



Consultative Committee

Rules of Procedure

Foreword

The Consultative Committee (“Committee”) is established to represent the interests of the wider international postal sector, and to provide a framework for effective dialogue between stakeholders, including the development of recommendations for UPU policy, regulation and operations and the fostering of a better understanding between stakeholders and member countries of the Union. Its basic aim, functions and activities are defined in accordance with articles 119 to 126 of the General Regulations, as well as other relevant decisions adopted by UPU Congresses.

Rules of Procedure of the Consultative Committee (“Rules”)

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Article 1

Members of the Committee

- 1 In accordance with article 120 of the General Regulations, the Committee shall consist of:
 - 1.1 non-governmental organizations (including those representing customers, delivery service providers, postal employees or postal employers); philanthropic entities; standardization, financial and development organizations; suppliers of goods and services to the postal services sector; transportation entities; academic and research institutions; think tanks and similar knowledge-based institutions; and like organizations that have an interest in supporting the mission and objectives of the Union;
 - 1.2 high-level figures from the postal sector recommended by member countries or the bodies of the Union concerned, including the Committee.
- 2 All members of the Committee ("Members") shall have their principal place of business (and, if so required by the Union member country concerned, be duly registered) or, in the case of the high-level figures referred to in 1.2, have permanent residence, in a Union member country.
- 3 Each Member shall appoint its representative(s), who shall be competent in matters relevant to the work of the Union. This/these representative(s) may be accompanied by one or more other delegates, who shall also be entitled to participate in the discussions and work. Each Member shall have one vote.
- 4 Each Member shall provide the International Bureau ("IB") with the names of its attending delegates, one week before every Committee meeting.
- 5 All Members and observers of the Committee shall comply with the Code of Conduct as presented in Annex 1.

Article 2

Membership applications

- 1 An entity in category 1.1 (article 1) may submit a request for Committee membership on the recommendation of the corresponding Union member country.
- 2 A Union member country, a UPU Council or the Committee itself may submit a request for Committee membership for a high-level figure from the postal sector in category 1.2 (article 1).
- 3 Any requests for membership of the Committee as submitted by the entities or high-level figures referred to in article 120 of the General Regulations shall be accompanied by the prior written authorization or recommendation of the corresponding Union member country, in accordance with paragraph 2 of that article.
- 4 Each membership request shall, *inter alia*, specify the intended membership category and associated membership fee through the relevant application form, and be sent to the Director General of the IB ("Director General"), who, in consultation with the Chair of the Committee ("Chair") and in accordance with the relevant provisions of the General Regulations and these Rules (as approved by the Council of Administration ("CA")), shall submit the application for preliminary consideration by the Management Committee ("MC")
 - 4.1 As per the relevant procedures set forth in article 19.7, voting by correspondence (postal or electronic mail ballot) may take place for the consideration of membership applications and MC candidacies which are submitted between sessions of the General Assembly ("GA") and deemed to be of an urgent nature, as decided by the Chair or the MC.
- 5 Immediately upon being notified of the approval by the Committee, the successful applicant shall be eligible for participation in any activity open to members of the Committee.

6 Membership of the Committee may also be revoked at any time by the CA if, in the latter body's sole opinion (of its own volition or upon formal recommendation of the Committee), the criteria and obligations set forth in articles 1 and 2 are no longer fulfilled by the relevant Member. Membership of the Committee shall also be automatically revoked in the event that the written authorization or recommendation of the corresponding Union member country, as referred to in article 121.2 of the General Regulations, is withdrawn by that country.

7 Any requests for membership of the Committee as referred to in paragraphs 1 and 2 shall be submitted in accordance with the relevant application form established by the Committee.

Article 3

Observers and ad hoc observers

1 In accordance with article 125 of the General Regulations and as further detailed below, Union member countries and the observers and ad hoc observers referred to in article 105 of the General Regulations may participate in sessions of the Committee, without the right to vote.

2 Upon request to the Chair, representatives of the United Nations, restricted unions and other entities authorized to attend Union meetings as observers by virtue of a resolution or decision of Congress shall also be invited to attend and to take part in the discussions of the Committee as observers.

3 After consultation with the Chair of the CA and the Secretary General, the Chair shall be authorized to invite specialized agencies of the United Nations, other intergovernmental organizations, any international body, any association or enterprise, or any qualified person to attend meetings of the Committee as ad hoc observers if the Chair considers that this is in the interests of the Union and of the Committee.

