



IFM • SEI
International falcon movement
socialist educational international

XXVth IFM-SEI Ordinary Congress
15th to 18th of April 2010

Rules of procedure of the congress



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The Mandates Commission

Article 1:

By the opening of Congress the rules of procedure must be agreed by the International Committee .The Congress should appoint a Mandates Commission of 5 people.

Article 2:

The member organisations of IFM-SEI shall be represented at the Congress according to the IFM-SEI Statutes.

The Congress shall vote according to the following procedure:

Each member organisation participating at the Congress has a number of mandated votes, according to section 6 paragraph 6.4 of the statutes. The number of votes depends upon the membership fee having been paid, in accordance with article 2.6. of the IFM-SEI constitution but is independent of the number of delegates present.

Only mandated delegates shall be entitled to vote at the Congress. The election of the President, Vice Presidents, Control Commission and Secretary General, are done by secret ballot if requested by one of the full member organisations present at the Congress.

Only those organisations, which have paid their full membership fee up to 2010, shall be given the right to vote at the 25th Ordinary Congress. Exceptions to this rule will be made only if the 25th Ordinary Congress agrees it by a two-third majority after the report of the mandates commission.

Article 3:

Each delegate and observer to the 25th Ordinary Congress of IFM-SEI shall pay a registration fee to be determined by the Presidium of IFM-SEI and the hosting organisation.

Exceptions must be agreed upon by the secretariat and the Presidium.



The Draft Agenda

Article 4:

The draft Congress agenda is drawn up by the Presidium, agreed upon by the IC and circulated to the member organisations in due time before the Congress.

Article 5:

Items on the agenda may be added or deleted by a simple majority vote of the Congress.

Article 6:

Proposals or points made by the Congress delegates which go beyond the items listed on the adopted agenda shall be dealt with in accordance with article 20 of the Rules of Procedure.

Chairperson

Article 7:

Until the election of the Congress Presidium has taken place, the President of IFM-SEI will act as chair of the Ordinary Congress.

Article 8:

After the adoption of the rules of procedure, the Congress shall elect a Congress Presidium consisting of three members.

Article 9:

The Congress Presidium divides its task amongst itself. At each plenary session one member of the Presidium of the Congress will act as Chair assisted by the other two.

Article 10:

In addition to exercising the powers which are conferred upon them elsewhere by these rules, the chair of the session shall declare the opening and the closing of each plenary meeting, ensure observance of the rules, accord the right to speak, put questions and announce the results of voting.



They shall rule on points of order and, subject to these rules, shall have complete control over the proceedings of the meetings.

In the course of a discussion of an item, the chair may propose to the Congress time limit allowed for speakers and those delegates responding to questions. The chair also announces the closure of the debates. She/ he may propose the suspension or adjournment of the meeting or the adjournment of the item under discussion.

Steering Committee

Article 11:

The Steering Committee of the Congress shall consist of the Congress Presidium and the Presidium of the IFM-SEI. The Steering Committee shall constitute the Governing body of the Congress.

Article 12:

The Steering Committee shall review the process of the Congress and make recommendations for furthering this process.

General conduct of business at the Plenary Sessions

Article 13:

Simultaneous interpretation shall be provided in the plenary sessions in English and Spanish. Speakers of other languages shall be responsible for their own interpretation. Whispered interpretation will be organised in other languages if possible.

The Congress Secretariat shall be responsible for submitting Congress documents in English only.

Article 14:

A majority of the acknowledged mandates of the Congress constitutes a quorum.



Article 15:

Delegates who wish to address the Congress may indicate this by handing in a written request to the acting chair indicating their name, organisation and the point on the agenda on which she/he wishes to speak. Requesting delegates shall be given the right to speak in the order in which they have submitted their requests. At the Congress there will be special papers for requesting the floor. The chair has the right and responsibility to call a speaker to order if he/she makes remarks not relevant to the subject under discussion.

Article 16:

During the discussion of any matter, a delegate may raise a point of order. The point of order made shall be immediately put to the vote. In case an equal number of affirmative and negative votes are cast, the chair shall rule on the point of order.

A delegate raising a point of order is not allowed to speak on the substance of the matter under discussion.

Article 17:

If a delegate moves the adjournment of the debate of the item under discussion, one delegate may speak in favour of and one against this proposal, each not longer than three minutes; The motion shall then be immediately put to a vote.

Article 18:

A delegate may at any time move the closure of a debate on the item under discussion whether or not any other delegate has signified his/her desire to speak. Permission to speak on the closure of the debate shall be accorded to two speakers opposing the closure, after which the motion shall be immediately put to a vote. If the Congress is in favour of the closure, the chairman shall declare the closure of the debate. The time allowed for speakers under this rule shall be a maximum of three minutes.

