
AFRICAN MINISTERIAL CONFERENCE ON THE ENVIRONMENT (AMCEN)

**RULES OF PROCEDURE OF THE AFRICAN MINISTERIAL
CONFERENCE ON THE ENVIRONMENT**

PURPOSES

I. DEFINITIONS

Rule 1

For the purposes of these rules:

- a) "Conference" means the African Ministerial Conference on the Environment.
- b) (i) "Executive Director" of UNEP means the Executive Director of the United Nations Environment Programme or his designated representative
- (ii) "Executive Secretary" means the Executive Secretary of the Economic Commission for Africa or his designated representative.
- (iii) "Secretary-General" means the Secretary-General of the Organization of African Unity or his designed representative.
- (iv) "Executive Secretary of the Secretariat" shall mean the Executive Secretary appointed under Article 23 of the Constitution.
- c) "Secretariat" means the permanent secretariat of the Conference.
- d) "Members of the Conference" means the African State members of the Conference.
- e) "The Constitution" shall mean the Constitution of AMCEN.

II. GEOGRAPHICAL SCOPE AND MEMBERSHIP OF THE CONFERENCE

Rule 2

1. The geographical scope of the Conference's work shall be the whole continent of Africa, Madagascar and other African islands.
2. Membership of the Conference shall be open to:

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|--------------------------|-----------------------|--------------------------------|
| Algeria | Guinea | Swaziland |
| Angola | Guinea-Bissau | Senegal |
| Benin | Kenya | Seychelles |
| Botswana | Lesotho | Togo |
| Burkina Faso | Liberia | Uganda |
| Burundi | Libya Arab Jamahiriya | United Republic of Tanzania |
| Cameroon | Malawi | Zaire |
| Cape Verde | Madagascar | Zambia |
| Chad | Mali | Zimbabwe |
| Central African Republic | Mauritania | |
| Comoros | Mauritius | |
| Congo | Morocco | |
| Côte d'Ivoire | Mozambique | |
| Djibouti | Namibia | |
| Egypt | Niger | |
| Eritrea | Nigeria | |
| Equatorial Guinea | Rwanda | |
| Ethiopia | Sao Tome & Principe | |
| Gabon | Senegal | |
| Gambia | Sierra Leone | |
| Ghana | Somalia | |
| Mali | South Africa | |
| | Sudan | |

and to any other State in the area which may hereafter become a Member of the United Nations.

III. SESSIONS

Regular Sessions

Rule 3

The Conference shall normally hold one Ordinary session every two or three years.

Date of opening of regular sessions

Rule 4

Each Ordinary session of the Conference shall be held, subject to the provisions of rule 3, at a date fixed by the Conference at the previous session.

Rule 5

Five members of the Conference may request an alteration of the date of an Ordinary session. In such case, the President shall forthwith communicate the request to the other members of the Conference together with appropriate observations, including financial implications, if any. If within twenty-one days of the communication a majority of the members of the Conference explicitly concurs in the request, the President shall convene the Conference accordingly.

Place of regular sessions

Rule 6

Ordinary sessions shall be held at the venue chosen by the Conference at a previous session upon invitation by a member State. Failing such invitation the session shall be convened at the location of the Secretariat.

Extra Ordinary sessions

Rule 7

1. Extra-Ordinary sessions shall be held pursuant to a decision taken by the Conference at a regular session.
2. Extra-Ordinary sessions may also be requested outside a regular session by:
 - a) Five members of the Conference;
 - b) The President of the Conference with the concurrence of the other members of the Bureau of the Conference.

In such cases, the President shall immediately inform all member of the Conference of the request, as well as of the approximate costs and relevant administrative considerations, and shall inquire whether they concur with the request. If within twenty-one days of the inquiry a majority of the members of the Conference explicitly concurs in the request, the President shall convene the Extra-Ordinary session accordingly.

