

# **THIRD REPORT OF THE STANDING ORDERS COMMITTEE**

**Including the proposed Order of Business  
and Standing Orders of Congress**

**AUGUST 2017**



**30<sup>th</sup> PSI World Congress  
30 October to 3 November 2017  
Geneva, Switzerland**

“One day, when the world market is more or less fully developed and can no longer be suddenly enlarged, and if labour productivity continues to advance, then sooner or later the periodic clashes between productive forces and market barriers will begin, and because of their recurrence, these will naturally become increasingly rough and stormy”.

- Rosa Luxemburg

**Public Services International  
2017**

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Public Services International  
Internationale des Services Publics  
Internacional de Servicios Públicos  
Internationale der Öffentlichen Dienste  
Internationell Facklig Organisation för Offentliga Tjänster  
国際公務労連

## Third Report of the Standing Orders Committee

**MEETING IN GENEVA ON 19-20 JULY 2017**

The Chairs of the Committee, Juneia Batista and Thomas Kattnig, opened the third meeting of the Standing Orders Committee (SOC), noted the attendance list, welcomed participants and approved the agenda (See Appendix 1 List of participants).

An update of Congress preparations was given by the General Secretary, Rosa Pavanelli, and staff. The budget is approximately €150,000 in deficit. We have received 743 registrations and more are arriving each day. SOC noted that 48% of currently registered delegates are women. Secretariat is expecting between 880 and 930 registrations of delegates and observers, excluding union visitors, guests, speakers and staff. SOC urged all affiliates to pay any outstanding fees and register as soon as possible.

SOC noted the plans for electronic voting and additional languages of Bahasa Indonesian, Korean, Thai and Turkish, as per previous SOC decisions and the Standing Orders.

The SOC noted the EB appointment of Ms Morna Ballantyne (PSAC – Canada) and Mr Tomio Ishihara (JPSU – Japan) as the two Congress Election Officers, and that these Elections Officers report to SOC.

SOC supported Secretariat plans to raise further funds by calling on affiliates to sponsor participants from other unions and to sponsor parts of the social and cultural programme. Secretariat will issue a circular for this purpose and SOC urged affiliates to consider providing such sponsorship.

### **AMENDMENTS TO RESOLUTIONS**

The Secretary to the SOC, Daniel Bertossa, introduced the affiliate amendments to the Draft Constitutional Resolution and the Programme of Action, both submitted by EB, and all Affiliates' Resolutions, and the recommendations of Secretariat as circulated in the meeting papers. He reported on the work already undertaken by Secretariat to consult with affiliates to clarify and simplify many of the amendments, where relevant, and added some further information which had been received after the papers had been circulated.

Amendments having gender impact were forwarded to the Women's Committee (WOC) for their advice. The Chair of the WOC, Juneia Batista, presented that advice to the SOC.

Each affiliate amendment was then discussed in turn and a determination was made as to whether the amendment was in order, what position Executive Board should take on it (support, oppose, no position) and any further guidance on how Secretariat should deal with each amendment.

SOC mandated Secretariat to continue working with affiliates to clarify and simplify amendments, where relevant. SOC reconfirmed its preference for resolution text already agreed through the previous consultation process and endorsed by the regions and EB in April. SOC invited affiliates of amendments to be opposed, on the basis that they amounted to non-substantial changes, overly-prescriptive changes or changes inconsistent with the broader context of the resolution, to withdraw their amendments. SOC approved the bundling for debate of resolutions and amendments that are not opposed. SOC re-affirmed its commitment to providing no less advantageous speaking rights to movers of amendments that will subsequently be incorporated by agreement into the resolution.

### **Draft Constitution**

Both amendments to the EB Constitutional resolution were judged in order and supported by SOC. The SOC determinations on each amendment are contained in the separate Draft Constitutional Changes Booklet.

### **Programme of Action**

The SOC noted that the volume of minor, editorial and often contradictory changes proposed as amendments to the PoA, by a very small number of affiliates at a very late stage in the process, has required several amendments to be edited and some ruled to be editorial or translation issues, not amendments to be presented to Congress.

The SOC determinations on each amendment are contained in the separate Draft PoA Booklet.

### **Affiliates' Resolutions**

The SOC determinations on each amendment are contained in the separate Draft Affiliates' Resolutions Booklet.

The General Secretary, Rosa Pavanelli, outlined Secretariat's efforts to implement the EB resolution on compositing resolutions nos. 49, 50 and 51 concerning Israel and Palestine. The SOC determination dealing with this issue is attached at Appendix 2.

### **DRAFT ORDER OF BUSINESS**

SOC noted that the Order of Business will be finalised at the EB immediately prior to Congress. The 3<sup>rd</sup> version of the Draft Order of Business is attached (Appendix 3) to assist affiliates prepare for Congress.

SOC stated that it wanted as much affiliate participation as possible, given the overall constraints of Congress. SOC confirmed that where there is no opposition to resolutions or amendments, resolutions will be bundled (including sections of the PoA) so that only one single debate and vote is needed. The bundling for debate will generally follow the grouping of resolutions as outlined in the draft Order of Business.

The SOC noted the briefings on the four general and five sector themed panel sessions. Affiliates will be invited to speak on the panels once the external speakers have been confirmed. Each panel discussion will be followed by the debate of the associated sections of the PoA and affiliates' resolutions.

