

COMMITTEE ON BUDGET, FINANCE AND ADMINISTRATIVE MODERNISATION

Regulations

Article 1

(Name and composition)

1. The Committee on Budget, Finance and Administrative Modernisation is a standing committee of the Assembly of the Republic.
2. The Committee's composition is determined by the Assembly of the Republic.

Article 2

(Competences)

1. The Committee works in the following areas:
 - a) Major Options of the Plan and National Reform Programme;
 - b) The State Budget and General State Accounts;
 - c) Budgetary and public finance policy;
 - d) Budgetary and financial relations with the European Union;
 - e) The state's role as shareholder;
 - f) Supervision and regulation of financial activities and institutions;
 - g) Consideration of the Court of Auditors' reports;
 - h) State reform, administrative modernisation and simplification;
 - i) Without prejudice to the specific competences of the Committee on Labour and Social Security, all matters with an impact on the budget related to the Public Administration;
 - l) Other institutions and matters overseen by the Ministry of Finance.
2. The Committee on Budget, Finance and Administrative Modernisation has the competence to:
 - a) Consider the general principles and details of the government bill on the Major Options of the Plan;
 - b) Consider the general principles and details of the government bill on the State Budget, along with government bills on budget amendments;
 - c) Monitor and supervise the execution of the State Budget to ensure Government compliance with the requirement to provide information;
 - d) Assess the system and procedures for internal control of State Budget execution operations and request audits by external bodies or the Court of Auditors, pursuant to the Law governing the Budgetary Framework;
 - e) Consider the General State Accounts and the applicable opinion issued by the Court of Auditors, together with the respective interim reports on the execution of the State Budget over the course of the financial year and, when necessary, ask the President of the Court of Auditors or the rapporteurs to attend Committee sessions;
 - f) Ensure fulfilment of the other responsibilities entrusted to it within the scope of the Law governing the Budgetary Framework;
 - g) Within the scope of its areas of operation, hear the Minister of Finance and the Minister of Administrative Modernisation at least four times per legislative session, in compliance with Article 104(2) of the Rules of Procedure of the Assembly of the Republic;
 - h) Consider the situation of the Portuguese economy and public finances at hearings attended by institutions with responsibilities within the Committee's areas of competence;
 - i) Consider the Stability and Growth Programme and carry out the political supervision of its execution and amendments to it;
 - j) Exercise control over fiscal policy and examine and discuss the Assembly of the Republic's initiatives in relation to the matter;
 - k) Assess operations involving the management of public debt, active credit, personal guarantees granted by the state, and other similar operations;
 - l) Monitor and promote the analysis of the long-term financial liabilities derived from acquired rights and retirement pensions for which the Caixa Geral de Aposentações and Social Security are responsible, including those that derive from draft amendments to the relevant legal rules;
 - m) Consider the European Union's budgetary and finance policy guidelines and its recommendations for Portugal;
 - n) Effect the political supervision of the state's role as a shareholder, as exercised by the Ministry of Finance, and monitor and assess the economic and financial performance of the state's business sector;
 - o) Monitor policies relating to the Public Administration, in particular with respect to state reform, administrative modernisation and simplification, including appraisal of their impact on short-term budget management and the medium-term sustainability of public finances;
 - p) Exercise any other political supervision and monitoring powers in the areas overseen by the Ministry of Finance;
 - q) Check that the Government and the Administration comply with the Assembly of the Republic's laws and resolutions, in which respect the Committee may also suggest to the AR such measures as it deems appropriate;
 - r) Monitor and take part in initiatives within the scope of the European Union in the areas of harmonisation of budget management policies, fiscal matters, money laundering, tax fraud and evasion, capital markets,

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competition and freedom of establishment, the supervision of financial institutions and the control of systemic risk;

s) Participate in the periodic meetings of counterpart committees of the national Parliaments of the European Union countries and the European Parliament.

Article 3

(Powers)

1. The Committee may ask members of the Government, senior managers and members of staff of the state's direct administration, and senior managers, members of staff and contracted staff of the state's indirect administration and the state's business sector, as well as other citizens, to take part in its work, and it may ask them for information or opinions.

