



**INTERGOVERNMENTAL OCEANOGRAPHIC COMMISSION**  
(of UNESCO)

**Thirty-third Session of the IOC Executive Council**  
**Paris, 20-30 June 2000**

**Agenda Item: 3.3**

**PROPOSED REVISED RULES OF PROCEDURE**

The IOC Assembly at its Twentieth Session "*requested the Ad hoc Study Group for DOSS-2 to complete its mandate, in particular to recommend changes to the Rules of Procedure, and report back to the 33rd Session of the Executive Council*" (IOC-XX/3, par. 48).

Following the guidance provided by the IOC Officers at their meeting in January 2000, and taking into account the shortage of time left before the Executive Council Session, the Executive Secretary invited a consultant to undertake the task of the IOC Rules of procedure revision on the basis of the revised Statutes of IOC, adopted by the UNESCO General Conference at its 30th Session in November 1999.

This document contains the suggested revised Rules of Procedure.

The Executive Council is invited to consider the proposed revised Rules of Procedure before final approval by the Assembly at its Twenty-first Session.



**Proposed Draft Revised Rules of Procedure**

*Note: The existing Rule is given first, the suggested revised Rule then follows in bold print. Comments are then given in italics. Throughout the term "Secretary" has been changed to "Executive Secretary", and the text amended to remove implications of gender.*

**IOC RULES OF PROCEDURE****I - MEMBERSHIP OF THE COMMISSION****Rule 1**

The Intergovernmental Oceanographic Commission (hereinafter called "the Commission") is composed of States which have given notification in accordance with the procedure laid down in the Statutes of the Commission.

**Rule 1**

**The Intergovernmental Oceanographic Commission (hereinafter called "the Commission") is composed of States which have given notification in accordance with the procedure laid down in the Statutes of the Commission.**

Comments: *No change*

**II - THE ASSEMBLY****Rule 2**

Each Member State of the Commission shall notify the Secretariat of the Commission of the names of its designated representatives, alternates and advisers for each session of the Assembly.

**Rule 2**

**Each Member State of the Commission shall notify the Secretariat of the Commission of the names of its designated representatives, alternates and advisers for each session of the Assembly.**

Comments: *No change*

**Rule 3**

The Assembly shall meet in extraordinary session, if it so decides or if summoned by the Executive Council, or at the request of at least one-third of the Member States of the Commission which have submitted their requests to the Secretary at least four months in advance of the date proposed.

**Rule 3**

**The Assembly shall meet in extraordinary session if it so decides or if summoned by the Executive Council, or at the request of at least one-third of the Member States of the Commission, which have submitted their requests to the Executive Secretary at least four months in advance of the date proposed.**

Comments: *No change*

Rule 4

On the proposal of the Executive Council, the Assembly shall fix the place of the next ordinary session of the Assembly. The Executive Council shall fix the place of extraordinary sessions of the Assembly, taking into account any views which may have been expressed by the Assembly.

**Rule 4**

**On the proposal by the Executive Council, the Assembly shall fix the place of the next ordinary session of the Assembly. The Executive Council shall fix the place of the extraordinary sessions of the Assembly except for the extraordinary sessions requested by Member States in accordance with Rule 3. For the latter the Executive Secretary shall fix the place of the extraordinary session in consultation with the Officers of the Commission and the Member States requesting the extraordinary session.**

Comments: *Reworded to simplify the procedure for extraordinary sessions requested by Member States.*

Rule 5

Any Member State of the Commission or any organization of the United Nations system specified in Article 1.3 of the Statutes may invite the Assembly to hold an ordinary or extraordinary session in the territory of such Member State or at the headquarters of such organization, as the case may be. The Secretary shall inform the Executive Council of all such invitations.

**Rule 5**

**Any Member State of the Commission, or any international organization specified in Article 2.2 of the Statutes, may invite the Assembly to hold an ordinary or extraordinary session in the territory of such Member States, or at the headquarters of such organization as the case may be. The Executive Secretary shall inform the Executive Council of all such invitations.**

Comments: *Changed to reflect the new numbering of the Statutes.*

Rule 6

The opening date of a session shall be fixed by the Secretary under instructions from the Executive Council and taking into account any preference which the Assembly may have expressed previously.

**Rule 6**

**The opening date of a session shall be fixed by the Executive Secretary under guidance from the Executive Council and taking into account any preference which the Assembly may have expressed previously.**

Comments: *“guidance” inserted for the word “instructions” to reflect a more realistic approach.*

Rule 7

The Secretary shall notify Member States of the Commission, and the States, organizations and bodies invited to participate in a session of the Assembly, not less than five months in advance, of the date and place of an ordinary session and, if possible, not less than three months in advance, of the date and place of an extraordinary session.

**Rule 7**

**The Executive Secretary shall notify Member States of the Commission, and the States, organizations and bodies invited to participate in a session of the Assembly, not less than five**

**months in advance, of the date and place of an ordinary session and, if possible, not less than three months in advance, of the date and place of an extraordinary session.**

Comments: *No change*

### **III - AGENDA OF THE ASSEMBLY**

#### **Rule 8**

1. The provisional agenda of an ordinary session of the Assembly shall include:
  - (a) items whose inclusion has been decided by the Assembly itself;
  - (b) items proposed by any Member State of the Commission;
  - (c) items proposed by the Executive Council;
  - (d) items proposed by the Executive Head of any organization of the United Nations system on behalf of that organization, in particular the organizations referred to in Article 1 of the Statutes;
  - (e) items proposed by the Secretary of the Commission;
  - (f) items proposed by other organizations and bodies invited to participate in the work of the Commission.
2. The provisional agenda of an extraordinary session shall include only the items for whose consideration the extraordinary session was convened.
3. The provisional agenda of a session of the Assembly shall be prepared by the Secretary in accordance with relevant decisions of the Executive Council.
4. The provisional agenda of a session shall be circulated at the same time as the notice of the date and place of the session.

#### **Rule 8**

**In addition to the review of reports and composition of its committees, subsidiary and other bodies, as covered in Rules 24 and 49, the provisional agenda of an ordinary session shall include:**

1. **The provisional agenda of an ordinary session of the Assembly shall include:**
  - (a) **items whose inclusion has been decided by the Assembly itself;**
  - (b) **items proposed by any Member State of the Commission;**
  - (c) **items proposed by the Executive Council;**
  - (d) **items proposed by the Executive Head of any organization of the United Nations system on behalf of that organization, in particular the organizations referred to in Article 2.2 of the Statutes;**
  - (e) **items proposed by the Executive Secretary of the Commission;**
  - (f) **items proposed by other organizations and bodies invited to participate in the work of the Commission.**
2. **The provisional agenda of an extraordinary session shall include only the items for whose consideration the extraordinary session was convened.**
3. **The provisional agenda of a session of the Assembly shall be prepared by the Executive Secretary in accordance with relevant decisions of the Executive Council.**
4. **The provisional agenda of a session shall be circulated at the same time as the notice of the date and place of the session.**

Comments: *A “chapeau” has been added to reflect the agenda items implicit in Rules 24 and 49. (d) has been changed to reflect the new numbering in the Statutes.*

### Rule 9

Any Member State, body, organization or person eligible to propose agenda items for an ordinary session may, at least two months before the date fixed for the opening of the session, request the inclusion of supplementary items on the provisional agenda. The Secretary shall, upon receipt, circulate the requests for inclusion of supplementary items on the provisional agenda.