Marcello Netto and Chris Daunt, from Secretariat, provided briefs on the interactive features planned for Congress. The panels will be facilitated to allow interaction from Congress participants. There will also be social media platforms to promote simultaneous online interaction during the panels and other debates. SOC noted a brief on the extensive social and cultural programme, provided by Marcello Netto.

#### **DRAFT STANDING ORDERS**

The SOC noted that the changes to the Draft Standing Orders requested at the last SOC meeting had been made and agreed further procedural changes suggested by Secretariat.

Under Clause 3.3.b of the Standing Orders, SOC agreed the inclusion of a clearer definition of the phrase “represented at Congress”, as referenced in sections of the current Constitution, such as Constitutional changes under Article 17.1. For clarity, it is recommended that SOC define “represented at Congress” to mean delegates (or affiliates, in case of membership votes) who have been credentialed by the Credentials Committee.

SOC recommended that Clause 1.1 of the Standing Orders (Congress Composition and Duties) be amended to create a new category of “Participants at Congress” for those people listed in the previous items e), f) and g).

The EB immediately prior to Congress will set speaking time limits once the final Order of Business is clear. To provide guidance to assist affiliates preparations, SOC's recommendation to EB is to set the following preliminary time limits for speaking:

- 5 minutes - Introduction of a section of the PoA;
- 3 minutes – Moving a resolution or amendment;
- 3 minutes – Moving or responding to a procedural motion;
- 3 minutes – Right of reply;
- 2 minutes – All other speakers.

Affiliates who have withdrawn resolutions in favour of incorporation into the PoA or another resolution, and have been offered the right to speak in support of their changes, will get 3 minutes.

SOC recommends that extensions to speaking times, whilst possible, should not normally be entertained by the Presiding Officer (i.e. Congress Chair). SOC noted that Congress has the authority to decide to reduce the speaking time in relation to the number of speakers in each session. SOC noted that the Presiding Officer (i.e. Congress Chair) may alter any of these speaking rules at any time.

Clause 4.1 of the Standing Orders states that requests to speak shall be handed in writing to the President or Presiding Officer (or their nominee) “at least one session before the session at which he/she intends to speak”. For clarity, SOC determined that this means “prior to the close of the previous session in which he/she intends to

speak”. SOC determined that a *Request to Speak Form* will be provided to all delegates in their registration pack that outlines the information required.

See Appendix 4 for the 3<sup>rd</sup> Draft Standing Orders.

#### **SEATING ARRANGEMENTS AT CONGRESS**

SOC received a brief outlining the options for seating at Congress, inspected the venue and noted that the members of the EB in November 2016 had also inspected the venue. SOC noted that the large number of expected registrations was likely to require that Congress participants be seated on the upper and lower levels of the hall. SOC considered the implications of this and provided guidance to Secretariat in the allocation of seating.

SOC noted that ensuring affiliates’ participation was critical and that the seating allocation should be fair and transparent. SOC noted that as many delegates and observers as possible should be seated on the lower floor and the remaining should be seated at the front of the upper level. SOC asked that delegates and observers from each affiliate and country be seated together and that sub-regions and regions be seated together, where possible. SOC requested that all delegates and observers in the delegations be provided with seats and tables, if possible.

SOC suggested that Secretariat consider rotating the seating of delegates so that no single delegation/ region occupied the front rows or the upper levels for the entire Congress. Discussion took place about the best way to do this, with SOC noting that the most equitable method was a daily rotation, but this would need to be balanced with the logistical issues.

SOC noted that a mix of table, stand and roving microphones would be available. SOC noted that the mix used would likely differ between upper and lower levels and that Secretariat should make these arrangements in the way that best facilitates the running of Congress. SOC noted this is likely to require prioritising the use of table microphones on the upper level and stand microphones on the lower level.

SOC directed that interpretation must be available to all participants during all sessions and access to mobility-impaired participants must be ensured.

SOC asked Secretariat to implement the seating plan flexibly, taking account of logistics and within this guidance, and where necessary in consultation with the SOC Chairs.

#### **ANY OTHER BUSINESS**

SOC asked Secretariat to consult with the venue management, local affiliates and the relevant authorities to ensure that appropriate security arrangements are made, taking into consideration the essential need for the safe conduct of Congress and practical logistics.

#### **FURTHER MEETINGS**

SOC resolved to meet on 29<sup>th</sup> October, prior to Executive Board on 30<sup>th</sup> October, and in the evening, directly after the close of each day’s Congress proceedings, if necessary.

**END OF REPORT**

**Appendices:**

Appendix 1: List of Participants

Appendix 2: SOC Determination on Resolutions 49, 50 and 51 re. Israel and Palestine

Appendix 3: 3<sup>rd</sup> Draft Order of Business for Geneva Congress 2017

Appendix 4: 3<sup>rd</sup> Draft Standing Orders for Geneva Congress 2017

**Separate Documents:**

- Draft Constitutional Changes Booklet
- Draft Programme of Action Booklet
- Draft Affiliates' Resolutions Booklet