Date of opening of an Extra-Ordinary session

Rule 8

Extra-Ordinary sessions of the Conference shall normally be convened within forty-two days of the receipt by the President of a request for such a session, at a date and place fixed by the President of the Conference in consultation with the members

of the Bureau taking into account such observations as may have been made in the request for an extraordinary session.

Notification of date of opening

Rule 9

The Executive Secretary of the Secretariat shall communicate the date of the first meeting of each session to all member states of the Conference, the Chairpersons of subsidiary organs of the Conference, the appropriate United Nations bodies, the inter-governmental organizations referred to in rule 63 below and the international non-governmental organizations referred to in rule 64 below. Such notification shall be sent:

- a) In the case of an Ordinary session, at least forty-two days in advance;
- b) In the case of an Extra-Ordinary, at least twenty-one days in advance of the date fixed in accordance with rule 7 above.

Adjournment of session

Rule 10

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

IV. AGENDA

Drawing up of the provisional agenda for an Ordinary session

Rule 11

1. The President in consultation with the Bureau shall submit to the Conference at each regular session the provisional agenda. The provisional agenda shall include items proposed by member states, the Executive Director, the Executive Secretary and the Secretary-General.
2. In drawing up the provisional agenda, the President shall take account of the suggestions made by the inter-governmental organizations referred to in Rule 63 below. He shall also consider suggestions from the non-governmental organizations referred to in rule 64 below.

Communication of the provisional agenda

Rule 12

After the Bureau has considered the provisional agenda for the session, the provisional agenda, incorporating any amendments made by the Bureau, shall be communicated by the President to all member states, the Chairpersons of subsidiary organs of the Conference as appropriate, the appropriate United Nations bodies, the inter-governmental organizations referred to in Rule 63 below and the non-governmental organizations referred to in Rule 64 below.

Supplementary items

Rule 13

The inclusion of supplementary items in the provisional agenda considered by the Bureau may be proposed by any authority entitled to propose items under paragraph 1 of Rule 11. The request for inclusion of a supplementary item shall be supported by a statement from the authority proposing it regarding the urgency of the consideration of the item. The President shall communicate to the Conference any requests for the inclusion of supplementary items received before the commencement of the regular session, together with any such observations as the President may wish to make.

Adoption of agenda

Rule 14

1. At the beginning of each Ordinary session, subject to the provisions of Rule 17 and after the election of officers as required under Rule 20, the Conference shall adopt its agenda for the session on the basis of the provisional agenda and any supplementary items proposed in accordance with Rule 13.
2. A member state or the Secretary General or the Executive Secretary or the Executive Director at whose request an item has been included in the agenda under Rule 11 or 13 above shall be entitled to be heard by the Conference on the inclusion of the item in the agenda for the session.
3. The Conference shall normally include in its agenda for the session only items for which adequate documentation has been circulated to members of the Conference at least forty-two days before the beginning of the Ordinary session of the Conference.

Allocation of items

Rule 15

The Conference may allocate items among the plenary meetings of the Conference and its sessional committees and working parties, if any, set up in

accordance with Rule 55, and may refer items without preliminary debate in the Conference to:

- a) One or more of its subsidiary organs, if any, set up in accordance with rule 57, for examination and report to the Conference;
- b) The Bureau, for study and report to the Conference; or
- c) The proposer of the item, for further information or documentation.

Provisional agenda for Extra-Ordinary session

Rule 16

The provisional agenda for an Extra-Ordinary session shall consist only of those items proposed for consideration in the request for the holding of the session. It shall be transmitted to the authorities mentioned in Rule 12 at the same time as the notice convening the Conference.

Revision of agenda

Rule 17

During an Ordinary session, the Conference may revise the agenda for the session by adding, deleting, deferring or amending items. Only items which the Conference considers to be urgent and important shall be added to its agenda during the session.

V. REPRESENTATION AND CREDENTIALS

Rule 18

Each member state shall be represented by an accredited representative, who may be accompanied by such alternate representatives and advisers as may be required.

