

RULES OF PROCEDURE OF THE GENERAL ASSEMBLY

*(embodying amendments and additions
adopted by the General Assembly
up to 31 December 1965)*



UNITED NATIONS

64 p.

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UNITED NATIONS

New York • March 1966

A/520/Rev.8

UNITED NATIONS PUBLICATION

Sales No.: 66. I. 9

Price: \$U.S. 0.75
(or equivalent in other currencies)

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INTRODUCTION

The General Assembly, during its second regular session, adopted, by resolution 173 (II) of 17 November 1947, revised rules of procedure replacing the provisional rules adopted by the Assembly at its first regular session on the basis of a text drawn up by the Preparatory Commission. These rules of procedure entered into force on 1 January 1948 (A/520). At the same session the General Assembly, by resolution 116 (II) of 21 November 1947, adopted for inclusion in its rules of procedure, revised rules governing the admission of new Members.

At the third regular session of the General Assembly, the rules concerning the working languages of the Assembly were amended by resolution 262 (III) of 11 December 1948.

At its fourth regular session, the General Assembly, acting upon the report of a Special Committee on Methods and Procedures,¹ approved, by resolutions 362 (IV) of 22 October 1949, various amendments and additions to its rules of procedure and decided that these amendments and additions should enter into force on 1 January 1950. By the same resolution several of the recommendations and suggestions of the Special Committee were adopted by the General Assembly, and the Secretary-General was requested to prepare a document embodying these recommendations and suggestions in a convenient form for use by the General Committee and the delegations of Member States in the Assembly. The text of these recommendations and suggestions of the Special Committee will be found in annex I to the present edition of the rules.

At the fifth regular session, several amendments and additions to the rules of procedure were adopted by the General Assembly in the annex to resolution 377 A (V) entitled "Uniting for peace". By resolution 475 (V), a new rule 84A² was adopted concerning the majority required for decisions of the General Assembly on amendments to proposals relating to important questions and on parts of such proposals put to the vote separately.

By resolutions 366 (IV) and 479 (V), rules were adopted by the General Assembly relating to the calling by the Economic and Social Council, under paragraph 4 of Article 62 of the Charter, of international conferences of States and of non-governmental conferences, respectively.

¹ See *Official Records of the General Assembly, Fourth Session, Supplement No. 12 (A/937)*.

² Rule 86 of the present rules.

At the seventh regular session, the General Assembly, acting upon the report of a Special Committee,³ adopted resolution 684 (VII) of 6 November 1952, by which it made certain recommendations on methods and procedures for dealing with legal and drafting questions. The resolution provided that the terms of these recommendations "shall be embodied as an annex to the rules of procedure of the General Assembly" and that "the said annex shall also set out, verbatim, paragraphs 19, 20, 29, 30, 35, 36, 37, 38 and 39 of the report of the Special Committee". The text of the recommendations and the specified parts of the report of the Special Committee are accordingly reproduced in annex II to the present edition of the rules.

By resolution 689 A (VII) of 21 December 1952, the General Assembly established a Special Committee to consider, together with any other relevant information presented by Member States, a memorandum, submitted by the Secretary-General to the seventh session, on measures to limit the duration of regular sessions of the Assembly. By resolution 689 B (VII) of the same date, the General Assembly adopted an amendment to rule 2 of its rules of procedure whereby the Assembly would, at the beginning of each session, fix a "closing" date for the session rather than a "target" date for the closing of the session.

At its eighth session, the General Assembly examined the report of the Special Committee and, by resolution 791 (VIII) of 23 October 1953, amended rules 38 and 39, relating to the composition of the General Committee, and rule 98,⁴ relating to priorities in the consideration of items in the Main Committees.

At its ninth session, the General Assembly, by resolution 844 (IX) of 11 October 1954, adopted six special rules designed to govern its procedure for the examination of reports and petitions relating to the Territory of South West Africa. The text of these special rules is reproduced in annex III to the present edition of the rules.

At its eleventh session, the General Assembly, at the 577th plenary meeting on 15 November 1956, decided (1) to establish an eighth vice-presidency of the Assembly; and (2) to change the name of the *Ad Hoc* Political Committee to "Special Political Committee" and to confer a permanent character on that Committee. At the same session, by resolution 1104 (XI) of 18 December 1956, the General Assembly approved consequential amendments to rules 31, 38, 39 and 101.

At its twelfth session, the General Assembly, by resolution 1192 (XII) of 12 December 1957, decided to increase the number of Vice-Presidents of the Assembly from eight to thirteen and approved consequential amendments to rules 31 and 38. In an annex to the resolution, the General Assembly approved the pattern according to which the Vice-Presidents should be elected.

³ See *Official Records of the General Assembly, Seventh Session, Annexes*, agenda item 53, document A/2174.

⁴ Rule 100 of the present rules.

At its sixteenth session, the General Assembly, by resolution 1659 (XVI) of 28 November 1961, decided to increase the membership of the Advisory Committee on Administrative and Budgetary Questions from nine to twelve and approved consequential amendments to rules 156 and 157.

At its eighteenth session, the General Assembly, by resolution 1990 (XVIII) of 17 December 1963, decided to increase the number of Vice-Presidents of the Assembly from thirteen to seventeen and approved consequential amendments to rules 31 and 38. In an annex to the resolution, the General Assembly approved the pattern according to which the President of the Assembly, the seventeen Vice-Presidents of the Assembly and the seven Chairmen of the Main Committees should be elected; the text of the decision is reproduced in a footnote to rule 31.

At its twentieth session, by resolution 2046 (XX) of 8 December 1965, the General Assembly, following the entry into force of the amendments to Articles 23, 27 and 61 of the Charter of the United Nations, amended its rules of procedure, with effect from 1 January 1966, as follows:

(a) In rule 8 (b), the word "seven" was replaced by the word "nine";

(b) In rule 143, the word "three" was replaced by the word "five";

(c) In rule 146, the word "six" was replaced by the word "nine".

The present revised edition of the rules of procedure embodies therefore all the amendments and additions adopted by the General Assembly up to and including its twentieth session.

The previous versions of the rules of procedure and of the corrigenda thereto have been issued under the following symbols:

December 1947	A/520
June 1948	A/520/Corr.1 (French only)
January 1950	A/520/Rev.1
January 1951	A/520/Rev.2
July 1954	A/520/Rev.3
March 1956	A/520/Rev.4
September 1957	A/520/Rev.5 (formerly A/3660)
January 1958	A/520/Rev.5/Corr.1 (formerly A/3660/Corr.1)
February 1961	A/520/Rev.6 (formerly A/4700)
February 1962	A/520/Rev.6/Corr.1 (formerly A/4700/Corr.1)
June 1964	A/520/Rev.7

March 1966

Explanatory note

1. Rules 49, 84, 85, 87, 145, 147, and 162, which reproduce textually provisions of the Charter, are printed in heavy type and are, in addition, provided with a footnote. A footnote has also been added in the case of other rules which, while based directly on provisions of the Charter, do not reproduce those provisions textually.

2. Figures indicated between square brackets in sections dealing with rules for plenary meetings refer to identical or corresponding rules for committee meetings, and vice versa.

3. Attention is drawn to rule 163, which provides: "The description of the rules in the table of contents and the notes in italics to these rules shall be disregarded in the interpretation of the rules".

RULES OF PROCEDURE OF THE GENERAL ASSEMBLY

I. SESSIONS

REGULAR SESSIONS

Date of meeting

Rule 1¹

The General Assembly shall meet every year in regular session commencing on the third Tuesday in September.

Duration of session

Rule 2

On the recommendation of the General Committee, the General Assembly shall, at the beginning of each session, fix a closing date for the session.

Place of meeting

Rule 3

Sessions shall be held at the Headquarters of the United Nations unless convened elsewhere in pursuance of a decision of the General Assembly at a previous session or at the request of a majority of the Members of the United Nations.

Rule 4

Any Member of the United Nations may, at least one hundred and twenty days before the date fixed for the opening of a regular session, request that the session be held elsewhere than at the Headquarters of the United Nations. The Secretary-General shall immediately communicate the request, together with his recommendations, to the other Members of the United Nations. If within thirty days of the date of this communication a majority of the Members concur in the request, the session shall be held accordingly.

Notification of session

Rule 5

The Secretary-General shall notify the Members of the United Nations, at least sixty days in advance, of the opening of a regular session.

Adjournment of session

Rule 6

The General Assembly may decide at any session to adjourn temporarily and resume its meetings at a later date.

¹ Rule based directly on a provision of the Charter (Article 20).

SPECIAL SESSIONS

Summoning by the General Assembly

Rule 7^a

The General Assembly may fix a date for a special session.

Summoning on request from the Security Council or Members

Rule 8

(a) Special sessions of the General Assembly shall be held within fifteen days of the receipt by the Secretary-General of a request for such a session from the Security Council, or of a request from a majority of the Members of the United Nations, or of the concurrence of a majority of Members as provided in rule 9.

(b) Emergency special sessions pursuant to General Assembly resolution 377 A (V) shall be convened within twenty-four hours of the receipt by the Secretary-General of a request for such a session from the Security Council, on the vote of any nine members thereof, or of a request from a majority of the Members of the United Nations expressed by vote in the Interim Committee or otherwise, or of the concurrence of a majority of Members as provided in rule 9.

Request by Members

Rule 9

(a) Any Member of the United Nations may request the Secretary-General to summon a special session. The Secretary-General shall immediately inform the other Members of the United Nations of the request and inquire whether they concur in it. If within thirty days of the date of the communication of the Secretary-General a majority of the Members concur in the request, a special session of the General Assembly shall be summoned in accordance with rule 8.

