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**UNITED NATIONS EDUCATIONAL, SCIENTIFIC
AND CULTURAL ORGANIZATION**

**TWENTY-FOURTH SESSION OF THE GENERAL ASSEMBLY OF
STATES PARTIES TO THE CONVENTION CONCERNING THE PROTECTION
OF THE WORLD CULTURAL AND NATURAL HERITAGE**

Paris, UNESCO Headquarters

22-23 November 2023

Item 9 of the Provisional Agenda:

**INF.9 Proposed Revisions to the Rules of Procedure of the General Assembly
of the States Parties to the Convention**

ADDENDUM

Following an information and exchange meeting held on 6 November 2023 on the revisions of the Rules of Procedure of the General Assembly of States Parties to the World Heritage Convention, States Parties were invited to transmit any proposed amendment to the Rules of Procedure.

This document contains the amendments received from States Parties.

1. On 6 November 2023, an information and exchange meeting, modelled on the information meetings previously held in the framework of the other UNESCO conventions in the field of culture, enabled the Secretariat to explain to States Parties each of the proposed revisions to the Rules of Procedure of the General Assembly of States Parties to the World Heritage Convention and answer their questions. The documents for the meeting (WHC/23/24.GA/9 and WHC/23/24.GA/INF.9) included a comparative table, which presented the proposed revisions, with concise explanatory notes describing the rationale for each proposal, based on the Model Rules of Procedure developed for the assemblies of UNESCO's conventions in the field of culture.
2. During this information meeting, States Parties were invited by the Secretariat on 7 November 2023 to transmit any proposed amendment to the Rules of Procedure in writing before 13 November 2023 at the latest.
3. The Secretariat thus received amendment proposals from France, Brazil, Türkiye, Russian Federation and Saint-Vincent and the Grenadines.
4. The table included thereafter in the present document is the same as the version issued for the information meeting in Document WHC/23/24.GA/INF.9, with the addition of the above-mentioned proposed amendments reflected **in green** for ease of reference.
5. States Parties are invited to examine the following table, together with Document WHC/23/24.GA/9, prior to the 24th session of the General Assembly of States Parties in view of possible revision of its Rules of Procedure.

Key:

- **XX**: added text to the current Rules of Procedures of the General Assembly of the 1972 Convention
- ~~XX~~: deleted text from the current Rules of Procedures of the General Assembly of the 1972 Convention
- **XX** and ~~XX~~: Amendments proposed by States Parties

Rules of Procedure of the General Assembly of the States Parties to the Convention Concerning the Protection of the World Cultural and Natural Heritage

	<i>Current Rules of Procedure</i>		<i>Proposed revisions to the Rules of Procedure based on the Model Rules</i>	<i>Explanatory notes</i>
	[No equivalent chapter in the Rules of Procedure]		CHAPTER I FUNCTIONS OF THE ASSEMBLY	New chapter
	[No equivalent rule in the Rules of Procedure]		Rule 1 Functions of the Assembly	<u>Proposal:</u> The proposed Rule 1 aims at describing the functions of the assemblies.
			Articles 8.1, 8.3 and 16.1 of the Convention concerning the Protection of the World Cultural and Natural Heritage, adopted by the General Conference on 16 November 1972 (hereinafter the “Convention”), provide for the functions of the General Assembly of States Parties to the Convention (hereinafter the “Assembly”).	<u>Reason for the Proposal:</u> The proposed Rule 1 is to clarify the functions of the Assembly in a first provision of the rules. <u>Source of the proposal:</u> Articles 8.1, 8.3 and 16.1 of the Convention.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	I. PARTICIPATION		CHAPTER II PARTICIPATION	
	Rule 1 Chief participants		Rule 2 Parties to the Convention	<u>Proposal:</u> The proposed Rule 2 establishes the rule by which the representatives of all Parties may participate to the work of the assemblies with the right to vote.
	The representatives of all States Parties to the Convention concerning the Protection of the World Cultural and Natural Heritage, adopted by the General Conference on 16 November 1972, may take part, with the right to vote, in the work of the Assembly.		The representatives of all States Parties to the Convention concerning the Protection of the World Cultural and Natural Heritage, adopted by the General Conference on 16 November 1972, may take part participate , with the right to vote, in the work of the Assembly.	<u>Reason for the proposal:</u> The full title of the 1972 Convention is indicated in the proposed Rule 1. A slight additional reformation is proposed to harmonize its terminology with the rules of procedure of the seven assemblies ¹ and to use “participate” instead of “take part”. In the French version <u>only</u> , the mention of the “right to vote” was missing from the original text and is therefore proposed to be added for consistency between the two languages.

