



Proposed suspension of provisions of the Standing Orders of the International Labour Conference and other proposed decisions regarding formalities to be taken at the opening sitting

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Introduction

1. At each of its sessions for many years, the Conference has had to suspend certain provisions of its Standing Orders to be able to implement the format of discussions and other arrangements proposed by the Governing Body to improve the functioning of the Conference. At the last three sessions of the Conference, the proposed suspensions were set out in a *Provisional Record* published before the opening of the Conference. This document contains the suspensions proposed for the 107th Session of the Conference.
2. Moreover, at its 332nd Session (March 2018), the Governing Body discussed proposals to concentrate the approval of all formalities necessary to set the Conference in motion during the opening sitting of the Conference, including some of the formalities carried out by the Selection Committee, such as the setting of the closing date for the registration of speakers in plenary, suggestions to facilitate the work of the Conference and its committees, or invitations to international non-governmental organizations to participate in committees. In view of the support received for those proposals, this document sets out the decisions that the Conference is invited to take in this regard at its opening sitting.¹

Proposed suspension of various provisions of the Standing Orders of the International Labour Conference

Report of the Director-General

3. In order for the Director-General to continue presenting a thematic Report to each session of the Conference, including in non-budgetary years when the Director-General is required to report on programme implementation, it is necessary to suspend article 12(2), of the Standing Orders to the extent necessary to permit the thematic Report to be submitted along with the Programme implementation report, under article 12.

World of Work Summit

4. For the ILO World of Work Summit, to the extent necessary to enable statements of Heads of State and Government, Prime Ministers and Vice-Presidents, and interactive panel-style sessions, it is proposed to suspend:
 - (a) the limitation concerning the number of statements by each member State in plenary and, to that extent, article 12, paragraph 3;
 - (b) the provisions regarding time limits of speeches and, to that extent, article 14, paragraph 6;
 - (c) the sequence in which the speakers are given the floor, in order to facilitate an exchange of views and, to that extent, the provisions of article 14, paragraph 2; and
 - (d) the rules on moving the closure of the discussion provided in article 16.

¹ GB. 332/INS/PV, para. 295; [GB.332/INS/12](#), paras 12–16; [GB.332/WP/GBC/2](#).

Records of the Conference

5. As regards the records of the Conference, it is proposed to continue suspending several provisions of article 23, namely:
 - (a) paragraph 1, to the extent necessary, to permit the publication of the *Provisional Records* containing the speeches made during the plenary discussion of the reports of the Chairperson of the Governing Body and of the Director-General only after the Conference; and
 - (b) paragraph 3, with respect to the deadline for receiving proposed corrections to the *Provisional Records*, to permit that all records – those published during the session as well as those published afterwards – be reviewed together within the same time period following the Conference.

Resolutions Committee

6. Following agreement at the 319th Session of the Governing Body (October 2013) not to reactivate the Resolutions Committee, the provisions of the Standing Orders concerning the referral to the Resolutions Committee of resolutions relating to matters not included in an item placed on the agenda would have to be suspended, as has been done since 2006 in non-budgetary years when such resolutions were receivable. It is accordingly proposed to suspend the provisions of paragraphs 3, 4 and 10 of article 17 of the Standing Orders.

Time limits for filing objections and complaints with the Credentials Committee

7. To enable the Committee to examine all objections and complaints in time, it is proposed to reduce the time limit for lodging objections from 72 to 48 hours from the opening of the Conference (and from 48 to 24 hours from the publication of a *Revised list of delegations*) (with the possibility for the Committee to make exceptions) and to reduce the time limit for complaints from seven to five days. In addition to suspending article 26bis(1)(a) and article 26ter(3)(a) to the extent that they provide for the current, longer time limits, this also requires adopting amended provisions to replace them, which provide for the new, shorter, time limits. For the duration of the 107th Session of the Conference only, the relevant provisions would thus read as follows (proposed changes appear in bold):

ARTICLE 26BIS

Objections

1. An objection in pursuance of article 5, paragraph 2(a), shall not be receivable in the following cases:

- (a) if the objection is not lodged with the Secretary-General within **48** hours from 10 a.m. of the first day of the Conference, the date of publication in the *Provisional Record* of the official list of delegations, on the basis of the presence of a person's name or functions on this list, or its absence. If the objection is based on a revised list, the time limit shall be reduced to **24** hours;

...

ARTICLE 26TER

Complaints

...

