

RULES OF PROCEDURE

The Secretary of DPI proposes the following Rules of Procedure for the conduction of World Council Meetings.

1. The Chairperson shall preside over all meetings of the World Council. If the Chairperson is absent from a meeting or any part thereof, the Deputy Chairperson shall preside. If both the Chairperson and the Deputy Chairperson are absent, the World Council shall elect among its members a Chairperson to serve at this particular occasion.
2. In addition to exercising the powers conferred upon him elsewhere by these rules, the Chairperson shall declare the opening and closing of each meeting, shall direct the discussion, ensure observance of these rules, accord the right to speak, put questions to the vote and announce decisions.
3. Subject to these rules, the Chairperson shall have control of the proceedings of the session and over the maintenance of order at its meetings. The Chairperson shall rule on points of order and shall have in particular the power to propose adjournment or closure of the debate or adjournment or suspension of a meeting.
4. Debates shall be confined to the question before the session, and the Chairperson may call a speaker to order if his remarks are not relevant to the subject under discussion.
5. During the discussion of any matter, a member may at any time raise a point of order, and the point of order shall be immediately decided by the Chairperson in accordance with the rules of procedure. A member may appeal against the ruling of the Chairperson. The appeal shall immediately be put to the vote, and the ruling of the Chairperson shall stand unless overruled by a majority of the members present and voting.

A member may not, in raising a point of order, speak on the substance of the matter under discussion.
6. During the discussion of any matter, a member may move the adjournment of the debate on the item under discussion. In addition to the proposer of the motion, one member may speak in favour of and one against the motion, after which the motion shall be immediately put to vote.
7. The World Council may limit the time allowed to each speaker and the number of times each member may speak on any question, except on procedural questions, when the Chairperson shall limit each intervention to a maximum of five minutes. When the debate is limited and a member has spoken his allotted time, the Chairperson shall call him to order without delay.

8. During the course of a debate, the Chairperson may announce the list of speakers and, by a majority vote, declare the list closed. The Chairperson may, however accord the right of reply to any member if, in his opinion, a speech delivered after he has declared the list closed makes this desirable. When the debate of any item is concluded because there are no other speakers, the Chairperson shall declare the debate closed. Such closure shall have the same effect as closure by the consent of the session.
9. A member may at any time move the closure of the debate on the item under discussion, whether or not any other member has signified his wish to speak. Permission to speak on the closure of the debate shall be accorded only to two speakers opposing the closure, after which the motion shall be immediately put to vote.
10. During the discussion of any matter, a member may move the suspension or adjournment of the meeting. No discussion on such motions shall be permitted, and they shall be immediately put to vote.
11. Subject to Rule 2, the following motions shall have the precedence in the following order over all other proposals or motions before the meeting:
 - (1) To suspend the meeting
 - (2) To adjourn the meeting
 - (3) To adjourn the debate on the item under discussion
 - (4) For the closure of the debate on the item under consideration
12. All World Council members have the right to make motions on any substance matter before the Council. The Head of the Secretariat and the Chief Development Officer have the right to make motions on all matters except elections. All motions shall be considered by the World Council without first being seconded. A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended. A motion which has thus been withdrawn may be reintroduced by any member.
13. At World Council meetings there shall be a quorum of one third of the total number of World Council members and members present from at least three regions. Except as provided otherwise in these Rules or in the Constitution decisions shall be made by a majority of the members present and voting. 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.

14. The meeting shall normally vote via voice and by show of hands, except if a majority of those present request a vote by secret ballot.
15. After the voting has commenced, no member shall interrupt the voting except on a point of order in connection with the actual conduct of the voting. Brief statements by members consisting so solely of explanations of their votes may be permitted by the Chairperson, if he deems it necessary, before the voting has commenced or after the voting has been completed.
16. 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, the meeting shall first vote on the amendment furthest removed in substance from the original proposal and then on the amendment next furthest removed there from and so on until all amendments have been put to the vote. If one or more amendments are adopted, the amended proposal shall then be voted upon. If no amendments are adopted, the proposal shall be put to the vote in its original form.

A motion is considered an amendment to a proposal if it adds to, deletes from or revises that proposal.

17. If a vote is equally divided on matters other than elections, the Chairperson shall have the casting vote. In elections, should no nominee receive a majority of the votes cast, a second vote shall be conducted with the two nominees having the largest number of votes on the first ballot as candidates.