¹ The rules of procedure of the seven assemblies correspond to the Rules of Procedure of: the Meeting of High Contracting Parties to the 1954 Convention, the assembly of the 1970 Convention, the General Assembly of States Parties to the 1972 Convention, the Meeting of States Parties to the 1999 Second Protocol, the Meeting of States Parties to the 2001 Convention, the General Assembly of States Parties to the 2003 Convention and the Conference of Parties to the 2005 Convention.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	Rule 2 Representatives and observers		Rule 3 Observers	<u>Proposal:</u> The proposed Rule 3 establishes the conditions for the participation of observers in the work of the assemblies.
2.1	The representatives of Member States of UNESCO not parties to the Convention concerning the Protection of the World Cultural and Natural heritage and permanent observer missions to UNESCO may participate in the work of the Assembly as observers, without the right to vote, and subject to Rule 7.3.	3.1	The representatives of Member States of UNESCO not parties to the Convention concerning the Protection of the World Cultural and Natural Heritage, adopted by the General Conference on 16 November 1972, and of permanent observer missions to UNESCO may participate in the work of the Assembly as observers, without the right to vote and subject to Rule 7.3 16.3 .	<u>Reason for the proposal:</u> A slight reformulation of the provision is proposed to avoid repeating the full title of the Convention that is indicated in the proposed Rule 1, to harmonize its terminology with the rules of procedures of the other assemblies. The proposed Rule 16.3 replaces Rule 7.3 of the current Rules of Procedure.
2.2	Representatives of the United Nations and organizations of the United Nations system and other intergovernmental organizations which have concluded mutual representation agreements with UNESCO, as well as observers of intergovernmental and international non-governmental organizations invited by the Director-General, may participate in the work of the Assembly, without the right to vote, and subject to Rule 7.3.	3.2	Representatives of the United Nations and organizations of the United Nations system and other intergovernmental organizations which that have concluded mutual representation agreements with UNESCO, as well as observers of intergovernmental and international non-governmental organizations invited by the Director-General, may participate in the work of the Assembly as observers , without the right to vote and subject to Rule 7.3 16.3 .	<u>Reason for the proposal:</u> The mention of “observers of intergovernmental and international nongovernmental organizations invited by the Director-General” is moved out to create a new Rule (see the proposed Rule 3.3). The proposed Rule 16.3 replaces the Rule 7.3 of the current Rules of Procedure.
	[See above Rule 2.2]	3.3	Representatives of other intergovernmental and international non-governmental organizations, invited by the Director-General, may participate	<u>Reason for the proposal:</u> See the explanatory note under the proposed Rule 3.2.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			in the work of the Assembly, without the right to vote and subject to Rule 7.3 16.3 .	
	II. ORGANIZATION OF THE ASSEMBLY		CHAPTER III ORGANIZATION OF THE ASSEMBLY	
	[No equivalent rule in the Rules of Procedure]		Rule 4 Ordinary and Extraordinary Sessions	<u>Proposal:</u> The proposed Rule 4 establishes the conditions for the convening of ordinary and extraordinary sessions of the assemblies.
	[No equivalent rule in the Rules of Procedure]	4.1	The Assembly shall meet every two years in ordinary session in accordance with Articles 8.1 and 8.3 of the Convention.	<u>Source of the proposal:</u> This paragraph is based on the Articles 8.1 and 8.3 of the Convention, which provide for the periodicity of ordinary sessions of the Assembly.
	[No equivalent rule in the Rules of Procedure]	4.2	The Assembly shall meet in extraordinary session if it so decides or at the request of at least one third of the States Parties. <u>Russian Federation/Brazil:</u> The Assembly shall meet in extraordinary session if it so decides or at the request of at least one third two-thirds of the States Parties.	<u>Reason for the proposal:</u> This paragraph codifies the possibility of convening of extraordinary sessions of the Assembly, which is missing from the Convention and the current text of the Rules of Procedure. The request by at least one-third of the States Parties aligns with the RoP of UNESCO's General Conference.
	[No equivalent rule in the Rules of Procedure]		Rule 5 Date and Place	<u>Proposal:</u> The proposed Rule 5 codifies the date and place of the ordinary and extraordinary sessions of the Assembly.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	[No equivalent rule in the Rules of Procedure]	5.1	The Director-General shall determine the date of the ordinary session, in accordance with Articles 8.1 and 8.3 of the Convention. The Director-General shall communicate such date to all States Parties and observers.	<u>Reason for the proposal:</u> The Proposed Rule 5.1 codifies the practice by which the Director-General determines the precise date of the ordinary session and communicates it to all States Parties and observers.
	[No equivalent rule in the Rules of Procedure]	5.2	Unless the date has been decided by the Assembly, the Director-General shall determine the date of the extraordinary session. The Director-General shall communicate such date to all States Parties and observers. <u>Türkiye:</u> Unless the date has been decided by the Assembly, the Director-General shall determine the date of the extraordinary session, which shall then be set within sixty days, unless logistically not possible, following the date of the request referred to in Rule 4.2. The Director-General shall communicate such date to all States Parties and observers.	<u>Reason for the proposal:</u> The proposed Rule 5.2 codifies the practice by which the Director-General determines the precise date of the extraordinary session and communicates it to all States Parties and observers.
	[No equivalent rule in the Rules of Procedure]	5.3	Ordinary and extraordinary sessions shall be held at the Headquarters of UNESCO, unless the Assembly decides to meet elsewhere.	<u>Reason for the proposal:</u> The proposed Rule 5.3 codifies the usual practice by which ordinary and extraordinary sessions of the Assembly to be held at UNESCO Headquarters, while also leaving the possibility for the Assembly to

