members and/or alternates. In any case where there are less than five (5) substantive members and/or alternates, the meeting shall be adjourned until a quorum could be met.

At its first meeting, the Committee shall formulate Rules and procedures to govern its operations and decision-making process. Rules and procedures shall be consistent with the Committee’s mission and the Monetary Council’s decision regarding the establishment of the Committee.

**Voting Rights**

All members and alternates shall have equal voting rights. In the event of a tie, the Chairman shall have a casting vote.

**Reporting to Monetary Council**

Recommendations from the RDCC requiring the approval of the Monetary Council must be summarised and presented to the Council at its next scheduled meeting.

**Costs related to operations of Committee**

The ECCB will provide members of the Committee with subsistence to cover accommodation and day-to-day expenses incurred in connection with meetings. The amount of the subsistence will be based on a pre-established daily rate paid to Financial Secretaries. The ECCB will also assume responsibility for all travel arrangements and airfare in relation to the meetings.