4 The observers and ad hoc observers referred to in paragraphs 1 to 4 3 shall not be entitled to vote, but may take the floor with the permission of the Chair.

Article 4

Organization of the Committee

1 Immediately after each UPU Congress, the Chair of the CA shall preside at the organizational meeting of the Committee, in accordance with article 123 of the General Regulations.

2 The Committee shall elect a Chair and a Vice-Chair, as well as seven other members of the MC. All elected members of the MC shall take up their duties immediately upon election and serve concurrently until the next UPU Congress; their mandates shall be renewable.

3 The Committee shall designate representatives to formally provide, on behalf of the Committee, any relevant proposals, opinions or reports to the CA and Postal Operations Council ("POC") and their respective bodies, as appropriate. Where such Committee representatives intervene at CA and/or POC meetings, they shall represent the views of the Committee as a whole, including minority positions (in the absence of a consensus position).

4 The Committee shall submit proposals and reports to Congress, subject to the approval of the CA and in the name of the latter and, when matters of interest to the POC are involved, subject to examination and comments by the POC in accordance with articles 107.1.22 and 113.1.7 of the General Regulations.

Article 5

Bodies

1 The bodies of the Committee shall be:

- 1.1 the General Assembly (“GA”);
- 1.2 the Management Committee (“MC”); and
- 1.3 any subgroups (including, without limitation, thematic chapters) whose establishment is proposed by the MC and approved by the GA.

Article 6

General Assembly

1 Structure

- 1.1 Attendance at meetings of the GA shall be open to all Members in accordance with the provisions contained in these Rules.
- 1.2 The Chair shall direct the proceedings of the GA. In the absence of the Chair, the Vice- Chair shall perform this function.
- 1.3 The GA shall meet at least once a year to address the activities described below.

2 GA voting principles:

- 2.1 Only Members shall have the right to vote.
- 2.2 For any decisions to be taken by the GA, it shall be necessary to have a simple majority of the voting Members.

3 Role and responsibilities of the GA

- 3.1 The GA is the main body of the Committee and shall be responsible for taking all decisions relating to Committee activities that do not fall within the powers of the MC as further defined below, subject to these Rules and the relevant decisions of the bodies of the UPU.
- 3.2 The GA shall be responsible for the following activities in particular:
 - 3.2.1 Preparation and validation of the Committee’s annual budget and business plan, on the recommendation of the MC and in accordance with the relevant decisions of the bodies of the UPU (including, without limitation, the Union’s strategy, business plan and Programme and Budget);
 - 3.2.2 Approval of the annual activity report for consideration by the CA;
 - 3.2.3 Review and endorsement in principle of proposed amendments to these Rules, subject to formal approval of the CA;
 - 3.2.4 Review and endorsement of recommendations proposed by the MC;
 - 3.2.5 Admission or reinstatement of Members, without prejudice to the possibility of urgent consideration of membership applications submitted between sessions of the GA, as referred to in article 2.4.1;
 - 3.2.6 Election of MC members (including the Chair and Vice-Chair), without prejudice to the specific appointment conditions referred to in article 9;
 - 3.2.7 Ratification or revocation of the application of the sanctions defined in article 15, applied to a Member on the recommendation of the MC, should that Member fail to comply with the membership conditions and obligations stipulated in these Rules.

Article 7

Management Committee

- 1 The work of the Committee shall be guided by an MC consisting of the Chair and Vice-Chair of the Committee and seven other members elected in accordance with the procedures defined in article 9. At least

one MC member shall be charged with acting as a focal point within the MC, with the responsibility of consolidating and sharing information on all activities undertaken by subgroups established (including, without limitation, thematic chapters).

2 The quorum required for the MC meetings shall be five attending or represented members. Voting shall be conducted in accordance with article 19.

3 If a member of the MC is not able to attend a meeting, this member shall, exceptionally, be able to delegate its right to vote to another member of the MC entitled to vote, subject to prior written notice of representation being provided to the Chair. However, each representative of a member of the MC may represent only one member of the MC other than its own.

4 Members which are not members of the MC may attend meetings of the MC as observers, provided that not more than one individual serves in an observer capacity to represent any Member. In this regard, and without prejudice to the focal point attribution referred to in paragraph 1, Members chairing established subgroups (including, without limitation, thematic chapters) shall also be invited to attend meetings of the MC as observers whenever agenda items under their purview are being discussed.

