

**RULES OF PROCEDURE
FOR
UNITED NATIONS
PLEDGING CONFERENCES**



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NOTE

1. By its decision 33/419 of 15 December 1978, the General Assembly adopted the rules of procedure for United Nations pledging conferences.

2. Pursuant to rule 1, these rules are applicable to all pledging conferences convened by the United Nations, except as otherwise decided by the organ under whose authority the Conference is convened.

3. As the intention of the General Assembly in adopting the rules of procedure for United Nations pledging conferences was to establish a uniform scheme for the conduct of meetings at which pledges are made, it may be appropriate for those *ad hoc* committees and other bodies which are convened for this purpose and are not required to apply some other rules to agree to apply, *mutatis mutandis*, the standard rules contained in the present booklet.

RULES OF PROCEDURE FOR UNITED NATIONS PLEDGING CONFERENCES

I. SCOPE

Rule 1

These rules of procedure shall be applicable to all pledging conferences convened by the United Nations, except as otherwise decided by the organ under whose authority the Conference is convened.

II. REPRESENTATIVES

Rule 2

Each State participating in the Conference shall be represented by a designated representative. Each delegation may also include alternate representatives and advisers.

Rule 3

The names of the representatives, alternate representatives and advisers shall be submitted to the Secretary-General not less than twenty-four hours before the opening of the Conference. Should a question arise concerning the credentials of any representative, they shall be examined by the officers of the Conference, who shall report thereon to the Conference.

III. OBSERVERS

Rule 4

Any organization or other entity invited to the Conference may be represented by an observer, who may participate in the proceedings at the invitation of the President but may not vote or make any proposal or motion.

IV. OFFICERS

Rule 5

1. The Conference shall elect a President and not more than four Vice-Presidents from among the representatives.

2. Elections shall be held by secret ballot, unless, in the absence of any objection, the Conference decides to proceed without taking a ballot on an agreed candidate or slate.

Rule 6

If the President is absent from a meeting or any part thereof, the Vice-President designated by him shall preside. A Vice-President, when acting as President, shall have the same powers and duties as the President.

Rule 7

The President, or a Vice-President acting as President, may delegate his right to vote to another member of his delegation.

V. SECRETARIAT

Rule 8

The Secretary-General of the United Nations shall be responsible for making all arrangements connected with the meetings of the Conference. He, or his representatives, may make either oral or written statements to the Conference concerning any question under consideration.

VI. AGENDA

Rule 9

Unless the Conference or the organ under whose authority it is convened decides otherwise, the Conference shall have the following agenda:

- "1. Opening of the Conference.
- "2. Election of officers:
 - "(a) President;
 - "(b) Vice-Presidents.
- "3. Statements regarding pledges:
 - "(a) Oral statements;
 - "(b) Announcement of written pledges.
- "4. Adoption of the Final Act.
- "5. Closure of the Conference and signature of the Final Act."

VII. CONDUCT OF BUSINESS

Rule 10

The meetings of the Conference shall be held in public, unless the Conference decides otherwise.

Rule 11

The President shall declare the opening and closing of each meeting of the Conference and, at such meetings, shall direct the discussions, accord the right to speak, put questions to the vote, announce decisions, rule on points of order and, subject to these rules of procedure, have complete control of the proceedings.

Rule 12

1. During the discussion of any matter, a representative may at any time raise a point of order, and the point of order shall be immediately decided by the President in accordance with the rules of procedure. A representative may appeal against the ruling of the President. The appeal shall be immediately put to the vote, and the ruling of the President shall stand unless overruled by a majority of the representatives present and voting.

2. A representative raising a point of order may not speak on the substance of the matter under discussion.

Rule 13

1. Statements regarding pledges shall be made in the English alphabetical order of the names of the States participating, starting with the State seated first at the current or the most recent session of the General Assembly of the United Nations.

2. Each statement regarding pledges shall cover all the programmes or funds for which the State concerned wishes to make a pledge and shall indicate the amount to be assigned to each such programme or fund.

3. After all statements have been concluded, the President shall announce any pledges submitted in writing.

VIII. VOTING

Rule 14

Each State participating in the Conference shall have one vote.

Rule 15

All decisions of the Conference shall be made by a majority of the representatives present and voting. Representatives who abstain from voting shall be considered as not voting.

Rule 16

1. After the President has announced the commencement of voting, no representative may interrupt the voting except on a point of order in connexion with the actual process of voting.

2. The President may permit representatives to make statements in explanation of their votes either before the voting commences or after it has been completed.

IX. LANGUAGES

Rule 17

Arabic, Chinese, English, French, Russian and Spanish shall be the languages of the Conference.

Rule 18

1. Speeches made in a language of the Conference shall be interpreted into the other languages of the Conference.

2. A speaker may speak in a language other than a language of the Conference if he provides for interpretation into one of the languages of the Conference.

X. FINAL ACT AND RECORDS

Rule 19

1. The Secretary-General shall prepare and submit to the Conference a draft of its Final Act.

2. The text of the Final Act adopted by the Conference shall be distributed in the languages of the Conference as soon as possible after the Conference to all States invited to the Conference and to observers participating therein.

Rule 20

1. Summary records of the Conference shall be drawn up by the Secretariat in the languages of the Conference and distributed as soon as possible after the Conference to all States invited to the Conference and to observers participating therein.

2. Any corrections to the summary records communicated by a participant to the Secretariat within one week of the Conference and approved by the President shall be included in a corrigendum which shall be distributed promptly to those who received the summary records.

Rule 21

The Secretary-General shall maintain, for a period he shall specify at the Conference, a list of the pledges made or announced at the Conference; States invited to the Conference may enter on that list pledges in addition to those made or announced at the Conference. At the end of the specified period or at the end of any extension decided by the Secretary-General, he shall issue that list as part of the records of the Conference and distribute it to all States invited to the Conference and to observers participating therein.

XI. RULES OF PROCEDURE

Rule 22

Any procedural matter arising at meetings of the Conference that is not covered by these rules of procedure shall be settled in accordance with the rules applicable to committees of the General Assembly of the United Nations.

Rule 23

Any of these rules of procedure may be suspended by the Conference.