3. A complaint shall be receivable if:

- (a) it is lodged with the Secretary-General of the Conference before 10 a.m. on the **fifth** day following the opening of the Conference or, thereafter, in the case of a complaint referred to in paragraph 2, it is lodged within 48 hours of the alleged act or omission preventing attendance of the delegate or adviser concerned, and if the Committee considers that there is sufficient time to deal with it properly; and

...

Appointment of Government representatives in committees

8. It is proposed to test at this session of the Conference a simplified system of government representation in all committees to which section H of the Standing Orders applies, whereby governments would no longer have to communicate to the secretariat of the Conference the name of their representatives in the committee, but only the name of the country registered as regular or deputy Government member of the committee. Once registered as a member of a committee, a government would be validly represented by any of its delegates or advisers accredited to the Conference. It is therefore proposed that the Conference suspend article 56(2) of the Standing Orders.²

Adoption of committee reports

9. Since 2014, technical committees have delegated to their officers the authority to approve their reports to avoid the holding of an additional committee sitting to adopt the reports before their submission to the plenary. This does not in itself require the suspension of any Standing Orders. However, with respect to standard-setting committees, whose reports contain a proposed instrument or proposed conclusions, it would be necessary to suspend article 67 – which concerns the possibility for a standard-setting committee to consider amendments to the text of a proposed instrument submitted by its drafting committee – to avoid that the committee has to hold an additional sitting for the adoption of the report containing the proposed instrument. It is therefore proposed to suspend article 67.

Decisions concerning the programme of the Conference

10. As mentioned in paragraph 2, it is proposed that the plenary adopt certain decisions regarding formalities, which include the adoption of the tentative plan of work of the Conference and its committees and the setting of the closing date for the registration of speakers in plenary, as set out in the second part of this *Provisional Record*. Under article 4, paragraph 2, of the Standing Orders, it is the duty of the Selection Committee to arrange the programme of the Conference and to fix the time and agenda for the plenary sittings. It is therefore proposed

² Information on registration in committees is available at: http://www.ilo.org/ilc/ILCSessions/107/WCMS_625853/lang--en/index.htm.

to suspend article 4, paragraph 2, to the extent necessary to allow for such decisions to be taken directly in plenary at the opening sitting as proposed.

Other decisions and procedural formalities

Discussion of the Reports of the Chairperson of the Governing Body and of the Director-General: Opening date for the discussion and closing date for the list of speakers

11. It is proposed that the discussion of the Reports of the Chairperson of the Governing Body and of the Director-General will begin on Thursday, 31 May, at 10 a.m., and that the list of speakers will be closed on the same day at 6 p.m., under the usual conditions.

Tentative plan of work

12. Appendix I sets the tentative plan of work for the 107th Session of the Conference, including the proposed timing of the record votes concerning the abrogation of six Conventions and the withdrawal of Recommendations as well as the amendments to the Code of the Maritime Labour Convention, 2006, as amended, (MLC, 2006). It is proposed to schedule the votes on Tuesday, 5 June, in the morning after the examination of the report of the Selection Committee scheduled to take place on Monday, 4 June, in the morning. At the end of the discussion of the report of the Selection Committee, the President of the Conference will make the announcement of the holding of the votes in advance, including the fixed period during which the votes will be scheduled.
13. A draft plan of work for committees, which is not binding but would enable them, in organizing their work, to take maximum possible account of the overall needs and possibilities of the Conference, is also included in Appendix I and submitted for the Conference's consideration and endorsement, to allow committee chairpersons to fix the date and time of the sittings in accordance with article 60 of the Standing Orders.

Abrogation of Conventions Nos 21, 50, 64, 65, 86 and 104 and withdrawal of Recommendations Nos 7, 61 and 62

14. The abrogation of Conventions Nos 21, 50, 64, 65, 86 and 104 and the withdrawal of Recommendations Nos 7, 61 and 62 is the seventh item on the agenda of this session of the Conference. In line with article 45bis(3) of the Standing Orders and past practice, it is proposed that the Conference refer this agenda item to the Selection Committee for discussion on the basis of Report VII(2). It is proposed to schedule the final record vote for Tuesday, 5 June, in the morning.