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
				decide to hold the sessions elsewhere.
	[No equivalent rule in the Rules of Procedure]		Rule 6 Online sessions	<u>Proposal:</u> The proposed Rule 6 aims at codifying the recent practice of holding online sessions, developing defined procedures for the decision to hold such sessions.
	[No equivalent rule in the Rules of Procedure]	6.1	The Assembly may hold online sessions only during periods of emergency or in exceptional circumstances rendering <i>in praesentia</i> meetings impracticable.	<u>Source of the proposal:</u> This paragraph is based on the first General Recommendation of the Open-ended working group on the working methods of the 41st session of the General Conference ² which was established with the mandate to provide guidelines for the organization of an online session of the General Conference.
	[No equivalent rule in the Rules of Procedure]	6.2	At an ordinary or extraordinary session, the Assembly may decide to hold an online session by simple majority of States Parties present and voting.	<u>Reason for the proposal:</u> The proposed Rule 6.2 provides for the procedure to decide the holding of an online session while the assembly is in session. The requirement of a simple majority is proposed taken into account Rule 12.2 of the current Rules of Procedure.
	[No equivalent rule in the Rules of Procedure]	6.3	Should at least one third of the States Parties propose the holding of an online session while the Assembly is	<u>Reason for the proposal:</u> The proposed Rule 6.3 provides for the procedure to decide the holding

² The Open-ended working group on the working methods of the 41st session of the General Conference was established by the 211th session of the Executive Board with the mandate to provide guidelines for the organization of an online session of the General Conference ([211 EX/Decision 27.II](#)).