(b) This rule shall apply also to a request by any Member for an emergency special session pursuant to resolution 377 A (V). In such a case the Secretary-General shall communicate with the other Members by the most expeditious means of communication available.

Notification of session

Rule 10

The Secretary-General shall notify the Members of the United Nations, at least fourteen days in advance, of the opening of a special session summoned at the request of the Security Council, and, at least ten days in advance, in the case of a request by a majority of the Members or the concurrence of a majority in the request of any Member. In the case of an emergency special session convened pursuant to rule 8 (b), the Secretary-General shall notify the Members of the United Nations at least twelve hours in advance of the opening of the session.

^a Rule based directly on a provision of the Charter (Article 20).

REGULAR AND SPECIAL SESSIONS

Notification to other bodies

Rule 11

Copies of the notice summoning each session shall be addressed to all other principal organs of the United Nations and to the specialized agencies referred to in Article 57, paragraph 2, of the Charter.

II. AGENDA

REGULAR SESSIONS

Provisional agenda

Rule 12

The provisional agenda for a regular session shall be drawn up by the Secretary-General and communicated to the Members of the United Nations at least sixty days before the opening of the session.

Rule 13

The provisional agenda of a regular session shall include:

(a) The report of the Secretary-General on the work of the Organization;

(b) Reports from the Security Council, the Economic and Social Council, the Trusteeship Council, the International Court of Justice, the subsidiary organs of the General Assembly, specialized agencies (where such reports are called for under agreements entered into);

(c) All items the inclusion of which has been ordered by the General Assembly at a previous session;

(d) All items proposed by the other principal organs of the United Nations;

(e) All items proposed by any Member of the United Nations;

(f) All items pertaining to the budget for the next financial year and the report on the accounts for the last financial year;

(g) All items which the Secretary-General deems it necessary to put before the General Assembly; and

(h) All items proposed under Article 35, paragraph 2, of the Charter by States not Members of the United Nations.

Supplementary items

Rule 14

Any Member or principal organ of the United Nations or the Secretary-General may, at least thirty days before the date fixed for the opening of a regular session, request the inclusion of supplementary items in the agenda. These items shall be placed on a supplementary list, which shall be communicated to the Members of the United Nations at least twenty days before the date fixed for the opening of the session.

Additional items

Rule 15

Additional items of an important and urgent character, proposed for inclusion in the agenda less than thirty days before the opening of a regular session or during a regular session, may be placed on the agenda, if the General Assembly so decides by a majority of the Members present and voting. No additional item may be considered until seven days have elapsed since it was placed on the agenda, unless the General Assembly, by a two-thirds majority of the Members present and voting, decides otherwise, and until a committee has reported upon the question concerned.

SPECIAL SESSIONS

Provisional agenda

Rule 16

The provisional agenda of a special session summoned at the request of the Security Council shall be communicated to the Members of the United Nations at least fourteen days before the opening of the session. The provisional agenda of a special session summoned at the request of a majority of the Members, or the concurrence of a majority in the request of any Member, shall be communicated at least ten days before the opening of the session. The provisional agenda of an emergency special session shall be communicated to the Members of the United Nations simultaneously with the communication summoning the session.

Rule 17

The provisional agenda for a special session shall consist only of those items proposed for consideration in the request for the holding of the session.

Supplementary items

Rule 18

Any Member or principal organ of the United Nations or the Secretary-General may, at least four days before the date fixed for the opening of a special session, request the inclusion of supplementary items in the agenda. Such items shall be placed on a supplementary list which shall be communicated to the Members of the United Nations as soon as possible.

Additional items

Rule 19

During a special session items on the supplementary list and additional items may be added to the agenda by a two-thirds majority of the Members present and voting. During an emergency special session additional items concerning the matters dealt with in resolution 377 A (V) may be added to the agenda by a two-thirds majority of the Members present and voting.

REGULAR AND SPECIAL SESSIONS

Explanatory memoranda

Rule 20

All items proposed for inclusion in the agenda shall be accompanied by an explanatory memorandum and, if possible, by basic documents or by a draft resolution.

Approval of the agenda

Rule 21

At each session the provisional agenda and the supplementary list, together with the report of the General Committee thereon, shall be submitted to the General Assembly for approval as soon as possible after the opening of the session.

Amendment and deletion of items

Rule 22

Items on the agenda may be amended or deleted by the General Assembly by a majority of the Members present and voting.

Debate on inclusion of items

Rule 23

Debate on the inclusion of an item in the agenda, when that item has been recommended for inclusion by the General Committee, shall be limited to three speakers in favour of and three against the inclusion. The President may limit the time to be allowed to speakers under this rule.

Modification of the allocation of expenses

Rule 24

No proposal for a modification of the allocation of expenses for the time being in force shall be placed on the agenda unless it has been communicated to the Members of the United Nations at least ninety days before the date fixed for the opening of the session.

III. DELEGATIONS

Composition

Rule 25^a

The delegation of a Member shall consist of not more than five representatives and five alternate representatives, and as many advisers, technical advisers, experts and persons of similar status as may be required by the delegation.

^a Rule based directly on a provision of the Charter (Article 9, paragraph 2).

Alternates

Rule 26

An alternate representative may act as a representative upon designation by the Chairman of the delegation.

IV. CREDENTIALS

Submission of credentials

Rule 27

The credentials of representatives and the names of members of a delegation shall be submitted to the Secretary-General if possible not less than one week before the date fixed for the opening of the session. The credentials shall be issued either by the Head of the State or Government or by the Minister for Foreign Affairs.

Credentials Committee

Rule 28

A Credentials Committee shall be appointed at the beginning of each session. It shall consist of nine members, who shall be appointed by the General Assembly on the proposal of the President. The Committee shall elect its own officers. It shall examine the credentials of representatives and report without delay.

Provisional admission to a session

Rule 29

Any representative to whose admission a Member has made objection shall be seated provisionally with the same rights as other representatives, until the Credentials Committee has reported and the General Assembly has given its decision.

V. PRESIDENT AND VICE-PRESIDENTS

Temporary President

Rule 30

At the opening of each session of the General Assembly, the Chairman of that delegation from which the President of the previous session was elected shall preside until the General Assembly has elected a President for the session.

Elections

Rule 31

The General Assembly shall elect a President and seventeen Vice-Presidents,⁴ who shall hold office until the close of the session at which

⁴ In the annex to resolution 1990 (XVIII) of 17 December 1963, the General Assembly decided as follows:

"1. In the election of the President of the General Assembly, regard shall be had for equitable geographical rotation of this office among the regions mentioned in paragraph 4 below.

they are elected.⁵ The Vice-Presidents shall be elected, after the election of the Chairmen of the seven Main Committees referred to in rule 101, on the basis of ensuring the representative character of the General Committee.

Acting President

Rule 32 [107]

If the President finds it necessary to be absent during a meeting or any part thereof, he shall appoint one of the Vice-Presidents to take his place.

Rule 33 [107]

A Vice-President acting as President shall have the same powers and duties as the President.

Replacement of the President

Rule 34 [107]

If the President is unable to perform his functions, a new President shall be elected for the unexpired term.

General powers of the President

Rule 35 [108]

In addition to exercising the powers which are conferred upon him elsewhere by these rules, the President shall declare the opening and closing of each plenary meeting of the session, shall direct the discussions in plenary meeting, ensure observance of these rules, accord the right to speak, put questions and announce decisions. He shall rule

"2. The seventeen Vice-Presidents of the General Assembly shall be elected according to the following pattern, subject to paragraph 3 below:

"(a) Seven representatives from African and Asian States;

"(b) One representative from an Eastern European State;

"(c) Three representatives from Latin American States;

"(d) Two representatives from Western European and other States;

"(e) Five representatives from the permanent members of the Security Council.

"3. The election of the President of the General Assembly will, however, have the effect of reducing by one the number of vice-presidencies allocated to the region from which the President is elected in accordance with paragraph 2 above.

"4. The seven Chairmen of the Main Committees shall be elected according to the following pattern:

"(a) Three representatives from African and Asian States;

"(b) One representative from an Eastern European State;

"(c) One representative from a Latin American State;

"(d) One representative from a Western European or other State;

"(e) The seventh chairmanship shall rotate every alternate year among representatives of States mentioned in sub-paragraphs (c) and (d) above."

⁵ Rule based directly on a provision of the Charter (Article 21, second sentence).

on points of order, and, subject to these rules, shall have complete control of the proceedings at any meeting and over the maintenance of order thereat. The President may, in the course of the discussion of an item, propose to the General Assembly the limitation of the time to be allowed to speakers, the limitation of the number of times each representative may speak on any question, the closure of the list of speakers or the closure of the debate. He may also propose the suspension or the adjournment of the meeting or the adjournment of the debate on the item under discussion.

Rule 36 [109]

The President, in the exercise of his functions, remains under the authority of the General Assembly.

The President shall not vote

Rule 37 [106]

The President, or Vice-President acting as President, shall not vote but shall appoint another member of his delegation to vote in his place.

VI. GENERAL COMMITTEE

Composition

Rule 38

The General Committee shall comprise the President of the General Assembly, who shall preside, the seventeen Vice-Presidents and the Chairmen of the seven Main Committees. No two members of the General Committee shall be members of the same delegation, and it shall be so constituted as to ensure its representative character. Chairmen of other committees upon which all Members have the right to be represented and which are established by the General Assembly to meet during the session shall be entitled to attend meetings of the General Committee and may participate without vote in the discussions.