**APPENDIX 1) LIST OF PARTICIPANTS**

**3<sup>rd</sup> Meeting of the PSI Standing Orders Committee**  
**19-20 July 2017, ILO Room VI**

<b>Name</b>	<b>M/F</b>	<b>Country</b>	<b>Union</b>	<b>Representing...</b>
<b>Africa &amp; Arab Countries</b>				
Marie Mbayabu Nianga	F	DEM REP CONGO	Solidarité Syndicale Infirmiers du Congo	The region and French-speaking affiliates
Adeniyi Peters Adeyemi	M	NIGERIA	Non-Academic Staff Union of Education and Associated Institutions	The region and English-speaking affiliates
Fatou Diouf	F	SENEGAL	Syndicat Autonome des Travailleurs de la Sénégalaise des Eaux	Young Workers
<b>Asia &amp; Pacific</b>				
Greg McLean	M	AUSTRALIA	Australian Municipal, Administrative, Clerical and Services Union	The region and English-speaking affiliates (via Skype)
Mariko Aoki	F	JAPAN	All Japan Prefectural and Municipal Workers Union	The region and Japanese-speaking affiliates
Setsuko Kubota	F	JAPAN	All Japan Prefectural and Municipal Workers Union	Observer
<b>Europe</b>				
Kjartan Lund	M	NORWAY	Nordic Public Service Unions	The region and Swedish-speaking affiliates
Thomas Kattnig, Chair	M	AUSTRIA	Younion_Die Daseinsgewerkschaft	The region and German-speaking affiliates
Olga Klimova	F	RUSSIAN FEDERATION	All-Russian Life-Support Workers' Union	The region
<b>Inter-America</b>				
Juneia Batista, Chair	F	BRAZIL	Federação dos Trabalhadores da Admin. e do Serviço Púb. Munic. do Estado de São Paulo	Women's Committee
Jillian Joy Bartlett	F	TRINIDAD AND TOBAGO	National Union of Government and Federated Workers	The region and English-speaking affiliates
<b>PSI</b>				
Rosa Pavanelli	F	FRANCE	Public Services International	Ex officio
Daniel Bertossa	M	FRANCE	Public Services International	Secretary to the Committee
<b>Apologies</b>				
Ismael Cortazzo Brysk	M	URUGUAY	Federación de Funcionarios de Obras Sanitarias del Estado	The region and Spanish-speaking affiliates



**APPENDIX 2) SOC DETERMINATION ON  
RESOLUTIONS Nos. 49, 50 AND 51**

SOC notes the efforts of Secretariat to implement the EB resolution to facilitate a composite resolution between the unions from Israel and the IBT (USA), the Arab countries, and the AFT (USA) who have submitted resolutions on the issue (resolutions nos. 49, 50, 51). SOC commends the efforts of Secretariat to do this.

SOC notes that the Israeli unions indicated that they would not be able to attend the meeting arranged for all the parties in Rome on 4<sup>th</sup> July. SOC further notes that the Israeli unions have not provided the information requested by Secretariat to assist preparations of the composite resolution. SOC further notes that the Israeli unions have now withdrawn from the process to attempt a composite resolution.

SOC is disappointed by these events and now considers that the process endorsed by EB no longer has any reasonable prospect of success.

SOC notes that the Israeli unions' offer to withdraw their resolution, if the other two parties withdraw their resolutions, in favour of a commitment by Congress to hold a mission to Palestine and Israel in the next year to evaluate the current PSI policy (a policy that the Israeli unions do not support). The SOC notes that the USA unions support the Israeli proposition.

SOC resolves that if the Arab countries and AFT withdraw their resolution by 5 August, then SOC considers that all three resolutions are withdrawn. Under this situation, SOC will recommend to the EB meeting, held immediately prior to Congress, that EB adopt a statement to be approved by Congress that a mission be conducted to Palestine and Israel during the first year of the next Congress mandate, under terms determined by EB, in accordance with this determination.

If the Arab countries do not withdraw their resolution then, in line with the previous EB resolution, SOC will consider all three resolutions in order. In this case, SOC recommends to EB that Resolution 51 (AFT) be supported and that no EB position be taken on Resolutions 49 (Israel and IBT) and Resolution 50 (Arab countries). SOC considers Resolutions 49 and 50 are not mutually compatible and hence as alternatives. In this case, SOC determines that Resolution 50 (Arab countries) is the substantive resolution and that Resolution 49 (Israel and IBT) is the alternative resolution.

**END**

**APPENDIX 3) 3<sup>RD</sup> DRAFT ORDER OF BUSINESS FOR GENEVA CONGRESS 2017**

**UPDATED AUGUST 2017**

Session	Times	MONDAY 30 OCTOBER – EVENING - OPENING SESSION OF CONGRESS
1	18h00-19h30	<b>Opening ceremony</b> <b>Opening Entertainment: Violonissimo – Children’s Violin Ensemble</b> <b>Welcome speeches</b> Dave Prentis, PSI President Representative of PSI’s Swiss affiliate VPÖD/SSP Sharan Burrow, ITUC General Secretary Mayor of Geneva <b>Closing Entertainment</b>
2	19h30-20h00	<b>Procedural Matters</b> Nomination and ratification of the Standing Orders Committee <ul style="list-style-type: none"> <li>• Adoption of Congress Standing Orders</li> <li>• Adoption of the 3<sup>rd</sup> Report of the Standing Orders Committee and the Congress Proposed Order of Business</li> </ul> Nomination and ratification of Congress Vice-Chairpersons Election of Credentials Committee Nomination and ratification of Tellers
--	20h00-21h30	<b>Meeting of the Credentials Committee</b>

