

**SIXTY-THIRD SESSION OF THE
COUNCIL OF THE INTERNATIONAL BUREAU OF EDUCATION**

Geneva, 5-7 February 2014

REVISION OF THE STATUTES OF THE IBE

Revision of the Statutes of the International Bureau of Education

The Council is invited to consider the changes proposed to the following documents:

1. the *Statutes of the IBE*, and
2. the *Rules of Procedure of the Council of the IBE*.

Proposed changes have been tracked in these two documents, with annotations providing further explanation and justification.

Changes already approved at the thirty-seventh session of the UNESCO General Conference (2013) have also been tracked in these two documents, with annotations indicating as much.

Three of the more complex questions arising in connection with these proposed changes are addressed further below. Questions 1 and 2 are ideally addressed together. Question 3 can be addressed separately.

Question 1

Given a Steering Committee consisting of three members who may serve for only two years and are not eligible for re-election, one of whom is the President, the principle of ensuring continuous rotation of membership of the Steering Committee across the six electoral groups every two years will effectively limit the term of office of the President to two years. This may be problematic in cases where presidential continuity might be seen as desirable, for example, where the Council may wish an especially capable and committed President to continue for a second two-year term.

Should the *Statutes of the IBE* and the *Rules of Procedure of the Council of the IBE* be amended to enable the President to be eligible for re-election for one further two-year term?

One consequence of the re-election of a President for a second two-year term would be that one of the six electoral groups would not be represented on the Steering Committee during the four-year period of that Presidency.

One way of avoiding this problem would be to amend the *Statutes of the IBE* and the *Rules of Procedure of the Council of the IBE* to increase the size of the Steering Committee to four members, one of whom is the President.

One consequence of this, assuming the re-election of a President for a second two-year term, would be that two of the six electoral groups would be represented on the Steering Committee for all four years of the four-year period of that Presidency, and the other four electoral groups for only two years.

Question 2

Should the *Statutes of the IBE* and the *Rules of Procedure of the Council of the IBE* be amended so that the President is designated as a person, and that his/her country representative replaces him/her on the Council and on the Steering Committee? (This has been the practice during the presidency of Norway over the last four years.)

Should this amendment be adopted, a further amendment might be appropriate to the effect that the President him/herself would not have a vote on the Council or on the Steering Committee, but only a casting vote if needed. (This has been the practice during the presidency of Norway over the last four years.)

The designation of the President as a person would enable the President to avoid the difficulty of 'wearing two hats', given that s/he could serve impartially and objectively without the responsibility of representing his/her country and regional group.

The designation of the President as a person would also enable (1) the President to be elected to a second two-year term of office; and (2) the principle of rotation of membership of the Steering Committee across the six electoral groups every two years to be honoured, without the need to increase the size of the Steering Committee to four members (the possible solution proposed to Question 1, above). Thus, during the first two years of his/her presidency, his/her country representative would replace him/her on the Steering Committee; during the second two years this would not be the case. The designation of the President as a person may thus solve the difficulty of ensuring rotation on the Steering Committee at the same time as enabling continuity (up to four years, as the Council may wish) of the presidency.

Note that the designation of the President as a person could enable the President to be elected to a second two-year term of office even if his/her country were no longer eligible for election to the Council for that two-year period (see Question 3, below). In such a case, the President would not need a representative of his/her country to replace him/her on the Council.

Question 3

The terms of office of the Member States of the Council run for four years (Article III.2 of the *Statutes of the IBE*). The Member States of the Council are immediately eligible for a further term (Article III.3 of the *Statutes of the IBE*).

Should the *Statutes of the IBE* be amended to limit such immediate eligibility to one further four year term, after which a Member State which has been a member of the Council for eight years would be required to stand down from the Council for a period of two years before being eligible for election to the Council again?