Substitute members

Rule 39

If a Vice-President of the General Assembly finds it necessary to be absent during a meeting of the General Committee he may designate a member of his delegation as his substitute. The Chairman of a Main Committee shall, in case of absence, designate the Vice-Chairman of the Committee as his substitute. A Vice-Chairman shall not have the right to vote if he is of the same delegation as another member of the Committee.

Functions

Rule 40

The General Committee shall, at the beginning of each session, consider the provisional agenda, together with the supplementary list.

and shall make recommendations to the General Assembly with regard to each item proposed, concerning its inclusion in the agenda, the rejection of the request for inclusion, or the inclusion of the item in the provisional agenda of a future session. It shall, in the same manner, examine requests for the inclusion of additional items in the agenda, and shall make recommendations thereon to the General Assembly. In considering matters relating to the agenda of the General Assembly, the General Committee shall not discuss the substance of any item, except in so far as this bears upon the question whether the General Committee should recommend the inclusion of the item in the agenda, the rejection of the request for inclusion, or the inclusion of the item in the provisional agenda of a future session, and what priority should be accorded to an item the inclusion of which has been recommended.

Rule 41

The General Committee shall make recommendations to the General Assembly concerning the closing date of the session. It shall assist the President and the General Assembly in drawing up the agenda for each plenary meeting, in determining the priority of its items, and in the co-ordination of the proceedings of all committees of the General Assembly. It shall assist the President in the general conduct of the work of the General Assembly which falls within the competence of the President. It shall not, however, decide any political question.

Rule 42

The General Committee shall meet periodically throughout each session to review the progress of the General Assembly and its committees and to make recommendations for furthering such progress. It shall also meet at such other times as the President deems necessary or upon the request of any other of its members.

Participation by representatives of Members requesting the inclusion of items in the agenda

Rule 43

A Member of the General Assembly which has no representative on the General Committee and which has requested the inclusion of an item in the agenda shall be entitled to attend any meeting of the General Committee at which its request is discussed, and may participate, without vote, in the discussion of that item.

Formal revision of resolutions of the General Assembly

Rule 44

The General Committee may revise the resolutions adopted by the General Assembly, changing their form but not their substance. Any such changes shall be reported to the General Assembly for its consideration.

VII. SECRETARIAT

Duties of the Secretary-General

Rule 45

The Secretary-General shall act in that capacity in all meetings of the General Assembly,⁶ its committees and sub-committees. He may designate a member of the staff to act in his place at these meetings.

Rule 46

The Secretary-General shall provide and direct the staff required by the General Assembly and any committees or subsidiary organs which it may establish.

Duties of the Secretariat

Rule 47

The Secretariat shall receive, translate, print and distribute documents, reports and resolutions of the General Assembly, its committees and organs; interpret speeches made at the meetings; prepare, print and circulate the summary records of the session; have the custody and proper preservation of the documents in the archives of the General Assembly; publish the reports of the meetings; distribute all documents of the General Assembly to the Members of the United Nations, and, generally, perform all other work which the General Assembly may require.

Annual report of the Secretary-General

Rule 48

The Secretary-General shall make an annual report, and such supplementary reports as are required, to the General Assembly on the work of the Organization.⁶ He shall communicate the annual report to the Members of the United Nations at least forty-five days before the opening of the session.

Notification under Article 12 of the Charter

Rule 49⁷

The Secretary-General, with the consent of the Security Council, shall notify the General Assembly at each session of any matters relative to the maintenance of international peace and security which are being dealt with by the Security Council, and shall similarly notify the General Assembly, or the Members of the United Nations if the General Assembly is not in session, immediately the Security Council ceases to deal with such matters.

⁶ Rule based directly on a provision of the Charter (Article 98).

⁷ Rule reproducing textually a provision of the Charter (Article 12, paragraph 2).

Regulations concerning the Secretariat

Rule 50⁸

The General Assembly shall establish regulations concerning the staff of the Secretariat.

VIII. LANGUAGES

Official and working languages

Rule 51

Chinese, English, French, Russian and Spanish shall be the official languages of the General Assembly, its committees and sub-committees. English, French and Spanish shall be the working languages.

Interpretation from a working language

Rule 52

Speeches made in any of the working languages shall be interpreted into the other two working languages.

Interpretation from official languages

Rule 53

Speeches made in either of the other two official languages shall be interpreted into the three working languages.

Interpretation from other languages

Rule 54

Any representative may make a speech in a language other than the official languages. In this case, he shall himself provide for interpretation into one of the working languages. Interpretation into the other working languages by the interpreters of the Secretariat may be based on the interpretation given in the first working language.

Language of verbatim records

Rule 55

Verbatim records shall be drawn up in the working languages. A translation of the whole or part of any verbatim record into either of the other two official languages shall be furnished if requested by any delegation.

Language of summary records

Rule 56

Summary records shall be drawn up as soon as possible in the official languages.

⁸ Rule based directly on a provision of the Charter (Article 101, paragraph 1).

Language of Journal

Rule 57

The Journal of the General Assembly shall be issued in the working languages.

Language of resolutions and important documents

Rule 58

All resolutions and other important documents shall be made available in the official languages. Upon the request of any representative, any other document shall be made available in any or all of the official languages.

Publications in languages other than the official languages

Rule 59

Documents of the General Assembly, its committees and sub-committees shall, if the General Assembly so decides, be published in any languages other than the official languages.

IX. RECORDS

Verbatim records

Rule 60

Verbatim records of all plenary meetings shall be drawn up by the Secretariat and submitted to the General Assembly after approval by the President. Verbatim records shall also be made of the proceedings of the Main Committees established by the General Assembly. Other committees or sub-committees may decide upon the form of their records.

Resolutions

Rule 61

Resolutions adopted by the General Assembly shall be communicated by the Secretary-General to the Members of the United Nations within fifteen days after the termination of the session.

X. PUBLIC AND PRIVATE MEETINGS: PLENARY
MEETINGS; MEETINGS OF COMMITTEES
AND SUB-COMMITTEES

General principles

Rule 62

The meetings of the General Assembly and its Main Committees shall be held in public unless the body concerned decides that exceptional circumstances require that the meeting be held in private. Meetings of other committees and sub-committees shall also be held in public unless the body concerned decides otherwise.

Private meetings

Rule 63

All decisions of the General Assembly taken at a private meeting shall be announced at an early public meeting of the General Assembly. At the close of each private meeting of the Main Committees, other committees and sub-committees, the Chairman may issue a *communiqué* through the Secretary-General.

XI. MINUTE OF SILENT PRAYER OR MEDITATION

Invitation to silent prayer or meditation

Rule 64

Immediately after the opening of the first plenary meeting and immediately preceding the closing of the final plenary meeting of each session of the General Assembly, the President shall invite the representatives to observe one minute of silence dedicated to prayer or meditation.

XII. PLENARY MEETINGS

CONDUCT OF BUSINESS

Emergency special sessions

Rule 65

Notwithstanding the provisions of any other rule and unless the General Assembly decides otherwise, the Assembly, in case of an emergency special session, shall convene in plenary session only and proceed directly to consider the item proposed for consideration in the request for the holding of the session, without previous reference to the General Committee or to any other committee; the President and Vice-Presidents for such emergency special sessions shall be, respectively, the Chairmen of those delegations from which were elected the President and Vice-Presidents of the previous session.

Report of the Secretary-General

Rule 66

Proposals to refer any portion of the report of the Secretary-General to one of the Main Committees without debate shall be decided upon by the General Assembly without previous reference to the General Committee.

Reference to committees

Rule 67

The General Assembly shall not, unless it decides otherwise, make a final decision upon any item on the agenda until it has received the report of a committee on that item.

Discussion of committee reports

Rule 68

Discussion of a report of a Main Committee in a plenary meeting of the General Assembly shall take place if at least one-third of the Members present and voting at the plenary meeting consider such a discussion to be necessary. Any proposal to this effect shall not be debated, but shall be immediately put to the vote.

Quorum

Rule 59 [110]

A majority of the Members of the General Assembly shall constitute a quorum.

Speeches

Rule 70 [111]

No representative may address the General Assembly without having previously obtained the permission of the President. The President shall call upon speakers in the order in which they signify their desire to speak. The President may call a speaker to order if his remarks are not relevant to the subject under discussion.

Precedence

Rule 71 [112]

The Chairman and the Rapporteur of a committee may be accorded precedence for the purpose of explaining the conclusions arrived at by their committee.

Statements by the Secretariat

Rule 72 [113]

The Secretary-General, or a member of the Secretariat designated by him as his representative, may, at any time, make either oral or written statements to the General Assembly concerning any question under consideration by it.

Points of order

Rule 73 [114]

During the discussion of any matter, a representative may rise to 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 President's ruling shall stand unless overruled by a majority of the Members present and voting. A representative rising to a point of order may not speak on the substance of the matter under discussion.

Time limit on speeches

Rule 74 [115]

The General Assembly may limit the time to be allowed to each speaker and the number of times each representative may speak on any

question. When debate is limited and a representative has spoken his allotted time, the President shall call him to order without delay.

Closing of list of speakers

Rule 75 [116]

During the course of a debate the President may announce the list of speakers and, with the consent of the General Assembly, declare the list closed. He may, however, accord the right of reply to any Member if a speech delivered after he has declared the list closed makes this desirable.

Adjournment of debate

Rule 76 [117]

During the discussion of any matter, a representative may move the adjournment of the debate on the item under discussion. In addition to the proposer of the motion, two representatives may speak in favour of, and two against, the motion, after which the motion shall be immediately put to the vote. The President may limit the time to be allowed to speakers under this rule.