Session	Times	TUESDAY 31 OCTOBER – DAY 1 OF CONGRESS
---	8h00-9h00	<b>Standing Orders Committee Session and determinations regarding Emergency Resolutions (if needed; closed session)</b>
3	9h00-9h20	<b>Report of the Credentials Committee</b> Presentation by Co-Chairs, Credentials Committee <ul style="list-style-type: none"> <li>• Adoption of report</li> </ul> <i>Ballot papers will be distributed in the room during the session to Heads of Delegation</i>
4	9h20-9h30	<b>Memorial for departed colleagues</b>
5	9h30-10h10	<b>Report of the General Secretary</b> Presentation by PSI General Secretary <ul style="list-style-type: none"> <li>• Report of Activities 2012-2016, including regional, sectoral, project and campaign reports</li> <li>• Finance Report 2012–2016</li> <li>• Report of the Members’ Auditors</li> </ul>
6	10h10-10h30	<b>Discussion of the Report of the General Secretary</b>
7	10h30-12h00	<b>Panel 1: At the crossroads - Choosing People over Profit</b>
8	12h00-13h00	<b>General Session (Programme of Action – PoA - and affiliate resolutions)</b> <ul style="list-style-type: none"> <li>• PoA Section 1: Introduction (Amendment 2) <ul style="list-style-type: none"> <li>◦ <i>Related Affiliate Resolutions: 4</i></li> </ul> </li> <li>• PoA Section 2: Building the Power to Create the World We Want (Amendments 3 + 4) <ul style="list-style-type: none"> <li>◦ <i>Related Affiliate Resolutions: 6 (Amendment 33)</i></li> </ul> </li> </ul>
	13h00-14h30	Lunch break

9	14h30-15h30	<b>General Session (PoA and affiliate resolutions)</b> <ul style="list-style-type: none"> <li>PoA Section 3.4: Migration and Refugees <ul style="list-style-type: none"> <li><i>Related Affiliate Resolution: 10</i> (Amendments 35 + 34)</li> </ul> </li> <li>PoA Section 4.8: Climate Change (Amendments 19, 20, 21 + 22) <ul style="list-style-type: none"> <li><i>Related Affiliate Resolution: 35</i></li> </ul> </li> <li>PoA Section 7.1: Making Sectors Stronger, Introduction <ul style="list-style-type: none"> <li><i>Related Affiliate Resolutions: 37</i> (Amendment 38)</li> </ul> </li> </ul>
10	15h30-16h30	<b>Panel 2: Our Health is not for Sale - Privatisation and the Right to Health</b>
11	16h30-18h00	<b>General Session (PoA and affiliate resolutions)</b> <ul style="list-style-type: none"> <li>PoA Section 7.2: Health and Social Services Sector (Amendments 25, 26, 27 + 30) <ul style="list-style-type: none"> <li><i>Related affiliate resolutions: 41</i> (Amendment 39)</li> </ul> </li> <li>PoA Section 6: Fighting Privatisation</li> </ul>
12	18h00-18h30	<b>Presentation of candidates for the position of General Secretary / President</b>
---	18h30-19h30	<b>Standing Orders Committee Session and determinations regarding Emergency Resolutions (if needed; closed session)</b>
--	<i>After session</i>	<b>Welcome reception hosted by PSI</b>

Session	Times	<b>WEDNESDAY 1 NOVEMBER – DAY 2 OF CONGRESS</b>
13	8h00-9h30	<b>Panel 3 : More than a Job - The Future of Work in Public Services</b>
14	9h30-11h15	<b>General Session (PoA and affiliate resolutions)</b> <ul style="list-style-type: none"> <li>PoA Section 5: Trade union and labour rights (Amendment 24) <ul style="list-style-type: none"> <li><i>Related Affiliate Resolutions: 13</i> (Amendment 36), 16, 17, 18, 20, 21,22,23, 25, 26, 27, 28, 29</li> </ul> </li> </ul>
15	11h15- 12h15	<b>Panel 4: Heaven or Hell - Sustainable Urbanisation and Public Services</b>
16	12h15-12h45	<b>General Session (PoA and affiliate resolutions)</b> <ul style="list-style-type: none"> <li>PoA Section 7.3: Local and Regional Government/Municipal Sector <ul style="list-style-type: none"> <li><i>Related Affiliate Resolutions: 42</i></li> </ul> </li> </ul>
	12h45-14h15	Lunch break
17	14h15-15h15	<b>Panel 5: For the Many - Public Services in a Just Global Economy</b>
18	15h15-16h30	<b>General Session (PoA and affiliate resolutions)</b> <ul style="list-style-type: none"> <li>PoA Section 4: A Just Global Economy (except Section 4.8: Climate Change) (Amendments 15, 16, 18 + 23) <ul style="list-style-type: none"> <li><i>Related Affiliate Resolutions: 30, 31, 32, 33, 36</i></li> </ul> </li> </ul>
19	16h30- 17h30	<b>Panel 6: Public Administration - Frank and Fearless or Guns for Hire?</b>
20	17h30-18h00	<b>General Session (PoA and affiliate resolutions)</b> <ul style="list-style-type: none"> <li>PoA Section 7.5: National Administration (Amendment 37)</li> </ul>
---	18h00-19h00	<b>Standing Orders Committee Session and determinations regarding Emergency Resolutions (if needed; closed session)</b>

