

II. Statuten en huishoudelijke reglementen/27-07-95
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Reglement van orde van het congres van de Liberale Internationale

Adopted by the Congress in Luzern on 6 september 1991

I - Composition

1. Membership of the Congress is as prescribed in the Constitution.
2. All individual members have the right to attend the Congress as non-voting delegates, and representatives of organisations specifically invited by the Executive Committee may attend the Congress as Invitados.
3. In the event of any member organisations being unable to send its full quota of delegates~ each delegate of that member organisation can enjoy up to five votes, provided however, that the total number of votes shall not exceed the full quota of that member organisation. The name of any delegate so entitled to more than one vote must be notified to the secretariat by the leader of the delegation .
4. Lists of all delegates and non-voting delegates must be forwarded to the Secretariat at least fifteen days before the opening of the Congress.
5. Member organisations may appoint alternate delegates. Such alternates must be appointed before the Congress opens.

II - Order of business

6. The theme and programme of the Congress shall be decided in advance by the Executive Committee in consultation with the host country.
7. The Chairmen and Rapporteurs of the Congress sessions shall be appointed by the President in consultation with the Bureau.

III - Resolutions

8. Draft resolutions may be proposed by the Executive Committee, the Rapporteur of the theme, or by any member organisation. Draft resolutions and the theme report have to be filed with the Secretariat not later than eight weeks before the opening of the Congress. They shall be circulated to all member organisations and to the delegates and non-voting delegates whose names and addresses are known to the Secretariat at least four weeks before the opening of the Congress.
The Executive Committee shall, at its last meeting before the Congress, mandate the Bureau:
 - (i) to draw up resolutions on behalf of the Executive Committee on the international situation and when necessary on the theme;
 - (ii) to decide the order in which resolutions and amendments shall be taken at the Congress;
 - (iii) to decide in the event of conflicting draft resolutions and amendments being put forward, on which text the discussion shall take place.
9. The President shall be entitled to authorise the submission of an emergency resolution to the Congress by 14.00 on the day prior to the opening of the Congress proceedings.

Resolutions that could have been filed with the Secretariat eight weeks before the opening of the Congress can not be considered as emergency resolutions.

IV - Amendments to resolutions

10. Amendments to resolutions may be submitted and signed by the leader of each delegation. Such amendments should be delivered to the Secretariat by 14.00 on the day prior to the opening of the Congress proceedings.
11. A Steering Committee will have the task to guide the handling of draft resolutions and amendments and the voting on them at the Congress. The Steering Committee consists of the Bureau, plus the Chair and Rapporteur of the Theme Committee.

V - Conduct of debates

12. The chairman of each session shall, subject to the agreement of the Congress, be entitled to impose: a time limit on speeches.
13. All delegates shall be entitled to speak in debates. Those wishing to speak must submit their names in writing to the Chairman of the session.
14. Non-voting delegates may speak by permission of the chairman of the session.

VI - Voting

15. All delegates shall be supplied with a distinctive voting card. They shall vote by holding up their cards.
16. The voting shall take place not later than in the morning of the last day of the Congress.

VII - Languages

17. The working languages of the Congress shall be English, French, Spanish and German, where necessary and practicable.
18. If any delegate speak in a language other than the working languages, he/she shall be responsible for arranging a translation into either English, French, Spanish or German.

VIII - Approval of amendments of these Standing Orders

19. These Standing Orders have been approved by the Executive Committee of the Liberal International and have been distributed to all Officers and member organisations.
20. They shall be altered only on the authority of the Executive Committee and with the approval to the Congress.
21. These Standing Orders may be suspended at a specific point on the demand of fifty delegates to the Congress who must rise in their places. One speech of not more than ten minutes putting the case for the suspension of the Standing Orders will then be made and a spokesman for the Executive may reply also for not more than ten minutes. A vote will then be taken immediately and decided by a two-thirds majority. The suspension of the Standing Orders cannot be moved twice on the same grounds.