5 The role and responsibilities of the MC shall be to:

- 5.1 Submit the draft budget and business plan of the Committee for formal approval by the GA;
- 5.2 In accordance with the business plan adopted for the Committee, formulate the funding plans needed to develop and support Committee activities and projects, including, without limitation, any funding plans associated with external activities to be undertaken by Committee representatives;
- 5.3 Endorse the submission to the GA of the Committee's annual activity report for consideration by the CA, and approve the submission of any other reports or information submitted on behalf of the Committee to the CA and the POC (as prepared by the Chair with the assistance of the IB);
- 5.4 Propose to the GA the establishment of subgroups (including, without limitation, thematic chapters) to advance the activities of the Committee, and endorse, as applicable, Committee positions and proposals put forward by such subgroups;
- 5.5 Report to the GA on activities and budgetary expenditure in accordance with approved business and activity plans;
- 5.6 Develop and implement projects related to the aim and functions of the Committee;
- 5.7 Provide its views to the GA (or, in the case of voting by correspondence, to the entire membership) on the proposed admission or reinstatement of Members;
- 5.8 Transmit MC decisions to the IB for implementation.

6 The MC shall prepare the work of each session of the Committee and monitor the progress of the work of the Committee. It shall assist the Chair in drawing up the provisional agenda of its meetings and in coordinating the work of the Committee.

7 MC shall also perform all such tasks as the Committee may decide to entrust to it or for which the need arises between meetings of the Committee. Moreover, the MC shall be able to assign specific duties to members, in the interests of the Committee.

Article 8

Subgroups

If proposed by the MC, the GA may establish subgroups (including, without limitation, thematic chapters) to address matters pertaining to the Committee, in accordance with its aim and functions as outlined in articles 119 and 122 of the General Regulations.

Article 9

Election of Management Committee members and associated requirements

1 The representatives of the Chair and Vice-Chair, as well as of the other members of the MC, shall be required to fulfil the following requirements:

- 1.1 be employed or officially nominated by the Member concerned (such requirement to apply throughout the duration of term of office as defined in article 4.2); and
- 1.2 be able to substantiate their professional skills and experience to carry out the required functions within the Committee in an appropriate manner, including in particular the availability to travel and to participate in meetings of the Committee, as well as sufficient technical knowledge of matters pertaining to the activities of the Committee.

2 Should the nominated representative of a member of the MC no longer be able to represent the respective member, the said member shall nominate another representative to serve during the pending period of the mandate under the conditions set out in paragraph 1 above.

3 For the purpose of this article, the nominated representative of a member of the MC shall be deemed as no longer able to represent the respective member when the representative or the member that appointed the representative declares that he or she is unable to carry out the duties or if the representative is no longer employed by the Member in question.

4 Should a member of the MC no longer be a Member (or if the Member concerned is subject to the sanctions defined in article 15 of these Rules), such a vacancy shall be filled by means of the election procedures defined below in paragraph 5 (and, for urgent cases identified between sessions of the GA, as provided for in article 19.7 of these Rules), and the election shall be organized within one month in order to fill the vacant post for the remainder of the term of office.

5 Where there is no consensus or where there is more than one candidate, the elections of the Chair and the Vice-Chair, as well as those of the seven other members of the MC, shall take place by secret ballot. The candidate obtaining a majority of the votes of Members present and voting shall be elected. The expression "members present and voting" shall mean Members entitled to vote for one of the candidates. Abstentions shall not be taken into consideration. Similarly, blank or spoilt ballot papers shall not be taken into account. In the event of a tie, an additional ballot or ballots shall be held to decide between the tied candidates, and the voting will be restricted to these candidates only. As many ballots as necessary shall be held.

6 The composition of the MC shall, as far as possible, reflect all geographical groups of the Union as well as the diverse character of non-governmental entities referred to in article 120.1.1 of the General Regulations.

Article 10

Secretariat

1 As set forth in article 130 of the General Regulations, the Secretariat of the Committee shall be provided by the IB under the responsibility of its Director General and have the following functions, without prejudice to the duties of the Director General and Deputy Director General as specified in articles 128 and 129 of the General Regulations:

- 1.1 serve as an organ of execution, support, liaison, information and consultation for the Committee and its Members;
- 1.2 take part in the discussions of the Committee without the right to vote;

- 1.3 prepare the work of the Committee and make available on the UPU website all the documents published on the occasion of each session. The documents published before the session shall be made available in accordance with the rules pertaining to the CA;
- 1.4 prepare the draft business plan and budget for further consideration by the MC and the GA;
- 1.5 carry out a preliminary assessment of membership applications with a view to advising the MC and the GA on their compatibility with the relevant principles and requirements set forth in articles 119 and 120 of the General Regulations;
- 1.6 publish the report of the meeting after it has been approved by the Chair of the Committee; and
- 1.7 assist the Chair with preparing appropriate reports for the CA, the POC and Congress about the activities of the Committee.