I. Statutes of the International Bureau of Education⁴

Article I

1. Within the framework of the United Nations Educational, Scientific and Cultural Organization, and as an integral part thereof, there is hereby established an ~~international centre of comparative education~~institute specializing in curriculum and curriculum-related matters in international and comparative perspective^[MM1], under the name of 'International Bureau of Education', hereinafter called 'the ~~Institute~~Bureau'.
2. Subject to the conditions laid down in the present Statutes, the ~~Bureau~~Institute^{[MM2][MM3]} shall enjoy wide intellectual and functional autonomy within the framework of UNESCO.
3. The ~~Bureau~~Institute shall be located in Geneva, Switzerland.

Article II^[MM4]

1. The ~~Bureau~~Institute shall contribute to the design and implementation of the programme of the Organization in regard to education, particularly by promoting and supporting excellence in curriculum processes and products and in associated areas of learning, assessment, teaching and teacher education, so as to enhance the quality of student learning throughout life. To that end, its main functions shall be:
 - (a) to serve as UNESCO's focal point in the field of curriculum;
 - (b) to develop individual and institutional capacities in the field of curriculum, and to provide technical support and advice, as well as other curriculum-related services, to UNESCO's Member States and regions;
 - (c) to generate, gather, analyse, compare, synthesize and share knowledge, information and research findings related to curriculum products, processes, strategies, trends and emerging issues;
 - (d) to facilitate, with regard to curriculum design, innovation and development, at international, regional and sub-regional levels, cooperation among Member States and their education authorities, international organizations, teacher-education institutions, research-based institutions in the field, and UNESCO's Education Sector and its institutes and field offices;
 - (e) to promote a research-based policy dialogue in curriculum, teaching and learning, at global, regional and sub-regional levels among ministers of education and other leaders of curriculum development, in part through organizing sessions of the International Conference on Education in accordance with the decisions of the General Conference and subject to UNESCO rules in force and applicable;
 - ~~(a) to prepare for and organize the sessions of the International Conference on Education as a forum for dialogue on educational policy, in accordance with the decisions of the General Conference and subject to UNESCO rules in force and applicable;~~
 - ~~(b) to assist in the dissemination and implementation of the declarations and recommendations adopted by the International Conference on Education;~~

- ~~(c) to collect, process, analyse, systematize, produce and disseminate, using the latest techniques, documentation and information concerning education, in particular on innovations concerning curricula, teaching methods and teacher education, in co-operation with the other competent units of UNESCO and in liaison with national, regional and international institutions and networks;~~
 - ~~(d) to undertake, in co-operation with the other units at and away from Headquarters and co-ordinating or linking its work with that of other national, regional and international institutions pursuing similar objectives, surveys and studies in the field of education, particularly comparative education, and to publish and disseminate the results;~~
 - ~~(e) to maintain and develop an international educational information centre.~~
 - ~~(f) to contribute to and provide technical assistance for the strengthening of national capacities regarding information and comparative research, through, in particular, the promotion of training of staff specializing in these fields;~~
 - ~~(g)~~(f) to conserve the archives and historical collections of the International Bureau of Education and to make them widely accessible to the public~~those in the field~~.
2. The general programme and budget of the ~~Bureau-Institute~~ shall be part of the programme and budget of UNESCO. The resources of the ~~Bureau-Institute~~ shall consist of the financial allocations assigned to it by the General Conference of UNESCO and of support, financial or otherwise, from donors and partners^[MM5], gifts,

⁴ Adopted by the General Conference of UNESCO at its fifteenth session (resolution 14. 1), and modified at its nineteenth (resolution 1.521), twenty-first (resolution 1/13), twenty-fourth (resolution 4.3), twenty-fifth (resolution 1.2. 1), twenty-eighth (resolutions 1.10 and 22) ~~and~~ twenty-ninth ~~sessions~~ (resolution 3) and thirty-seventh (resolution XXX) sessions.

bequests, subventions and voluntary contributions received in accordance with the Financial Regulations applicable to the Special Account of the International Bureau of Education.

3. Within the framework of the general programme in course of execution, as approved by the General Conference, the ~~Bureau-Institute~~ may maintain direct relations with the educational authorities of the Member States of UNESCO.