Approval of the amendments to the Code of the Maritime Labour Convention, 2006, as amended

15. The approval of amendments to the Code of the Maritime Labour Convention, 2006, as amended, (MLC, 2006), as adopted by the Special Tripartite Committee established under Article XIII of the Convention is the eighth item on the agenda of the Conference. The text of the amendments together with a commentary appear in *Provisional Record 1C*. In line

with the practice followed at the 103rd Session (2014) and 105th Session (2016), where previous amendments to the MLC, 2006, were approved by the Conference, it is proposed that the amendments be noted by the Selection Committee before they are referred to the plenary and submitted for the record vote, which it is proposed to schedule on Tuesday, 5 June, at the same time as the record vote on the proposed abrogation or withdrawal of nine international labour standards.

Confirmation of the Rules for Regional Meetings

16. At its 332nd Session (March 2018), the Governing Body, based on the recommendations of the Working Party on the Functioning of the Governing Body and the International Labour Conference, approved a number of amendments to the *Rules for Regional Meetings*³ and decided to submit the revised *Rules for Regional Meetings* to the Conference for confirmation at this Session of the Conference, in accordance with article 38, paragraph 2, of the Constitution. These Rules, as amended, appear in *Provisional Record* 1B. The Governing Body has proposed that the Conference, rather than constituting a Standing Orders Committee, refer the revised Rules to the Selection Committee for its consideration with a view to their confirmation by the Conference.⁴

Suggestions to facilitate the work of the Conference

17. It is proposed that the Conference confirm the following principles established in previous years by the Selection Committee:

(a) Quorum

- (i) The quorum will be fixed provisionally, on the basis of the credentials received, in the brief report of the Chairperson of the Governing Body on the day before the opening of the Conference; the said report is published as a *Provisional Record*. This provisional quorum will remain unchanged until the Credentials Committee determines the quorum on the basis of registrations, it being understood that, if an important vote were to take place in the initial stages of the Conference (once the Credentials Committee has been appointed), the Conference might request the Credentials Committee to determine the quorum in an urgent report.
- (ii) Thereafter, the quorum will be adjusted, under the authority of the Credentials Committee, so as to take into account new registrations and notices of departure from delegates leaving the Conference.
- (iii) Delegates should register personally, immediately on arrival, as the quorum is calculated on the basis of the number of delegates registered.
- (iv) Acceptance of appointment as a delegate implies an obligation to be available in Geneva personally, or through an adviser authorized to act as a substitute for the work of the Conference until its end, as important votes often take place on the last day.

³ [GB.332/WP/GBC/4](#); [GB.332/INS/12](#).

⁴ [GB.332/WP/GBC/2](#), paragraph 20; [GB.332/INS/12](#).

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- (v) Delegates who are nevertheless obliged to leave the Conference before it finishes should give notice of their forthcoming departure to the secretariat of the Conference. The form utilized⁵ to indicate their date of departure also enables them to authorize an adviser to act and to vote in their place. At group meetings held during the second half of the Conference, the attention of members of the groups will be drawn to the importance of completing and handing in this form.
 - (vi) In addition, one Government delegate of a country may report the departure of the other Government delegate, and the secretaries of the Employers' and Workers' groups may also give notice of the final departure of members of their groups, who have not authorized advisers to act in their place.
 - (vii) When the record votes are taken, in principle on 5 June 2018, while committees are sitting, delegates are both entitled and expected to leave committees to vote unless they are replaced by a substitute in plenary. Announcements are made in the committees to ensure that all delegates are aware that record votes are taking place. Appropriate arrangements will be made for delegates attending committee meetings in the ILO building.

(b) Punctuality

Committee chairpersons are strongly encouraged to start proceedings punctually, irrespective of the number of persons present, but on condition that votes will not be taken unless a quorum is clearly present. This is particularly important in view of the two-week format of the Conference.

(c) Negotiations

In order to facilitate more continuous negotiation in committees among delegates, representatives of each group should meet with the chairperson and reporter of the committee and with the representative of the Secretary-General, whenever this is desirable, to ensure that the leaders of each group know fully the minds of the delegates in the other groups. The function of these informal meetings is to afford opportunities for a fuller understanding of differences of view before definite positions have crystallized.