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			<p>not in session, the Director-General shall consult all the States Parties by correspondence. The Assembly shall hold an online session unless one third of the States Parties disagrees to the proposal.</p>	<p>of an online session when the Assembly is not in session.</p> <p>The number of States Parties proposing or disagreeing for holding an online session is suggested to be set at one-third.</p> <p>The terms “by correspondence” are understood as allowing for the possibility of a consultation through electronic means.</p> <p>The active disagreement of at least one third of the States Parties is proposed as a requirement for deciding the holding of the session online in order to provide more flexibility to the Assembly.</p>
	<p>[No equivalent rule in the Rules of Procedure]</p>	<p>6.4</p>	<p><u>France/Türkiye:</u> Elections by secret ballot held pursuant to the present Rules in the course of an online session shall be conducted <i>in praesentia</i>. The Secretariat shall make the necessary arrangements therefor, including the place and time of the election, which shall be notified to States Parties in advance of the ballot. Other voting held pursuant to the present Rules shall preferably be conducted <i>in praesentia</i>.</p> <p><u>Russian Federation:</u> Elections and other voting by secret ballot held pursuant to the present</p>	<p><u>France:</u> Addition of a paragraph 6.4 on elections by secret ballot, as was done for the Rules of procedure of the General Assembly of the 2003 Convention and that of the 2001 Convention.</p> <p>N.B: For ease of reference; the Secretariat has highlighted the differences contain in each amendment.</p>

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			<p>Rules in the course of an online session shall be conducted <i>in praesentia</i>. The Secretariat shall make the necessary arrangements therefor, including the place and time of the election, which shall be notified to States Parties in advance of the ballot. Other voting held pursuant to the present Rules shall preferably be conducted <i>in praesentia</i>.</p> <p><u>Brazil:</u> Elections and other voting by secret ballot held pursuant to the present Rules in the course of an online session shall be conducted <i>in praesentia</i>. The Secretariat shall make the necessary arrangements therefor, including the place and time of the election or voting, which shall be notified to the States Parties in advance.</p>	
	[No equivalent rule in the Rules of Procedure]		Rule 7 Provisional Agenda	<p><u>Proposal:</u> The proposed Rule 7 codifies the preparation, contents and circulation of the provisional agenda.</p>
	[No equivalent rule in the Rules of Procedure]	7.1	The provisional agenda of the session shall be prepared by the Director-General.	<p><u>Reason for the proposal:</u> The proposed Rule 7.1 codifies the preparation of the agenda and specifies that it is the Director-General who has the responsibility of preparing the provisional agenda, following the rules of procedure and</p>

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
				practice of various bodies, including the committees of conventions in the field of culture.
	[No equivalent rule in the Rules of Procedure]	7.2	<p>The provisional agenda of an ordinary session shall include:</p> <ul style="list-style-type: none"> (a) Any question required by the Convention and the present Rules of Procedure; (b) Any question the inclusion of which has been decided by the Assembly at a previous session; (c) Any question referred by the Committee; (d) Any question proposed by the States Parties to the Convention; (e) Any question proposed by the Director-General. <p><u>Russian Federation:</u></p> <p>The provisional agenda of an ordinary session shall include:</p> <ul style="list-style-type: none"> (a) Any question required by the Convention and the present Rules of Procedure; (b) Any question the inclusion of which has been decided by the Assembly at a previous session; 	<p><u>Reason for the proposal:</u></p> <p>The proposed Rule 7.2 codifies the items to be included in the agenda of an ordinary session, using the harmonized wording of provisions already provided for in the Rules of Procedure of the assemblies of the 1970, 2001, 2003 and 2005 Conventions.</p>