Article 11 Sessions

1 The Committee shall meet in the form of a GA at least once a year, or additionally as deemed appropriate for its work. The date and location of each meeting shall be fixed by the Chair, in agreement with the Chair of the CA, the Chair of the POC and the Director General.

2 At one of the Council sessions, the Committee shall fix the approximate date and duration of its next session. If compelled by circumstances, the Chair, after consulting the Director General, may alter the date or duration which has been fixed, provided the alteration is notified to the members of the Committee in sufficient time.

3 The Committee may meet, exceptionally, when a request for this is made or approved by at least one third of its Members or on the initiative of its Chair. The date shall be fixed by the Chair with the prior agreement of the Chair of the CA and of the Director General. Not less than 15 days' notice, by electronic means, shall be given of any such meeting.

4 Without prejudice to the relevant provisions of the General Regulations on the organization of Committee sessions, any references in these Rules to "access to", "attend", "delegation", "participate", being "present", "seating", "represented" and "take part" shall be understood as including the possibility of attendance and representation of Members and observers by electronic means, i.e. via the UPU online electronic conferencing platform made available by the IB to ensure active participation in Committee meetings of the GA, the MC or any subgroups thereof ("remote participation"). In such cases, notifications of remote participation shall also be provided to the IB at the time of registration for the meeting.

Article 12 Order of seating

At meetings of the Committee and its bodies, if considered necessary, delegations shall be seated in the French alphabetical order of members. This provision shall apply only to those members of the Committee that physically attend the meetings.

Article 13 Agenda

1 The Chair shall draw up, with the support of the IB and after consultation with the MC, the provisional agenda for each session of the GA. This agenda shall be sent to the members of the Committee and to the observers and ad hoc observers at the same time as the convening notice.

2 The following subjects, *inter alia*, shall appear on the provisional agenda of the GA:

- 2.1 matters selected at the previous session;
 - 2.2 questions in the form of a Committee document submitted by Members between sessions and notified to the Secretary General at least six weeks before the opening of the session during which they are to be considered; questions notified to the Secretary General less than six weeks before the opening of the session may be considered only if the GA so decides by a majority of the members present and voting and having the right to vote;
 - 2.3 suggestions and proposals submitted by the Director General;
 - 2.4 reports from established subgroups (including, without limitation, thematic chapters).
- 2 3 The provisional agenda shall be considered for approval as the first item of business at any meeting.

Article 14

Working methodology

- 1 In accordance with article 123 of the General Regulations, the Committee shall, taking into account the general principles of the Union and subject to the concurrence of the CA and having consulted the POC, determine its internal organization and methods of work which are most suitable for the completion of its activities.
- 2 Documents (designated as “Doc”) subject to a decision or discussion by the Committee shall be published on the Union’s website in all the languages of deliberation of the meeting concerned at least 20 working days before the opening of the session (seven working days in the case of MC meetings).
- 3 Presentations may also be published for meetings instead of documents, for agenda items where no decision is required. Such presentations (designated as “Pres”) shall also be published at least 20 working days before the opening of the session (seven working days in the case of MC meetings) in at least one of the working languages of the IB.
- 4 Notwithstanding the foregoing, presentations which are solely intended to support the presentation of meeting documents available on the Union’s website shall not be subject to the requirements set forth in paragraph 2.

Article 15

Financing of the Committee

- 1 Unless otherwise determined by the relevant bodies of the UPU, the Committee shall be a self-financing body.
- 2 The activities of the Committee shall, in principle, be financed from the following sources:
- 2.1 the annual membership fees paid by Members;
 - 2.2 voluntary contributions, including without limitation contributions allocated to specific Committee activities or projects;
 - 2.3 as the case may be, the Union’s regular budget for a transitional period, following appropriate decisions of the CA;
 - 2.4 other sources such as external forums and events organized under the auspices of the Committee.
- 3 The budget shall be used to support all Committee activities, such as:
- 3.1 the development and implementation of Committee-approved projects;

3.2 the management, administration and technical support of Committee activities, including, without limitation, any administrative and travel expenses (for Committee activities taking place outside meetings of the latter's bodies) to be incurred by the IB (or, as the case may be, the Chair or Vice-Chair) for implementation of those activities, without prejudice to article 120.4 of the General Regulations as well as paragraph 10 of this article.