Session	Times	<b>THURSDAY 2 NOVEMBER – DAY 3 OF CONGRESS</b>
---	9h00-10h00	<i>If necessary, ballot boxes will be installed and balloting opened for the election of General Secretary / President (results will be announced in the course of the day)</i>
21	09h00-10h30	<b>General Session (Constitution)</b> <ul style="list-style-type: none"> <li><b>EB Resolution No. 2</b> (Amendments 31 + 32)</li> <li><i>Affiliate Resolution: 54</i></li> </ul>

22	10h30-11h00	<b>Hans Engelberts Memorial</b>
23	11h00- 12h00	<b>Panel 7: Power to the People - Infrastructure in the age of Austerity</b>
24	12h00-12h30	<b>General Session (PoA and affiliate resolutions)</b> <ul style="list-style-type: none"> <li>PoA Section 7.4: Utilities <ul style="list-style-type: none"> <li><i>Related Affiliate Resolutions: 43 (Amendment 40), 44</i></li> </ul> </li> </ul>
	12h30-14h00	Lunch break
25	14h00-15h15	<b>Panel 8: Nothing about Us without Us</b>
26	15h15-17h00	<b>General Session (PoA and affiliate resolutions)</b> <ul style="list-style-type: none"> <li>PoA Section 3: Respect and Dignity for All (except Section 3.4: Migration and Refugees) (Amendments 6, 7, 8, 9, 10, 11, 12, 13 + 14) <ul style="list-style-type: none"> <li><i>Related Affiliate Resolutions: 9, 11</i></li> </ul> </li> </ul>
--	17h00-18h00	<b>Standing Orders Committee Session and determinations regarding Emergency Resolutions (if needed; closed session)</b>

Session	Times	<b>FRIDAY 3 NOVEMBER – FINAL DAY OF CONGRESS</b>
	8h30–10h00	<i>If a 2<sup>nd</sup> round of election voting is required, ballot boxes will be installed and balloting will be opened for the election of General Secretary / President (results will be announced in the course of the day)</i>
27	9h00-10h00	<b>Panel 9: Bread and Roses - Hearts starve as well as Bodies</b>
28	10h00-10h30	<b>General Session (PoA and affiliates resolutions)</b> <ul style="list-style-type: none"> <li>PoA Section 7.6: Education, culture and media</li> </ul>
29	10h30-11h00	<b>Pledge to end violence against women</b>
30	11h00-12h30	<b>General Session (Miscellaneous resolutions)</b> <ul style="list-style-type: none"> <li>National and Regional issues <ul style="list-style-type: none"> <li><i>Related Affiliate Resolutions: 45, 46, 47, 48, 50 (Amendment 42), 52, 53 (Amendment 41)</i></li> </ul> </li> <li>Outstanding Business</li> </ul>
	12h30-14h00	Lunch break
31	14h00-15h00	<b>Nominations and Elections</b>  <b>Report of the Election Officer</b> <ul style="list-style-type: none"> <li>Ratification by Congress of the candidate for the position of Third Trustee, as nominated by the Executive Board</li> <li>Election of Executive Board members and Nominations of Women's Committee and Regional Executive Committee members</li> <li>Election of Members' Auditors</li> <li>Election of additional Youth Representatives</li> <li>Any further business required under the transitional arrangements for the Constitution</li> </ul> <b>Affiliation fees and budget for the 2018–2022 period</b> Presentation by General Secretary, debate and adoption <ul style="list-style-type: none"> <li><i>Related Resolution: 55</i></li> </ul>
32	15h00-15h30	<b>The Next Five Years</b> <ul style="list-style-type: none"> <li><b>Outcomes</b></li> <li><b>Concluding remarks</b></li> </ul>
33	15h30-16h00	<b>Closing ceremony</b> <b>Entertainment</b>

## **APPENDIX 4) 3<sup>RD</sup> DRAFT STANDING ORDERS FOR GENEVA CONGRESS 2017**

**UPDATED AUGUST 2017**

### **1. CONGRESS COMPOSITION AND DUTIES**

#### **1.1 Congress shall be composed of:**

- a) Delegates with the right to vote representing affiliated unions with paid-up membership in accordance with Constitution Article 6.5 and 6.6. The entitlement to the number of delegates and the voting strength shall be calculated on their averaged paid-up membership over the years since the previous Congress or since their affiliation to PSI (for unions who have affiliated since the last Congress).
- b) PSI President and General Secretary.
- c) Observers from affiliated organizations in accordance with Constitution Annex 4, Participation at Congress (b) and (c); and from non-affiliated organizations at the invitation of the Executive Board.
- d) The two PSI Vice-Presidents for each of the Africa and Arab Countries, Asia and Pacific and Inter-America regions and the President and General Secretary of EPSU for the European region.

#### **1.1.1 The following individuals shall be able to participate in Congress:**

- a) Invited guests who may address Congress at the invitation of the President.
- b) Secretariat of the Congress, including interpreters and other personnel necessary for the conduct of Congress business.
- c) Individuals invited to participate only in specified sessions of the Congress agenda.

