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OSCE PARLIAMENTARY ASSEMBLY

PROCEDURAL DOCUMENT AND TIMELINE

Birmingham, 2 – 6 July 2022

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This document seeks to give a brief and basic guide to the procedures of the OSCE Parliamentary Assembly and the practical arrangements in view of the 29th Annual Session to be held in Birmingham from 2 to 6 July 2022. This document is not exhaustive and should be read in conjunction with the Rules of Procedure dated 21 March 2020.

DOCUMENTS

Please pay special attention to the Rules of Procedure and the document deadlines (page 10) regarding the submission of *Supplementary Items, Amendments, Compromise Supplementary Items* and *Questions of Urgency*.

General Committees Reports and Draft Resolutions

The Rapporteur of each General Committee will present a report which will form the basis of the debate in the General Committee. The text of the report is the responsibility of the Rapporteur.

The Rapporteur will also present a draft resolution based on the report. Both documents will be translated and circulated as soon as possible, expected to be in early May 2022.

The Draft Resolution, but not the Report, is subject to amendment by Members of the Assembly in accordance with the provisions of Rule 22, paragraph 1 of the Rules of Procedure. Amendments should, therefore, relate only to the subjects addressed by the Rapporteur in the Draft Resolution.

Supplementary Items

Rule 21 of the Rules of Procedure states that the agenda of the Annual Session may be supplemented by an item or a motion on any matter within the competence of the OSCE, **which does not relate directly to subjects proposed by the General Rapporteurs to the three General Committees**. Proposed supplementary items may therefore only be submitted to the Secretariat after the Reports and Draft Resolutions of the Rapporteurs are made available in early May but at least 35 days before the opening of the first plenary session, on **Saturday 28th May 2022**.

Supplementary Items shall be in the form of a draft resolution with signatures of at least twenty Members representing at least four different countries. In addition, a Member of the Assembly cannot be a co-sponsor of more than four supplementary items.

The Standing Committee may place only **fifteen** supplementary items on the agenda of the Annual Session. The Standing Committee decides by a two-thirds majority of the votes cast whether to include a supplementary item on the agenda of the Annual Session. If more than fifteen supplementary items receive a two-thirds majority in the Standing Committee, a ballot shall be held to determine which items are placed on the agenda, and

the fifteen supplementary items receiving the highest number of votes shall be placed on the agenda of the Annual Session. The Standing Committee shall then decide by a majority of votes cast whether to refer a supplementary item to the competent Committee or to submit it to the plenary.

According to Rule 21.3, Supplementary Items which obtain the level of support required by Rule 21.1 and have no amendments meeting the requirements of Rule 22.1, but which are not placed on the agenda of the Annual Session by the Standing Committee under rule 21.1, are referred directly to the plenary or competent Committee.

Supplementary Items must be received at the International Secretariat in Copenhagen not later than SATURDAY 28 MAY 2022.

Compromise Supplementary Items must be received at the International Secretariat in Copenhagen not later than SATURDAY 18 JUNE.

Amendments

According to paragraph 1 of Rule 22 of the Rules of Procedure, amendments to the draft resolutions presented by the General Rapporteurs or to supplementary items shall be submitted in writing and signed by at least five Members representing at least two participating States. **A Member of the Assembly may not sign more than four Amendments to a draft resolution or to a supplementary item.**

Amendments to the draft resolutions prepared by the Rapporteurs of the three General Committees shall be received at the Secretariat with the required signatures at least fourteen days before the opening of the first plenary session (Saturday 18th June 2022). Amendments to supplementary items shall be received at the Secretariat with the required signatures at least seven days before the opening of the first plenary session (Saturday 25th June 2022).

Each Amendment may only relate to one paragraph. If two or more Amendments relate to the same paragraph, they will be voted upon according to the following order:

- Amendments to delete the entire paragraph
- Amendments to delete part of the paragraph
- Amendments that modify the paragraph
- Additional Amendments that insert a new paragraph.

Delegations are particularly requested not to present Amendments which incorporate or re-order large sections of the Rapporteur's original draft resolution. In order to allow proper debate, it is necessary that any Amendments be addressed specifically to individual paragraphs of the Rapporteur's text. Amendments should not take the form of alternative resolutions.