2. For the proper exercise of its functions the Committee may:

- a) Propose the formation of subcommittees and set up working groups;
- b) Carry out studies;
- c) Request information or opinions;
- d) Ask any citizens or bodies to give evidence;
- e) Requisition or retain specialists to assist it in its work;
- f) Undertake information or study missions;
- g) Hold parliamentary hearings;
- h) Grant audiences;
- i) Organise conferences and seminars on topics within its area of competence;
- j) Undertake visits to institutions and bodies related to its sphere of action.

Article 4

(Bureau)

1. The work of the Committee on Budget, Finance and Administrative Modernisation is coordinated by a Bureau made up of one Chairperson and two Vice- Chairpersons.

2. The Chairperson is responsible for:

- a) Representing the Committee;
- b) After first consulting the other members of the Bureau and the representatives of the parliamentary groups on the Committee, convening meetings and setting the order of business;
- c) Convening and directing the Bureau's meetings;
- d) Promoting consultation of members of the Government and other entities;
- e) Considering and justifying full Committee members' absences;
- f) Participating in the Conference of Parliamentary Committee Chairpersons, and informing it about the progress of the Committee's work;
- g) Discharging the Committee's normal day-to-day business, in accordance with the criterion set by the Committee;
- h) Delegating some of his/her functions to the Vice-Chairpersons.

3. The Vice-Chairpersons are responsible for:

- a) Deputising for the Chairperson whenever he/she is absent or unable to perform his/her functions;
- b) Exercising the functions that are delegated to them.

4. Rulings made by the Bureau or decisions made by the Chairperson may be appealed to the Committee plenary.

Article 5

(Representation of the parliamentary groups on the Committee)

The members of each parliamentary group shall indicate one representative to the Chairperson.

Article 6

(Activity plan)

The Committee shall approve an activity plan for each legislative session.

Article 7

(Convening meetings)

1. Meetings are convened by the Chairperson acting on his/her own initiative or following a decision by the Committee under the terms of Article 4(2)(b).

2. The Chairperson shall convene meetings in writing and, unless in exceptional cases, which must be duly justified, at least 48 hours in advance. The notification must include the order of business.

Article 8

(Scheduling and order of business)

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1. The Committee shall schedule its work in such a way as to perform its tasks within the time limits that are imposed on it.
2. The order of business of each meeting is set at the previous meeting or by the Chairperson if the meeting is convened by him/her, under the terms of Article 4(2)(b).
3. The order of business may be changed during the meeting itself if there is a justified reason for doing so and no parliamentary group opposes it.

Article 9 (Quorum)

1. The Committee meets in plenary session and may only function if more than half the Committee members in full exercise of their office are present.
2. If there is no quorum thirty minutes after the time for which the meeting has been scheduled, the Chairperson or whoever is deputising for him/her shall declare the meeting closed once the attendance record has been taken.
3. In the circumstances envisaged in the previous paragraph, a new meeting with the same order of business shall be scheduled for the same time on the next parliamentary day, unless the Chairperson sets another date.

Article 10 (Breaks)

1. The members of each parliamentary group may ask the Chairperson for a break of not more than 15 minutes, and the Chairperson may not refuse the request if the parliamentary group in question has not already exercised this right during the same meeting.
2. Without prejudice to the provisions of the previous paragraph and when, exceptionally and with prior authorisation from the President of the Assembly of the Republic, a Committee meeting takes place at the same time as the Plenary, work shall be interrupted so that the members of the Committee may exercise their right to vote in Plenary.

Article 11 (Discussion)

1. The provisions of Articles 88, 95 and 98 of the Rules of Procedure of the Assembly of the Republic do not apply to the Committee's discussions.
2. In consensus with the parliamentary groups that are represented on the Committee, the Chairperson may, however, establish rules for scheduling discussion times in such a way as to comply with time limits imposed by the Assembly for completion of the Committee's work.

Article 12 (Participation by the Committee Chairperson)

1. If the Committee Chairperson wishes to participate in any debate that is on the order of business, he/she shall inform the Committee and shall immediately be considered suspended from his/her functions, shall relinquish the chair and be replaced pursuant to the Rules of Procedure and Regulations.
2. The Chairperson of the Committee suspended pursuant to the terms of the previous paragraph shall resume his/her duties once the item on the order of business in question has been closed.