### Rule 9

**Any Member State, body, organization or person eligible to propose agenda items for an ordinary session, may at least two months before the date fixed for the opening of the session, request the inclusion of supplementary items on the provisional agenda. The Executive Secretary shall, upon receipt, circulate the requests for inclusion of supplementary items on the provisional agenda.**

Comments: *No change*

### Rule 10

1. At the beginning of each session the Assembly shall adopt the agenda for that session.
2. After the adoption of the agenda, the Assembly may modify the order of items on such agenda or add or delete items. A two-thirds majority of the members present and voting shall be required for the addition or deletion of any items on the adopted agenda.
3. Proposals for new items to be added to the agenda shall be referred to the Steering Committee of the Assembly for its report before the vote is taken. The discussion of any item so added to the agenda shall, at the request of any Member State of the Commission, be deferred for a period not exceeding three days after its inclusion in the agenda.

### Rule 10

1. **At the beginning of each session, the Assembly shall adopt the agenda for that session.**
2. **After the adoption of the agenda, the Assembly may modify the order of items or add or delete items. A two-thirds majority of the members present and voting shall be required for the addition or deletion of any item. Proposals for new items to be added to the agenda, that require a vote, shall be referred to the Steering Committee of the Assembly for its report before the vote is taken. The discussion of any item so added to the agenda shall, at the request of any Member State of the Commission, be deferred for a period not exceeding three days after its inclusion in the agenda.**

Comments: *2 and 3 amalgamated, some words added to avoid the requirement for a decision of the Steering Committee when there is consensus on the change.*

### Rule 11

1. If possible, documentation required for consideration of the various items on the provisional agenda of a session of the Assembly shall be sent not less than two months before the opening of an ordinary session and not less than one month before the opening of an extraordinary session.
2. Any Member State, body, organization or person requesting the inclusion of a supplementary item on the provisional agenda shall at the same time submit to the Secretary documentation for the consideration of the item. The Secretary shall circulate such documentation as soon as possible, but not less than twenty days prior to the opening date of the session, together with any additional documentation he may consider necessary.

### **Rule 11**

1. **If possible, documentation required for consideration of the various items on the provisional agenda of a session of the Assembly shall be sent not less than two months before the opening of an ordinary session and not less than one month before the opening of an extraordinary session.**
2. **Any Member State, body, organization or person requesting the inclusion of a supplementary item on the provisional agenda shall at the same time submit to the Executive Secretary documentation for the consideration of the item. The Executive Secretary shall circulate such documentation as soon as possible, but not less than twenty days prior to the opening date of the session, together with any additional documentation that may be considered necessary.**

Comments: *No change*

## **IV - ORGANIZATION OF THE ASSEMBLY**

### **Rule 12**

1. During the course of a session, the Assembly shall establish such committees and such other subsidiary bodies as may be required for the transaction of its business.
2. The committees of the Assembly shall include a Steering Committee and a Nominations Committee. The Steering Committee shall be composed of the members of the Executive Council. The members of the Nominations Committee shall be appointed by the Steering Committee.

### **Rule 12**

1. **During the course of a session, the Assembly shall establish such committees and such other subsidiary bodies as may be required for the transaction of its business.**
2. **The committees of the Assembly shall include a Steering Committee, a Nominations Committee, a Resolutions Committee and a Financial Committee.**
3. **The Steering Committee shall be composed of the Members of the Executive Council.**
4. **The members of the Nominations Committee shall be appointed by the Steering Committee.**
5. **The members of the Resolutions Committee will be appointed by the Assembly taking into account the recommendations from the Steering Committee.**
6. **The Financial Committee shall be open to all Member States of the Commission and shall meet as decided by the Steering Committee.**

Comments: *New committees added to reflect the practice of the Commission.*

## **V. OFFICERS**

### **Rule 13**

1. The four Vice-Chairmen shall be elected successively as first, second, third and fourth Vice-Chairman. The four Vice-Chairmen shall be equal except as provided under Rules 14 and 16.
2. The four Vice-Chairmen may each be entrusted with specific responsibilities by the Executive Council.

### **Rule 13**

1. The Officers of the Commission shall be the Chairperson and five Vice-Chairpersons.
2. The Chairperson shall be elected from individuals selected for their personal qualities and knowledge of the Commission, each individual nominated by a Member State and seconded by Member States from at least two electoral groups other than that of the nominating Member State.
3. Each of the five Vice-Chairpersons shall represent one of the five electoral groups, as specified by the General Conference of UNESCO and shall be elected **(in a single ballot) (following the procedure set forth in Appendix 1 to these Rules of Procedure)**. The rules covering the voting procedure are laid down in Rule 47.
4. In addition to representing their respective electoral groups, each Vice-Chairperson may be entrusted with specific responsibilities by the Chairperson on advice from the Executive Council.

Comments: *Rule 13 has been rewritten to reflect the changes to the Statutes and the intent of the Assembly to have one Vice-Chairperson for each electoral region plus an “independent Chairperson”. It is hoped that the Chairperson shall be elected as the most qualified individual available from the nominations, without prejudice to electoral groupings. It is however, considered unrealistic to specify the apolitical nature of this election farther than the stated requirement of support from “..at least two other electoral groups other than that of the nominating Member State.”*

*In 3. there are underlined alternative sets of words to consider, depending upon the wishes of Member States to adopt formal provisions for the election procedure. If it is decided to formalize, in an Appendix to these Rules of Procedure, the “Technical Arrangements for Biennial Elections of Officers of the Commission and Other Members of the Executive Council”, then such arrangements and the conditions for their amendment must be set out and adopted with the Rules of Procedure at the next Assembly. It may be that some of the revised Rules of Procedure given herein, relating to elections, could be transferred to such an Appendix.*

### **Rule 14**

If the Chairman is unable to act at any session of the Assembly or of the Executive Council, or during any part of such session, the first Vice-Chairman shall act as Chairman. If he is unable to act, one of the other Vice-Chairmen, in the order designated in Rule 13, shall act as Chairman. If neither the Chairman nor any of the Vice-Chairmen are able to act as Chairman, the Secretary shall act as Chairman until the Assembly or the Executive Council, as the case may be, designate an Acting Chairman, but no other business shall be conducted by the Assembly or the Executive Council until it has so designated its Acting Chairman. An Acting Chairman shall have the same powers and duties as the Chairman.