#### **1.2 The PSI President chairs Congress and shall be assisted by one or more Vice-Chairs, to be elected at the opening of Congress, who shall deputise for the President at her/his discretion and during the election of the President.**

#### **1.3 The General Secretary of PSI shall be the Secretary General of Congress and shall appoint members of the Secretariat and other persons as are necessary for the conduct of Congress.**

### **2. CONGRESS AGENDA**

#### **2.1 The Executive Board shall appoint a Standing Orders Committee (SOC) which shall consist of one member from each of the official language groups and one from each of the regions of Europe, Asia-Pacific, Africa and the Arab countries and the Inter-Americas; one representative of the Women's Committee and one Young Workers' representative. The General Secretary shall appoint the Secretary of the Committee. Congress shall be invited to ratify the composition of the Committee.**

The Committee shall examine and report to Congress on the validity of all resolutions and amendments to resolutions proposed by affiliated organisations and the Executive Board. It shall prepare composite resolutions or link and associate resolutions, where more than one resolution has been submitted on the

same subject, and shall recommend an Order of Business and time limits for speakers.

- 2.2. Congress shall be invited during the first working session to adopt the final report of the SOC and the final agenda and order of business.

No additional motions, resolutions, amendments or any other business shall be added to the Agenda or admitted during Congress, with the exception of emergency resolutions, which shall be confined to matters on which new developments have arisen after the closing date for the receipt of resolutions, in accordance with Constitution Annex 4, Resolutions (f). Such resolutions shall, in the first instance, be referred to the SOC.

### 3. CONGRESS VOTING

- 3.1 The Executive Board shall appoint a Credentials Committee from Congress delegates, which shall consist of one member from each PSI region and a Chairperson. The General Secretary shall appoint the Secretary of the Committee. Congress shall be invited to ratify the composition of the Committee.

The Committee shall examine and report to Congress on the credentials and voting strength of all delegations, based on their averaged paid-up membership for **2013-2017 inclusive** (or from the date of their affiliation, for unions which have affiliated since the last Congress). The cut-off date for receipt of payments is **31<sup>st</sup> August 2017**. Subject to Annex 4 Congress Credentials Committee (c), payments made after this date will NOT be taken into account for calculating delegation and voting entitlements.

- 3.2 Tellers shall be elected by Congress from observers of affiliated organizations to ascertain the number of votes cast, in accordance with the Constitution.

#### 3.3

- a) Voting at Congress shall normally be by a show of hands (or any electronic means) by delegates with the right to vote, and a simple majority (i.e. half the votes cast plus one), disregarding abstentions, shall decide the issue.
- b) In accordance with Constitution Article 17.1, all changes to the Constitution shall require a two-thirds majority of the paid-up membership represented at Congress. Membership represented at Congress are those members credentialed by the Credentials Committee. In accordance with Constitution Article 17.2, the Executive Board may propose a block of Constitutional amendments and the Congress Chair may submit the block to a hand vote.

If any affiliates from at least four different countries call for a membership vote<sup>1</sup> on any of the individual proposed amendments, the Congress Chair shall put the motion for such a membership vote to Congress, for determination by a show of hands.

If this motion is carried, a membership vote shall then be held on the identified individual proposed amendments but the remaining block of amendments, if declared by the Congress Chair to be approved by a two-

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<sup>1</sup> Annex 4, Voting (b) of the PSI Constitution:

If any affiliates from at least four different countries request, before voting begins, a membership vote, the Congress Chair shall put the motion for a membership vote to Congress for determination by a show of hands. If this motion is carried, the vote shall be called and held immediately. A membership vote shall be determined in accordance with the paid-up membership of each organisation.

thirds majority of those affiliates represented at Congress, shall be considered carried.

- c) If, before a vote is called (other than voting described above, in the case of proposed Executive Board Constitutional amendments), a delegate proposes that a secret ballot be taken and is supported by a delegate from a different country, the Congress Chair shall put the motion for a secret ballot to Congress for determination by a show of hands. If this motion is carried, a secret ballot shall be held.
- d) If, before a vote is called, any delegates from at least four different countries call for a membership vote, the Congress Chair shall put that question to the Congress and, if the motion is carried, such a membership vote shall be held immediately. A membership vote shall be determined in accordance with the paid-up membership of each organization.
- e) In accordance with PSI Constitution Articles 6.9, 9.1 and 10.1, the President and General Secretary shall be elected by the Congress. In order to secure a simple majority for the successful candidate, the following procedure shall apply:
  - i. The Election Officers shall arrange, where more than one nomination has been received, to publish ballot papers containing the names of all nominated candidates. These will be issued to the Head of Delegation of each affiliated union present, or the appointed proxy of an absent affiliated union, to cast its votes on the basis of averaged paid-up membership since the previous Congress or since affiliation.
  - ii. Each affiliated union shall clearly mark X against the name of the candidate of its choice and shall place their ballot paper in a box provided by the tellers.
  - iii. The ballot papers shall be counted by the Tellers who will communicate the result to the Election Officers and shall arrange for ballot papers to be destroyed at the end of Congress.
  - iv. The President, or one of the Congress Vice-Chairs during the election of the President, shall announce the result of the vote and if no candidate has secured at least half of the votes cast plus one, a second ballot shall be held between the two candidates who received the highest number of votes.
  - v. The candidate who receives at least half of the votes cast plus one, on either the first or second ballot, shall be declared elected.
  - vi. The details of voting by individual affiliated unions shall remain secret and shall not be published.
  - vii. Votes cast shall only be considered valid by the Tellers if the official voting papers issued by the Election Officers are used and clearly marked. Tellers shall report on the number of invalid ballot papers.