Closure of debate

Rule 77 [118]

A representative may at any time move the closure of the debate on the item under discussion, whether or not any other representative has signified his wish to speak. Permission to speak on the closure of the debate shall be accorded only to two speakers opposing the closure, after which the motion shall be immediately put to the vote. If the General Assembly is in favour of the closure, the President shall declare the closure of the debate. The President may limit the time to be allowed to speakers under this rule.

Suspension or adjournment of the meeting

Rule 78 [119]

During the discussion of any matter, a representative may move the suspension or the adjournment of the meeting. Such motions shall not be debated, but shall be immediately put to the vote. The President may limit the time to be allowed to the speaker moving the suspension or adjournment of the meeting.

Order of procedural motions

Rule 79 [120]

Subject to rule 73, the following motions shall have precedence in the following order over all other proposals or motions before the meeting:

- (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.

Proposals and amendments

Rule 80 [121]

Proposals and amendments shall normally be introduced in writing and handed to the Secretary-General, who shall circulate copies to the delegations. As a general rule, no proposal shall be discussed or put to the vote at any meeting of the General Assembly unless copies of it have been circulated to all delegations not later than the day preceding the meeting. The President may, however, permit the discussion and consideration of amendments, or of motions as to procedure, even though these amendments and motions have not been circulated or have only been circulated the same day.

Decisions on competence

Rule 81 [122]

Subject to rule 79, any motion calling for a decision on the competence of the General Assembly to adopt a proposal submitted to it shall be put to the vote before a vote is taken on the proposal in question.

Withdrawal of motions

Rule 82 [123]

A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended. A motion which has thus been withdrawn may be reintroduced by any Member.

Reconsideration of proposals

Rule 83 [124]

When a proposal has been adopted or rejected it may not be reconsidered at the same session unless the General Assembly, by a two-thirds majority of the Members present and voting, so decides. Permission to speak on a motion to reconsider shall be accorded only to two speakers opposing the motion, after which it shall be immediately put to the vote.

VOTING

Voting rights

Rule 84⁹ [125]

Each Member of the General Assembly shall have one vote.

Two-thirds majority

Rule 85⁹

Decisions of the General Assembly on important questions shall be made by a two-thirds majority of the Members present and voting. These questions shall include: recommendations with respect to the maintenance of international peace and security, the

⁹ Rules 84, 85 and 87 reproduce the three paragraphs of Article 18 of the Charter.

election of the non-permanent members of the Security Council, the election of the members of the Economic and Social Council, the election of members of the Trusteeship Council in accordance with paragraph 1 c of Article 86 of the Charter, the admission of new Members to the United Nations, the suspension of the rights and privileges of membership, the expulsion of Members, questions relating to the operation of the Trusteeship System, and budgetary questions.

Rule 86

Decisions of the General Assembly on amendments to proposals relating to important questions, and on parts of such proposals put to the vote separately, shall be made by a two-thirds majority of the Members present and voting.

Simple majority

Rule 87^a [126]

Decisions of the General Assembly on questions other than those provided for in rule 85, including the determination of additional categories of questions to be decided by a two-thirds majority, shall be made by a majority of the Members present and voting.

Meaning of the expression "Members present and voting"

Rule 88 [127]

For the purposes of these rules, the phrase "Members present and voting" means Members casting an affirmative or negative vote. Members which abstain from voting are considered as not voting.

Method of voting

Rule 89 [128]

The General Assembly shall normally vote by show of hands or by standing, but any representative may request a roll-call. The roll-call shall be taken in the English alphabetical order of the names of the Members, beginning with the Member whose name is drawn by lot by the President. The name of each Member shall be called in any roll-call and one of its representatives shall reply "yes", "no" or "abstention". The result of the voting shall be inserted in the record in the English alphabetical order of the names of the Members.

Conduct during voting

Rule 90 [129]

After the President has announced the beginning of voting, no representative shall interrupt the voting except on a point of order in connexion with the actual conduct of the voting. The President may permit Members to explain their votes, either before or after the voting, except when the vote is taken by secret ballot. The President may limit the time to be allowed for such explanations. The President shall not permit the proposer of a proposal or of an amendment to explain his vote on his own proposal or amendment.

Division of proposals and amendments

Rule 91 [130]

A representative may move that parts of a proposal or of an amendment shall be voted on separately. If objection is made to the request for division, the motion for division shall be voted upon. Permission to speak on the motion for division shall be given only to two speakers in favour and two speakers against. If the motion for division is carried, these parts of the proposal or of the amendment which are subsequently approved shall be put to the vote as a whole. If all operative parts of the proposal or of the amendment have been rejected, the proposal or the amendment shall be considered to have been rejected as a whole.

Voting on amendments

Rule 92 [131]

When an amendment is moved to a proposal, the amendment shall be voted on first. When two or more amendments are moved to a proposal, the General Assembly shall first vote on the amendment 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. Where, however, the adoption of one amendment necessarily implies the rejection of another amendment, the latter amendment shall not be put to the vote. If one or more amendments are adopted, the amended proposal shall then be voted upon. A motion is considered an amendment to a proposal if it merely adds to, deletes from or revises part of the proposal.

Voting on proposals

Rule 93 [132]

If two or more proposals relate to the same question, the General Assembly shall, unless it decides otherwise, vote on the proposals in the order in which they have been submitted. The General Assembly may, after each vote on a proposal, decide whether to vote on the next proposal.

Elections

Rule 94 [105]

All elections shall be held by secret ballot. There shall be no nominations.

Rule 95 [133]

When only one person or Member is to be elected and no candidate obtains in the first ballot the majority required, a second ballot shall be taken, which shall be restricted to the two candidates obtaining the largest number of votes. If in the second ballot the votes are equally divided, and a majority is required, the President shall decide between the candidates by drawing lots. If a two-thirds majority is required, the balloting shall be continued until one candidate secures two-thirds of the votes cast; provided that, after the third inconclusive ballot, votes

may be cast for any eligible person or Member. If three such unrestricted ballots are inconclusive, the next three ballots shall be restricted to the two candidates who obtained the greatest number of votes in the third of the unrestricted ballots, and the following three ballots thereafter shall be unrestricted, and so on until a person or Member is elected. These provisions shall not prejudice the application of rules 144, 145, 147 and 149.

Rule 96

When two or more elective places are to be filled at one time under the same conditions, those candidates obtaining in the first ballot the majority required shall be elected. If the number of candidates obtaining such majority is less than the number of persons or Members to be elected, there shall be additional ballots to fill the remaining places, the voting being restricted to the candidates obtaining the greatest number of votes in the previous ballot, to a number not more than twice the places remaining to be filled; provided that, after the third inconclusive ballot, votes may be cast for any eligible person or Member. If three such unrestricted ballots are inconclusive, the next three ballots shall be restricted to the candidates who obtained the greatest number of votes in the third of the unrestricted ballots, to a number not more than twice the places remaining to be filled, and the following three ballots thereafter shall be unrestricted, and so on until all the places have been filled. These provisions shall not prejudice the application of rules 144, 145, 147 and 149.

Equally divided votes

Rule 97 [134]

If a vote is equally divided on matters other than elections, a second vote shall be taken at a subsequent meeting which shall be held within forty-eight hours of the first vote, and it shall be expressly mentioned in the agenda that a second vote will be taken on the matter in question. If this vote also results in equality, the proposal shall be regarded as rejected.

XIII. COMMITTEES

CREATION, OFFICERS, ETC.

Creation

Rule 98

The General Assembly may set up such committees as it deems necessary for the performance of its functions.

Categories of subjects

Rule 99

Items relating to the same category of subjects shall be referred to the committee or committees dealing with that category of subjects. Committees shall not introduce new items on their own initiative.

Priorities

Rule 100

Each Main Committee, taking into account the closing date for the session fixed by the General Assembly on the recommendation of the General Committee, shall adopt its own priorities and meet as may be necessary to complete the consideration of the items referred to it.

Main Committees

Rule 101

The Main Committees of the General Assembly are:

- (a) Political and Security Committee (including the regulation of armaments) (First Committee);
- (b) Special Political Committee;
- (c) Economic and Financial Committee (Second Committee);
- (d) Social, Humanitarian and Cultural Committee (Third Committee);
- (e) Trusteeship Committee (including Non-Self-Governing Territories) (Fourth Committee);
- (f) Administrative and Budgetary Committee (Fifth Committee);
- (g) Legal Committee (Sixth Committee).

Representation of Members

Rule 102

Each Member may be represented by one person on each Main Committee and on any other committee that may be constituted upon which all Members have the right to be represented. It may also assign to these committees advisers, technical advisers, experts or persons of similar status.

Rule 103

Upon designation by the Chairman of the delegation, advisers, technical advisers, experts or persons of similar status may act as members of committees. Persons of this status shall not, however, unless designated as alternate representatives, be eligible for appointment as Chairmen, Vice-Chairmen or Rapporteurs of committees or for seats in the General Assembly.

Sub-committees

Rule 104

Each committee may set up sub-committees, which shall elect their own officers.

Officers

Rule 105 [94]

Each committee shall elect its own Chairman, Vice-Chairman and Rapporteur. These officers shall be elected on the basis of equitable

geographical distribution, experience and personal competence. These elections shall be held by secret ballot.

The Chairman of a Main Committee shall not vote

Rule 106 [37]

The Chairman of a Main Committee shall not vote but another member of his delegation may vote in his place.

Absence of officers

Rule 107 [32-34]

If the Chairman finds it necessary to be absent during a meeting or any part thereof, the Vice-Chairman shall take his place. A Vice-Chairman acting as Chairman shall have the same powers and duties as the Chairman. If any officer of the committee is unable to perform his functions, a new officer shall be elected for the unexpired term.