### **Rule 14**

Immediately following the elections, the Chairperson and Vice-Chairpersons shall meet to decide on the successive order in which Vice-Chairpersons will be called upon if the Chairperson is unable to act at any session of the Assembly or the Executive Council, or during any part of such session. If neither the Chairperson nor any of the Vice-Chairpersons are able to act as Chairperson, the Executive Secretary shall act as the Chairperson until the Assembly or the Executive Council, as the case may be, designate an Acting Chairperson, but no other business shall be conducted by the Assembly or Executive Council until it has so designated its Acting Chairperson. An Acting Chairperson shall have the same powers and duties as the Chairperson.

Comments: *Additional wording is necessary as there will be no given or order of precedence amongst the five Chairpersons.*

### Rule 15

The Chairman or a Vice-Chairman acting as Chairman shall participate in the sessions of the Assembly in that capacity and shall not at the same time exercise the rights of a representative of a Member State. In such a case, the State concerned may designate another representative who shall be entitled to represent such Member State in the sessions of the Assembly and to exercise the right to vote.

### Rule 15

**The Chairperson or a Vice-Chairperson acting as Chairperson shall participate in the sessions of the Assembly or Executive Council in that capacity and shall not, at the same time exercise the rights of a representative of a Member State. In such a case the Member State may designate another representative who shall be entitled to represent such Member State in the sessions and to exercise the right to vote.**

Comments: *The Executive Council has been added to ensure that the Chairperson is acting in an independent capacity, without a personal right to vote on an issue, in both the Assembly and the Executive Council.*

### Rule 16

If the Chairman ceases to represent a Member State of the Commission or is so incapacitated that he can no longer hold office, the first Vice-Chairman shall become Chairman for the unexpired portion of the term of office. If the first Vice-Chairman also ceases to represent a Member State of the Commission or is so incapacitated that he can no longer hold office, one of the other Vice-Chairmen, in the order designated in Rule 13, shall become Chairman for the unexpired portion of the term of office.

### Rule 16

- 1. If the Chairperson ceases to represent a Member State of the Commission or can no longer hold office for any reason, the Vice-Chairperson on the top of the succession list shall become Chairperson for the unexpired portion of the term of office. If this Vice-Chairperson ceases to represent a Member State of the Commission or can no longer hold office, one of the other Vice-Chairpersons, in the order decided upon under Rule 14, shall become Chairperson for the unexpired portion of the office.**
- 2. If a Vice-Chairperson assumes the responsibilities of Chairperson, or is no longer able to hold office, the Chairperson and the remaining Vice-Chairpersons shall reallocate the electorate group duties and other responsibilities previously carried by that Vice-Chairperson to other Officers as appropriate.**

Comments: *Rewritten to conform with the new Statutes.*

### Rule 17

The Chairman and each Vice-Chairman shall be eligible for re-election in their capacity as Chairman or Vice-Chairman, but only once for successive terms.

### Rule 17

**The Chairperson and each Vice-Chairperson shall be eligible for re-election in their respective capacity as Chairperson or Vice-Chairperson, but only once for successive terms.**

Comments: *No change*

## VI - THE EXECUTIVE COUNCIL

### Rule 18

1. The Executive Council shall consist of the Chairman, the four Vice-Chairmen and such a number of designated representatives of those Member States of the Commission elected by the Assembly as provided for under paragraph 4(b) of Article 5 of the Statutes of the Commission. State Members of the Executive Council shall be eligible for re-election.
2. Each State Member of the Executive Council shall designate and may replace its representative on the Executive Council by informing the Secretary.
3. If the Chairman or a Vice-Chairman is unable to attend any session of the Executive Council, the State of which he is a national shall be entitled to designate a representative who shall represent that State for that session but who shall not act as Chairman or Vice-Chairman.

### Rule 18

1. **The Executive Council shall consist of the Chairperson, the five Vice-Chairpersons and a number of representatives of Member States of the Commission elected by the Assembly in accordance with Article 7 of the Statutes of the Commission (and following the procedure set forth in Appendix 1 of these Rules of Procedure). State Members of the Executive Council shall be eligible for re-election.**
2. **In accordance with Article 6 B.6 of the Statutes, the Nominations Committee shall present information relating to the existing and equitable geographical distribution of Member States on the Executive Council prior to the elections.**
3. **Each State member of the Executive Council shall designate and may replace its representative on the Executive Council by informing the Executive Secretary.**
4. **If the Chairperson or a Vice-Chairperson is unable to attend any session of the Executive Council, the State of which he is a national shall be entitled to designate a representative who shall represent that State for that session but who shall not act as Chairperson or Vice-Chairperson.**

Comments: *1. The underlined wording refers to a possible Appendix on election procedures as was also mentioned in Rule 13.3 (note: Present rule 18(1) is the latest wording, corrected August 8, 1990, and not that appearing in the IOC Manual).*  
*2. This additional rule is to assist the Assembly in conforming to Article 6 of the Statutes.*  
*3. and 4. are the unchanged Rules 18.2 and 18.3 respectively.*

### Rule 19

1. The Executive Council can hold ordinary and extraordinary sessions.
2. The Executive Council shall hold two ordinary sessions during the interval between ordinary sessions of the Assembly at times and places to be determined by the Council. One such session shall be held immediately prior to the opening date of the next ordinary session of the Assembly.
3. Extraordinary sessions shall be convened by decision of the Executive Council itself, or at the request of five of its members or of the Chairman. The place and date of extraordinary sessions shall be determined by the Chairman, unless these have been decided by the Executive Council.

### Rule 19

1. **The Executive Council can hold ordinary and extraordinary sessions.**

2. **The Executive Council shall hold two ordinary sessions during the interval between ordinary sessions of the Assembly at times and places to be determined by the Council. One such session shall be held immediately prior to the opening date of the next ordinary session of the Assembly.**
3. **Extraordinary sessions may be convened by decision of the Executive Council itself, or at the request of one-third of its members or of the Chairperson. The place and date of extraordinary sessions shall be decided by the Chairperson, unless these have been decided by the Executive Council.**

Comments: *The number of members required to convene an extraordinary session of the Executive Council has been raised to one-third of its members. This change would reflect the expanded size of the Executive Council and conform with what is in place for the Assembly.*

#### Rule 20

The Secretary shall notify the members of the Executive Council, and the States, organizations and bodies invited to participate in a session of the Executive Council, not less than two months in advance of the opening date of the session.

