

Public Services International

30th World Congress

Geneva, 2017



PEOPLE OVER PROFIT

Basic orientation for delegates/observers

Congratulations! You have been nominated as a delegate or as an observer to represent your union at the 30th PSI Congress 2017 in Geneva.

In this document, you will find basic information about your rights and entitlements, mainly based on two sources: the PSI Constitution (Annex 4) and the Congress Standing Orders.

REGISTRATION

- Upon arrival, **register** yourself at the PSI registration desk at the congress venue, CIGG.
- If you are more than one in your delegation, one mandated person may register the **whole delegation**.
- **Registration dates and times:** 29 October 12h00 to 19h00 and 30 October 8h00 to 17h00.

SEATING

- **Delegates and observers will sit together** as one delegation.
- The **seating plan** will be published through various means. This plan will accommodate the many participants and the particular layout of the meeting venue.
- On the morning of Thursday 2 November, the **seating plan will change** for some delegations.

HEAD OF DELEGATION

- Each delegation is headed by its “Head of Delegation”.
- If the affiliate is represented by only one delegate, s/he is automatically “Head of Delegation”.
- The Head of Delegation has the **same rights** and entitlements as a delegate.
- In case of a membership vote, it is only the Head of Delegation who casts the union’s ballots.

DELEGATES

- Have the **right to vote** on each motion presented.
- They will do this through the electronic voting system or by show of hands with their delegates’ card. They will receive this card at registration.

RULES OF CONGRESS

- All Congress proceedings are ruled by Congress Standing Orders. **Draft Standing Orders** proposed by the Standing Orders Committee (SOC) will be adopted by Congress at its first session and become final with adoption.
- The **Standing Orders Committee** is mandated with the task of overseeing Congress proceedings. Any changes to the Order of Business will be dealt with by the SOC which meets daily at close of Congress.

SPEAKING AT CONGRESS

- All delegates have the **right to speak** at Congress.
- They need to follow certain rules in order to take the floor: these rules are specified in the Congress Standing Orders. They have to fill in a “**Request to Speak Form**” and hand it to the Speakers’ table prior to the close of the previous session in which he/she intends to speak. The Request to Speak Form will be provided to all delegates at registration.

- Affiliates who are moving resolutions or amendments are encouraged to inform the secretariat about the delegate who will be speaking.
- **Speaking times** for each session are determined by the Standing Orders. More details: Standing Orders, paragraph 4.3.

OBSERVERS

- **Observe** the proceedings.
- However, this **rule will be suspended** under certain circumstances, like the Panel Sessions which will be open to all Congress delegates, observers, guests and PSI staff. All participants will have equal voice.

THE PROCEEDINGS

Congress will deal with **formal motions**, and also offer a large **forum for debate** and exchange.

- The **formal motions** submitted to Congress for discussion and approval have been subject to a wide consultation process in the regions and subregions in early 2017. They are
 1. The Draft Programme of Action 2018-2022 (which is a resolution from the Executive Board) and related amendments,
 2. The Draft Resolutions and Amendments,
 3. The Draft Constitution (also an Executive Board resolution) and related amendments, And any other resolution approved by the Executive Board.
- The **forum for debate** will focus on a variety of public sector issues. These issues will be introduced by expert speakers during nine interactive **Panel Sessions** and allow for general debate.
- In sessions following the panels, the presiding officer of the Congress will introduce the various resolutions that pertain to the subject matter. The resolutions will be debated and voted upon.
- **Emergency resolutions** can only be submitted under exceptional circumstances as spelt out in Constitution Appendix 4, “Resolutions”, paragraph f).

ELECTIONS

- Congress will elect the **PSI President and the PSI General Secretary** for the next mandate period.
- Both Dave Prentis, actual PSI President, and Rosa Pavanelli, actual PSI General Secretary, stand for **re-election** unopposed.
- The elections will be overseen by two **Election Officers** who have been nominated by the PSI Executive Board: Morna Ballantyne, PSAC, Canada, and Tomio Ishihara, JPSU, Japan.
- This election will not be by show of hands but it will be a **membership vote**. A membership vote takes into account the paid-up membership of each union over the last Congress period.
- All documents needed for a membership vote will be handed out to the Head of Delegation at registration. Only the Head of Delegation casts the union’s vote.

SPONSORSHIP

- Some delegates have been nominated by their (sub)regions to receive **financial support** from PSI in order to enhance democracy and participation.
- This support will be practically managed **by region and subregion** with the help of relevant staff.
- **Venues and times** will be announced during plenary sessions.

DOCUMENTS

You should familiarise yourself with the following documents:

- motions and amendments mentioned above under “Proceedings”
- Congress order of business (agenda)
- Congress Standing Orders
- Annex 4 of the PSI Constitution