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			(c) Any question referred by the Committee; (d) Any question proposed by the States Parties to the Convention; (e) Any question proposed by the Director-General. The question proposed for the inclusion should be consistent with the functions of the Assembly as stated in Rule 1.	
	[No equivalent rule in the Rules of Procedure]	7.3	The provisional agenda for an extraordinary session shall only include those questions for which the session has been convened.	<u>Reason for the proposal:</u> The proposed Rule 7.3 codifies the items to be included in the agenda of an extraordinary session, using the harmonized wording of provisions already provided for in the Rules of Procedure of the assemblies of the 1970, 2001, 2003 and 2005 Conventions.
	[No equivalent rule in the Rules of Procedure]	7.4	The Secretariat shall circulate to the States Parties and observers the provisional agenda at least sixty days before the opening of an ordinary session of the Assembly and as soon as possible in the case of an extraordinary session. <u>Russian Federation/Brazil:</u> The Secretariat shall circulate to the States Parties and observers the	<u>Source of the proposal:</u> The proposed Rule 7.4 was established in furtherance of the Recommendations of the Working Group on Governance ³ , which provide that draft agendas and preliminary timetables should be prepared and disseminated earlier. Under the established practice, the provisional agenda is circulated in an electronic format.

³ See Annex 1 of [Document 39C/70](#), Recommendations of the Working Group on Governance, paragraph 62.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			provisional agenda at least sixty days before the opening of an ordinary session of the Assembly and as soon as possible if possible, not less than thirty days in advance , in the case of an extraordinary session.	
	[No equivalent rule in the Rules of Procedure]		Rule 8 Adoption of the Agenda	
	[No equivalent rule in the Rules of Procedure]		The Assembly shall adopt its agenda at the beginning of each session.	<u>Reason for the proposal:</u> The proposed Rule 8 codifies the well-established practice by which the Assembly adopts its agenda at the beginning of each session.
	[No equivalent rule in the Rules of Procedure]		Rule 9 Amendments, deletions and new items	
	[No equivalent rule in the Rules of Procedure]		The Assembly may amend, delete or add new items to the agenda so adopted if so decided by a two-thirds majority of the States Parties present and voting.	<u>Reason for the proposal:</u> The proposed Rule 9 contains the usual practice that foresees the possibility to amend the adopted agenda under a required majority. The proposed Rule 9 establishes a clear procedure including the required majority to modify the agenda after its adoption. The requirement of a two-thirds majority is proposed, taking into account Rule 11 of the Rules of

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
				Procedure for the Committee of the 1972 Convention ⁴ .
	[No equivalent chapter in the Rules of Procedure]		CHAPTER IV BUREAU	New chapter
	[No equivalent rule in the Rules of Procedure]		Rule 10 Bureau	<u>Proposal:</u> The proposed Rule 10 governs the composition, functions and meetings of the Bureau and is divided in three paragraphs for clarity.
	[No equivalent rule in the Rules of Procedure]	10.1	The Bureau shall consist of the Chairperson, the Vice-Chairperson(s) and the Rapporteur.	<u>Reason for the proposal:</u> The proposed Rule 10.1 describes the composition of the Bureau. <u>Source of the proposal:</u> The existing rules of procedure ⁵ already provide for the appointment of Chairperson, Vice-Chairperson(s) and the Rapporteur. It is common practice in intergovernmental bodies to refer collectively to the officials above, when meeting together, as the "Bureau".
	[No equivalent rule in the Rules of Procedure]	10.2	The Bureau shall coordinate the work of the Assembly and fix the order of business of the session. It shall also	<u>Reason for the proposal:</u> The proposed Rule 10.2 aims to codify the two functions exercised

⁴ Rule 11. of the Rules of Procedure for the Committee of the 1972 Convention: "Amendments, deletions and new items: The Committee may amend, delete or add items to the agenda so adopted if so decided by a two-thirds majority of the members present and voting."