#### **Rule 20**

**The Executive Secretary shall notify the members of the Executive Council, and the States, organizations and bodies invited to participate in a session of the Executive Council, not less than two months in advance of the opening date of the session.**

Comments: *No change*

#### Rule 21

1. The provisional agenda of an ordinary session of the Executive shall include:
  - (a) items whose inclusion has been referred to by the Assembly;
  - (b) items proposed by any Member State of the Commission;
  - (c) items whose inclusion has been decided by the Executive Council itself;
  - (d) items proposed by the Executive Head of any organization of the United Nations system on behalf of that organization, in particular the organizations referred to in Article 1 of the Statutes;
  - (e) items proposed by the Secretary of the Commission;
  - (f) items proposed by other organizations and bodies invited to participate in the work of the Commission.
1. The provisional agenda of an extraordinary Council shall include only the items for whose consideration the extraordinary session was convened.
2. The provisional agenda of a session of the Executive Council shall be prepared by the Secretary.
3. The provisional agenda of a session shall be circulated at the same time as the notice of the date and place of the session, together, to the fullest extent possible, with the documentation required for consideration of the various items on the provisional agenda.

#### **Rule 21**

1. **The provisional agenda of an ordinary session of the Executive Council shall be made up of items requiring a decision by the Executive Council and as such, may include:**
  - (a) **items whose inclusion has been referred to by the Assembly;**
  - (b) **items proposed by any Member State of the Commission;**
  - (c) **items whose inclusion has been decided by the Executive Council itself;**

- (d) **items proposed by the Executive Head of any organization of the United Nations system on behalf of that organization, in particular the organizations referred to in Article 2.2 of the Statutes;**
  - (e) **items proposed by the Executive Secretary of the Commission;**
  - (f) **items proposed by other organizations and bodies invited to participate in the work of the Commission.**
2. **The provisional agenda of an extraordinary Council shall include only the items for whose consideration the extraordinary session was convened.**
  3. **The provisional agenda of a session of the Executive Council shall be prepared by the Executive Secretary.**
  4. **The provisional agenda of a session shall be circulated at the same time as the notice of the date and place of the session, together, to the fullest extent possible, with the documentation required for consideration of the various items on the provisional agenda.**

Comments: *New chapeau to limit the work of the Executive Council to deal actions requiring decisions. Change to reflect new numbering of Statutes. Error in numbering corrected.*

#### Rule 22

1. At the beginning of each session the Executive Council shall adopt the agenda of that session.
2. After the adoption of the agenda, the Executive Council may modify the order of items on such agenda or add or delete items. A two-thirds majority of the members present and voting shall be required for the addition or deletion of any item on the adopted agenda.
3. The discussion of any new item so added to the agenda shall, at the request of any member of the Executive Council, be deferred for a period not exceeding two days after its inclusion in the agenda.

#### Rule 22

1. **At the beginning of each session the Executive Council shall adopt the agenda of that session.**
2. **After the adoption of the agenda, the Executive Council may modify the order of items on such agenda or add or delete items. A two-thirds majority of the member present and voting shall be required for the addition or deletion of any item on the adopted agenda.**
3. **The discussion of any new item so added to the agenda shall, at the request of any member of the Executive Council, be deferred for a period not exceeding two days after its inclusion in the agenda.**

Comments: *No change*

#### Rule 23

1. The Executive Council may consult Member States of the Commission by correspondence on substantial matters prior to taking action and may establish a reasonable time-limit for replies.
2. Upon his own initiative or at the request of any member of the Executive Council, the Chairman of the Commission may consult the members of the Executive Council by correspondence on a proposed action by the Executive Council and may establish a reasonable time-limit for replies.

#### Rule 23

1. **The Executive Council may consult Member States of the Commission by correspondence on substantial matters prior to taking action and may establish a reasonable time-limit for replies.**

2. **On the Chairperson's initiative, or at the request of any member of the Executive Council, the Chairperson of the Commission may consult with the members of the Executive Council by correspondence on a proposed action by the Executive Council and may establish a reasonable time-limit for replies.**

Comments: *No change*

## VII - COMMITTEES, SUBSIDIARY AND OTHER BODIES

### Rule 24

1. The Assembly or the Executive Council shall determine the composition and terms of reference of committees, subsidiary or other bodies set up by them. At each of its ordinary sessions the Assembly shall review their composition and terms of reference with a view to making such changes as may be necessary. The Assembly or the Executive Council shall take into account the need for broad geographical participation and appropriate expertise in such bodies.
2. These bodies shall meet in accordance with the relevant decisions of the Assembly or the Executive Council.

### Rule 24

1. **The Assembly, or the Executive Council, shall determine the composition and terms of reference and expected lifetime, of committees, subsidiary or other bodies set up by them. The Assembly and Executive Council shall take into account the need for broad geographical participation and appropriate expertise in such bodies. At each of its ordinary sessions, the Assembly can review the composition, terms of reference and continuing requirement for each of these bodies and make changes and decisions as necessary.**
2. **These bodies shall meet in accordance with the relevant decisions of the Assembly or the Executive Council.**

Comments: *Words added to reflect the wishes of the Assembly to introduce a sunset clause for committees.*

### Rule 25

1. Member States of the Commission who are members of a committee, subsidiary or other body, as well as other States, organizations and bodies invited to participate, shall inform the Secretary as soon as possible of the names of their representatives. Whenever possible, the designation of representatives shall be made for the duration of the committee, subsidiary or other body. The Secretary shall also be informed in due course of any change made in such representation.
2. Unless he has been designated by the Assembly, or the Executive Council or, in the case of joint bodies, otherwise agreed upon, the Chairman of each committee, subsidiary or other body shall be elected by the body concerned.
3. The Assembly, the Executive Council, or any committee, subsidiary or other body may designate rapporteurs whose precise functions shall be defined in each specific case.
4. Whenever feasible, committees, subsidiary or other bodies shall carry out their work by correspondence.

### **Rule 25**

1. **Member States of the Commission who are members of a committee, subsidiary or other body, as well as other States, organizations and bodies invited to participate, shall inform the Executive Secretary as soon as possible, of the names of their representatives. Where applicable, the designation of representatives should be continuous for the period specified in the terms of reference for the committee, subsidiary or other body. The Executive Secretary shall also be informed in a timely manner of any change made in such representation.**
2. **The Assembly, or the Executive Council can establish committees, subsidiary or other bodies jointly with other organizations as stated in Article 9.2 of the Statutes. In such cases the terms of reference, the membership and the expected lifetime would be established, and any subsequent reviews and changes carried out, in consultation with the other organization(s) involved. No decisions affecting the joint bodies would be undertaken or expected, without such consultations.**
3. **Unless otherwise designated by the Assembly or Executive Council, or, in the case of joint bodies, otherwise agreed upon, the Chairperson of each committee, subsidiary or other body, shall be elected by the body concerned.**
4. **The Assembly, the Executive Council, or any committee, subsidiary or other body may designate rapporteurs whose precise functions shall be defined in each specific case.**
5. **Whenever feasible, committees, subsidiary or other bodies shall carry out their work by correspondence.**

Comments: *Small change in wording of 1.; a new 2. has been added to cover jointly sponsored bodies. The other Rules are unchanged but have been renumbered.*

## **VIII - REPRESENTATION**

### **Rule 26**

When the Assembly proceeds to elect persons for, and when Member States of the Commission designate their delegations to or their representatives in the different organs, committees, subsidiary and other bodies of the Commission, the specialized scientific and technical character of the purposes and functions of the Commission should be taken into account.