#### **4. ADDRESSING CONGRESS**

- 4.1 Requests to speak shall be handed in writing to the Congress Chair (or the Congress Chair's nominee) at least one session before the session at which he/she intends to speak (i.e. prior to the close of the session immediately preceding the

session in which he/she intends to speak), indicating the name of the delegate, the organization and country represented and the subject or agenda item on which the delegate wishes to speak.

- 4.2 The President and the General Secretary have the right to speak at any time.
- 4.3 The Congress Chair may fix a time limit on speeches. In the absence of a contrary decision by the Congress Chair, the following time limits will apply:
  - a) 5 minutes - Introduction of a section of the Programme of Action (PoA);
  - b) 3 minutes – Moving a resolution or amendment;
  - c) 3 minutes – Moving or responding to a procedural motion;
  - d) 3 minutes – Right of reply;
  - e) 2 minutes – All other speakers.
- 4.3.1 Affiliates who have withdrawn resolutions in favour of incorporation into the POA or another resolution, and have been offered the right to speak in support of their changes, will get 3 minutes.
- 4.3.2 Extensions to speaking times, whilst possible, will not normally be entertained by the Congress Chair.
- 4.4 The official languages at Congress shall be: Arabic, English, Finnish, French, German, Japanese, Russian, Spanish and Swedish, and any other language the Executive Board may decide. Delegates who are unable to speak in one of the official languages may speak in their native tongue, provided that interpretation can be provided either by the speaker or the Secretariat.
- 4.5 Questions of adjournment of discussion, adjournment of session, suspension of Standing Orders, motion to take a vote, appeal to Congress on the ruling of the Congress Chair and motions concerning procedure or Order of Business (other than those covered elsewhere in the Constitution or Standing Orders: for example in Constitution Annex 4 Voting, or Standing Orders 3.3(b) above) may be moved orally by a delegate, but must be seconded by at least four other delegates rising from their seats and shall take precedence over all other business. The Congress Chair may allow the mover to address Congress and one other delegate to speak against the motion and then shall put the motion to a vote.
- 4.6 When the Congress Chair intends to close the list of speakers, she/he shall inform the Congress of those delegates who remain on the list to speak. The Congress Chair may propose at any time that discussion be terminated, or to reduce the speaking time of remaining speakers. At the close of discussion, the mover or rapporteur of the subject under discussion shall have the right of reply to the debate, unless there are no speakers in opposition, in which case no right of reply will be given.

Amendments acceptable to the mover of the resolution will be debated as part of the resolution. In such cases, unless a speaker opposes, the amendment will be considered incorporated into the resolution and not voted on separately to the resolution. In such cases, the mover of the amendment will have the right to speak in favour of the amendment immediately after the mover of the resolution.

- 4.7 The Congress Chair shall, subject to the provisions of the Constitution and these Standing Orders, direct the Proceedings of Congress. Her/his ruling shall be final, unless an appeal is made to Congress and such an appeal is upheld by a two-thirds majority of votes cast.



## 5. CONGRESS RESOLUTIONS

### 5.1 Proposed resolutions to Congress will be handled in the following manner:

- a) Prior to Congress, the Standing Orders Committee (SOC) will have decided on the validity of all proposed Congress resolutions and amendments. These will have been sent to all affiliates two months before Congress.
- b) The SOC at its last session before Congress (29<sup>th</sup> October) will prepare the transmission of the resolutions and amendments to the Executive Board with a recommendation on how Congress should respond to each of these: usually “Accept”, “Reject”, or “Refer to the incoming Executive Board for further discussion”.
- c) The Executive Board, at its last meeting prior to Congress (30<sup>th</sup> October), will have been presented with a list of all resolutions and amendments accepted onto the Congress agenda and the respective SOC recommendations. The Executive Board will endorse or amend these recommendations. Any relevant statements/changes relating to specific resolutions/ amendments will be made available to all delegates at registration, if possible, or at the beginning of Congress.
- d) All motions, resolutions and amendments deemed in order by the SOC or Executive Board, shall be deemed to have been duly moved and seconded and will therefore not require formal moving and seconding by a delegate.
- e) The Chair of the Standing Orders Committee will announce to Congress on the morning of the first day, immediately after the election of the Committee, that the SOC will hold hearings at a designated time and place, with interpretation.
- f) Heads of Delegation of any affiliates that had submitted the resolution or amendment and wish to contest a Board recommendation will be able to present their position to the SOC at these hearings, if they have the support of at least one other affiliate.
- g) At the end of the hearings, the SOC will then prepare its report for Congress and will present for each resolution and amendment, its recommendation on how to respond to submissions from any Heads of Delegations.  
During Congress, the SOC may be commissioned by the President to convene additional sessions.
- h) The SOC report will constitute a block of recommendations and the Congress Chair may submit the block to a hand vote. If affiliates from at least four different countries call for a separate vote on any of the individual proposed recommendations of the SOC, the Congress Chair shall put the motion to Congress for a separate vote by a show of hands. If this motion is carried, a separate vote shall then be held on the individual proposed recommendation but the remaining block of recommendations, if declared by the Congress Chair to be approved by a majority, shall be considered carried.

Where both the mover of an amendment to a proposed resolution, and the mover of the proposed resolution subject to amendment, agree that the amendment should be incorporated into the proposed resolution, the SOC

may make this recommendation to Congress as part of the block of recommendations.

