

Revised Rules of Procedure of the International Conference on Education (ICE)¹

(Established in accordance with the ‘Regulations for the general classification of the various categories of meetings convened by UNESCO’, adopted by the General Conference at its fourteenth session: 14 C/Resolutions, 23.)

Rule 1

1. Participation in the work of the International Conference on Education (henceforth referred to as “the Conference”), with the right to vote, is open to the governments of Member States and Associate Members of UNESCO invited to the session in question by decision of the Executive Board of UNESCO.
2. Each government referred to in paragraph 1 above may appoint one or more delegates, one of whom shall be the head of the delegation.
3. In selecting the delegates, the subjects included in the provisional agenda of the session should, as far as possible, be taken into account.

Rule 2

1. Non-Member States may send observers to any session to which they have been invited by decision of the Executive Board of UNESCO.
2. The United Nations and other organizations of the United Nations system may send representatives to the Conference.
3. The African liberation movements recognized by the African Union (AU) and Palestine may send observers to any session to which they have been invited by decision of the Executive Board of UNESCO.
4. Intergovernmental organizations and international non-governmental organizations may also send observers to any session to which they have been invited by decision of the Executive Board of UNESCO.
5. Subject to the provisions of Rule 9, paragraph 3, representatives and observers may take part in the discussions of the Conference, but without the right to vote.

Rule 3

At the opening of each session, the head of the delegation from which the Chairman of the previous session was selected shall preside until the Conference has elected the Chairman for the session. If that delegation is not present, the head of the delegation at the beginning of the alphabetical list of delegations from which the Vice-Chairmen of the previous session were selected shall preside.

¹ Adopted by the International Conference on Education at its thirty-second session (July 1970), amended by the International Conference on Education at its thirty-seventh session (July 1979), to take into account resolutions 18.1 and 18.2 adopted by the General Conference at its eighteenth session; also amended by the International Conference on Education at its forty-second session (September 1990), to take into account 25 C/Resolution 29.5 adopted by the General Conference at its twenty-fifth session; also amended by the International Conference on Education at its forty-seventh session (September 2004), to take into account the new modalities for its organization.

Rule 4

1. At the beginning of each session, the Conference shall elect a Chairman, ten Vice-Chairmen and a Rapporteur, taking into account an equitable geographical distribution. The Chairman, Vice-Chairmen and Rapporteur of the Conference shall constitute the Bureau of the Conference, together with the Chairmen of any subsidiary bodies that the Conference might create. The Director-General of UNESCO or respective representative, the President of the Council of the International Bureau of Education (IBE) and the Secretary of the Conference or respective representative will participate ex-officio and without the right to vote in the meetings of the Bureau.
2. If the Chairman finds it necessary to be absent during a meeting or any part thereof, he shall be replaced by one of the Vice-Chairmen, each in turn, to take his place.

Rule 5

1. In addition to the powers conferred upon him elsewhere in the present Rules, the Chairman shall also preside at each plenary meeting of the Conference. He shall lead the discussions, ensure that the present Rules are observed, give the floor, put questions to the vote and announce the results of the votes. He shall decide upon points of order and, within the limits of the present Rules, shall ensure that order is kept.
2. A Vice-Chairman shall have the same powers and the same responsibilities as the Chairman when acting in the capacity of Chairman.
3. The Chairman, or a Vice-Chairman acting in the capacity of Chairman, shall not take part in voting but may request another member of his delegation to vote on his behalf.

Rule 6

1. The Conference may organize part of the meetings in the form of workshops and create subsidiary bodies as it deems expedient to examine items on its agenda and to draw up and adopt recommendations.
2. The subsidiary bodies shall be formed taking into account an equitable geographical representation.
3. The present rules shall be applicable *mutatis mutandis* to the deliberations of the workshops and of the subsidiary bodies.

Rule 7

Unless the Conference decides otherwise, all of the meetings of the Conference shall be public and all of the meetings of the subsidiary bodies shall be private.