### **Rule 26**

**Member States acting individually or as members of the Assembly, the Executive Council, should take into account the scientific and technical character of the purposes and functions of the Commission and of the need for appropriate geographical representation when nominating or electing members to the Commission's committees, subsidiary or other bodies.**

Comments: *Reworded to clarify the intent.*

## **IX - SECRETARIAT**

### **Rule 27**

The Secretary shall direct the personnel of the Secretariat provided in accordance with Article 9 of the Statutes of the Commission, as well as such other personnel as may be made available in accordance with applicable regulations, rules and procedures.

**Rule 27**

**The Executive Secretary shall direct the personnel of the Secretariat provided in accordance with Article 8 of the Statutes of the Commission, as well as other personnel as may be made available in accordance with applicable regulations, rules and procedures.**

Comments: *Changed to reflect new numbering of Statutes.*

**Rule 28**

In carrying out his functions the Secretary shall act with the guidance provided by the Executive Council in accordance with the Statutes.

**Rule 28**

**The Executive Secretary shall act with the guidance provided by the Assembly and the Executive Council and in accordance with the Statutes.**

Comments: *The Assembly has been added for completeness.*

**Rule 29**

The Secretary shall ensure the convening and servicing of all sessions of the Assembly, of the Executive Council and of committees and other subsidiary bodies of the Commission. He shall also ensure that appropriate arrangements are concluded for the convening and servicing of committees or other bodies established or convened by the Commission jointly with other organizations. The Secretary or his representative shall act as the secretary at each session of the Assembly, of the Executive Council, and of committees, subsidiary and other bodies of the Commission and shall participate appropriately in any body established or convened jointly.

**Rule 29**

**The Executive Secretary shall ensure the convening and servicing of all sessions of the Assembly, of the Executive Council and of committees and other subsidiary bodies of the Commission. The Executive Secretary shall also ensure that appropriate arrangements are concluded for the convening and servicing of committees or other bodies established or convened by the Commission jointly with other organizations. The Executive Secretary or designate shall act as the secretary at each session of the Assembly, of the Executive Council, and of committees, subsidiary and other bodies of the Commission and shall participate appropriately in any body established or convened jointly.**

Changes: *No change*

**Rule 30**

The Secretary or his representative may make oral as well as written statements to the Assembly, the Executive Council and any committee, subsidiary or other body concerning any question under consideration.

**Rule 30**

**The Executive Secretary or designate may make oral as well as written statements to the Assembly, the Executive Council and any committee, subsidiary or other body concerning any question under consideration.**

Comments: *No change*

Rule 31

The Secretary shall ensure the application of decisions of the Assembly and of the Executive Council, and appropriate action on instructions to him contained therein, by, *inter alia*:

- (i) notifying all concerned of such decisions;
- (ii) preparing and distributing the necessary reports and documents and providing the requisite information, on the actions, requirements, budget, expenditures and financial and other resources of the Commission;
- (iii) taking steps for the necessary co-ordination of various actions of the Commission;
- (iv) maintaining working relations with Member States of the Commission and with international organizations and bodies concerned with the work of the Commission;
- (v) arranging for appropriate representation of the Commission at meetings of other organizations and bodies whose work is of interest to the Commission.

Rule 31

**The Executive Secretary shall ensure the application of the decisions of the Assembly and of the Executive Council, and appropriate instructions contained therein, by *inter alia*:**

- (i) notifying all concerned of such decisions;**
- (ii) preparing and distributing the necessary reports and documents and providing the requisite information, on the actions, requirements, budget, expenditures and financial and other resources of the Commission;**
- (iii) taking steps for the necessary co-ordination of various actions of the Commission;**
- (iv) maintaining working relations with Member States of the Commission and with international organizations and bodies concerned with the work of the Commission;**
- (v) arranging for appropriate representation of the Commission at meetings of other organizations and bodies whose work is of interest to the Commission.**
- (vi) Liaising with the Chairperson, and through the Chairperson the Vice-Chairpersons as appropriate, on progress and results.**

Comments: *(vi) has been added to reflect the responsibilities of the Officers of the Commission.*

Rule 32

The Secretary or his representative may participate in such inter-secretariat bodies as may be established and which may be concerned wholly or in part with the work of the Commission.

Rule 32

**The Executive Secretary or designate may participate in such inter-secretariat bodies as may be established and which may be concerned wholly or in part with the work of the Commission.**

Comment: *No change*

**X - LANGUAGES**

Rule 33

1. The official languages of the Commission shall be English, French, Russian and Spanish.
2. English, French, Russian and Spanish shall be the working languages for documentation and interpretation at sessions of the Assembly and the Executive Council of the Commission.
3. Documentation needed for the work of any committees, subsidiary or other bodies, shall be provided in the appropriate working languages according to the needs of the Member States of

the Commission represented on such committees, or bodies, or of the individual experts which are members of them.

4. Interpretation needed for conducting meetings of committees, subsidiary or other bodies, shall be provided in the appropriate working languages according to the needs of the representatives of Member States of the Commission or of the individual expert members participating at such meetings.

### **Rule 33**

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3. **Documentation needed for the work of any committees, subsidiary or other bodies, shall be provided in the appropriate working languages according to the needs of the Member States of the Commission represented on such committees, or bodies, or of the individual experts which are members of them.**
4. **Interpretation needed for conducting meetings of committees, subsidiary or other bodies, shall be provided in the appropriate working languages according to the needs of the representatives of Member States of the Commission or of the individual expert members participating at such meetings.**

Comments: *No change*

### **Rule 34**

Any speaker may speak in a language other than the working languages currently in use for a particular session of the Assembly or of the Executive Council or any committee, subsidiary or other body on the condition that he provides for interpretation into one or another of the said working languages.

