



International Convention for the Protection of All Persons from Enforced Disappearance

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Conference of the States Parties

First session

Geneva, 19 December 2016

Item 4 of the provisional agenda

Adoption of the rules of procedure for the Conference

Provisional rules of procedure for the Conference of the States Parties to the International Convention for the Protection of all Persons from Enforced Disappearance

I. Representation and credentials

Rule 1

Each State party to the International Convention for the Protection of All Persons from Enforced Disappearance shall be represented at the sessions of the Conference of the States parties by an accredited representative. If more than one representative is named, one shall be designated as the head of the delegation. Each delegation may also include such alternate representatives and advisers as may be required.

Rule 2

The credentials of representatives and the names of members of delegations shall be submitted to the Secretary-General, if possible, no later than one week prior to the date set for the opening of the session. The credentials shall be issued by the Head of State or Government or by the Minister of Foreign Affairs. The Secretary-General shall report to the Conference on the credentials.

Rule 3

Pending the decision of the Conference upon the report of credentials, the representatives of the participating States parties shall be entitled to participate provisionally in the session.

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II. Officers

Rule 4

The Conference shall elect two co-Chairs and one to three Vice-Chairs from among the representatives of the States parties.

Rule 5

If the Chair is absent from a meeting or any part thereof, a Vice-Chair nominated by him or her shall preside. The Vice-Chair, when acting as Chair, shall have the same powers and duties as the Chair.

Rule 6

The Chair or Vice-Chair or acting Chair may, in his or her capacity as representative of a State party, appoint one of his or her alternates or advisers to participate in the proceedings and to vote in the session in his or her place. In such a case, the Chair or acting Chair shall not vote.

III. Secretariat

Rule 7

The Secretary-General shall be responsible for making the arrangements connected with the sessions of the Conference. The Secretary-General or his or her representatives may participate in the session and make either oral or written statements concerning any question under consideration.

IV. Conduct of business

Rule 8

A quorum shall be constituted by the representatives of two thirds of the States parties to the Convention.

Rule 9

The Chair shall declare the opening and closing of each session of the Conference. At such sessions, the Chair shall direct the discussions, accord the right to speak, put questions to the vote, announce decisions, rule on points of order and, subject to these rules of procedure, have complete control of the session. In exercising these functions, the Chair shall remain under the authority of the Conference.

V. Voting

Rule 10

Each State party represented at the session shall have one vote.

Rule 11

Decisions of the Conference that do not fall within the scope of article 44 of the Convention shall be made by a majority of the representatives of States parties to the Convention present and voting.

Rule 12

For the purposes of these rules, the phrase “representatives of States parties to the Convention present and voting” means representatives casting either an affirmative or a negative vote. Representatives who abstain from voting are considered as not voting.

VI. Languages**Rule 13**

Arabic, Chinese, English, French, Russian and Spanish shall be the official and working languages of the Conference.

VII. Records**Rule 14**

Official records of the Conference shall be drawn up by the Secretariat of the United Nations in the languages of the Conference.

Rule 15

The texts of all formal decisions adopted by the Conference shall be distributed by the Secretary-General in the languages of the Conference as soon as possible after the session.

VIII. Publicity**Rule 16**

The Conference shall meet in public session unless decided otherwise.

IX. Reference to the rules of procedure of the General Assembly**Rule 17**

Any procedural matters arising at sessions of the Conference that are not covered by these rules shall be dealt with by the Chair in the light of those rules of procedure of the General Assembly that may be applicable to the matter at issue.

X. Amendments**Rule 18**

These rules of procedure may be amended by a decision of the Conference, provided that the amendment is not inconsistent with the provisions of the Convention.