Article III

1. ~~The Bureau shall have a Council comprising twenty eight Member States of UNESCO designated by the General Conference. The Institute shall have a Council comprising twelve Members States of UNESCO designated by the General Conference of UNESCO (two from each of the six electoral groups) and taking into due account gender balance.~~

Transitional provision

Article III. 1. bis. This article will enter into force in the following manner: the fourteen Member States whose term expires at the 38th session of UNESCO's General Conference (2015) will remain in office until the end of their term. In order to ensure continuity in the transitional Council, six Member States will be designated at the 37th session (2013), one from each electoral group. For the period between the 37th and 38th session of the General Conference, the Transitional Council shall therefore comprise 20 Member States. At the 38th session of UNESCO's General Conference, six new Member States will be designated, one from each electoral group. At the time of this designation, the new Council with 12 members will come into effect and this article will be deleted.

[This transitional provision shall be automatically deleted after its implementation has been completed.]^[MM6]

†.

2. The terms of office of the Member States of the Council shall run from the end of the session of the General Conference which designates them to the end of the second ordinary session of the General Conference following.
3. The Member States of the Council shall be immediately eligible for a further term.
4. ~~The Member States of the Council shall choose as their representatives persons of eminence in the field of education.~~ When selecting their representatives to the Council, the Member States shall ensure that the Council comprises members who possess educational expertise and/or policy experience in education.^[MM7] They shall ensure that these persons are in a position to represent them regularly at sessions of the Council.

Article IV

Transitional provision

The Article IV.1 below will come into effect at the 38th session of the General Conference. In the transitional period between the 37th and 38th session of the General Conference, the Council may meet in extraordinary session if convened by the Director-General of UNESCO or at the request of eleven of its members.

[This transitional provision shall be automatically deleted after its implementation has been completed.]^[MM8]

1. The Council shall meet in ordinary session at least once every year. It may meet in extraordinary session, if convened by the Director-General of UNESCO or at the request of ~~fifteen~~ seven^[MM9] of its members.
- ~~1. Article IV. 1. bis. The working languages of the Council shall be English and French.~~^[MM10]
2. Each Member State on the Council shall have one vote.
3. The Director-General or, ~~in his/her~~ absence, ~~his/her~~ appointed representative^[MM11], shall take part in the Council's meetings without the right ~~of to~~^[MM12] vote.
4. The Council shall adopt its Rules of Procedure.
5. The Council shall elect its Steering Committee, comprising a President and five Vice-Presidents, who shall be nationals of the six regional groups. The President of the Council shall preside over the Steering Committee. The Council shall renew its Steering Committee at its first session following the ordinary session of the General Conference at which the Council has been partially renewed. The members of the Steering Committee shall be eligible for re-election, provided the terms of office of the Member States of the Council which they represent are renewed by the General Conference, but they shall not hold office for more than two consecutive terms. The Steering Committee shall remain in office until the election of the new Steering Committee.

Article IV.5 below will come into effect once article III enters into force.

- ~~5. Article IV.5. The Council shall elect its Steering Committee, comprising a President and two Vice-Presidents and ensuring rotation across the six electoral groups. The President of the Council shall preside over the Steering Committee. The Council shall renew its Steering Committee at its first session following the ordinary session of the General Conference at which the Council has been renewed. The members of the Steering Committee shall serve for two years and shall not be eligible for re-election. The Steering Committee shall remain in office until the election of the new Steering Committee.~~^[MM13]
6. The Council may set up subsidiary bodies to assist in the execution of its specific tasks.

Article V

The tasks of the Council shall be:

- (a) To draw up, on the proposals of the Director of the ~~Bureau~~Institute, taking into account the lines of emphasis of the medium-term planning, the draft general programme and budget of the ~~Bureau~~Institute, for submission to the General Conference with the observations or recommendations of the Director-General and the Executive Board, and to take steps to ensure the consistency and complementarity of the activities foreseen in the draft general programme and

budget of the ~~Bureau~~Institute with the other activities foreseen in the draft programme and budget of UNESCO;