Rule 19

1. The credentials of representatives and the names of alternate representatives and advisers shall be submitted to the President before the Session.
2. The Bureau of the Conference shall examine the credentials and submit its report to the Conference. This rule shall not, however, prevent a member state from changing its representative, alternate representatives, or advisers subsequently, subject to proper submission and examination of credentials, where needed.

VI. OFFICERS

Elections

Rule 20

1. At the commencement of the first meeting of its Ordinary session, the Conference shall elect, from among representatives of ministerial or equivalent rank of its member states, a President, five Vice-Presidents and a Rapporteur. These officers shall constitute the Bureau of the Conference. The Bureau shall assist the Present in the general conduct of the business of the Conference. The Chairpersons of such committees or working parties as may be established under Rule 56 below may be invited as appropriate, to participate in the meetings of the Bureau.
2. In electing its officers, the Conference shall have due regard to the principle of equitable geographical representation.

Terms of Office

Rule 21

The President, the Vice-Presidents and the Rapporteur shall hold office until the next Ordinary session. Subject to the provisions of Rule 20, they shall be eligible for re-election.

Acting President

Rule 22

If the President cannot preside at a meeting or any part thereof, he\she shall appoint a Vice-President to take his\her place or, failing that, the Bureau shall elect one of its members to preside.

Replacement of Members of the Bureau

Rule 23

1. If the President, the Rapporteur, or any other member of the Bureau ceases to be a representative of a member state, the Bureau shall designate the person appointed by the Government concerned as his successor to fill the vacancy.
2. If the President or the Rapporteur is temporarily unable to perform his

functions, while still serving as a representative of a member state, the Bureau shall designate one of the Vice-Presidents to act for him until he is able to resume his functions.

Powers and duties of the Acting President

Rule 24

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

Voting rights of the President

Rule 25

In the case of a member state for the time being represented by the President, an alternate representative shall, at the discretion of the President, be permitted to participate in the proceedings and to vote in the Conference. In such a case the President shall not exercise his right to vote.

VII. SECRETARIAT

Rule 26

The duties of the Secretariat shall be:

- a) to assist the President of the Conference and its permanent Bureau in the implementation of the decisions adopted by the Conference;
- b) under the direction of the President and the Rapporteur, to undertake the material organization of work between sessions and provide secretariat services to the Conference during the sessions;
- c) to assist, under the direction of the President, in the organization and maintenance of permanent co-operation among the four ecosystem committees, among the various networks, and between the networks and the committees;
- d) to interpret speeches made at meetings;
- e) to receive, translate and circulate the documents of the Conference and its subsidiary organs;
- f) to publish and circulate the resolutions, reports and relevant documentation of the Conference;
- g) to exercise custody over the documents in the archives of the

Conference and generally perform all other duties which the Conference may require.

VIII. ESTIMATES OF EXPENDITURE

Rule 27

1. Before any proposal which involves expenditure of the funds of the Conference is approved by the Conference or by any of its subsidiary organs, the President shall circulate to all members of the Conference or of the subsidiary organ concerned, as early as possible, a report on the estimated costs involved as well as on administrative and budgetary implications.

2. The Conference shall take into account the estimates referred to in paragraph 1 above before adopting any proposal involving expenditure. If the proposal is adopted, the Conference shall indicate, whenever appropriate, the priority or degree of urgency which it attaches to the projects and, as the case may be, which current projects may be deferred, modified or eliminated to ensure that the work of the Conference will be carried on most effectively.

IX. CONDUCT OF BUSINESS

Quorum

Rule 28

A majority (51%) of the member of the Conference shall constitute a quorum.

Powers of the President

Rule 29

In addition to exercising the powers conferred upon him elsewhere by these rules, the President shall declare the opening and closing of each meeting of the Conference, shall direct the discussion, ensure observance of these rules, accord the right to speak, put questions to the vote and announce decisions. He shall rule on points of order and, subject to these rules, shall have control of the proceedings of the Conference and over the maintenance of order at its meetings. The President may propose to the Conference the limitation of 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 of the debate on the question under discussion.