4 The budget for Committee activities shall be managed under the applicable UPU financial principles and rules (including, without limitation, the UPU Financial Regulations and the UPU Rules on Financial Administration).

5 Each Member shall be charged an annual membership fee in order to defray the costs of convening and running the Committee and supporting the activities of the UPU. In this regard, the Committee may implement a tiered approach to membership (i.e. with different membership categories and associated benefits) recognizing that these categories are associated with particular rights, as further described in the relevant application form attached to these Rules.

6 At least once a year, the IB shall provide a report on income and expenses related to the work of the Committee, including information on members' contributions to the Committee.

7 The amount of the annual membership fee(s) shall be agreed upon by a majority of the GA following a consultation on the Committee's financial needs with the IB.

8 Membership fees shall be due at the beginning of each calendar year. Members that have not paid the membership fee within three months from the date of the relevant invoice may not participate in the meetings of the Committee and shall not be eligible to vote until their outstanding debts in arrears are settled in full. Notwithstanding article 2.6 of these Rules, members that have not paid their membership fees within 12 months from the date of the relevant invoice shall have their membership automatically revoked. Requests for withdrawal from the Committee shall be sent to the IB no later than 31 December of the year prior to the withdrawal year.

8.1 The IB shall maintain a list of all members with debts in arrears as defined below and shall notify that list to the MC and the GA prior to their respective meetings.

8.2 The IB shall also send formal notification to all Members placed on the list, and inform them of its effect on their voting rights and all other membership benefits, as well as their possible loss of membership as specified in paragraph 8.

9 In order to be reinstated following the automatic loss of membership referred to above, a former member shall re-apply for membership using the relevant admission procedures set forth in these Rules. However, in such a case, membership shall not be effective until all debts and interest owed to the Committee for the previous years of membership have been paid in full, or within the framework of an amortization schedule approved by the GA (by analogy with the relevant procedures set forth in the General Regulations and the UPU Financial Regulations).

10 All Members, as well as observers and ad hoc observers, shall be responsible for covering their own travel and daily expenses in relation to meetings of the Committee or any subsidiary bodies thereof.

Article 16

Urgent questions raised between sessions

1 Urgent questions raised between sessions, other than membership application decisions taking place under article 2.4.1, shall be dealt with by the Chair.

2 If questions of principle to the Committee are involved, or if, in the view of the Chair, wider consultation is desirable, the Chair shall consult the members of the MC and, if it thinks fit, all Members; the Chair shall inform the Members consulted of the solutions adopted.

Article 17

Languages

1 The Committee, by majority vote, shall determine the language or languages besides French (as the official language) in which documents are issued and in which business is conducted at its meetings. In doing so, the Committee shall take into account articles 155 and 156 of the General Regulations relating to languages, the language capabilities and needs of its Members and the IB, as well as the costs of providing document or translation and interpretation services in other languages.

2 After the Committee has made a determination regarding languages, any Member that wishes to have interpretation in any other language shall provide at its own expense for interpretation into that language and also from that language into a language approved by the Committee. Requests for such arrangements shall be sent to the secretariat at least three months before the opening of the meeting in question.

Article 18

Quorum

Meetings shall be convened at the announced time and date. Associated discussions by the GA shall not be valid unless at least one third of the Members eligible to vote are present.

Article 19

Voting

1 Questions which cannot be settled by common consent shall be decided by a majority of Members present and voting and having the right to vote. In the event of a tie, the proposal shall be considered as rejected. When the number of abstentions and blank or null and void ballots exceeds half the number of votes cast (for, against and abstentions), consideration of the matter shall be deferred until a subsequent meeting, at which abstentions and blank or null and void ballots shall be disregarded.

2 If a Member is unable to attend a meeting, it may as an exceptional measure delegate its right to vote to the representative of another Member having the right to vote, provided it gives prior notice of representation in writing to the Chair. However, a Member may represent only one Member other than itself.

2.1 In the event of a secret ballot as referred to in paragraph 3.3, a Member participating remotely shall also have the possibility, prior to such a secret ballot, of verbally informing the Chair that it wishes another Member physically present to represent it for the purposes of that ballot.