Participation in Conference committees by Members having lost the right to vote

18. At its 239th Session (February–March 1988), the Governing Body considered the implications of the appointment, as regular members of Conference committees, of representatives of a member State which had lost the right to vote under article 13, paragraph 4, of the Constitution of the ILO. It noted that, while the appointment of Employer and Worker representatives from such a State had no practical implications, because the Employers' and Workers' groups operated an effective system under article 56, paragraph 5(b), of the Conference Standing Orders for ensuring that deputy members of a committee voted in the place of regular members deprived of the right to vote, the same was not true of the Government group. As a result, if a Government that has lost the right to vote is appointed as a regular member of a committee, the distribution of votes between the three groups is distorted because the weighting of votes is based on the full regular membership and in practice the Government regular members of committees who are unable to vote do

⁵ Available at: http://www.ilo.org/wcmsp5/groups/public/---ed_norm/---relconf/documents/meeting_document/wcms_371633.pdf.

not make use of the possibility afforded by article 56, paragraph 5(a), of appointing a deputy member to vote in their place.

19. The Governing Body accordingly recommended that, in order to avoid such distortions, members of the Government group should not apply for regular membership of committees if they were not at the time in question entitled to vote. Should this practice, which has been maintained at all sessions of the Conference since 1987, for any reason not be fully respected, the weighting coefficients in committees should be calculated on the basis of the number of Government members entitled to vote.
20. The Conference is invited to confirm that the calculation of weighting coefficients for votes in committees should be based on the number of regular Government members entitled to vote.

Requests for representation in Conference committees submitted by non-governmental international organizations

21. In accordance with article 2, paragraph 3(j), of the Standing Orders of the Conference, the Governing Body has invited certain international non-governmental organizations to be represented at the present session of the Conference, it being understood that it would be for the Conference to consider their requests to be present at the committees dealing with items on the agenda in which they have expressed a particular interest.
22. In accordance with article 56, paragraph 9, of the Standing Orders, the Conference may wish to invite the organizations listed in Appendix II to be represented in the committees stated.

Electronic voting system

23. A description of the electronic voting system, to be used in principle for all votes in plenary sittings in accordance with article 19, paragraph 15, of the Standing Orders, is attached in Appendix III.

Appendix I

Tentative plan of work – 107th Session of the International Labour Conference and 333rd Session of the Governing Body of the ILO

	Mon 28		Tue 29		Wed 30		Thu 31		Fri 1		Sat 2		Mon 4		Tue 5		Wed 6		Thu 7		Fri 8		Sat 9			
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm		
Plenary sittings of the Conference																										
Opening sitting	X																									
Speeches on the DG and GB Chair reports							X	X	X	X			X	X	X	X	X	X								
<i>Information Session Global Commission</i>					X																					
<i>Special sitting: High-level visit</i>									X																	
<i>World Day against Child Labour</i>													X													
World of Work Summit (panel and high-level visits)																				X	X					
Adoption of Reports																										
<i>Selection Committee</i>													X													
<i>Finance Committee</i>														X												
<i>Credentials Committee</i>																						X				
<i>Application of Standards</i>																							X			
<i>Standard setting Committee</i>																						X				
<i>Recurrent discussion</i>																					X					
<i>General discussion</i>																						X				
Votes																										
<i>Abrogation/withdrawal of instruments</i>																X										
<i>Amendment Maritime Labour Convention</i>															X											
Closing ceremony																							X			
Committees of the Conference																										
Selection Committee		✓																								
Finance Committee									✓																	
Credentials Committee																										
Application of Standards	✓	✓	✓																							
Standard setting Committee *	✓	✓	SA	DA	SA/DA	DA	SA/DA	DA	SA/DA	DA	SA/DA	DA	DA	DA	DA	DA	DA	DA	DA	DA	DA	DA	DA	DA	DA	FS
Recurrent discussion Committee	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	FS
General discussion Committee	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	FS
Governing Body - 332bis and 333rd Sessions																										
PFA Section	X																									
INS Section																									X	X

* Ongoing drafting committee meets as required

General discussion

SA Submission of amendments

DA Discussion of amendments

FS Final sitting

Appendix II

Requests for representation in Conference committees submitted by non-governmental international organizations

Committee on the Application of Standards

African Organization of Mines, Metal, Energy, Chemical and Allied Trade Unions

Anti-Slavery International

Asociación Latinoamericana de Abogados Laboralistas

Building and Wood Workers' International

Caritas Internationalis

Clean Clothes Campaign

Confederación de Trabajadores y Trabajadoras de las Universidades de las Américas

Confederación Latinoamericana y del Caribe de Trabajadores Estatales

Education International

European Centre for Workers' Questions

European Confederation of Independent Trade Unions

European Trade Union Confederation

General Confederation of Trade Unions

IndustriALL Global Union

International Association of Mutual Benefit Societies

International Catholic Migration Commission

International Centre for Trade Union Rights

International Christian Union of Business Executives

International Energy and Mines Organization

International Secretariat for Catholic Engineers, Agronomists and Industry Officials