The forms for submitting amendments to draft resolutions and supplementary items will be forwarded to you.

Amendments to the three General Committee Draft Resolutions must be received at the International Secretariat in Copenhagen not later than SATURDAY 18 JUNE 2022.

Amendments to Supplementary Items must be received at the International Secretariat in Copenhagen not later than SATURDAY 25 JUNE 2022.

Final Document

The draft Final Document to be debated and considered at the Plenary Session on **Wednesday, 6 July 2022** will be, in principle, a composite of the three resolutions of the three General Committees. Supplementary Items adopted in General Committees will also be considered by the Plenary Session. In the event of incompatibilities between the texts adopted by the General Committees, a Drafting Committee composed of representatives of the three General Committees and others appointed by the President will seek to reconcile the texts (Rule 39, paragraph 3).

Validation of Signatures

Please note that Rule 24 of the Rules of Procedure, related to validation of signatures, was amended at the 2019 Winter Meeting. In accordance with this change, for the purposes of validation of signatures, the Standing Committee is expected to approve the list of registered participants maintained by the Secretariat.

RULE 24 (as amended)

Validation of Signatures

1. The signatures of Members of the Assembly who signed a supplementary item or an amendment in accordance with the Rules of Procedure are valid provided they register for the Annual Session; the Secretariat shall maintain a list of registered participants subject to approval by the Standing Committee.
2. In the event that a Member of the Assembly who registered for but cannot attend the Annual Session due to unavoidable obligations, his or her signatures shall remain valid provided that the President of the Assembly and the Secretary General are notified in writing by the Head of a Delegation before the Standing Committee meeting.

Submission of Documents and Signatures

For the submission of documents and signatures (Supplementary Items, Amendments, etc.), please use **ONLY** the following:

Email: birminghamdocs@oscepa.dk

Fax: +45 33 37 80 30

List of Speakers for General Debates

In advance of general debates held in both Plenary Sessions and General Committees, Members wishing to speak should enter their names in a register provided for that purpose in the Table Office **not later than one hour before the announced time for the opening of the sitting** (Rule 27, paragraph 2). Please note since that Birmingham is an in-person Annual Session, there will **not** be a virtual Table Office. It will **not** be possible to sign up to speak via email.

Considering the time constraints, Members wishing to speak in the general debate in the Plenary Session on **Tuesday, 5 July 2022** are particularly encouraged to enter their names in a register provided for that purpose in the Table Office in good time and in all cases not later than one hour before the announced time for the opening of the sitting.

The Chair may close the list when the number of speakers multiplied by five minutes exceeds the time available for the session. Alternatively, the Chair may reduce the time limit for each speaker to less than five minutes in order to allow more Members to participate in the debate (Rule 27, paragraph 2).

Voting and Voting Cards

Under Rule 34, paragraph 1, decisions in the Assembly, Standing Committee, General Committees or Bureau can only be taken when a majority of Members are present. The Chair shall determine the presence of a quorum.

Under Rule 32, paragraph 1, the Assembly shall vote by a show of hands except in cases where a roll-call vote or secret ballot is required.

Each delegation will receive colour-coded voting cards for the three General Committees and for the Plenary Sessions. Voting cards can be picked beginning up at 9:00 a.m. on Saturday 2 July 2022 at the venue of the Session (the International Convention Centre) in Birmingham.

The voting cards for the three General Committees will be distributed according to Rule 36, paragraphs 2 and 4. The OSCE PA International Secretariat will distribute the voting cards divided equally, to the extent possible, among the General Committees. The difference between voting cards distributed for each committee shall not exceed one.

Where the Assembly's accounts show that a participating State has not made its due contribution for a period of 9 months, Members of its delegation shall not be allowed to vote until the contribution has been received (Rule 41, paragraph 5).

ELECTION OF OFFICERS OF THE ASSEMBLY

(Current list of Officers of the Assembly can be found on page 9)

Election of the President and Vice-Presidents will be held on the last day of the Annual Session, **Wednesday, 6 July 2022**. These Officers will be elected by secret ballot (Rule 5, paragraphs 1 through 4). In considering proposed candidates, the Assembly shall take into account the national composition of the Assembly (Rule 4, paragraph 9).