Functions of the Chairman

Rule 108 [35]

The Chairman shall declare the opening and closing of each meeting of the committee, shall direct its discussions, ensure observance of these rules, accord the right to speak, put questions and announce decisions. He shall rule on points of order and, subject to these rules, shall have complete control of the proceedings of the committee and over the maintenance of order at its meetings. The Chairman may, in the course of the discussion of an item, propose to the committee the limitation of the time to be allowed to speakers, the limitation of the number of times each representative may speak on any question, the closure of the list of speakers or the closure of the debate. He may also propose the suspension or the adjournment of the meeting or the adjournment of the debate on the item under discussion.

Rule 109 [36]

The Chairman, in the exercise of his functions, remains under the authority of the committee.

CONDUCT OF BUSINESS

Quorum

Rule 110 [69]

One third of the members of a committee shall constitute a quorum. The presence of a majority of the members of the committee is, however, required for a question to be put to the vote.

Speeches

Rule 111 [70]

No representative may address the committee without having previously obtained the permission of the Chairman. The Chairman shall call upon speakers in the order in which they signify their desire

to speak. The Chairman may call a speaker to order if his remarks are not relevant to the subject under discussion.

Precedence

Rule 112 [71]

The Chairman and the Rapporteur of a committee or sub-committee may be accorded precedence for the purpose of explaining the conclusion arrived at by their committee or sub-committee.

Statements by the Secretariat

Rule 113 [72]

The Secretary-General, or a member of the Secretariat designated by him as his representative, may, at any time, make either oral or written statements to any committee or sub-committee concerning any question under consideration by it.

Points of order

Rule 114 [73]

During the discussion of any matter, a representative may rise to a point of order, and the point of order shall be immediately decided by the Chairman in accordance with the rules of procedure. A representative may appeal against the ruling of the Chairman. The appeal shall be immediately put to the vote and the Chairman's ruling shall stand unless overruled by a majority of the members present and voting. A representative rising to a point of order may not speak on the substance of the matter under discussion.

Time limit on speeches

Rule 115 [74]

The committee may limit the time to be allowed to each speaker and the number of times each representative may speak on any question. When the debate is limited and a representative has spoken his allotted time, the Chairman shall call him to order without delay.

Closing of list of speakers

Rule 116 [75]

During the course of a debate the Chairman may announce the list of speakers and, with the consent of the committee, declare the list closed. He may, however, accord the right of reply to any member if a speech delivered after he has declared the list closed makes this desirable.

Adjournment of debate

Rule 117 [76]

During the discussion of any matter, a representative may move the adjournment of the debate on the item under discussion. In addition to the proposer of the motion, two representatives may speak in favour of, and two against, the motion, after which the motion shall be

immediately put to the vote. The Chairman may limit the time to be allowed to speakers under this rule.

Closure of debate

Rule 118 [77]

A representative may at any time move the closure of the debate on the item under discussion, whether or not any other representative has signified his wish to speak. Permission to speak on the closure of the debate shall be accorded only to two speakers opposing the closure, after which the motion shall be immediately put to the vote. If the committee is in favour of the closure, the Chairman shall declare the closure of the debate. The Chairman may limit the time to be allowed to speakers under this rule.

Suspension or adjournment of the meeting

Rule 119 [78]

During the discussion of any matter, a representative may move the suspension or the adjournment of the meeting. Such motions shall not be debated, but shall be immediately put to the vote. The Chairman may limit the time to be allowed to the speaker moving the suspension or adjournment of the meeting.

Order of procedural motions

Rule 120 [79]

Subject to rule 114, the following motions shall have precedence in the following order over all other proposals or motions before the meeting:

- (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.

Proposals and amendments

Rule 121 [80]

Proposals and amendments shall normally be introduced in writing and handed to the Secretary-General, who shall circulate copies to the delegations. As a general rule, no proposal shall be discussed or put to the vote at any meeting of the committee unless copies of it have been circulated to all delegations not later than the day preceding the meeting. The Chairman may, however, permit the discussion and consideration of amendments, or of motions as to procedure, even though these amendments and motions have not been circulated or have only been circulated the same day.

Decisions on competence

Rule 122 [81]

Subject to rule 120, any motion calling for a decision on the competence of the General Assembly or the committee to adopt a proposal

submitted to it shall be put to the vote before a vote is taken on the proposal in question.

Withdrawal of motions

Rule 123 [82]

A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended. A motion which has thus been withdrawn may be reintroduced by any member.

Reconsideration of proposals

Rule 124 [83]

When a proposal has been adopted or rejected it may not be reconsidered at the same session unless the committee, by a two-thirds majority of the members present and voting, so decides. Permission to speak on a motion to reconsider shall be accorded only to two speakers opposing the motion, after which it shall be immediately put to the vote.

VOTING

Voting rights

Rule 125 [84]

Each member of the committee shall have one vote.

Majority required

Rule 126 [87]

Decisions in the committees of the General Assembly shall be made by a majority of the members present and voting.

Meaning of the expression "members present and voting"

Rule 127 [88]

For the purposes of these rules, the phrase "members present and voting" means members casting an affirmative or negative vote. Members who abstain from voting are considered as not voting.

Method of voting

Rule 128 [89]

The committee shall normally vote by show of hands or by standing, but any representative may request a roll-call. The roll-call shall be taken in the English alphabetical order of the names of the members, beginning with the member whose name is drawn by lot by the Chairman. The name of each member shall be called in any roll-call and he shall reply "yes", "no" or "abstention". The result of the voting shall be inserted in the record in the English alphabetical order of the names of the members.

Conduct during voting

Rule 129 [90]

After the Chairman has announced the beginning of voting, no representative shall interrupt the voting except on a point of order in connexion with the actual conduct of the voting. The Chairman may permit members to explain their votes, either before or after the voting, except when the vote is taken by secret ballot. The Chairman may limit the time to be allowed for such explanations. The Chairman shall not permit the proposer of a proposal or of an amendment to explain his vote on his own proposal or amendment.

Division of proposals and amendments

Rule 130 [91]

A representative may move that parts of a proposal or of an amendment shall be voted on separately. If objection is made to the request for division, the motion for division shall be voted upon. Permission to speak on the motion for division shall be given only to two speakers in favour and two speakers against. If the motion for division is carried, those parts of the proposal or of the amendment which are subsequently approved shall be put to the vote as a whole. If all operative parts of the proposal or of the amendment have been rejected, the proposal or the amendment shall be considered to have been rejected as a whole.

Voting on amendments

Rule 131 [92]

When an amendment is moved to a proposal, the amendment shall be voted on first. When two or more amendments are moved to a proposal, the committee shall first vote on the amendment 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. Where, however, the adoption of one amendment necessarily implies the rejection of another amendment, the latter amendment shall not be put to the vote. If one or more amendments are adopted, the amended proposal shall then be voted upon. A motion is considered an amendment to a proposal if it merely adds to, deletes from or revises part of that proposal.

Voting on proposals

Rule 132 [93]

If two or more proposals relate to the same question, a committee shall, unless it decides otherwise, vote on the proposals in the order in which they have been submitted. A committee may, after each vote on a proposal, decide whether to vote on the next proposal.

Elections

Rule 133 [95]

When only one person or Member is to be elected and no candidate obtains in the first ballot the majority required, a second ballot shall be

taken, which shall be restricted to the two candidates obtaining the largest number of votes. If in the second ballot the votes are equally divided, and a majority is required, the Chairman shall decide between the candidates by drawing lots.

Equally divided votes

Rule 134 [97]

If a vote is equally divided on matters other than elections, the proposal shall be regarded as rejected.

XIV. ADMISSION OF NEW MEMBERS TO THE UNITED NATIONS

Applications

Rule 135

Any State which desires to become a Member of the United Nations shall submit an application to the Secretary-General. This application shall contain a declaration, made in a formal instrument, that it accepts the obligations contained in the Charter.

Notification of applications

Rule 136

The Secretary-General shall send for information a copy of the application to the General Assembly, or to the Members of the United Nations if the General Assembly is not in session.

Consideration and decision by the General Assembly

Rule 137

If the Security Council recommends the applicant State for membership the General Assembly shall consider whether the applicant is a peace-loving State and is able and willing to carry out the obligations contained in the Charter, and shall decide, by a two-thirds majority of the Members present and voting, upon its application for membership.

Rule 138

If the Security Council does not recommend the applicant State for membership or postpones the consideration of the application, the General Assembly may, after full consideration of the special report of the Security Council, send back the application to the Security Council, together with a full record of the discussion in the General Assembly, for further consideration and recommendation or report.

Notification of decision and effective date of membership

Rule 139

The Secretary-General shall inform the applicant State of the decision of the General Assembly. If the application is approved, membership will become effective on the date on which the General Assembly takes its decision on the application.

XV. ELECTIONS TO PRINCIPAL ORGANS

GENERAL PROVISIONS

Terms of office

Rule 140

Except as provided in rule 148, the term of office of members of Councils shall begin on 1 January following their election by the General Assembly, and shall end on 31 December following the election of their successors.

By-elections

Rule 141

Should a member cease to belong to a Council before its term of office expires, a by-election shall be held separately at the next session of the General Assembly to elect a member for the unexpired term.

APPOINTMENT OF THE SECRETARY-GENERAL

Appointment of the Secretary-General

Rule 142

When the Security Council has submitted its recommendation on the appointment of the Secretary-General, the General Assembly shall consider the recommendation and vote upon it by secret ballot in private meeting.

