

The CMC accepted the following basic principles for its work:

- CMC is a decision making body not a debating society. Debates on the right decision or agreement will occur but in principle the specific technical discussions should largely take place outside of the CMC;
- Similarly, any necessary fact finding and discussion should be normally done outside of the CMC meeting in, for example, Working Groups (WG) or electronically;
- In addition to items referred to the CMC by CMC members, items can also be referred to it by the CAMD, WGs, Member States (MS), or others (e.g. NB-Med) for resolution. The CMC-Board will decide whether items referred by external parties are to be considered by the CMC for inclusion on its work programme. (Where the CMC Board decides to reject a submitted item it shall nevertheless inform the CMC of its decision).
- Work items should be allocated by the CMC to a specific CMC-member – "lead official". who either working alone or with other CMC-members, would be accountable to the CMC for delivery according to the preset timetable.
- All work items should have a work plan produced, including a timetable for delivery
- A format should be developed for papers to be put to the CMC for consideration/approval (see also 3c)
- CMC-papers should be archived in a systematic way

- MSs are expected to honour agreements reached. Where it is not possible to do so this should be clearly signalled by the CA/MS in advance.
- A written procedure should be produced to facilitate the efficient processing of papers and the decision making outside of formal meetings. The procedure would incorporate the basic rule that:
 - ***For procedural/progress decisions: A non-response is counted as an abstention. Abstention is counted as an agreement. No minimum of cast votes is necessary.***
 - ***For papers asking for a final decision to be made: abstention is quoted as an agreement. A minimum of two thirds of eligible votes (including votes indicating abstention) according to rules of procedure is obligatory, otherwise there is no valid decision.***
- CMC Chair/Vice-Chair are responsible for managing CMC-meetings, although specific activities related to CMC-meetings can be delegated to and carried out by other CMC-Board Members by rotation.
- CMC Chair/Vice-Chair (assisted by the Board) will provide each CAMD-meeting with a progress report of its activities