Rule 30

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

Speeches

Rule 31

No person may address the Conference without having previously obtained the permission of the President. Subject to rules 32 and 33, 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 32

The President, Vice-Presidents or Rapporteur of the Conference or a designated representative of any subsidiary organ, may be accorded precedence in speaking for the purpose of explaining the conclusion arrived at by the Committee, working party or subsidiary organ concerned and for the purpose of replying to questions.

Points of order

Rule 33

1. During the discussions of any matter, a representative may at any time 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 ruling of the President shall stand unless overruled by a majority vote of the members present and voting.

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

Time-limit on speeches

Rule 34

The President may limit the time allowed to each speaker and the number of times each person may speak on any question

Closing of list of speakers

Rule 35

During the course of a debate the President may announce the list of speakers and, with the consent of the Conference, declare the list closed. The President may, however, accord the right of reply to any representative if, in his opinion, a speech delivered after he has declared the list closed renders this justified. When the debate on an item is concluded because there are no other speakers, the President, with the consent of the Conference, shall declare the debate closed.

Adjournment of debate

Rule 36

During the discussion of any matter, a representative may move the adjournment of the debate on the question under discussion. In addition to the proposer of the motion, one representative may speak in favour of and one against the motion, after which the motion will be immediately put to the vote.

Closure of debate

Rule 37

Permission to speak on the closure of the debate shall be accorded only to the proposer and in addition to one speaker in favour and two speakers against the motion, after which the motion shall be immediately put to the vote. If the Conference is in favour of the closure, the President shall declare the closure of the debate.

Suspension or adjournment of the meeting

Rule 38

During the discussion of any matter a representative may move the suspension or the adjournment of the meeting. Such motion shall not be debated, but shall be immediately put to the vote.

Order of procedural motions

Rule 39

Subject to Rule 33 and regardless of the order in which they are submitted, 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 question under discussion;
- d) For the closure of the debate on the question under discussion.

Proposals and amendments

Rule 40

Proposals and amendments shall normally be introduced in writing and submitted to the President, who shall circulate copies to the member states. As a general rule, no proposal shall be discussed or put to the vote at any meeting of the Conference unless copies of it have been circulated to all member states not later than the day preceding the meeting. Subject to the consent of the Conference, the President may, however, permit the discussion and consideration of proposals or amendments even though these proposals or amendments have not been circulated or have only been circulated the same day.

Withdrawal of motions

Rule 41

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 another member.

Reconsideration of proposals

Rule 42

When a proposal has been adopted or rejected, it may not be reconsidered at the same session of the Conference unless the Conference, by a two-thirds majority of the representatives 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 immediately be put to the vote.

X. VOTING

Voting rights

Rule 43

Each member of the Conference shall have one vote.

Majority required and meaning of the expression "Members present and voting"

Rule 44

1. Except where the present rules of procedure expressly provide otherwise, decisions of the Conference shall be made by a majority of the Member present and voting.
2. For the purpose of these rules, the phrase "Members present and voting" means Member present and casting an affirmative or negative vote. Members abstaining from voting are considered as not voting.

Method of voting

Rule 45

Subject to Rule 51 the Conference shall normally vote by show of hands, but any representative may request a roll call vote, which shall then be taken in the alphabetical order of the names of the Members, beginning with the Member whose name is drawn by lot by the President.

Recording of roll call

Rule 46

The vote of each Member participating in a roll call shall be recorded in the relevant documents of the Conference.

Conduct during voting

Rule 47

After the President has announced the beginning of voting, no representative shall interrupt the voting except on a point of order in connection with 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 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 or amendments

Rule 48

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 49

1. 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 Conference shall vote first 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. If no amendments are adopted, the proposal shall be put to the vote in its original form.

2. 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 50

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

2. Any motions requiring that no decision be taken on the substance of such proposals shall, however, be considered as previous questions and shall be put to the vote before them.

Elections

Rule 51

All elections shall be held by secret ballot unless otherwise decided by the Conference.