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**Any speaker may speak in a language other than the working languages currently in use for a particular session of the Assembly or of the Executive Council or any committee, subsidiary or other body on the condition that he provides for interpretation into one or another of the said working languages.**

Comments: *No change*

## **XI - PUBLIC AND PRIVATE MEETINGS**

### **Rule 35**

1. All meetings of the Assembly shall be open to the public unless the Assembly decides otherwise.
2. All meetings of the Executive Council and of committees, subsidiary or other bodies shall be closed to the public unless the Assembly or the Executive Council decides otherwise.

### **Rule 35**

1. **All meetings of the Assembly shall be open to the public unless the Assembly decides otherwise.**

2. **All meetings of the Executive Council and of committees, subsidiary or other bodies shall be closed to the public unless the Assembly or the Executive Council decides otherwise.**

Comments: *No change*

## XII - PARTICIPATION WITHOUT VOTE

### Rule 36

1. Representatives of Member States of the Commission which are not member of the Executive Council or of a committee, subsidiary or other body, may participate, without the right to vote, in the sessions of such Executive Council, committee, subsidiary or other body.
2. Representatives of intergovernmental organizations not within the United Nations system and of non-governmental organizations, invited in accordance with Rule 53, may participate, without the right to vote, in the sessions of the Assembly and appropriate sessions of the Executive Council or of any committee, subsidiary or other body and may make oral or written statements on matters within their respective competence.
3. The retiring Chairman may participate as *ex officio* Past Chairman, without the right to vote, in sessions of the Executive Council until the next ordinary session of the Assembly following his term of office. On these occasions he shall not represent the Member State of which he is a national.

### Rule 36

1. **Representatives of Member States of the Commission which are not member of the Executive Council or of a committee, subsidiary or other body, may participate, without the right to vote, in the sessions of such Executive Council, committee, subsidiary or other body.**
2. **Representatives of intergovernmental organizations not within the United Nations system and of non-governmental organizations, invited in accordance with Rule 53, may participate, without the right to vote, in the sessions of the Assembly and appropriate sessions of the Executive Council or of any committee, subsidiary or other body and may make oral or written statements on matters within their respective competence.**
3. **The retiring Chairman may participate as *ex officio* Past Chairman, without the right to vote, in sessions of the Executive Council until the next ordinary session of the Assembly following his term of office. On these occasions he shall not represent the Member State of which he is a national.**

Comments: *No change*

## XIII - CONDUCT OF BUSINESS

### Rule 37

1. A simple majority of the Member States of the Commission shall constitute a quorum in the Assembly.
2. A simple majority of the members of the Executive Council and of committees and subsidiary or other bodies shall constitute a quorum.

### Rule 37

1. **A simple majority of the Member States of the Commission shall constitute a quorum in the Assembly.**

- 2. A simple majority of the members of the Executive Council and of committees and subsidiary or other bodies shall constitute a quorum.**

Comments: *No change*

#### Rule 38

1. The Chairman shall declare the opening and closing of each session, direct the discussions, ensure observance of these Rules of Procedure, accord the right to speak, put questions to the vote and announce decisions. He shall rule on points of order and, subject to these Rules, shall control the proceedings and the maintenance of order.
2. The Chairman shall strive to obtain acceptance by all members of a proposal.

#### **Rule 38**

- 1. The Chairperson shall declare the opening and closing of each session, direct the discussions, ensure observance of these Rules of Procedure, accord the right to speak, put questions to the vote and announce decisions. He shall rule on points of order and, subject to these Rules, shall control the proceedings and the maintenance of order.**
- 2. The Chairperson shall strive to work by consensus.**

Comments: *Small change to 2. to improve wording.*

#### Rule 39

The Chairman shall call upon speakers in the order in which they have expressed the desire to speak.

#### **Rule 39**

**The Chairperson shall call upon speakers in the order in which they have expressed the desire to speak.**

Comments: *No change*

#### Rule 40

During the discussion on any matter, a Member State of the Commission participating in an Assembly, or a member of the Executive Council, committee, subsidiary or other body, as the case may be, may at any time raise a point of order, and the point of order shall be forthwith decided by the Chairman. Any such member may appeal against the ruling of the Chairman which can only be overruled by a majority of the members present and voting. Such member may not, in raising a point of order, speak on the substance of the matter under discussion.

#### **Rule 40**

**During the discussion on any matter, a Member State of the Commission participating in an Assembly, or a member of the Executive Council, committee, subsidiary or other body, as the case may be, may at any time raise a point of order, and the point of order shall be forthwith decided by the Chairperson. Any such member may appeal against the ruling of the Chairperson which can only be overruled by a majority of the members present and voting. Such member may not, in raising a point of order, speak on the substance of the matter under discussion.**

Comments: *No change*

#### Rule 41

Subjects to Rule 40, the following motions shall have precedence in the following order over all other proposals or motions before the meeting:

- (a) to suspend the meeting;
- (b) to adjourn the meeting;
- (c) to adjourn the debate on the item under discussion;
- (d) to close the debate on the item under discussion.

#### Rule 41

**Subjects to Rule 40, the following motions shall have precedence in the following order over all other proposals or motions before the meeting:**

- (a) to suspend the meeting;**
- (b) to adjourn the meeting;**
- (c) to adjourn the debate on the item under discussion;**
- (d) to close the debate on the item under discussion.**

Comments: *No change*

#### Rule 42

Draft resolutions for consideration by the Assembly or the Executive Council shall be submitted in writing to the Secretary who shall ensure their distribution in the working languages of the Commission. Proposals for amendment of such draft resolutions may be submitted in writing or orally during the discussion.

#### Rule 42

**Draft resolutions for consideration by the Assembly or the Executive Council shall be submitted in writing to the Resolutions Committee. Accepted draft Resolutions shall be given to the Executive Secretary for translation into the working languages of the Commission. Proposals for amendment of such draft resolutions may be submitted in writing or orally during the discussion.**

Comments: *Changed to reflect practice at the Assembly.*

### XIV - VOTING

#### Rule 43

1. Unless otherwise provided in these Rules of Procedure, or unless the Assembly shall decide that a two-thirds majority of the members present and voting is required on a particular matter, decisions shall be made by a simple majority of the members present and voting.
2. Decisions whether a particular matter, not specified in these Rules of Procedure, shall require a two-thirds majority of the members present and voting at the Assembly, shall be made by a simple majority of the members present and voting.

#### Rule 43

- 1. Unless otherwise provided in these Rules of Procedure, or unless the Assembly shall decide that a two-thirds majority of the members present and voting is required on a particular matter, decisions shall be made by a simple majority of the members present and voting.**
- 2. Decisions whether a particular matter, not specified in these Rules of Procedure, shall require a two-thirds majority of the members present and voting at the Assembly, shall be made by a simple majority of the members present and voting.**

Comments: *No change*

Rule 44

For the purpose of these Rules, the phrase "members present and voting" means members casting an affirmative or negative vote. Members who abstain from voting are considered as not voting.

