



Circular No: 02 - 2020
From: LEADER Policy and Operations Unit
To: All LAGs and Implementing Partners
Date Issued: 13 March 2020
Subject: Evaluation Committee Meeting attendance

Owing to the difficulties posed by the COVID 19 virus to holding Evaluation Committee meetings, the Department has decided that from the date of issue of this Circular until further notice a LAG may decide to allow members of their Evaluation Committee(s) to attend Evaluation Committee meetings via telephone or other video conferencing facility and that this attendance may be included to meet the quorum requirement.

The member(s) attending by telephone / video conferencing facilities must be capable of speaking to and be heard by all attendees. The minutes of the meeting should record the names of those who attend via telephone or video conferencing facility.

It should be noted that the facility is already available for LAG meetings where a LAG may decide to allow members attend meetings and take decisions via telephone or other video conferencing facility and this attendance may be included to meet the quorum requirement of 50% (please refer to Section 5.3 of the LEADER 2014 – 2020 Operating Rules for requirements).

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