SECURITY COUNCIL

Annual elections

Rule 143¹⁰

The General Assembly shall each year, in the course of its regular session, elect five non-permanent members of the Security Council for a term of two years.¹¹

Qualifications for membership

Rule 144¹²

In the election of non-permanent members of the Security Council, in accordance with Article 23, paragraph 1, of the Charter, due regard shall be specially paid, in the first instance, to the contribution of Mem-

¹⁰ Rule based directly on a provision of the Charter (Article 23, paragraph 2, as amended under General Assembly resolution 1991 A (XVIII)).

¹¹ Under paragraph 3 of resolution 1991 A (XVIII) of 17 December 1963, the General Assembly decided that:

"the ten non-permanent members of the Security Council shall be elected according to the following pattern:

"(a) Five from African and Asian States;

"(b) One from Eastern European States;

"(c) Two from Latin American States;

"(d) Two from Western European and other States."

¹² Rule based directly on a provision of the Charter (Article 23, paragraph 1).

bers of the United Nations to the maintenance of international peace and security and to the other purposes of the Organization, and also to equitable geographical distribution.

Re-eligibility

Rule 145¹³

A retiring member of the Security Council shall not be eligible for immediate re-election.

ECONOMIC AND SOCIAL COUNCIL

Annual elections

Rule 146¹⁴

The General Assembly shall each year, in the course of its regular session, elect nine members of the Economic and Social Council for a term of three years.¹⁵

Re-eligibility

Rule 147¹⁶

A retiring member of the Economic and Social Council shall be eligible for immediate re-election.

TRUSTEESHIP COUNCIL

Occasions for elections

Rule 148

When a Trusteeship Agreement has been approved and a Member of the United Nations has become an Administering Authority of a Trust Territory in accordance with Article 83 or 85 of the Charter, the General Assembly shall proceed to such election or elections to the Trusteeship Council as may be necessary, in accordance with Article 86. A Member or Members elected at any such election at a regular session shall take office immediately upon their election and shall complete their

¹³ Rule reproducing textually a provision of the Charter (Article 23, paragraph 2, last sentence).

¹⁴ Rule based directly on a provision of the Charter (Article 61, paragraph 2, as amended under General Assembly resolution 1991 B (XVIII)).

¹⁵ Under paragraph 3 of resolution 1991 B (XVIII) of 17 December 1963, the General Assembly decided that, "without prejudice to the present distribution of seats in the Economic and Social Council, the nine additional members shall be elected according to the following pattern: (a) seven from African and Asian States; (b) one from Latin American States; (c) one from Western European and other States". In the light of the effect given to that paragraph by the General Assembly at its twentieth session, the members of the Economic and Social Council are elected according to the following pattern:

(a) Twelve from African and Asian States;

(b) Three from Eastern European States;

(c) Five from Latin American States;

(d) Seven from Western European and other States.

¹⁶ Rule reproducing textually a provision of the Charter (Article 61, paragraph 2, last sentence).

terms in accordance with the provisions of rule 140, as if they had begun their terms of office on 1 January following their election.

Term of office and re-eligibility

Rule 149¹⁷

A non-administering member of the Trusteeship Council shall be elected for a term of three years and shall be eligible for immediate re-election.

Vacancies

Rule 150

At each session the General Assembly shall, in accordance with Article 86 of the Charter, elect members to fill any vacancies.

INTERNATIONAL COURT OF JUSTICE

Method of election

Rule 151

The election of the members of the International Court of Justice shall take place in accordance with the Statute of the Court.

Rule 152

Any meeting of the General Assembly held in pursuance of the Statute of the International Court of Justice for the purpose of the election of members of the Court shall continue until as many candidates as are required for all the seats to be filled have obtained in one or more ballots an absolute majority of votes.

XVI. ADMINISTRATIVE AND BUDGETARY QUESTIONS

Regulations for financial administration

Rule 153

The General Assembly shall establish regulations for the financial administration of the United Nations.

Estimates of expenditures

Rule 154

No resolution involving expenditure shall be recommended by a committee for approval by the General Assembly unless it is accompanied by an estimate of expenditures prepared by the Secretary-General. No resolution in respect of which expenditures are anticipated by the Secretary-General shall be voted by the General Assembly until the Administrative and Budgetary Committee has had an opportunity of stating the effect of the proposal upon the budget estimates of the United Nations.

¹⁷ Rule based directly on a provision of the Charter (Article 86, paragraph 1 c).

Information on the cost of resolutions

Rule 155

The Secretary-General shall keep all committees informed of the detailed estimated cost of all resolutions which have been recommended by the committees for approval by the General Assembly.

ADVISORY COMMITTEE ON ADMINISTRATIVE AND BUDGETARY QUESTIONS

Appointment

Rule 156

The General Assembly shall appoint an Advisory Committee on Administrative and Budgetary Questions (hereinafter called the "Advisory Committee"), with a membership of twelve, including at least three financial experts of recognized standing.

Composition

Rule 157

The members of the Advisory Committee, no two of whom shall be nationals of the same State, shall be selected on the basis of broad geographical representation, personal qualifications and experience, and shall serve for three years corresponding to three financial years, as defined in the regulations for the financial administration of the United Nations. Members shall retire by rotation and shall be eligible for reappointment. The three financial experts shall not retire simultaneously. The General Assembly shall appoint the members of the Advisory Committee at the regular session immediately preceding the expiration of the term of office of the members, or, in case of vacancies, at the next session.

Functions

Rule 158

The Advisory Committee shall be responsible for expert examination of the budget of the United Nations, and shall assist the Administrative and Budgetary Committee of the General Assembly. At the commencement of each regular session it shall submit to the General Assembly a detailed report on the budget for the next financial year and on the accounts of the last financial year. It shall also examine on behalf of the General Assembly the administrative budgets of specialized agencies and proposals for financial and budgetary arrangements with such agencies. It shall perform such other duties as may be assigned to it under the regulations for the financial administration of the United Nations.

COMMITTEE ON CONTRIBUTIONS

Appointment

Rule 159

The General Assembly shall appoint an expert Committee on Contributions, consisting of ten members.

Composition

Rule 160

The members of the Committee on Contributions, no two of whom shall be nationals of the same State, shall be selected on the basis of broad geographical representation, personal qualifications and experience, and shall serve for a period of three years corresponding to three financial years, as defined in the regulations for the financial administration of the United Nations. Members shall retire by rotation and shall be eligible for reappointment. The General Assembly shall appoint the members of the Committee on Contributions at the regular session immediately preceding the expiration of the term of office of the members, or, in case of vacancies, at the next session.

Functions

Rule 161

The Committee on Contributions shall advise the General Assembly concerning the apportionment, under Article 17, paragraph 2, of the Charter, of the expenses of the Organization among Members, broadly according to capacity to pay. The scale of assessments, when once fixed by the General Assembly, shall not be subject to a general revision for at least three years, unless it is clear that there have been substantial changes in relative capacities to pay. The Committee shall also advise the General Assembly on the assessments to be fixed for new Members, on appeals by Members for a change of assessments, and on the action to be taken with regard to the application of Article 19 of the Charter.

XVII. SUBSIDIARY ORGANS OF THE GENERAL ASSEMBLY

Creation and rules of procedure

Rule 162

The General Assembly may establish such subsidiary organs as it deems necessary for the performance of its functions.¹⁸ The rules relating to the procedure of committees of the General Assembly, as well as rules 45 and 62, shall apply to the procedure of any subsidiary organ, unless the General Assembly or the subsidiary organ decides otherwise.

XVIII. INTERPRETATION AND AMENDMENTS

Notes in italics

Rule 163

The description of the rules in the table of contents and the notes in italics to these rules shall be disregarded in the interpretation of the rules.

¹⁸ Rule reproducing textually a provision of the Charter (Article 22).

Method of amendment

Rule 164

These rules of procedure may be amended by a decision of the General Assembly taken by a majority of the Members present and voting, after a committee has reported on the proposed amendment.

ANNEX I^a

Recommendations and suggestions of the Special Committee on Methods and Procedures approved by the General Assembly^b

CONSIDERATION BY THE GENERAL ASSEMBLY OF INTERNATIONAL CONVENTIONS NEGOTIATED BY CONFERENCES OF GOVERNMENT REPRESENTATIVES OF ALL MEMBER STATES

13. The Special Committee found that in the past some of the Main Committees of the General Assembly had devoted a particularly large number of meetings to the detailed consideration, article by article, of texts of international conventions. This was even the case where the text of a convention had been drawn up by an international conference on which all Member States had been represented. It was pointed out in this connexion that experience had shown that a Main Committee, by the very fact of its size, was not particularly fitted to draft conventions, and that when it was entrusted with the detailed study of conventions, it often did not have time to deal satisfactorily with the other questions for which it was responsible.

The Special Committee recognizes the importance of the sponsorship of conventions by the General Assembly. It believes that the authority of the General Assembly and the powerful influence its debates have on public opinion should, in many cases, be used for the benefit of international co-operation. It therefore favours the retention by the General Assembly of the necessary freedom of action.

The Special Committee therefore confines itself to recommending that when conventions have been negotiated by international conferences in which all the Members of the United Nations have been invited to take part, and on which they have been represented, not only by experts acting in a personal capacity but by representatives of Government, and when these conventions are subsequently submitted to the General Assembly for consideration, the Assembly should not undertake a further detailed examination, but should limit itself to discussing them in a broad manner and to giving its general views on the instruments submitted to it. After such a debate, the General Assembly could, if desirable, adopt

^a By resolution 362 (IV) of 22 October 1949, the General Assembly approved various recommendations and suggestions of a Special Committee on Methods and Procedures which had been established under resolution 271 (III) of 29 April 1949. The General Assembly considered these recommendations and suggestions "worthy of consideration by the General Assembly and its committees," and requested the Secretary-General "to prepare a document embodying the above-mentioned recommendations and suggestions in convenient form for use by the General Committee and the delegations of Member States in the General Assembly". In pursuance of this request, the recommendations and suggestions of the Special Committee, as set forth in annex II to resolution 362 (IV), have been reproduced in this annex.

