

Explanation of Mandate

A mandate is 'an authority given by person/body A, to person/body B'. This means that person/body B is allowed to execute a task or take a decision that officially is the task of person/body A. The task is done or decision is taken on behalf of person/body A.

Reasons for mandates can be to prevent overload of person/body A or to speed up the decision making processes. It is important to realize that even with mandates the final responsibility for the task/decision remains with person/body A.

Therefore, for using mandates, the following should be considered:

- is the task/decision possible to mandate? If the task/decision is essential to the person/body A, it is better to not mandate the task/decision. In some cases, the task/decision is assigned to by law. In other cases, even approval of the hierarchical higher body is necessary.
- person/body A should make explicit in writing what task/decision is mandated to whom, and for what time period, including the limitations to the mandate.
- regularly discuss with the person/body who received the mandate how the task/decision is executed.