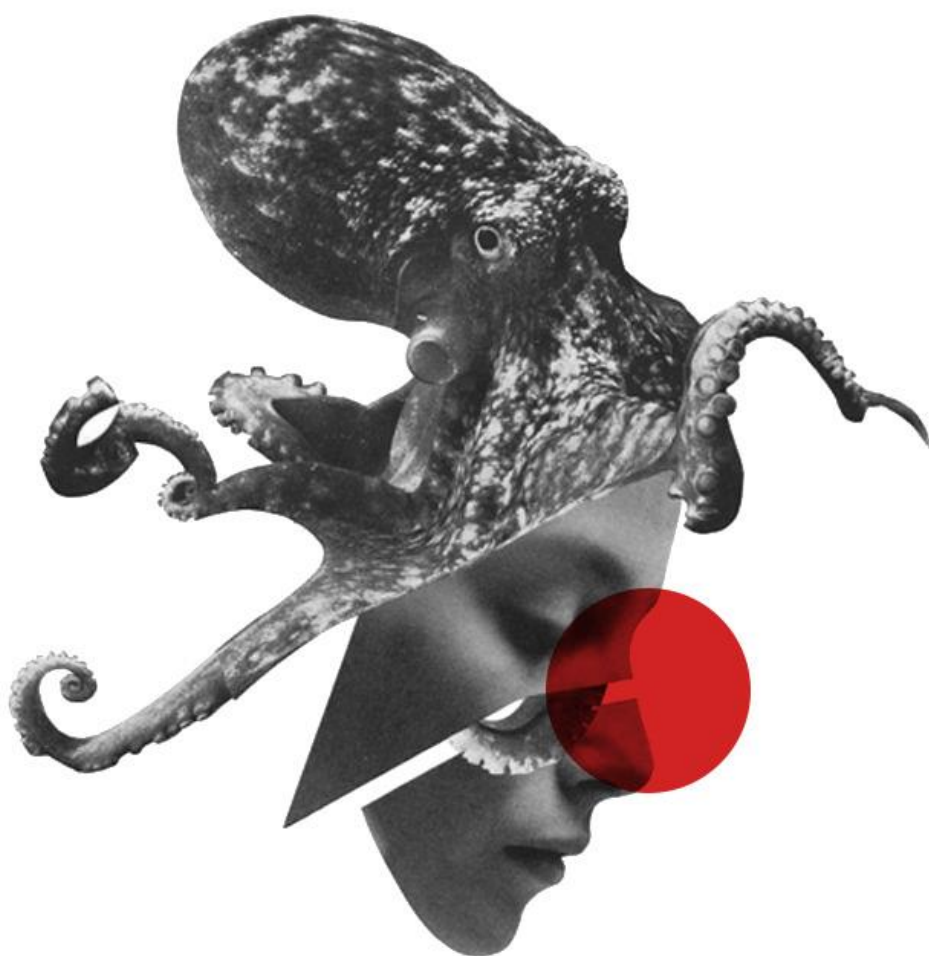
## **6. CONFLICTING RESOLUTIONS**

- 6.1 Where two or more proposed resolutions are deemed by the SOC to be mutually incompatible, the SOC will determine that one of the proposed resolutions will be the 'substantive' resolution. All other resolutions deemed incompatible with the substantive resolution, will be called 'alternative resolutions' and given an order for debate.
- 6.2 The substantive resolution shall be debated first. When a substantive resolution is carried, all alternative resolutions will be deemed to have automatically lapsed.
- 6.3 If the substantive resolution is rejected, then the alternative resolution(s) will be debated in the order determined by SOC. If any alternative resolution is carried, then all subsequent alternative resolutions will be deemed to have automatically lapsed.
- 6.4 The procedure for dealing with conflicting proposed amendments shall be the same as that for dealing with conflicting resolutions as outlined in 6.1, 6.2 and 6.3 above.
- 6.5 The mover of any alternative resolution or alternative amendment will have the right to speak once in the debate of the substantive resolution/amendment or any other alternative resolutions/ amendments preceding the consideration of that mover's alternative resolution or amendment. This right is in addition to the mover's rights associated with the debate of the alternative resolution or amendment.

## **7. SUSPENSION OF STANDING ORDERS**

- 7.1 By suspension of Standing Orders, Congress workshop sessions may be held in plenary to allow for informal discussion by participants on how to implement the Programme of Action (PoA) and strengthen its delivery across PSI's regions.
- 7.2 On the request of the SOC or the Congress Chair, Congress may agree workshop sessions on issues other than the PoA, in order to facilitate interaction between the Congress delegates and participants.
- 7.3 Workshop sessions will be open to all Congress delegates, observers, guests and PSI staff; and others agreed by Congress. All participants will have equal voice and place in the workshops; there shall be no hierarchy of participation.
- 7.4 The regular Congress rules of order, as outlined in these Standing Orders, will not apply to Congress workshops. Workshops will respect the principles of equal participation and consensus building.
- 7.5 Workshop sessions cannot make binding decisions, nor change the PoA, but may suggest priorities and give guidance for its implementation.
- 7.6 Workshop session proposals concerning the implementation and the priorities of the PoA, will be reported to the SOC to transmit to Congress or to the incoming Executive Board for further discussion and action.

Public Services International is a global trade union federation representing 20 million working women and men who deliver vital public services in 150 countries. PSI champions human rights, advocates for social justice and promotes universal access to quality public services. PSI works with the United Nations system and in partnership with labour, civil society and other organisations.



Third Report of The Standing Orders Committee

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