^b The paragraph numbers refer to paragraphs of the report of the Special Committee. The full text of the report may be found in the *Official Records of the General Assembly, Fourth Session, Supplement No. 12*, document A/937. Sub-titles as well as words in square brackets and footnotes have been inserted by the Secretariat for convenience of reference.

the conclusions reached by the conferences and recommend to Members the acceptance or ratification of such conventions.

This procedure might be applied in particular to conventions submitted to the General Assembly as a result of conferences of all Member States convened by the Economic and Social Council under Article 62, paragraph 4, of the Charter.

CONSIDERATION BY THE GENERAL ASSEMBLY OF INTERNATIONAL CONVENTIONS PREPARED BY EXPERTS OR BY CONFERENCES IN WHICH NOT ALL MEMBER STATES TAKE PART—DRAFTING OF LEGAL TEXTS

14. Furthermore, when it is proposed that the General Assembly should consider conventions prepared by groups of experts not acting as governmental representatives, or by conferences in which not all Members of the United Nations have been invited to take part, it would be advisable for the General Committee and the General Assembly to determine whether one of the Main Committees, especially the Legal Committee, would have enough time during the session to examine these conventions in detail, or whether it would be possible to set up an *ad hoc* committee to undertake this study during the session.

If this is not possible, the Special Committee recommends that the General Assembly should decide, after or without a general debate on the fundamental principles of the proposed convention, that an *ad hoc* committee should be established to meet between sessions. Alternatively, the General Assembly might decide to convene a conference of plenipotentiaries between two of its own sessions, to study, negotiate, draft, and possibly sign, the convention. The conference of plenipotentiaries might be empowered by the General Assembly to transmit the instruments directly to Governments for acceptance or ratification. In this case too, the General Assembly might, at a subsequent session, express its general opinion on the convention resulting from the conference, and might recommend to Members its acceptance or ratification.

With regard to the drafting of legal texts, the Special Committee strongly recommends that small drafting committees should be resorted to whenever possible.

MEETINGS OF THE GENERAL COMMITTEE AND OF THE MAIN COMMITTEES

20. In order that more frequent meetings of the General Committee should not delay the work of plenary and committee meetings, the Special Committee wishes to mention that it would be desirable for the General Committee to be enabled to meet, whenever necessary, at the same time as the plenary or the Main Committees. (In such cases, one of the Vice-Presidents could take the chair at plenary meetings and the Vice-Chairman could replace the Chairman at Main Committee meetings.)

The Special Committee also considers that, in order to save time at the beginning of the session, some of the Main Committees should not wait until the end of the general debate before starting their work.

ALLOCATION OF AGENDA ITEMS TO THE MAIN COMMITTEES

22. In the past, some of the Main Committees have been allocated more items requiring prolonged consideration than have others. This has especially been the case for the First Committee. The Special Committee noted, however, that, during the third session of the General Assembly, exception had been made to the principle laid down in rule 89,^c that "items relating to the same category of subjects

^c Rule 99 of the present rules.

shall be referred to the committee or committees dealing with that category of subjects".

The Special Committee feels that the allocation of items to committees might be effected in a less rigid manner and that questions which may be considered as falling within the competence of two or more committees, should preferably be referred to the committee with the lightest agenda.

CONSIDERATION OF AGENDA ITEMS IN PLENARY MEETINGS WITHOUT PRIOR REFERENCE TO A MAIN COMMITTEE

23. Another means of lightening the task of any given Main Committee would be to consider directly in the plenary meeting, without preliminary reference to committee, certain questions which fall within the terms of reference of the Main Committee. This procedure would, moreover, have the great advantage of reducing to a notable extent repetition of debate.

It is felt that the amount of time saved by this method would be considerable, especially if the Main Committee and plenary meetings could be held concurrently.

If the Main Committee could not meet at the same time as the plenary meeting, the fact that the Committee was not meeting would enable another Main Committee to meet in its place.

The consideration of questions in plenary meetings would have the benefit of the attendance of leaders of delegations and of greater solemnity and publicity. The slightly higher cost to the United Nations of plenary meetings, due in particular to the distribution of verbatim records of the meetings, would undoubtedly be compensated by the shorter duration of the session.

The General Committee would be responsible for suggesting to the General Assembly which items on the agenda might be dealt with in this manner. The Special Committee recommends that this method should be introduced on an experimental basis at future sessions.

The Special Committee is of the opinion that this procedure would be especially appropriate for certain questions the essential aspects of which are already familiar to Members, such as items which have been considered by the General Assembly at previous sessions and which do not require either the presence of representatives of non-member States or the hearing of testimony.

THE ROLE OF THE PRESIDENT OF THE GENERAL ASSEMBLY, OF THE CHAIRMEN OF COMMITTEES AND OF THE SECRETARIAT

39. At this point the Special Committee desires to stress once more the importance of the role of the President of the General Assembly and of the Chairmen of committees. The satisfactory progress of the proceedings depends essentially on their competence, authority, tact and impartiality, their respect for the rights both of minorities as well as majorities, and their familiarity with the rules of procedure. The General Assembly, or the committee, as the case may be, is the master of the conduct of its own proceedings. It is, however, the special task of the Chairmen to guide the proceedings of these bodies in the best interests of all the Members.

The Special Committee considers that everything possible should be done to help Chairmen in the discharge of these important functions. The President of the General Assembly and the General Committee should assist the Chairmen of committees with their advice. The Secretary-General should place his experience and all his authority at their disposal.

The Special Committee is happy to note the Secretariat's valuable practice of holding daily meetings of the committee secretaries, under the chairmanship of the Executive Assistant to the Secretary-General, where the procedural questions arising from day to day in the General Assembly and committees are thoroughly examined. Furthermore, the Special Committee stresses the value of having, as in the past, a legal adviser for the Secretariat in attendance at meetings to give the Chairmen of the committees such advice as they need for the conduct of their business and the interpretation of the rules of procedure.

ANNEX II^a

Methods and procedures of the General Assembly for dealing with legal and drafting questions^b

Part I

RECOMMENDATIONS OF THE GENERAL ASSEMBLY

The General Assembly,

...

1. *Recommends:*

(a) That, whenever any Committee contemplates making a recommendation to the General Assembly to request an advisory opinion from the International Court of Justice, the matter may, at some appropriate stage of its consideration by that Committee, be referred to the Sixth Committee for advice on the legal aspects and on the drafting of the request, or the Committee concerned may propose that the matter should be considered by a joint Committee of itself and the Sixth Committee;

(b) That, whenever any Committee contemplates making a recommendation to the General Assembly to refer a matter to the International Law Commission, the Committee may, at some appropriate stage of its consideration, consult the Sixth Committee as to the advisability of such a reference and on its drafting;

(c) That, whenever any Committee contemplates making a recommendation for the adoption by the General Assembly of any amendment to the rules of procedure of the General Assembly, the matter shall, at some appropriate stage of its consideration by that Committee, be referred to the Sixth Committee for advice on the drafting of such amendment and of any consequential amendment;

(d) That, when a Committee considers the legal aspects of a question important, the Committee should refer it for legal advice to the Sixth Committee or propose that the question should be considered by a joint Committee of itself and the Sixth Committee.

^a By resolution 684 (VII) of 6 November 1962, the General Assembly, having examined a report of the Special Committee established under resolution 597 (VI) of 20 December 1951 to consider the methods and procedures of the Assembly for dealing with legal and drafting questions, adopted certain recommendations on this subject, and directed that the terms of these recommendations "shall be embodied as an annex to the rules of procedure of the General Assembly". The resolution further provided "that the said annex shall also set out, verbatim, paragraphs 19, 20, 29, 30, 35, 36, 37, 38 and 39 of the report" of the Special Committee (*Official Records of the General Assembly, Seventh Session, Annexes*, agenda item 53, document A/2174). The text of the aforementioned recommendations of the General Assembly is accordingly reproduced in part 1, and that of the specified paragraphs of the report of the Special Committee in part 2, of this annex.

^b The paragraph numbers refer to paragraphs of the report of the Special Committee. Sub-titles as well as words in square brackets and footnotes have been inserted by the Secretariat for convenience of reference.

EXCERPTS FROM THE REPORT OF THE SPECIAL COMMITTEE FOR THE CONSIDERATION OF METHODS AND PROCEDURES OF THE GENERAL ASSEMBLY FOR DEALING WITH LEGAL AND DRAFTING QUESTIONS

Allocation of agenda items to the Main Committees

19. As to the first of those problems [namely, the allocation of agenda items to the Main Committees by the General Assembly at the outset of each session], the Special Committee recalled that rule 97^c of the rules of procedure of the General Assembly provided that "Items relating to the same category of subjects shall be referred to the committee or committees dealing with that category of subjects . . .". It also noted that a recommendation of the Special Committee on Methods and Procedures, approved by the General Assembly in resolution 362 (IV) of 22 October 1949 and annexed to the rules of procedure, provided that ". . . questions which may be considered as falling within the competence of two or more committees should preferably be referred to the committee with the lightest agenda".

20. In view of those provisions, the present Special Committee did not find it necessary to make any formal recommendation on the allocation of agenda items at the opening of each session. It was confident that the General Committee, in making recommendations to the General Assembly on the distribution of agenda items, would continue to bear in mind the Sixth Committee's function, laid down in the rule 99^d of the rules of procedure, as the Legal Committee.