International Transport Workers' Federation

International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco and Allied Workers' Associations

Southern Africa Trade Union Coordination Council
Trade Union Advisory Committee to the OECD
Unión Latinoamericana de Trabajadores de Organismos de Control
Union of International Associations
World Alliance of Young Men's Christian Associations
World Assembly of Youth
World Federation of Teachers' Unions
World Medical Association
World Movement of Christian Workers
World Organization of Workers
Zonta International

***General Discussion Committee:
Effective ILO development cooperation***

African Commission of Health and Human Rights Promoters
African Organization of Mines, Metal, Energy, Chemical and Allied Trade Unions
Anti-Slavery International
Asociación Latinoamericana de Abogados Laboralistas
Association of Volunteers for International Service
Building and Wood Workers' International
Caritas Internationalis
Clean Clothes Campaign
Confederación de Trabajadores y Trabajadoras de las Universidades de las Américas
Confederación Latinoamericana y del Caribe de Trabajadores Estatales
Education International
European Centre for Workers' Questions
European Trade Union Confederation
Fairtrade International
General Confederation of Trade Unions
Human Rights Watch

IndustriALL Global Union

International Association for Educational and Vocational Guidance

International Association of Free Thought

International Association of Labour inspection

International Association of Mutual Benefit Societies

International Catholic Migration Commission

International Christian Union of Business Executives

International Confederation of Arab Trade Unions

International Confederation of Executive Staff

International Coordination of Young Christian Workers

International Council of Nurses

International Federation Terre des Hommes

International Movement of Catholic Agricultural and Rural Youth

International Secretariat for Catholic Engineers, Agronomists and Industry Officials

International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco and Allied Workers' Associations

International Young Christian Workers

Latin American Union of Municipal Workers

Migrant Forum in Asia

Organización de Entidades Mutuales de las Américas

Public Services International

SOLIDAR

Soroptimist International

Southern Africa Trade Union Coordination Council

Trade Union Advisory Committee to the OECD

UNI Global Union

Union africaine de la mutualité

Unión Internacional de Sindicatos de Pensionistas y Jubilados

Union Latinoamericana de Trabajadores de Organismos de Control

Union of International Associations
Women in Informal Employment: Globalizing and Organizing
World Alliance of Young Men's Christian Associations
World Assembly of Youth
World Employment Confederation
World Federation of Teachers' Unions
World Medical Association
World Movement of Christian Workers
World Organization of Workers
World Union of Professions
Zonta International

***Standard-setting Committee: Violence
and harassment in the world of work***

African Commission of Health and Human Rights Promoters
African Organization of Mines, Metal, Energy, Chemical and Allied Trade Unions
Asociacion Latinoamericana de Abogados Laboralistas
Building and Wood Workers' International
CARE International
Caritas Internationalis
Clean Clothes Campaign
Confederación de Trabajadores y Trabajadoras de las Universidades de las Américas
Confederación Latinoamericana y del Caribe de Trabajadores Estatales
Education International
European Centre for Workers' Questions
European Trade Union Confederation
Exchange and Cooperation Centre for Latin America
Fairtrade International
Global Alliance Against Traffic in Women
Human Rights Watch

IndustriALL Global Union

International Association of Free Thought

International Association of Labour inspection

International Catholic Migration Commission

International Christian Union of Business Executives

International Commission on Occupational Health

International Confederation of Arab Trade Unions

International Confederation of Executive Staff

International Coordination of Young Christian Workers

International Council of Nurses

International Domestic Workers Federation

International Energy and Mines Organization

International Federation of Business and Professional Women

International Federation of Journalists

International Federation of Women in Legal Careers

International Federation Terre des Hommes

International Movement of Catholic Agricultural and Rural Youth

International Secretariat for Catholic Engineers, Agronomists and Industry Officials

International Transport Workers' Federation

International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco and Allied Workers' Associations