Article 13 (Decisions)

1. Committee decisions shall be made if more than half the Committee members in full exercise of their office are present.
2. Except for subjects in relation to which the Rules of Procedure require a qualified majority, decisions shall be made by majority vote and by parliamentary group.
3. At the request of any parliamentary group, the provisions of the previous paragraph shall not apply, in which case voting shall be by individual roll call and must occur on a date and at a time that are accepted by consensus or by the next ordinary meeting.

Article 14 (Public nature of Committee meetings)

1. The Committee's meetings are public unless decided otherwise.
2. The Committee may decide at any time on the confidential nature of the discussion of any subject or legislation.

Article 15 (Minutes)

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1. Minutes shall be kept of each Committee meeting and must include a list of those present, those absent and substitutions, a summary of the matters addressed, and the result of votes, with the respective individual and collective explanations of vote.
2. The minutes of meetings at which details of members' or government bills are discussed and put to the vote, pursuant to Article 150 of the Rules of Procedure, must contain an indication of the position taken in each speech and the result of the individual votes.
3. The minutes shall be drawn up by the advisors who assist the Committee and approved at the next meeting after the one to which they refer.

Article 16 (Procedure)

1. The consideration of any members' or government bill shall begin with a preliminary discussion.
2. After the preliminary discussion the Committee may decide to:
 - a) Declare that it is not competent and inform the President of the Assembly of the Republic of its decision;
 - b) Appoint one or more Members to draft an opinion, or create a working group, and send the opinion to the Plenary of the Assembly of the Republic.
3. When appointing Members to draft an opinion, the need to respect the proportion of seats held by the parliamentary groups and alternation between them must be taken into account.
4. Opinions may not be discussed by the Committee until 48 hours have elapsed since they were distributed to the members of the Committee, unless the Committee plenary decides otherwise.
5. Opinions comprise four parts:
 - a) Part I for the recitals;
 - b) Part II for the views of the Member who is author of the opinion;
 - c) Part III for the conclusions;
 - d) Part IV for the annexes.
6. Each opinion must without fail contain parts I and III, which are discussed by the parliamentary Committee and, furthermore, one of the annexes in part IV must include the technical note mentioned in Article 131 of the Rules of Procedure of the Assembly of the Republic.
7. Part II, which is optional, is the sole responsibility of its author and may not be put to a vote, altered or removed, without prejudice to the possibility of any Member or parliamentary group having their political positions attached to part IV of the opinion.
8. The Committee's opinions shall be submitted to the Plenary of the Assembly by their authors or by whomever the respective parliamentary groups designate. Any explanations of vote may be read out by the respective parliamentary group's representatives on the Committee.
9. In the case of especially important matters, the Committee may appoint one or more Members to be responsible for drafting the opinion to ensure that its responsibilities are properly fulfilled.

Article 17 (Hearing of members of the Government and other entities)

1. The Committee Chairperson shall schedule the participation of members of the Government in Committee proceedings, and in doing so shall seek a consensus with the parliamentary groups, in coordination with the Minister for Parliamentary Affairs, and shall keep the President of the Assembly of the Republic duly informed.
2. The provisions of the previous paragraph also apply to the Committee's other external hearings, *mutatis mutandis*.
3. All the day-to-day business relating to the provisions of Articles 102 and 103 of the Rules of Procedure of the Assembly of the Republic shall be processed via the Committee's Bureau.

Article 18 (Working groups and Committee support)

1. The Committee may decide to set up such standing or temporary working groups as it deems necessary for the fulfilment of its mission.
2. Each standing working group shall draw up its own programme of activities for approval by a Committee decision.
3. Pursuant to Article 10-A of Resolution of the Assembly of the Republic no. 53/2006 of 7 August 2006, as amended by Resolution no. 57/2010 of 23 June 2010 and Law no. 13/2010 of 19 July 2010, the Committee enjoys the permanent support of the Technical Budget Support Unit.

Article 19 (Revision of or amendment to these Regulations)

These Regulations may be revised or amended by the Committee plenary upon a proposal made by any parliamentary group, provided that the proposal is included in the order of business in advance.

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Article 20 (Omissions)

Any situation that cannot be regulated through the provisions of these Regulations shall be resolved by means of the precepts set out in the Rules of Procedure of the Assembly of the Republic.

São Bento Palace, 4 December 2015

The Chairwoman of the Committee
Teresa Leal Coelho