Rule 52

1. If, when one person or member only is to be elected, no candidate obtains in the first ballot the majority required, a second ballot shall be taken restricted to the two candidates obtaining the largest number of votes. If in the second ballot the votes are equally divided, the President shall decide between the candidates by drawing lots.
2. In the case of a tie in the first ballot among the candidates obtaining the second largest number of votes, a special ballot shall be held for the purpose of reducing the number of candidates to two. In the case of a tie among three or more candidates obtaining the largest number of votes, a second ballot shall be held. If a tie results among more than two candidates, the number shall be reduced to two by lot and the balloting, restricted to them, shall continue in accordance with the preceding paragraph.
3. If the number of candidates obtaining such majority is more than the number of places to be filled, those candidates obtaining the largest number of votes shall be elected.
4. When two or more elective places are to be filled at one time under the same conditions, those candidates obtaining the required majority on the first ballot shall be elected.
5. If the number of candidates obtaining such majority is less than the number of places to be filled, there shall be held additional ballots to fill the remaining places, the voting being restricted to the candidates obtaining the greatest number of votes in the previous ballot, who shall number not more than twice the places remaining to be filled. However, in the case of a tie between a greater number of unsuccessful candidates, a special ballot shall be held for the purpose of reducing the number of candidates to the required number.
6. If three restricted ballots are inconclusive, unrestricted ballots shall follow in which votes may be cast for any eligible person or member. If three such unrestricted ballots are inconclusive, the next three ballots (subject to exception in a case similar to that of the tie mentioned at the end of the previous paragraph of this rule) shall be restricted to the candidates obtaining the greatest number of votes in the third of the unrestricted ballots. The number of such candidates shall not be more than twice the places remaining to be filled.

7. The following three ballots thereafter shall be unrestricted and so on, until all the places are filled.

Equally divided votes

Rule 53

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

XI. COMMITTEES, WORKING GROUP AND SUBSIDIARY ORGANS OF THE CONFERENCE

Rule 54

The Conference may establish such committees, working groups and subsidiary organs as may be necessary for the effective discharge of its functions.

Committees and working groups

Rule 55

1. At each session, the Conference may set up sessional committees and working groups, from among its members, and refer to them any questions on the agenda for study and report.
2. The committees and working parties may set up sub-committees and sub-groups of working groups as may be necessary for the effective discharge of their functions.
3. The provisions of Rules 28 to 53 of these rules of procedure shall be applied, as appropriate, in the proceedings of the sessional committees, working parties and any sub-committees or sub-groups set up by them.

Rule 56

Each committee or working party shall elect its own officers, unless otherwise decided by the Conference. In electing officers each committee or working party shall have due regard to the principle of equitable geographical representation.

Subsidiary organs of the Conference and expert groups

Rule 57

1. The Conference may establish such subsidiary organs on a permanent or ad

hoc basis as may be necessary for the effective discharge of its functions and, as required, expert groups to consider specific problems and make recommendations or submit reports at such times as the Conference may decide.

2. In determining the size of the subsidiary organs and electing their members, the Conference shall take fully into account the desirability of including in the membership of these bodies, States or other bodies with a special interest in the subject-matter to be dealt with by them, as well as the need to ensure equitable geographical distribution.

3. The rules of procedure of subsidiary organs shall be those of the Conference, as appropriate, subject to modifications as the Conference may decide upon in the light of proposals by the subsidiary organs concerned. Each subsidiary organ shall elect its own officers.

4. Each subsidiary organ, taking into consideration the date of the Ordinary session of the Conference and bearing in mind the items referred to it by the Conference, may adopt its own priorities within the framework of the work programmes established by the Conference and, in consultation with the President, meet as may be necessary.

XII. LANGUAGES AND RECORDS

Languages and interpretation

Rule 58

1. The official and working languages of the Conference shall be Arabic, English and French. Speeches made in any of these languages shall be interpreted into the other languages of the Conference.

2. Any representative may make a speech in a language other than the languages of the Conference. In this case he shall himself provide for interpretation into one of the working languages of the Conference. Interpretation into the other working languages of the Conference by an interpreter of the secretariat may be based on the interpretation given in a working language of the Conference.