International Young Christian Workers

Latin American Union of Municipal Workers

Make Mothers Matter

Organización de Entidades Mutuales de las Américas

Plan International

Public Services International

SOLIDAR

Soroptimist International

Southern Africa Trade Union Coordination Council
StreetNet International
Trade Union Advisory Committee to the OECD
Trade Union Confederation of Arab Maghreb Workers
UNI Global Union
Unión Internacional de Sindicatos de Pensionistas y Jubilados
Unión Latinoamericana de Trabajadores de Organismos de Control
Union of International Associations
Women in Informal Employment: Globalizing and Organizing
World Alliance of Young Men's Christian Associations
World Assembly of Youth
World Federation of Teachers' Unions
World Medical Association
World Movement of Christian Workers
World Organization of Workers
Zonta International

***Recurrent Discussion Committee: social dialogue
and tripartism***

African Commission of Health and Human Rights Promoters
African Organization of Mines, Metal, Energy, Chemical and Allied Trade Unions
Anti-Slavery International
Asociación Latinoamericana de Abogados Laboralistas
Building and Wood Workers' International
Caritas Internationalis
Clean Clothes Campaign
Confederación de Trabajadores y Trabajadoras de las Universidades de las Américas
Confederación Latinoamericana y del Caribe de Trabajadores Estatales
Education International
European Centre for Workers' Questions

European Trade Union Confederation

Fairtrade International

General Confederation of Trade Unions

Global Alliance Against Traffic in Women

IndustriALL Global Union

International Association for Educational and Vocational Guidance

International Association of Free Thought

International Association of Labour inspection

International Association of Mutual Benefit Societies

International Catholic Migration Commission

International Christian Union of Business Executives

International Confederation of Executive Staff

International Coordination of Young Christian Workers

International Council of Nurses

International Federation of Business and Professional Women

International Federation Terre des Hommes

International Movement of Catholic Agricultural and Rural Youth

International Secretariat for Catholic Engineers, Agronomists and Industry Officials

International Transport Workers' Federation

International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco and Allied Workers' Associations

International Young Christian Workers

Latin American Union of Municipal Workers

Migrant Forum in Asia

Organización de Entidades Mutuales de las Américas

Public Services International

SOLIDAR

Southern Africa Trade Union Coordination Council

Trade Union Advisory Committee to the OECD

Trade Union Confederation of Arab Maghreb Workers

Trade Unions International of Workers of the Building, Wood and Building Materials Industries

UNI Global Union

Union africaine de la mutualité

Unión Internacional de Sindicatos de Pensionistas y Jubilados

Unión Latinoamericana de Trabajadores de Organismos de Control

Union of International Associations

Women in Informal Employment: Globalizing and Organizing

World Alliance of Young Men's Christian Associations

World Assembly of Youth

World Employment Confederation

World Federation of Teachers' Unions

World Movement of Christian Workers

World Organization of Workers

World Union of Professions

Zonta International

Appendix III

The electronic voting system

The electronic system provides for votes (in most cases: yes, no, abstention) to be expressed by means of a “voting station” that will be made available to all delegates or persons empowered to vote on their behalf.

Where the electronic system is used outside the Assembly Hall, the President will announce the time at which the vote will be opened and closed. The results of such vote will be announced by the President and presented in the Assembly Hall at a time announced in advance.

Where the electronic system is used in the Assembly Hall, the subject and question to be voted on will be displayed and the President will announce the beginning of the vote. After the President has made sure that all delegates have been given sufficient opportunity to record their vote in one of the voting stations available to them, the President will announce the closure of the vote.

Where the method of vote is by show of hands, once all votes have been registered the final voting figures will be immediately displayed and subsequently published with the following indications: total number of votes in favour, total number of votes against, total number of abstentions and the quorum as well as the majority required.

Where a record vote is taken, once all votes have been registered the final voting figures will be immediately displayed with the following indications: total number of votes in favour, total number of votes against, total number of abstentions and the quorum as well as the majority required. These indications will subsequently be published together with a list of the delegates who have voted, showing how each has voted.

In the case of a secret ballot, once all votes have been registered, the final voting figures will be immediately displayed and subsequently published with the following indications: total number of votes in favour, total number of votes against, total number of abstentions and the quorum as well as the majority required. There will be absolutely no access possible to individual votes nor will there be any record of how each delegate has voted.

It is important that each delegate should already have decided whether he or she or another member of their delegation will exercise the right to vote in a given case. Where more than one vote is nevertheless cast on behalf of a delegate at two different moments, or from two different places, only the first vote will be recognized, whether made by a delegate, by a substitute delegate or by an adviser who has received a specific written authorization to that end. Such specific authorizations must reach the secretariat sufficiently before the opening of voting is announced, so as to be duly recorded.