- (b) to define in detail^[MM14], within the framework of the programme and budget approved by the General Conference and taking available extra-budgetary resources into account, as appropriate, the activities to be undertaken by the ~~Bureau~~Institute. The Council shall supervise the implementation of the programme of activities of the ~~Bureau~~Institute and shall mobilize human and financial resources to these ends;
- (c) to approve the draft annual budget of the ~~Bureau~~Institute which is submitted to it by the Director;
- (d) to verify budget execution and the audited accounts of the ~~Bureau~~Institute and the report of the External Auditor of UNESCO relating to the ~~Bureau~~Institute;
- (e) to make proposals for the preparation and organization of sessions of the International Conference on Education;
- (f) to submit to the Director-General a list of at least three names with a view to the appointment of a director in accordance with the provisions of Article VI below;
- (g) to submit to the General Conference at each of its ordinary sessions a report on the activities of the ~~Bureau~~Institute.

Article VI

1. The Director of the ~~Bureau~~Institute shall be appointed by the Director-General ~~from the list prepared by the Council, in consultation with the Council, for a term of office of maximum six (6) years,~~^[MM15] in accordance with Article V(f).

Article VI. 1. bis. The current Director shall remain in the post until the expiry of his/her contract. After the entry into force of the amended Statutes, the appointment of the Director shall be governed by the relevant provisions thereof, which shall also apply to the current Director, if reappointed.

[This transitional provision shall be automatically deleted after its implementation has been completed.]^[MM16]

- 1.
2. The Director shall prepare and submit to the Council his/her^[MM17] proposals for the draft general programme and budget of the ~~Bureau~~Institute.
3. The Director shall be responsible for the administration of the ~~Bureau~~Institute, in accordance with the Financial Regulations applicable to the Special Account for the International Bureau of ~~eE~~^[MM18] education, the Financial Rules applicable to the Special Account for the International Bureau of Education and the General Framework for the Delegation of Authority Granted to the Director of the IBE for the Management of Posts and Staff.

Article VII

1. The Director and personnel of the ~~Bureau~~Institute shall be members of the UNESCO staff and be subject to the provisions of the UNESCO Staff Regulations approved by the General Conference, with the exception of staff employed on an occasional basis as provided for in the administrative instructions contained in the UNESCO Manual.

2. The Director-General may enact special regulations compatible with the provisions of the UNESCO Staff Regulations, to apply to the personnel of the ~~Bureau~~Institute.

Article VIII

These Statutes shall enter into force on 1 January 1969.

IV. Rules of Procedure of the Council of the International Bureau of Education⁶

Section I. Composition

Rule 1

1. The Council of the International Bureau of Education (hereinafter called 'the Council') shall comprise ~~twenty-eight~~twelve Member States of UNESCO designated by the General Conference as provided in Article III of the Statutes of the International Bureau of Education (hereinafter called 'the ~~Bureau~~Institute').
2. Each Member State of the Council shall communicate to the Director of the ~~Bureau~~Institute the name of its representative on the Council and the names of its alternate representative and its advisers and experts.

Section II. Representatives and Observers

Rule 2

1. Representatives of Member States and Associate Members of UNESCO which are not members of the Council may take part in the sessions of the Council without the right to vote.
2. Representatives of the United Nations and of other organizations of the United Nations family with which UNESCO has concluded an agreement providing for reciprocal representation may take part in the sessions of the Council without the right to vote.

Section III. Sessions

Rule 3

1. Sessions of the Council shall be convened by the Director-General of UNESCO, in accordance with such indications as the Council may have given and after consultation with the President.
2. Extraordinary sessions of the Council shall be convened by the Director-General of UNESCO either on his own initiative or at the request of ~~fifteen~~seven members of the Council.

Section IV. Agenda

Rule 4

1. The provisional agenda for sessions shall be drawn up by the Director of the ~~Bureau~~Institute in consultation with the members of the Steering Committee of the Council and the Director-General of UNESCO.
2. The provisional agenda shall be communicated to the members of the Council not less than two months before the opening of each session.
3. The provisional agenda of a session of the Council shall include:

⁶ The Rules of Procedure were adopted by the Council at its first session (June 1969), and were subsequently amended at its eighth (January 1973, Rules 5 and 6), fourteenth (January 1977, Rules 1, 3, 5 and 8*), forty-fourth (January 1998, Rules 1, 3, 5 and 8*) and forty-sixth sessions (January 2000, a new Rule 7).