Under Rule 4, paragraph 5, candidates for the offices of President and Vice-President must be sponsored in writing by twenty-five (25) or more Members of the Assembly. Nomination papers should be handed in at **the Table Office no later than 10:00 a.m. on Tuesday, 5 July 2022**. In accordance with Rule 4, paragraph 5, the Bureau will verify the candidatures prior to submission to the Assembly.

The elections will be held on **Wednesday 6 July 2022 between 8:30 a.m. and 11:00 a.m.** Details regarding distribution of ballot papers and the organization of the election will be announced during the Birmingham Session. Proxy voting is not allowed. Each voting member shall cast their ballot in person.

In accordance with Rule 31, paragraph 3, a Member who has an unavoidable obligation to leave the Annual Session before the day of the election of a President, Vice-President, and a Treasurer has the right to vote earlier, provided that he or she has notified the Assembly President **in writing**. Early voting shall start only when all candidates have been duly nominated. In the event of a second ballot, any members who have left the Annual Session will be unable to vote.

In accordance with Rule 32, paragraph 4, the Chair will appoint three tellers to supervise the elections and count the ballots. All duly appointed candidates or those that represent them have the right to monitor the voting procedure, the counting of the ballot papers, and the tabulation of the votes in all polling places.

If the number of candidates nominated is the same or less than the number of positions to be filled, the candidates shall be declared elected by acclamation (Rule 5, paragraph 4).

President of the Parliamentary Assembly

The President will be elected for a period of one year, until the closure of the 2023 Annual Session (Rule 4, paragraph 6). The President may be re-elected only once to the same office (Rule 5, paragraph 6).

In accordance with Rule 5, paragraph 1, the President shall be elected by secret ballot and each Member entitled to vote may cast one vote. If, on the first ballot, no candidate has

obtained an absolute majority of the votes cast, a second ballot shall be held between the two candidates who obtain the most votes in the first ballot. The candidate who, on the second ballot, obtains the most votes shall be elected. In the event of a tie, the issue shall be decided by lot.

Ms. Margareta CEDERFELT (Sweden) was elected President in a hybrid session in 2021 for a one-year term. Ms. Cederfelt is eligible for re-election as President.

Vice-Presidents of the Parliamentary Assembly

Vice-Presidents may be re-elected once to the same office (Rule 5, paragraph 6). A Vice-President who has served less than two three-year terms is eligible for re-election (Rule 5, paragraph 7).

In Birmingham it is expected that there will be elections for three Vice-Presidents who will serve for three years until the end of the 2025 Annual Session and one Vice-President who will serve for one year (until the end of the 2023 Annual Session).

- Mr. Azay GULIYEV (Azerbaijan), elected Vice-President in 2016 in Tbilisi for a three-year mandate, and re-elected Vice-President in Luxembourg in 2019 for a three-year mandate, is not eligible for re-election as Vice-President.
- Mr. Kristian VIGENIN (Bulgaria), elected Vice-President in Berlin in 2018 for a three-year mandate, and re-elected in a hybrid session in 2021 for a one-year mandate, is eligible for re-election as Vice-President.
- Ms. Irene CHARALAMBIDES (Cyprus), elected Vice-President in a hybrid session in 2021 for a one-year mandate, is eligible for re-election as Vice-President.
- Ms. Daniela DE RIDDER (Germany), elected Vice-President in a hybrid session in 2021 for a two-year mandate, is no longer a Member of Parliament. This mandate expires in 2023.

The Assembly will vote on all four positions of Vice-President simultaneously. The three candidates obtaining the greatest number of votes will serve for three years until the end of the 2025 Annual Session (Rule 4, paragraph 7). Since there is an unexpired term to be filled (until 2023), the candidate receiving the next highest number of votes shall be elected.

Treasurer

In Birmingham, there will not be an election for Treasurer.

The Treasurer shall hold office from the close of the Annual Session in which he or she is elected to the close of the second Annual Session thereafter (Rule 4, paragraph 8). The Treasurer may be re-elected twice to the same office (Rule 5, paragraph 6).