Drafting of complex legal instruments

29. During the course of the discussion [on the question of the drafting of complex legal instruments such as international agreements, statutes of tribunals, etc.] it was pointed out that the Special Committee on Methods and Procedures, in paragraphs 13 and 14 of its report, approved by General Assembly resolution 362 (IV) of 22 October 1949 and annexed to the rules of procedure,^e made certain recommendations concerning the drafting of conventions, and concluded: "With regard to the drafting of legal texts, the Special Committee strongly recommends that small drafting committees should be resorted to whenever possible".

30. The Special Committee was in complete agreement with these recommendations and, in view of their previous approval by the General Assembly, did not find it necessary to adopt a new provision on the subject. However, the Special Committee considered it desirable that that point should be reaffirmed in its report. On that understanding the United Kingdom withdrew its draft proposal.^f

^c Rule 99 of the present rules.

^d Rule 101 of the present rules.

^e See page 33.

^f This proposal (A/AC.60/L.18) provided:

"That, in principle, the drafting of all clauses, texts or instruments of the following kinds should be either carried out, or, at some appropriate stage, reviewed, by a body of experts legally qualified to do so:

"(a) Any regulation for adoption by the General Assembly;

"(b) The terms of reference, functions and powers of subsidiary organs or tribunals hereafter set up by the General Assembly;

"(c) Any convention, declaration, agreement or other similar international instrument drawn up under the auspices of the General Assembly, and the drafting of which is to be effected by the Assembly itself, including agreements

*Drafting of General Assembly resolutions**

35. In addition to the above proposals, the United Kingdom submitted a draft (A/AC.60/L.22) which provided for periodic meetings of the rapporteurs of Committees with the competent officials of the Secretariat to establish, in so far as practicable, common methods of drafting and to ensure that in general the drafting of resolutions was satisfactory from the point of view of style, form and the use of technical terms.

36. It was pointed out that there might be certain practical difficulties in arranging for periodic meetings of rapporteurs. The Special Committee decided to make no formal recommendation on the subject; nevertheless, the Committee believes that it is desirable that informal consultation should take place from time to time between the various rapporteurs and officials of the Secretariat for the purpose described in the United Kingdom proposal.

Reports of the Secretary-General under General Assembly resolution 362 (IV)

37. The United Kingdom submitted a draft proposal (A/AC.60/L.23) suggesting that the Secretary-General should be requested to furnish to the General Assembly an annual report on the matters dealt with by the Special Committee, indicating to what extent the Assembly or its Committees had succeeded during the year in realizing the objectives aimed at and suggesting any appropriate adjustments or improvements in the methods and procedures involved.

38. During the discussion, the representative of the Secretary-General recalled that the General Assembly, in paragraph 6 of resolution 362 (IV) of 22 October 1949, had requested the Secretary-General "to carry out appropriate studies and to submit, at such times as he may consider appropriate, suitable proposals for the improvement of the methods and procedures of the General Assembly and its committees. . . .". It was pointed out that the Secretary-General was much concerned with improving the procedures and methods of the Assembly and that there was no need for a new resolution requesting reports on that subject.

39. The Special Committee agreed that the points covered by the United Kingdom draft could be included when advisable in reports of the Secretary-General under resolution 362 (IV); such reports should be submitted at the appropriate times, and at reasonably frequent intervals. Consequently, the United Kingdom draft was withdrawn, and the Committee makes no formal recommendation on the subject.

or instruments to which the United Nations as an Organization is to be a party"

¶ Proposal by El Salvador (A/AC.60/L.20) which was withdrawn in favour of a revised text (A/AC.60/L.20/Rev.1) incorporating amendments by the United Kingdom (A/AC.60/L.21), Belgium and Egypt. This revised text, which was worded as follows, was included in the recommendations of the Special Committee to the General Assembly:

"(e) That, normally, the Chairman of a Committee, shall, at the appropriate time, call upon the Vice-Chairman and the Rapporteur to join him for the purpose of proceeding, in consultation with the competent officials of the Secretariat, to examine the draft resolutions from the point of view of style, form and the use of technical terms, and, when appropriate, to suggest to the Committee such changes as they deem necessary."

ANNEX III^a

Procedure for the examination of reports and petitions relating to the Territory of South West Africa

SPECIAL RULES ADOPTED BY THE GENERAL ASSEMBLY AT ITS NINTH SESSION

Procedure with regard to reports

Special rule A: The General Assembly shall receive annually from the Committee on South West Africa the report on South West Africa submitted to the Committee by the Union of South Africa (or a report on conditions in the Territory of South West Africa prepared by the Committee in accordance with paragraph 12 (c) of General Assembly resolution 749 A (VIII)), together with the observations of the Committee on the report as well as the comments of the duly authorized representative of the Union of South Africa, should that Government decide to follow the General Assembly's recommendation and appoint such a representative.

Special rule B: The General Assembly shall, as a rule, be guided by the observations of the Committee on South West Africa and shall base its conclusions, as far as possible, on the Committee's observations.

Procedure with regard to petitions

Special rule C: The General Assembly shall receive annually from the Committee on South West Africa a report with regard to petitions submitted to it. The summary records of the meetings at which the petitions were discussed shall be attached.

Special rule D: The General Assembly shall, as a rule, be guided by the conclusions of the Committee on South West Africa and shall base its own conclusions, as far as possible, on the conclusions of the Committee.

Private meetings

Special rule E: Having regard to rule 62 of the rules of procedure of the General Assembly, meetings at which decisions concerning persons are considered shall be held in private.

Voting procedure

Special rule F: Decisions of the General Assembly on questions relating to reports and petitions concerning the Territory of South West Africa shall be regarded as important questions within the meaning of Article 18, paragraph 2, of the Charter of the United Nations.

^a See resolution 844 (IX) of 11 October 1954.

ANNEX IV

Improvement of the methods of work of the General Assembly

RESOLUTION 1898 (XVIII) ADOPTED BY THE GENERAL ASSEMBLY
AT ITS 1256TH PLENARY MEETING, ON 11 NOVEMBER 1963

The General Assembly,

Recalling with appreciation the initiative taken by the President of the sixteenth session of the General Assembly in his memorandum of 26 April 1962 on the methods of work of the Assembly,^a

Recalling its decision of 30 October 1962 establishing the *Ad Hoc* Committee on the Improvement of the Methods of Work of the General Assembly and its resolution 1845 (XVII) of 19 December 1962, by which it decided to continue the Committee,

Having considered the report submitted by the *Ad Hoc* Committee in pursuance of the above-mentioned resolution,^b

Conscious of the need to adopt its methods of work to the changed circumstances in the General Assembly, in particular those resulting from the recent increase in the number of Member States,

Concerned however to avoid reducing in any way the possibilities for action available to the General Assembly under the Charter of the United Nations and the rules of procedure of the Assembly,

Convinced that it is in the interests of the Organization and of Member States that the work of the General Assembly should be carried out as efficiently and expeditiously as possible and that, save in quite exceptional cases, the duration of regular sessions should not exceed thirteen weeks,

Takes note of the observations contained in the report of the *Ad Hoc* Committee on the Improvement of the Methods of Work of the General Assembly and approves the recommendations submitted by the Committee, in particular those which provide that:

(a) The President of the General Assembly should make every effort to ensure that the general debate proceeds in a methodical and regular manner, and should close the list of speakers, with the consent of the Assembly, as soon as he considers it feasible;

(b) All the Main Committees, except the First Committee, should begin their work not later than two working days after they have received the list of agenda items referred to them by the General Assembly;

(c) The First Committee should meet as soon as possible to organize its work, determine the order of discussion of the items allocated to it and start the systematic consideration of its agenda; at the beginning of the session, such meetings might be held when there is an interruption in the general debate; later, plenary

^a *Official Records of the General Assembly, Seventeenth Session, Annexes, agenda item 86, document A/5123.*

^b *Ibid., Eighteenth Session, Annexes, agenda item 25, document A/5423.*

meetings might be held during one part of the day, the other part being reserved for the First Committee, thus enabling the Committee to proceed with its regular work as soon as possible after the opening of the session;

(d) Each of the Main Committees should establish its programme of work as soon as possible, including the approximate dates on which it will consider the various items referred to it and the date on which it proposes to conclude its work, on the understanding that this programme will be transmitted to the General Committee to enable it to make such recommendations as it may deem relevant, including, when the General Committee considers it appropriate, recommendations as to the dates by which Main Committees should conclude their work;

(e) Each of the Main Committees should consider the establishment, in the circumstances referred to in paragraphs 29 to 32 of the report of the *Ad Hoc* Committee, of sub-committees or working groups of limited size but representative of its membership, for the purpose of facilitating its work;

(f) The General Committee should fulfil its functions under rules 40, 41 and 42 of the rules of procedure and, in particular, make appropriate recommendations for furthering the progress of the Assembly and its Committees, in such a way as to facilitate the closing of the session by the date fixed; to this end, the General Committee should meet at least once every three weeks;

(g) Presiding officers should make use of the resources provided by the rules of procedure and exercise their prerogatives under rules 35 and 108, in order to accelerate the work of the General Assembly; to that effect they should, *inter alia*:

- (i) Open meetings at the scheduled time;
- (ii) Urge representatives to take the floor in the order in which they were inscribed on the list of speakers, it being understood that representatives prevented from so doing will normally be placed at the end of the list, unless they have arranged to change places with other representatives;
- (iii) Apply the rules of procedure in such a way as to ensure the proper exercise of the right of reply, explanations of votes and points of order.

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