Article 19:

All proposals, resolutions and amendments relating to items on the agenda that delegates wish to forward for discussion and decision by the Congress must be introduced to the Congress Presidium in writing.



Article 20:

Proposals, not having reached the secretariat the stipulated three months before the Congress may be put forward, discussed and decided upon at any time during the Congress only if the Congress - by 2/3 majority decides to deal with them. Such proposals can be called " emergency proposals" and in order to be looked as "emergency" the nature of such a proposal is decisive.

Article 21:

When a proposal has been adopted or rejected by the Congress, it may not be reconsidered by the same Congress unless a two-third majority of the mandated delegates present so decides. Permission to speak on a motion to reconsider shall be accorded only to two speakers opposing the motion, after which it shall be immediately put to the vote.

Voting Procedures

Article 22:

Each member organisation decides the division of mandates in its delegation.

Article 23:

Voting shall be by a show of hands, unless three member organisations request a secret ballot or for each vote to be recorded.

Decisions shall be taken on a simple majority basis. Abstentions will not be counted. If the vote is inconclusive, the motion shall be deemed rejected.

A two thirds majority of the votes held shall be required to accept into membership, upgrade, downgrade or expel any organisation.

A two thirds majority of the votes held shall be required to change the status, aims, principles and headquarters of the IFM-SEI.



Article 24:

A delegate may move that part of a proposal or of an amendment shall be voted on separately. If an objection is raised to this request of division, the motion for the division shall be voted upon.

Permission to speak on the motion of division shall be given only to one speaker in favour and one speaker against. If the motion of division is carried, those parts of the proposal or the amendments, which are subsequently approved, shall be put to the vote as a whole. If all operative parts of the proposal or amendment have been rejected the proposal or the amendment shall be considered to have been rejected as a whole.

Article 25:

When an amendment to a proposal is moved, the amendment shall be voted on first. When two or more amendments are moved to a proposal the Congress first vote on the amendments farthest removed in substance from the original proposal and then on the amendments next farthest removed there from, and so on, until all the amendments have been put to the vote. If one or more amendments are adopted, the amendment to a proposal, merely adds to or deletes from or revises parts of that proposal.

Article 26:

If two or more proposals are related to the same question, the Congress shall vote on the proposals in the order in which they have been submitted, unless it decides otherwise.

Article 28:

Observers to the Congress have the same rights as the delegates, except the right to vote.

Article 29:

For eventual further clarification of voting procedures at the Congress, reference is made to the IFM-SEI statutes VI. Congress 6.9 and XIII. Voting 13.1 - 13.5. The Congress shall vote according to following procedure.

Each member organisation participating at the Congress has as many mandated votes as can be attributed under section 6 paragraph 6.4 and depended on the membership fee paid, in accordance with article 2.6. of the IFM-SEI Constitution but independent of the number of delegates present.



Only mandated delegates shall be entitled to vote in the Congress. The election of the President, min.7 and max 9 Vice Presidents, Control Commission and Secretary General, are done by secret ballot if requested by one of the full member organisations present at the Congress

Election of IFM-SEI Office holders

Article 30:

The Presidium will elect a Nominations Commission consisting of three members in order to prepare the election of IFM-SEI Officers. It is the task of this commission to receive and check the nominations of candidates for the different posts in IFM-SEI. The Congress will elect a further two people to assist with this task.

Nominations for the post of President, 7 or 9 Vice Presidents, Control Commission and secretary general must be accompanied by a declaration from the candidate, confirming his or her willingness to take on the post if elected.

Article 31:

The Congress will determine an hour during the Congress before which all candidatures will have to be presented to the Nominations Commission.

Article 32:

Before the elections, the Nominations Commission presents its suggestions and a list of all nominated persons for the different posts in a written form. If during the process of the elections, delegates want to forward counter-candidates to the ones proposed by the Nominations Commission, such candidates must appear on the report of the Nominations Commission as additional nominated candidates. No other candidates can be accepted during the election process.

Article 33:

The Congress shall vote according to following procedure.



Each member organisation participating at the Congress has as many mandated votes as can be attributed under section 6 paragraph 6.4 and depended on the membership fee paid, in accordance with article 2.6. of the IFM-SEI Constitution but independent of the number of delegates present.

Adoption and amendments of these Rules of Procedure

Article 34:

These rules of procedure of the 25th Ordinary Congress of IFM-SEI will be forwarded for possible adoption among the first points of the Congress agenda.

Article 35:

The adopted rules of procedure may be amended or temporarily suspended by a two-thirds majority vote of the Congress .

Article 36:

Generally, it is to be observed that, whatever decisions on statutory changes are taken during the Congress, these changes will immediately come into effect and can influence the further running of the Congress.