

APPENDIX 3) TIMELINE OF CONSTITUTIONAL DATES AND DEADLINES

GENEVA CONGRESS 2017

Pre-meetings: Sunday 29th and Monday 30th October /

Congress: Tuesday 31st October to Friday 3rd November 2017

Updated 20/10/2016 (available in English only)

2016

28 October
2016

DEADLINE FOR SENDING OFFICIAL INVITATION TO CONGRESS TO ALL AFFILIATES

Article 6.2: The affiliated organisations shall be informed of the date and place of the ordinary session at least 12 months in advance.

2017

28 March 2017

DEADLINE FOR RECEIPT OF RESOLUTIONS

Constitution Annex 4, Resolutions, a)

All motions/resolutions submitted by affiliated organisations and the Executive Board for inclusion in the agenda of an ordinary session of Congress must be received by the General Secretary at least seven months before the beginning of Congress.

28 March 2017

DEADLINE FOR SENDING INFORMATION ABOUT PRESIDENT / GENERAL SECRETARY NOMINATIONS

Constitution Annex 4, Election of President and of General Secretary, a)

The General Secretary shall, at least seven months before Congress, notify all affiliates that their nominations for the positions of President and General Secretary should be received by the Elections Officer identified in Article 6, paragraph 9 at least two months before Congress.

28 May 2017

DEADLINE FOR SENDING RESOLUTIONS TO AFFILIATES

Constitution Annex 4, Resolutions, b)

The General Secretary shall send these motions/resolutions to affiliated organisations not later than five months before the beginning of Congress.

JUNE 2017

(4 months prior)

28 June 2017

DEADLINE FOR REGISTRATION OF DELEGATES / OBSERVERS

Constitution Annex 4, Participation at Congress, a)

The names of delegates and observers shall be submitted to the General Secretary not later than four months before Congress. The General Secretary shall scrutinise these nominations and advise affiliates if they are not in compliance with the constitutional requirements.

28 June 2017

DEADLINE FOR RECEIPT OF AMENDMENTS

Constitution Annex 4, Resolutions, c)

Amendments to motions/resolutions must be received by the General Secretary four months before the beginning of Congress.

JULY	(3 months prior)
1st July 2017	<p>DEADLINE FOR PAYMENT OF AFFILIATION FEES</p> <p>Constitution Article 4</p> <p><i>Affiliated organisations, which at the 1st July of the payment year have not paid their fees and have not been granted exemption shall be declared to be in arrears for that year and will lose their PSI rights and entitlements and will be so informed. These rights and entitlements shall include:</i></p> <ul style="list-style-type: none"> • <i>participation in any PSI event, activity or programme;</i> • <i>sponsorship to any PSI event, activity or programme (only for countries below the 100% index);</i> • <i>membership on any PSI committee, working group or other PSI structure, except for the Executive Board and the Steering Committee, where the provisions of Annex 5, “Mandate and internal rules of the Executive Board” shall apply.</i>
AUGUST	(2 months prior)
28 August 2017	<p>DEADLINE FOR SENDING AMENDMENTS TO AFFILIATES</p> <p>Constitution Annex 4, Resolutions, d)</p> <p><i>The General Secretary shall send to affiliated organisations all amendments not later than <u>two months</u> before the beginning of Congress.</i></p>
28 August 2017	<p>DEADLINE FOR SENDING CONGRESS DOCUMENTS TO CONGRESS DELEGATES</p> <p>Constitution Annex 4, Resolutions, e)</p> <p><i>The draft agenda, reports and standing orders should be sent to Congress delegates not later than <u>two months</u> before Congress. Congress shall approve the final agenda and standing orders.</i></p>
28 August 2017	<p>DEADLINE FOR RECEIPT OF NOMINATIONS FOR PRESIDENT / GENERAL SECRETARY</p> <p>Constitution Annex 4, Election of President and of General Secretary, a) (excerpt)</p> <p><i>... nominations for the positions of President and General Secretary should be received by the Elections Officer identified in Article 6, paragraph 9 at least <u>two months</u> before Congress.</i></p>
After 28 August and up until beginning of Congress	<p>[EMERGENCY RESOLUTIONS - FOR INFORMATION]</p> <p>Constitution Annex 4, Resolutions, f)</p> <p><i>Emergency motions/resolutions may be submitted on matters on which developments have arisen subsequent to the deadline for submitting proposals. Such motions/resolutions shall be admitted for discussion and vote only if one regional executive committee or more than half the delegates are in favour of their admission.</i></p>
SEPTEMBER	(1 month prior)
28 September 2017	<p>DEADLINE FOR AFFILIATES TO AUTHORISE PROXY VOTE</p> <p>Constitution Annex 4, Participation at Congress, h)</p> <p><i>Any affiliated organisation unable to be represented at Congress may authorise the delegate of another organisation from the same sub-region to represent it. Such authorisation shall be valid on condition that the General Secretary of PSI is informed of it in writing <u>four weeks</u> in advance by the organisation giving authority. No organisation may exercise the proxy votes of more than three other organisations.</i></p>