* = former numbering; with the new Rule 7 (January 2000) former Rules 7 to 23 have now become Rules 8 to 24.

- (a) items which the Council has decided, at a previous session, to include in the agenda;
 - (b) items proposed by Member States of the Council;
 - (c) items proposed by the Director-General of UNESCO
 - (e) .
- 4. At the beginning of each session the Council shall adopt the agenda.
 - 5. After the adoption of the agenda, the Council may, in the course of a session, alter the order of the agenda items or add or delete items. A two-thirds majority of the members present and voting shall be required for the addition or deletion of an item in the course of a session.

Section V. President and Vice-Presidents

Rule 5

- 1. At the beginning of its first session, which shall follow each ordinary session of the General Conference, the Council shall elect a President and ~~five~~two Vice-Presidents who shall be nationals of the six regional groups, and who constitute the Steering Committee of the Council.
- 2. The Steering Committee of the Council shall be responsible for assisting the President in his duties and performing such other duties as the Council may assign to it.
- 3. The members of the Steering Committee shall serve for two years and shall not be eligible for re-election.
- 4. The Steering Committee shall remain in office until the election of the ~~new~~ Steering Committee.^[MM19]

Rule 6

- 1. In addition to exercising the powers which are conferred upon him elsewhere by these rules, the functions of the President shall be the following: to declare the opening and closing of meetings, to direct the discussions, to ensure observance of these rules, to accord the right to speak, to put questions to the vote and announce decisions. He shall rule on points of order and, subject to the provisions of the present rules, shall control the proceedings and maintain order. He shall be entitled to take part in the discussions and votes but shall have no casting vote.
- 2. If the President is absent during a session, his functions shall be exercised by one of the Vice-Presidents, following the alphabetical order of their names.
- 3. If the President ceases to represent a Member State of the Council or becomes incapacitated for the discharge of his functions, one of the Vice-Presidents shall be elected by the Council as President for the balance of the term of office and another Vice-President elected in his place.

Rule 7

- 1. If a Vice-President is no longer able to continue participating in the work of the Council's Steering Committee, another Vice-President will be elected in his/her place on the proposal of the respective regional group during the next ordinary session of the Council.
- 2. If a meeting of the Steering Committee is convened before the next ordinary session of the Council, while a Vice-President has already become unable to participate in its work, the appropriate authorities in the country concerned will

designate, for the meeting in question, another person to take the place of the absent Vice-President until the election by the Council of a new Vice-President.

3. The appropriate authorities in the countries whose nationals serve as Vice-Presidents on the IBE Council will inform, as soon as possible, the President of the Council, via the Director of the IBE, about the inability of a particular Vice-President to carry out his/her functions.

Section VI. Secretariat

Rule 8

1. The Director-General of UNESCO or, in his/her absence, his/her appointed representative [MM20] and the Director of the ~~Bureau~~Institute shall take part, without the right to vote, in the meetings of the Council. They shall also take part in meetings of the Steering Committee of the Council.
2. The Director of the ~~Bureau~~Institute or a staff member appointed by him/her [MM21] shall be the Secretary of the Council. The Secretary shall be present at all meetings of the Council and its Steering Committee.
3. The Director-General of UNESCO shall provide the Council with the other staff and facilities necessary for its proceedings.
4. The Director-General of UNESCO or his representative, the Director of the ~~Bureau~~Institute and the Secretary of the Council may submit oral or written observations to the Council or its Steering Committee regarding any matter under consideration.

Section VII. Languages

Rule 9

1. ~~The working languages of the Council shall be the same as the working languages of the General Conference~~English and French[MM22].
2. ~~This does not preclude the provision of interpretation and translation on a case-by-case basis should extra-budgetary funds be made available. Any speaker may use a language other than the working languages of the Council on condition that he provides for interpretation of his remarks into one of the working languages.~~

Section VIII. Meetings

Rule 10

1. A simple majority of the Member States of the Council shall constitute a quorum.
2. If, however, after ten minutes' adjournment, there be still no quorum as above defined, the President may request the agreement of all Member States actually present temporarily to waive the above paragraph.
3. Unless the Council decides otherwise, all meetings of the Council shall be public.