Rule 8

1. The quorum shall be constituted by the majority of the delegations present at the Conference.
2. If, however, the quorum defined above is not reached after an adjournment of ten minutes, the Chairman may on his own initiative—and shall if so requested by a delegation—ask the members present at the meeting to unanimously decide to waive the foregoing paragraph temporarily, unless a majority of the delegations present at the Conference deliberately absent themselves from the meeting after declaring their intention to do so or unless the number of

delegations present at the meeting is less than one-third of the total number of delegations present at the Conference.

Rule 9

1. The Chairman shall give the floor to speakers in the order in which they have asked to speak.
2. The Conference may limit the time to be allowed to each speaker.
3. The representatives and observers referred to in Rule 2 may take the floor, with the prior consent of the Chairman.

Rule 10

1. In the course of discussions, any member of a delegation may raise a point of order, on which the Chairman shall take an immediate decision.
2. A motion is considered as a point of order when it deals with procedure and not fundamentally with the question being examined, and it is for the Chairman to draw the distinction in this respect.
3. The Chairman's decisions are open to appeal. The appeal shall immediately be put to the vote and the Chairman's decision upheld if it is not rejected by the majority of delegations present and voting.

Rule 11

1. Proposals and amendments may be presented by the delegations; they shall be presented in writing to the secretariat of the Conference.
2. A proposal may be withdrawn by its proposer before being voted upon, whether a draft amendment to it has been submitted or not. Any proposal thus withdrawn may be reintroduced by another delegation.
3. As a general rule, no proposal and no amendment may be examined or voted on if it has not been distributed sufficiently in advance in the working languages of the Conference.

Rule 12

Each of the delegations referred to in Rule 1 of the present Rules of Procedure shall have one vote in plenary meetings and one vote in meetings of the workshops and of the other subsidiary bodies.

Rule 13

1. Decisions shall be taken by a simple majority of the delegations present and voting.
2. If a vote is equally divided, a second vote shall be taken after a suspension of the meeting. If there is still no majority in favour of the proposal, it shall be considered as rejected.
3. For the purposes of the present Rules, the expression 'delegations present and voting' shall mean delegations casting an affirmative or negative vote; those which abstain shall be considered as not voting.

Rule 14

Voting shall normally be by show of hands, but a vote by roll-call shall be taken when the Chairman so decides or when two delegations so request. In this case, the vote or

abstention of each delegation shall be recorded in the archives of the International Bureau of Education (IBE).

Rule 15

1. When a draft amendment to a proposal is moved, the amendment shall be voted on first. When two or more amendments to a proposal are moved, the Conference shall first vote on the amendment which, in the opinion of the Chairman, is furthest removed in fundamental substance from the original proposal. The Conference shall then vote, if necessary, on the amendment which, in the opinion of the Chairman, is next furthest removed there from, and so on until all the amendments have been put to the vote. If one or more amendments are adopted, the Conference shall then vote on the entire proposal thus amended. If no amendment is adopted, the proposal shall be put to the vote in its original form.
2. A proposal is considered as an amendment to another proposal if it adds to, deletes from, or revises part of that proposal.

Rule 16

1. Parts of a proposal shall be voted on separately if a delegation requests that the proposal be divided. After the vote on the different parts of a proposal, those that have been adopted separately shall be voted upon collectively in order to be adopted finally. If all the operative parts of the proposal have been rejected, the proposal as a whole shall be considered as having been rejected.
2. If two or more proposals other than amendments deal with the same question, the Conference, unless it decides otherwise, shall vote on these proposals in the order in which they have been made.

Rule 17

The Secretariat of the Conference shall be composed of members of the staff of the International Bureau of Education and any other UNESCO staff member designated by the Director-General.

Rule 18

The Director-General of UNESCO, or his representative, and the Director of the International Bureau of Education, shall take part, without the right to vote, in all the meetings of the Conference and its subsidiary bodies. They may make proposals concerning measures to be taken and may present oral or written comments, during the discussions, on all questions under consideration.

Rule 19

1. The present Rules shall take effect as soon as they are adopted by the 47th session of the Conference and shall remain in force for all its subsequent sessions.
2. The Conference may amend these Rules by a decision taken by a majority of the delegations present and voting, provided, however, that notice of the proposed amendment has been received by the Director-General of UNESCO at least six weeks before the opening of the session, so that it can be communicated beforehand to the governments invited to the session.