Languages and distribution of resolutions, other than formal decisions and documents

Rule 59

1. All resolutions, recommendations and other formal decisions of the Conference, as well as its reports and other documents, shall be made available in the working languages of the Conference.

2. The text of the resolutions, recommendations and other formal decisions adopted by the Conference, its committees and other subsidiary organs, if any, shall be distributed by the Secretariat to all Member States and any other participants in the session. The text of such resolutions, recommendations and other formal decisions, as well as the reports of the Conference shall be distributed after the close of the session to all Member States and to the intergovernmental organizations referred to in Rule 63 below and other organizations as may be specified by the Conference.

Sound records of meetings

Rule 60

Sound records of the meetings of the Conference and, where possible, of committees and subsidiary organs, shall be kept by the Secretariat.

XIII. PUBLIC AND PRIVATE MEETINGS

Rule 61

The meetings of the Conference, its committees and working parties and subsidiary organs, if any, shall be held in public unless the body concerned decides otherwise.

XIV. PARTICIPATION OF STATES NOT MEMBERS OF THE CONFERENCE

Rule 62

Any State Member of the United Nations or member of a specialized agency or of the International Atomic Energy Agency, which is not a member of the Conference, may participate in the deliberations of the Conference. Any State thus participating shall not have the right to vote, but may submit proposals which may be put to the vote by request of any Member of the

Conference. The provisions of this rule shall apply, mutatis mutandis, to participation in a subsidiary organ of the Conference.

**XV. PARTICIPATION OF SPECIALIZED AGENCIES, THE
INTERNATIONAL ATOMIC ENERGY AGENCY, UNITED NATIONS
BODIES AND
OTHER BODIES OF INTERGOVERNMENTAL ORGANIZATIONS**

Rule 63

1. Representatives of specialized agencies, of the International Atomic Energy Agency, and of appropriate United Nations bodies, as well as of the intergovernmental organizations and other bodies approved by the Conference on the recommendation of the Bureau, may participate, without the right to vote, in the deliberations of the Conference and its subsidiary organs, upon the invitation of the President or Chairman, as the case maybe, and subject to the approval of the Conference or of the subsidiary organ concerned such observers organizations may make oral statements on matters within the scope of their activities.
2. Written statements of specialized agencies, the International Atomic Energy Agency and United Nations bodies, as well as of other intergovernmental organizations referred to in paragraph (1) above related to items on the agenda of the Conference or its subsidiary organs, if any, shall be circulated by the secretariat to members of the Conference or of the subsidiary organ concerned.

**XVI. OBSERVERS OF INTERNATIONAL
NON-GOVERNMENTAL ORGANIZATIONS**

Rule 64

1. International non-governmental organizations and other observer institutions referred to in Article 13 of the Constitution recommended by the Bureau and approved by the Conference may designate representatives to sit as observers at meetings of the Conference or its subsidiary organs, as decided by the Conference. The Conference shall from time to time adopt and revise when necessary a list of such organizations. Upon the invitation of the President or Chairman, as the case maybe, and subject to the approval of the Conference or of the subsidiary organ concerned such observers organizations may make oral statements on matters within the scope of their activities.
2. Written statements provided by observer organizations referred to in paragraph 91) above, related to items on the agenda of the Conference or of its subsidiary organs, shall be circulated by the Secretariat to member states of the Conference or of the subsidiary organ concerned in the quantities and in the language in which the statements were made available to the Secretariat for distribution.

**XVII. AMENDMENT AND SUSPENSION OF RULES OF
PROCEDURE**

Rule 65

Any of these rules may be amended or suspended by the Conference by a two-thirds majority of members present and voting.

Rule 66

These rules may not be amended except in accordance with Article 31 of the Constitution.

Rule 67

A rule of procedure may be suspended by the Conference provided that twenty-four hours notice of the proposal for the suspension has been given. The notice may be waived if no member objects.