**Rule 44**

**For the purpose of these Rules, the phrase "members present and voting" means members casting an affirmative or negative vote. Members who abstain from voting are considered as not voting.**

Comments: *No change*

Rule 45

Voting shall normally be by show of hands, except that any member may request a roll-call. The vote and abstention of each member participating in a roll-call shall be inserted in the record.

**Rule 45**

**Voting shall normally be by show of hands, except that any member may request a roll-call. The vote and abstention of each member participating in a roll-call shall be inserted in the record.**

Comments: *No change*

Rule 46

1. When an amendment is moved to a proposal, the amendment shall be voted on first. When two or more amendments are moved to a proposal, there shall first be a vote on the amendment furthest removed from the original proposal and then on the amendment next furthest therefrom, and so on, until all amendments have been put to a vote. If one or more amendments are adopted, the amended proposal shall then be voted on. If no amendment is adopted, the proposal shall be put to the vote in its original form.
2. A motion is considered an amendment to a proposal if it merely adds to, deletes from or revises part of that proposal.

**Rule 46**

1. **When an amendment is moved to a proposal, the amendment shall be voted on first. When two or more amendments are moved to a proposal, there shall first be a vote on the amendment furthest removed from the original proposal and then on the amendment next furthest therefrom, and so on, until all amendments have been put to a vote. If one or more amendments are adopted, the amended proposal shall then be voted on. If no amendment is adopted, the proposal shall be put to the vote in its original form.**
2. **A motion is considered an amendment to a proposal if it merely adds to, deletes from or revises part of that proposal.**

Comments: *No change*

Rule 47

1. Unless, in the absence of objections, it is decided otherwise, elections shall be by secret ballot.

2. When a single elective place is to be filled and no candidate obtains in the first ballot the majority required, a second ballot shall be taken which shall be restricted to the two candidates obtaining the larger number of votes. If in the second ballot the votes are equally divided, the decision shall be taken by drawing lots.
3. When two or more places are to be filled at one time under the same conditions, those candidates obtaining a majority shall be elected who receive the greatest number of votes in the first ballot up to the number of places subject to election. If all such places are not filled there shall be additional ballots to fill the remaining places, the voting being restricted to the candidates obtaining the greatest number of votes in the previous ballot, to a number not more than twice the places remaining to be filled. If, for the last place, candidates obtain the same number of votes, the decision between them shall be taken by drawing lots.
4. For elections, a majority shall be the next integer immediately above half the number of ballot papers, excluding blank or invalid ballot papers. A ballot paper shall be invalid if it contains more names than the number of places to be filled.

#### **Rule 47**

1. **Unless, in the absence of objections, it is decided otherwise, elections shall be by secret ballot.**
2. **When a single elective place is to be filled and no candidate obtains in the first ballot the majority required, a second ballot shall be taken which shall be restricted to the two candidates obtaining the larger number of votes. If in the second ballot the votes are equally divided, the decision shall be taken by drawing lots.**
3. **When two or more places are to be filled at one time under the same conditions, those candidates obtaining a majority shall be elected who receive the greatest number of votes in the first ballot up to the number of places subject to election. If all such places are not filled there shall be additional ballots to fill the remaining places, the voting being restricted to the candidates obtaining the greatest number of votes in the previous ballot, to a number not more than twice the places remaining to be filled. If, for the last place, candidates obtain the same number of votes, the decision between them shall be taken by drawing lots.**
4. **For elections, a majority shall be the next integer immediately above half the number of ballot papers, excluding blank or invalid ballot papers. A ballot paper shall be invalid if it contains more names than the number of places to be filled.**

Comments: *No change, unless the Rules include an Appendix with the provisions for elections, in which case this text in this Rule could be included in the Appendix and the Rule deleted.*

#### **Rule 48**

If a vote is equally divided, in voting not concerned with elections, the proposal shall be regarded as rejected.

#### **Rule 48**

**If a vote is equally divided, in voting not concerned with elections, the proposal shall be regarded as rejected.**

Comments: *No change*

## XV - REPORTS

### Rule 49

1. A draft Summary Report of a session of the Assembly or the Executive Council shall be submitted by the Secretary in the working languages of the Commission, before the closing dates of such sessions, and approved. If, however, a part of such draft Summary Report has not yet been approved during the session, it shall be done by correspondence as soon as possible.
2. The approved Summary Report of a session of the Assembly or of the Executive Council shall be completed in final form by the Secretariat, taking into account all comments received concerning the draft, in the working languages of the Commission and circulated promptly.
3. Each committee, subsidiary or other body shall submit to the next ordinary session of the Assembly or the Executive Council a short and concise report on its work since the last such report, containing the following elements: election of officers; adoption of the agenda; procedures taken; recommendations; draft resolutions; list of participants and annexes as needed.

### Rule 49

1. **A draft Summary Report of a session of the Assembly or the Executive Council shall be submitted by the Executive Secretary in the working languages of the Commission, before the closing dates of such sessions, and approved. If, however, a part of such draft Summary Report has not yet been approved during the session, it shall be done by correspondence as soon as possible.**
2. **The approved Summary Report of a session of the Assembly or the Executive Council shall be completed in final form and the working languages of the Commission, by the Secretariat, taking into account all comments received concerning the draft.**
3. **Each committee, subsidiary or other body shall submit to the next ordinary session of the Assembly a short and concise report on its work since the last such report, containing the following elements: election of officers; adoption of the agenda; procedures taken; recommendations; draft resolutions; list of participants and annexes as needed.**

Comments: *Grammatical change in 2. The "Executive Council" has been omitted from 3. to reflect the wishes of the Assembly to have the agenda of the Executive Council focussed on actions requiring decision. This does not prevent such reports coming to the Executive Council if action has to be taken before the Assembly convenes.*

### Rule 50

1. The Secretary shall submit to each session of the Assembly and the Executive Council a report on the work accomplished since the previous session.
2. The Assembly shall submit its Summary Report on the Commission's activities to each ordinary session of the General Conference of UNESCO.

### Rule 50

1. **The Executive Secretary shall submit to each session of the Assembly and the Executive Council a report on the work accomplished since the previous session.**
2. **The Assembly shall submit a Summary Report on the Commission's activities and other reports as necessary to the General Conference of UNESCO.**

Comments: *The wording of 2. is expanded.*

## XVI - REPRESENTATION OF THE COMMISSION

### Rule 51

Any person called upon to represent the Commission before any external authority shall act in that capacity only and not on behalf of his State.