3 The voting method shall be decided before the voting commences. Voting may be:

3.1 by a show of hands;

3.2 by roll-call, at the request of a Member or if desired by the Chair. The roll-call shall be taken in the alphabetical order of Members;

3.3 by secret ballot: at the request of at least two Members; in this case, the necessary measures shall be taken to ensure this procedure is properly carried out, whether by electronic or traditional means; the secret ballot shall take precedence over the other voting procedures.

3.3.1 The possibility of remote participation referred to in article 11.4 shall not apply in the event of any secret ballot, in which case Members solely availing themselves of the possibility of participating remotely shall not be counted for the purposes of article 14, nor be entitled to vote unless the appropriate notice of representation is provided to another Member attending physically in accordance with paragraph 2.1.

4 The expression “members present and voting” shall mean Members voting “for” or “against” the proposal examined. Abstentions shall not be taken into consideration; similarly, blank or spoiled ballot papers shall not be taken into account in the event of a secret ballot.

5 Once the voting has begun, no Member may interrupt it, except to raise a point of order relating to the way in which the vote is being taken.

6 The voting rules shall apply to decisions taken by the GA or by the MC.

7 When a membership application proposal or interim MC election is to be voted on by correspondence (postal or electronic mail ballot), the following procedure shall apply (without prejudice to the sanctions set forth in article 15):

7.1 A minimum period of two weeks shall be allowed to enable Members to consider the proposal as notified by the IB;

7.2 The IB shall invite Members to vote for or against the proposal;

7.3 Ballots may be sent from or to the IB by post or electronic mail; the date taken shall be the date of dispatch from the country or receipt by the IB (as specified by the latter in each case); ballot results shall be notified to all Members;

7.4 Members shall be entitled to forward any observations jointly with their respective votes to the IB;

7.5 Members which have not sent in their ballot within the specified period shall be considered as abstaining; this period shall be reckoned from the date of the IB notification in question;

7.6 The total number of votes to be considered for determination of whether a simple majority has been achieved for a vote taken by correspondence shall be the number of votes that could be cast by Members with the right to vote.

Article 20

Motions on points of order and procedural motions

1 During the discussion of any question and even, where appropriate, after the closure of the debate, a delegation may submit a motion on a point of order for the purpose of requesting:

1.1 clarification on the conduct of the debates;

1.2 observance of these Rules;

1.3 a change in the order of discussion of proposals suggested by the Chair.

2 The motion on a point of order shall take precedence over all questions, including the procedural motions set forth in paragraph 4.

3 The Chair shall immediately provide the desired clarifications or take the decision considered advisable on the subject of the motion on a point of order. In the event of an objection, the Chair's decision shall be put to the vote forthwith.

4 In addition, during discussion of a question, a delegation may introduce a procedural motion with a view to proposing:

4.1 the suspension of the meeting;

4.2 the closure of the meeting;

4.3 the adjournment of the debate on the question under discussion;

4.4 the closure of the debate on the question under discussion.

5 Procedural motions shall take precedence, in the order set out above, over all other proposals except the motions on points of order referred to in paragraph 1.

6 Motions for the suspension or closure of the meeting shall not be discussed, but shall be put to the vote immediately.

7 When a member proposes adjournment or closure of the debate on a question under discussion, only two speakers against the adjournment or the closure of the debate may speak, after which the motion shall be put to the vote.

8 The member that submits a motion on a point of order or a procedural motion may not, in its submission, deal with the substance of the question under discussion. The proposer of a procedural motion may withdraw it before it has been put to the vote, and any motion of this kind, whether amended or not, which is withdrawn may be reintroduced by another delegation.

Article 21

Reopening of decisions

When a decision has been taken by the Committee, the question may only be reconsidered if the Committee approves the principle of such reconsideration by a vote taken in the same way (by a show of hands, roll-call or secret ballot) as the ballot previously used for the proposal in question. The approval to reopen a discussion shall require the majority laid down in article 19.1 of these Rules.

Article 22

Amendment

These Rules may be amended by a simple majority of the CA.

Article 23

Final provisions

The Rules of Procedure of the CA shall be applicable to the Committee, by analogy, in all cases not expressly provided for in these Rules.

Article 24

Effective date

These Rules, and any amendments thereto, shall take effect immediately upon their approval by the CA, unless otherwise decided by the latter.

So adopted at Berne, XX XX 2024.

For the Council of Administration:

Chair: Côte d'Ivoire
Represented by Isaac Gnamba-Yao

Masahiko Metoki
Secretary General