- Mr. Peter JUEL-JENSEN, elected in 2019 in Luxembourg for a two-year term, was re-elected in a hybrid session in 2021 for a two-year term. This mandate concludes in 2023.

Election of General Committee Officers

General Committees shall elect a Chair, a Vice-Chair and a General Rapporteur, who are the Officers of General Committees, at the close of the sitting at each Annual Session for the following year (Rule 36, paragraph 5). Candidates shall be sponsored in writing and submitted to the Table Office. Unless the General Committee decides otherwise, they shall be **nominated before the opening of the last scheduled meeting of the General Committee** during the Annual Session.

The General Committee Officers shall be elected by a majority of votes cast in a secret ballot. If no candidate has obtained a majority, a second ballot shall be held between the two candidates having obtained the highest number of votes in the first ballot. If there is only one candidate nominated for an office the candidate shall be declared elected by acclamation (Rule 36, paragraph 5).

OFFICERS OF THE OSCE PARLIAMENTARY ASSEMBLY

MEMBERS OF THE BUREAU

Name	Country	Position	Term
Ms. Margareta Cederfelt	Sweden	President	To end 2022 Session
Mr. Azay Guliyev	Azerbaijan	Vice-President	To end 2022 Session
Ms. Irene Charalambides	Cyprus	Vice-President	To end 2022 Session
Mr. Kristian Vigenin	Bulgaria	Vice-President	To end 2022 Session
Mr. Pascal Allizard	France	Vice-President	To end 2023 Session
<i>Vacant</i>		Vice-President	To end 2023 Session
Mr. Askar Shakirov	Kazakhstan	Vice-President	To end 2023 Session
Mr. Roger Wicker	U.S.A.	Vice-President	To end 2024 Session
Ms. Pia Kauma	Finland	Vice-President	To end 2024 Session
Mr. Reinhold Lopatka	Austria	Vice-President	To end 2024 Session
Mr. Peter Juel-Jensen	Denmark	Treasurer	To end 2023 Session
<i>Vacant</i>		President Emeritus	To end 2022 Session

OFFICERS OF THE GENERAL COMMITTEES

I. GENERAL COMMITTEE ON POLITICAL AFFAIRS AND SECURITY

Mr. Richard Hudson	U.S.A.	Chair
Mr. Costel Neculai Dunava	Romania	Vice-Chair
Mr. Laurynas Kasciunas	Lithuania	Rapporteur

II. GENERAL COMMITTEE ON ECONOMIC AFFAIRS, SCIENCE, TECHNOLOGY AND ENVIRONMENT

Mr. Pere Joan Pons	Spain	Chair
Mr. Artur Gerasymov	Ukraine	Vice-Chair
Ms. Gudrun Kugler	Austria	Rapporteur

III. GENERAL COMMITTEE ON DEMOCRACY, HUMAN RIGHTS AND HUMANITARIAN QUESTIONS

Ms. Sereine Mauborgne	France	Chair
Mr. Michael Georg Link	Germany	Vice-Chair
Mr. Johan Buser	Sweden	Rapporteur

Calendar of Key Deadlines for Birmingham Annual Session

Date	Action	Further information
27 May 2022	Deadline for registration for Annual Session	General Information
28 May 2022	Deadline for submission of Supplementary Items	Rule 21
10 June 2022	Deadline for registration of non-parliamentary delegations	General Information
15 June 2022	Deadline for booking meeting rooms	General Information
18 June 2022	Deadline for submission of Amendments to General Committee Draft Resolutions	Rule 22
18 June 2022	(If needed) Deadline for Compromise Supplementary Items	Rule 21.2
25 June 2022	Deadline for submission of Amendments to Supplementary Items	Rule 22
10:00, 5 July 2022	Nominations of candidates for President and Vice-President	Rule 4.5
09:00 and 11:30, 5 July 2022	Nominations of candidates for General Committee Officers (unless decided otherwise by Committee)	Rule 36.5
08:30-11:00, 6 July 2022	Voting for Assembly Officers	Rule 5

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Email: birminghamdocs@oscepa.dk

Fax: +45 33 37 80 30