

SUGGESTED RULES OF ORDER
for the
2018 SERVAS INTERNATIONAL GENERAL ASSEMBLY

DRAFT 2

1. This 2018 General Assembly (GA) will remain in session on the following days:

Sunday, October 14, 2018 until Saturday October 20, 2018
2. The GA will be in session during the following hours:

8:30 a.m. to 6:00 p.m. (08:30-18:00) with:
 - 30-minute breaks at or about 10:15 a.m. (10:15) and 3:30 p.m. (15:30)
 - One-hour lunch breaks at or about 12:30 p.m. (12:30)
3. The GA sessions are led by a neutral moderator. The SI President or his designate shall moderate at the times specified. If the SI President and his designate wishes, SI Exco shall choose another suitable person to act as moderator.
4. If a delegate does not understand what is being said, they will raise their paddle displaying the “?” side, to notify the moderator “I DO NOT UNDERSTAND”. Discussion will immediately stop so the current speaker or moderator can explain and help the delegate to understand. Then discussion will then continue.
5. When a delegate wishes to speak on a motion being discussed, the delegate shall hold up his/her country’s paddle and their name will be added to the list of speaking requests. When it is the delegate’s turn to speak, he/she shall state his/her name and country, and shall only speak about the motion being debated.
6. A registered delegate may speak on the motion for only two minutes, unless the GA approves more time.
7. A delegate shall not speak again on the motion until all who have requested to speak or have not yet spoken have had the opportunity to do so.
8. A delegate shall not interrupt another except:
 - a. To raise their paddle displaying the “?” – “I DO NOT UNDERSTAND”, or
 - b. To call a Point of Order by raising both hands above their head.
9. If a Point of Order is called, the delegate shall stop speaking about the motion until the Point of Order has been decided.
10. Any amendment to a motion, when properly introduced, will be discussed and voted on before the main motion.

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11. When a motion is being debated, no motion is allowed except:
 - a. To refer the motion back to the Subject Working Group
 - b. To request an immediate vote on the motion (call for the vote)
 - c. To table (put aside) the motion for a definite or indefinite time
 - d. To overrule the moderator's ruling
12. The exceptions listed in 11 a, b, c and d cannot be made by a delegate who has spoken on the motion.
13. A motion to do 11 a, b, c or d must be voted upon immediately by the GA.
14. Any motion that affects the Statutes can only be approved "in principle", and must then be referred to the ad hoc Statutes Working Group so they can reword it as a Statute Amendment, as necessary.
15. A Statute Amendment must be passed by an affirmative vote of at least two thirds (2/3) of the eligible voters present.
16. When there is a motion to call for a vote, no discussion or amendment is permitted, and the vote will be done without any more debate.
17. A delegate may change his/her mind and ask for a motion to be reconsidered if he/she voted with the majority (on the original vote), and two-thirds (2/3) of the delegates agree. In that case, the motion will be scheduled for the first session of the next day.
18. Working groups and official committees may combine agenda items to prepare a composite motion to cover the intent and the principle of the items.
19. For reports of SI Officers, working groups and official committees, the motion is to receive their report and the report cannot be amended.
20. If a motion is passed, it becomes a decision of the GA.
21. Voting is done by a show of paddles. All votes for, votes against, and abstentions shall be recorded in the minutes. The only exception is for votes on procedural matters. An abstention is not counted as for or against the motion.
22. A delegate may appeal any decision of the moderator. The moderator will then withdraw and his place shall be taken by another moderator. The moderator shall then ask "Shall the decision of the moderator be sustained?" The only discussion before voting shall be for the moderator and the challenger to explain their respective positions. A vote by a simple majority will then decide whether the ruling of the original moderator shall be sustained (upheld) or not. After the vote, the original moderator shall continue as the moderator for the session.

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23. The moderator does not vote. The only exception is when the SI President is in the position of moderator and casts the deciding vote to break a tie. (When the number of votes for "yes" and for "no" are the same.) If the SI President is not the moderator, then the moderator will ask the SI President to cast his deciding vote to break the tie.
24. All matters and questions of parliamentary nature not provided for by these Rules of Order shall be decided by *Robert's Rules of Order, Revised*.