



Inter-Parliamentary Union
For democracy. For everyone.



REPUBLIC OF AUSTRIA
Parliament

Fifth World Conference of Speakers of Parliament

United Nations Office, Vienna (Austria), 19–21 August 2020

DRAFT RULES OF THE CONFERENCE

RULE 1

The Fifth World Conference of Speakers of Parliament is convened by the Inter-Parliamentary Union (IPU), in close cooperation with the United Nations and the Austrian Parliament (hereinafter referred to as the Host Parliament).

Venue and duration

RULE 2

1. The Conference is convened at the United Nations Office in Vienna from 19 to 21 August 2020.
2. The Conference shall begin its deliberations on Wednesday, 19 August at 10 a.m. and shall end by 6 p.m. on Friday, 21 August 2020.
3. The Conference shall hold six sittings from 10 a.m. to 1 p.m. in the mornings and from 3 p.m. to 6 p.m. in the afternoons.
4. If necessary, the President of the Conference may decide, on the advice of the Steering Committee, to extend the debate of some sittings.

Participants and observers

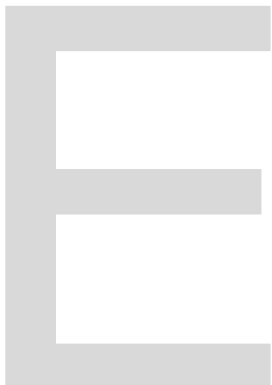
RULE 3

1. Invitations to the Conference shall be extended by the President of the IPU and the Speaker of the Host Parliament to the Speakers of all Member Parliaments of the IPU and to the Speakers of all other parliaments of UN Member States not represented at the IPU.
2. In the case of bicameral parliaments, invitations will be addressed to the Speakers of both chambers.
3. The Presidents of the main regional and international parliamentary assemblies and organizations, as well as representatives of programmes and agencies of the United Nations system, may attend the proceedings of the Conference as observers.

Size of delegations

RULE 4

The size of the delegation of each parliament shall, in principle, not exceed six persons (10 persons in the case of bicameral parliaments), including the Speaker(s). Associate Members may register a maximum of four delegates; invited Observer delegations shall, in principle, be composed of no more than two persons.



Agenda and Rules

RULE 5

At the beginning of its proceedings, the Conference shall adopt its Agenda and Rules. A provisional agenda will be distributed before the Conference, along with the draft rules proposed by the Preparatory Committee.

Presidency and Steering Committee

RULE 6

1. The President of the IPU shall be the President of the Conference and shall open, suspend and close the sittings, direct the proceedings of the Conference, ensure that the Rules are observed, call upon speakers and declare the Conference closed. The President's decisions in these matters shall be final and shall be accepted without debate.
2. The President shall decide on all matters not covered by these Rules, after taking the advice of the Steering Committee if necessary.
3. The President shall be assisted by Speakers proposed on a regional basis from among the Speakers on the Preparatory Committee.

RULE 7

1. The Steering Committee shall be composed of the President of the IPU, the Speaker of the Host Parliament, the Vice-President of the IPU Executive Committee and Vice-Presidents from among the Preparatory Committee representing each geopolitical group.
2. The Steering Committee, which shall be assisted by the Secretary General of the IPU, shall take all appropriate measures to ensure the effective organization and smooth functioning of the Conference proceedings, in conformity with these Rules.

Speaking rights – Order

RULE 8

1. The following Speakers of parliament, Presidents and other persons shall be invited to take the floor and address the Conference:
 - (i) All Speakers of parliament who have received an invitation in conformity with Rule 3 of these Rules, including the Speakers of both chambers in the case of bicameral parliaments;
 - (ii) The Presidents of the official parliamentary assemblies that are Associate Members and Permanent Observers of the IPU.
2. The Secretary-General of the United Nations shall be invited to address the inaugural ceremony of the Conference, and the President of the United Nations General Assembly shall be invited to speak at the Conference. The President of the Conference may invite other persons to address the Conference, following consultation with the Steering Committee.

RULE 9

1. Each Speaker of parliament shall in principle be entitled to five minutes' speaking time. In instances where both presiding officers from a bicameral parliament wish to address the Conference, each of them will be entitled in principle to speak for four minutes.
2. The Presidents of the official parliamentary assemblies referred to in Rule 8.1 (ii) above shall each be entitled to three minutes' speaking time.
3. The President of the Conference may authorize, on the advice of the Steering Committee, the inclusion in the records and subsequent publication of speeches that could not be delivered by a delegation present at the Conference.
4. For the General Debate, interpretation will be provided in the six official languages of the United Nations. Panel discussions and other events that form part of the formal programme of the Conference will be conducted in the four working languages of the IPU (English, French, Spanish and Arabic).

RULE 10

The order of speakers shall be established by the IPU Secretariat, taking into consideration, as far as possible, the preferences expressed by each registered delegation. The President of the Conference, assisted by the Steering Committee, shall deal with all matters relating to the order of speakers.

RULE 11

Speakers may be interrupted by other delegates only on a point of order. The President shall rule immediately without debate on all points of order.

RULE 12

The President shall call to order any speaker who fails to keep to the subject under discussion or who prejudices the debate by using abusive language. The President may, if necessary, withdraw permission to speak, and may have the objectionable words withdrawn by the speaker and/or struck from the record.

RULE 13

The President shall deal immediately with any incident that arises during the Conference and, if necessary, take any measure required to restore order.

Adoption of the Declaration

RULE 14

1. The Conference shall conclude its work by adopting a solemn Declaration.
2. The draft Declaration prepared by the Preparatory Committee shall be distributed to all participants in advance of the Conference.
3. The Preparatory Committee shall meet on the eve of the Conference, and may amend the text if necessary.
4. The draft Declaration shall be presented to the Conference by the Rapporteur(s).

Official documents

RULE 15

1. The provisional agenda, the draft Declaration drawn up by the Preparatory Committee, the draft Rules, reports commissioned by the Preparatory Committee for the Conference, the list of participants and the daily journal of the Conference proceedings prepared by the Secretariat shall be the only official documents of the Conference.
2. Documents will be prepared and distributed in English and French, the two official working languages of the IPU. After its adoption, the Final Declaration will be translated and circulated in the six official languages of the United Nations.
3. Information documents that delegations may wish to have distributed shall be placed on tables set aside for this purpose at the entrance to the Plenary Hall.

Secretariat

RULE 16

1. The IPU Secretary General or his representative shall assist the President in directing the proceedings of the Conference.
2. The IPU Secretary General or his representative may be invited by the President to clarify any issue during the debate.