**RULES OF DEBATE FOR THE ETUCE CONFERENCE OR ETUCE COMMITTEES**

1) A delegate or member of the Committee shall speak only once in a debate, unless otherwise agreed by the Committee or Conference. The representative of a Committee presenting a report or a mover of a motion, resolution or amendment (not concerning a motion of procedure) shall have the right of reply at the close of debate on an item.

2) A request to speak shall be made to the Chair, except when related to a point of order or procedure. At the Conference such request must be made in writing. At the Conference a delegate who is invited by the Chair to speak may yield the right to speak to another member of the delegate’s own union delegation.

3) The Chair shall decide the order in which speakers are called upon to speak in a manner designed to ensure balance in the debate on any issue or resolution.

4) At any time during the course of a debate the Chair may call a speaker to order if the remarks of the speaker are not relevant to the subject under discussion or if the speaker exceeds the allotted time or if the speaker is otherwise in breach of these Standing Orders/Rules of Debate.

5) The European Director shall have the right to speak on any subject.

6) Resolutions or other proposals for the consideration of the Committee from member organizations or other committees must be proposed to the Committee in writing.

7) Resolutions (motions/ propositions), which have been submitted to the Conference by member organizations or by the Committee in accordance with the prescribed procedures, must be proposed by accredited delegates or by members of the Committee to the Conference in order to place them for debate before the Conference.

8) The proposer must speak to the resolution when it has been placed before the Conference.

9) Amendments to the resolution, which have been submitted to the Conference by member organizations or by the Committee in accordance with the prescribed procedures, must also be proposed by accredited delegates or by members of the Committee, to place them before the Conference.

10) Amendments to a resolution must be taken immediately after the proposer has spoken.

11) Each amendment must be disposed of before the next one is taken.

12) Each delegate may speak only once on any resolution or amendment to it which is placed before the meeting except the proposer of the resolution who may speak once on the resolution and once on any amendment to it. The proposer may also reply to the debate on the resolution (or substantive resolution) before it is voted upon.

13) The proposer of a resolution may speak for a maximum of five minutes in proposing the resolution. Any subsequent contributor to the debate on the resolution or amendments, may speak for a maximum of three minutes.

14) In the interests of completing particular items of business, the Chair may, with the permission of the Conference or Committee, reduce the length of time speakers are permitted.

15) After the proposer of the resolution or amendment has spoken, the Chair will select speakers for and against the resolution or amendment, in turn. If during the course of the debate there are no further requests to speak against the resolution or amendment, the Chair may put immediately the resolution or amendment to a vote.

16) The debate on a question before the Conference or Committee may be interrupted at any time by a point of order or by a motion of procedure. The Chair shall give an immediate ruling in response to a point of order.

A motion challenging the ruling of the Chair shall be put immediately to a vote.

A motion of procedure shall be required in order:

1. to adjourn the sitting;
2. to adjourn the debate;
3. to close the debate and/or vote on the item under discussion;
4. to proceed with the next item on the agenda.

The above or any other motion of procedure shall be put immediately to a vote, except that the delegation submitting the resolution under discussion, may exercise its right of reply.