### **Rule 51**

**Any persons called upon to represent the Commission before any external authority shall act in that capacity only and not on behalf of their respective State.**

Comments: *No change*

### Rule 52

1. The Chairman, or a Vice-Chairman designated by him to take his place, shall represent the Commission at any inter-agency body established by the organizations of the United Nations system referred to in Article 1.3 of the Statutes and concerned wholly or in part with the support and programme of the Commission, or with its resources and activities, or with furthering the common aspects of the work of the Commission and these organizations.
2. The Chairman or designated Vice-Chairman shall report on such attendance to the Executive Council.

### **Rule 52**

1. **The Chairperson, or a designated Vice-Chairperson, shall represent the Commission at any interagency body established by the organizations of the United Nations system referred to in Article 2.2 of the Statutes of the Commission and concerned wholly or in part with the support and programme of the Commission, or with its resources and activities, or with furthering the common aspects of the work of the Commission and those organizations.**
2. **The Chairperson or designated Vice-Chairperson shall report on such attendance to the Assembly or Executive Council of the Commission.**
3. **The Executive Secretary acting in the capacity of Executive Head of the Commission shall represent the Commission in inter-agency or inter-secretariat meetings concerned wholly or in part with the duties laid down under Part IX of these Rules of Procedure.**

Comments: *1. Changed to reflect new numbering of the Statutes.*

*2. changed to include the Assembly, which seemed an illogical omission.*

*A new 3. added to reflect the importance of the representation of the Executive Secretary.*

## XVII - RELATIONS WITH INTERNATIONAL ORGANIZATIONS

### Rule 53

1. Intergovernmental organizations not within the United Nations system and non-governmental organizations falling in the following categories, as well as advisory bodies to the Commission, may be invited by the Secretary, in accordance with the decisions of the Assembly or the Executive Council, to participate in the work of the Commission, or, as the case may be, in the sessions of the Assembly, of the Executive Council or of committees, subsidiary or other bodies:

- (a) intergovernmental organizations active or interested in marine science affairs whose collaboration can help advance the work and objectives of the Commission and whose members are Member States of an organization of the United Nations system;
  - (b) non-governmental organizations active or interested in marine science affairs whose collaboration can help advance the work and objectives of the Commission.
2. In accordance with the decisions of the Assembly, the Executive Council may authorize the Chairman, on behalf of the Commission, to establish effective working relationships with the organizations meeting the conditions in paragraph 1 of this Rule.

### **Rule 53**

1. **Intergovernmental organizations not within the United Nations system and non-governmental organizations falling in the following categories, as well as advisory bodies to the Commission, may be invited by the Executive Secretary, in accordance with the decisions of the Assembly or the Executive Council, to participate in the work of the Commission, or, as the case may be, in the sessions of the Assembly, of the Executive Council or of committees, subsidiary or other bodies:**
  - (a) **intergovernmental organizations active or interested in marine science affairs whose collaboration can help advance the work and objectives of the Commission and whose members are Member States of an organization of the United Nations system;**
  - (b) **non-governmental organizations active or interested in marine science affairs whose collaboration can help advance the work and objectives of the Commission.**
2. **In accordance with the decisions of the Assembly, the Executive Council may authorize the Chairperson, or the Executive Secretary, on behalf of the Commission, to establish effective working relationships with the organizations meeting the conditions in paragraph 1 of this Rule.**

Comments: *1. no change.*

*2. the Executive Secretary has been added as an appropriate representative of the Commission to establish working relationships with other organizations.*

### **Rule 54**

The Assembly, or the Executive Council authorized by the Assembly, may designate intergovernmental or non-governmental organizations or bodies as advisory bodies to the Commission on aspects of marine science and its technology.

### **Rule 54**

**The Assembly, or the Executive Council authorized by the Assembly, may designate intergovernmental or non-governmental organizations or bodies as advisory bodies to the Commission on any aspect of its activities.**

Comments: *The wording has been broadened to allow for advice in other areas such as capacity building.*

## **XVIII -FINANCE**

### **Rule 55**

1. The Assembly or the Executive Council may accept or reject any offer of a voluntary contribution for a trust fund, the expenditure of which has been restricted or designated for specific purposes by the contributor.

2. Allocations to programmes of the Commission from voluntary contributions to a trust fund shall be made by decisions of the Assembly or by the Executive Council in accordance with all relevant decisions of the Assembly.
3. Funds so allocated shall be expended by the Secretary.

#### **Rule 55**

1. **The Assembly or the Executive Council may accept or reject any offer of any voluntary contribution, the expenditure of which has been restricted or designated for specific purposes by the contributor.**
2. **Allocations to programmes of the Commission from voluntary contributions and from the regular budget shall be made following decisions of the Assembly, or by the Executive Council in accordance with all relevant decisions of the Assembly.**
3. **Funds so allocated shall be expended by the Executive Secretary.**

Comments: *2. has been amended to clarify the intent.*

### **XIX - RECOMMENDATIONS FOR AMENDMENTS OF THE STATUTES**

#### **Rule 56**

1. Any Member State of the Commission may communicate a proposal for the amendment of the Statutes of the Commission to the Secretary at least eight months in advance of the session of the Assembly at which it is proposed it be acted upon. The Secretary shall communicate any such proposal, on its receipt, to all Member States and to the organizations specified in Article 1 of the Statutes.
2. The Executive Council shall consider any proposal submitted and shall report thereon to the Assembly, giving its recommendation as to whether the proposal should be adopted, rejected or modified. The recommendation of the Executive Council shall be circulated at least three months prior to the session of the Assembly.
3. A majority of all Member States of the Commission shall be required for the adoption of a recommendation for the amendment of the Statutes.

#### **Rule 56**

1. **Any Member State of the Commission may communicate a proposal for the amendment of the Statutes of the Commission to the Executive Secretary at least eight months in advance of the session of the Assembly at which it is proposed it be acted upon. The Executive Secretary shall communicate any such proposal, on its receipt, to all Member States and to the organizations specified in Article 2.2 of the Statutes.**
2. **The Executive Council shall consider any proposal submitted and shall report thereon to the Assembly, giving its recommendation as to whether the proposal should be adopted, rejected or modified. The recommendation of the Executive Council shall be circulated at least three months prior to the session of the Assembly.**
3. **A majority of all Member States of the Commission shall be required for the adoption of a recommendation for the amendment of the Statutes.**

Comments: *Change in 1. to reflect new numbering of the Statutes.*

## **XX - RULES OF PROCEDURE: AMENDMENTS AND SUSPENSION**

### Rule 57

These Rules may be amended only by a decision of the Assembly adopted by a majority of all Member States of the Commission.

### **Rule 57**

**These Rules may be amended only by a decision of the Assembly adopted by a majority of all Member States of the Commission.**

Comments: *No change*

### Rule 58

Any of these Rules may be suspended only by a decision adopted by a majority of all Member States of the Commission.

### **Rule 58**

**Any of these Rules may be suspended only by a decision adopted by a majority of all Member States of the Commission.**

Comments: *No change*