

STANDING RULES OF
PROCEDURE FOR
MEETINGS IN THE
AIR TRANSPORT FIELD

(World-wide Conferences
and
Division Sessions)



Approved by and issued by authority of the Council

5 June 1967

INTERNATIONAL CIVIL AVIATION ORGANIZATION

TABLE OF CONTENTS

	<u>Page</u>
FOREWORD	(iii)
STANDING RULES OF PROCEDURE FOR MEETINGS IN THE AIR TRANSPORT FIELD	
1.- Composition of the Meeting	1
2.- Credentials	1
3.- Officers	2
4.- Agenda	2
5.- Committees, Subcommittees and Working Groups	2
6.- Public and Private Meetings	2
7.- Participation of Observers	3
8.- Quorum	3
9.- Powers of the Presiding Officer	3
10.- Speakers	3
11.- Time Limit of Speeches	4
12.- Points of Order	4
13.- Motions and Amendments	4
14.- Withdrawal of Motion	5
15.- Procedural Motions	5
16.- Order of Procedural Motions	5
17.- Re-opening of Debate	5

TABLE OF CONTENTS (Contd)

	<u>Page</u>
18.- Voting Rights	6
19.- Voting of Presiding Officer	6
20.- Majority required	6
21.- Method of Voting	6
22.- Division of Motions	6
23.- Voting on Amendments	7
24.- Voting on Alternative or Substitute Motions	7
25.- Tie Vote	7
26.- Records of Proceedings	7

FOREWORD

This document complements "Directives of the Council concerning the Conduct of ICAO Meetings" (Doc 7986-C/915). It replaces various sets of Rules of Procedure used to date by the Facilitation Division, the Statistics Division and Conferences on Airport Charges.

Contracting States are urged to ensure that their representatives attending ICAO World-wide Meetings in the Air Transport Field familiarize themselves with the contents of this document prior to participation.