Section IX. Conduct of proceedings

Rule 11

Oral or written statements may be made to the Council by the alternates, advisers and experts referred to in Rule 1, paragraph 2 of these Rules, if so requested by the representative whom they are accompanying, and by the representatives referred to in Rule 2.

Rule 12

The President shall call upon speakers in the order in which they signify that they wish to speak.

Rule 13

The Council may limit the time to be allowed to each speaker.

Rule 14

During the discussion of any item, any member of the Council may at any time raise a point of order, and such point of order shall be immediately decided by the President. An appeal may be made against the ruling of the President. It shall be put to the vote immediately, and the President's ruling shall stand unless over-ruled by a majority of the members present and voting.

Rule 15

A member of the Council may at any time move the suspension, adjournment or closure of a meeting or of a discussion. Any such motion shall be put to the vote immediately. The following order of precedence shall apply to such motions: (a) to suspend the meeting; (b) to adjourn the meeting; (c) to adjourn the debate on the item under discussion; (d) for the closure of the debate on the item under discussion.

Section X. Voting

Rule 16

Each Member State of the Council shall have one vote.

Rule 17

1. No resolution, motion or amendment shall be put to the vote unless it has been seconded.
2. Save as otherwise provided by these rules, and subject to the provisions of Rule 9, paragraphs 1 and 2, decisions shall be taken by majority vote of the members present and voting.
3. For the purpose of these rules, only members casting an affirmative or negative vote shall be regarded as 'present and voting'; members who abstain from voting shall be considered as 'non-voters'.

Rule 18

1. Voting shall normally be by a show of hands unless the Council otherwise decides, but a vote by roll-call shall be taken if it is requested by not less than two members. The vote or abstention of each member participating in a vote by roll-call shall be recorded in the Decisions of the Council.
2. When the result of a vote by a show of hands is in doubt, the President may take a second vote, by roll-call.

Rule 19

1. When an amendment to a proposal is moved, the amendment shall be voted on first.

2. When two or more amendments to a proposal are moved, the Council shall first vote on the amendment which is furthest removed in substance from the original proposal and then on the amendment next furthest removed therefrom, and so on, until all the amendments have been put to the vote.
3. If one or more amendments are adopted, the amended proposal shall then be voted upon. If no amendment is adopted, the proposal shall be put to the vote in its original form.
4. A motion is considered an amendment to a proposal if it adds to, deletes from or revises part of that proposal.

Rule 20

All elections and decisions relating to individuals shall be voted on by secret ballot whenever two or more members shall so request or if the President so decides.

Rule 21

1. If a vote is equally divided, in voting not concerned with elections, a second vote shall be taken, after a suspension of the meeting. If the proposal fails to obtain a majority in the second vote, it shall be considered to have been rejected.
2. If a vote is equally divided in the case of elections and decisions relating to individuals, there shall be further ballots until a majority is obtained.

Section XI. Decisions and reports

Rule 22

1. The Council shall approve at each session the text of the decisions adopted during that session.
2. The text shall be published during the month following the end of the session.
3. The Council shall submit to the General Conference at each of its ordinary sessions a report on the activities of the ~~Bureau~~Institute.

Section XII. Special procedures

Rule 23

When, during an interval between sessions of the Council, the latter's approval is required for measures of exceptional urgency and importance, the President may, through the Director of the ~~Bureau~~Institute, consult the members in writing. To be adopted, the measure proposed must receive the agreement of two-thirds of the members.

Section XIII. Amendments and suspension

Rule 24

1. These Rules of Procedure, except where they incorporate provisions of the Statutes of the ~~Bureau~~Institute, may be amended by decision of the Council taken by a simple majority of the members present and voting, provided that the proposed amendment has been previously included in the agenda.
2. The application of any of these rules may be suspended by decision of a two-thirds majority of the members present and voting.