⁵ Rule 3 of the Rules of Procedure of the General Assembly of States Parties to the 1972 Convention: "The Assembly shall elect a Chairperson, one or more Vice-Chairpersons and a Rapporteur."

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			assist the Chairperson in carrying out her or his functions.	by the Bureaus in the practice of all seven assemblies of the conventions in the field of culture. <u>Source of the proposal:</u> An explicit provision detailing the functions of the Bureau is common practice in the rules of procedure of intergovernmental organs, including those of the UNESCO General Conference ⁶ .
	[No equivalent rule in the Rules of Procedure]	10.3	The Bureau, convened at the request of its Chairperson, shall meet as frequently as deemed necessary. The Bureau may, if the Chairperson deems it appropriate, be consulted by correspondence.	<u>Reason for the proposal:</u> The proposed Rule 10.3 governs the convening of meetings and consultation by correspondence of the Bureau to allow it to have a clear and ordinate conduct of the work. The terms 'by correspondence' are understood as allowing for the possibility of a consultation through electronic means.
	Rule 3 Election of officers		Rule 11 Election of officers	<u>Proposal:</u> The proposed Rule 11 sets the rules and the procedures governing the election of the Chairperson, the Vice-Chairpersons and the Rapporteur.
	The Assembly shall elect a Chairperson, one or more Vice-Chairpersons and a Rapporteur.	11.1	The Assembly shall elect a the Chairperson, one or more up to four Vice-Chairpersons and a the	<u>Proposal:</u> The proposed Rule 11.1 codifies the practice of the Assembly with

⁶ See Rule 40 of the Rules of Procedure of the General Conference.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			<p>Rapporteur at the opening of each session in conformity with the principle of equitable geographical representation.</p> <p><u>Brazil/Saint Vincent and the Grenadines:</u></p> <p>The Assembly shall elect the Chairperson, up to four Vice-Chairpersons and the Rapporteur at the opening of each session in conformity with the principle of equitable geographical representation.</p>	<p>respect to the election of the Chairperson, Vice-Chairpersons and the Rapporteur.</p> <p><u>Reason for the proposal:</u></p> <p>Since the Assembly of the 1972 Convention is without a standing Bureau, the term “ordinary” is omitted in order for the Bureau to be elected at the beginning of each session, regardless of whether it is ordinary or extraordinary.</p>
	[No equivalent rule in the Rules of Procedure]	11.2	<p>The term of office of the Chairperson, the Vice-Chairperson(s) and the Rapporteur will run from the opening of the session of the Assembly in which they are elected until the closing of the session.</p>	<p><u>Proposal:</u></p> <p>The proposed Rule 11.2 codifies the existing practice of the Assembly, with respect to the term of office of officers.</p> <p><u>Reason for the proposal:</u></p> <p>The proposal reflects the practice of the Assembly of the 1972 Convention which elect its officers only for the duration of the session for which they were elected.</p>
	[No equivalent rule in the Rules of Procedure]	11.3	<p>The Chairperson, the Vice-Chairperson(s) and the Rapporteur shall not be eligible for immediate re-election after completing two consecutive terms.</p> <p><u>Brazil/Saint Vincent and the Grenadines:</u></p>	<p><u>Proposal:</u></p> <p>The proposed Rule 11.3 is to achieve harmonization of the practice on possible limits to the re-eligibility of members of the Bureaus.</p> <p><u>Source of the proposal:</u></p>

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			The Chairperson, the Vice-Chairperson(s) and the Rapporteur are elected for one term and shall not be eligible for immediate re-election after completing two consecutive terms.	The proposal is based on the provision present in the Rules of Procedure of the assemblies of the 1970 ⁷ , 2001 ⁸ and 2003 ⁹ Conventions.
	Rule 4 Duties of the Chairperson		Rule 12 Powers and duties of the Chairperson	<u>Proposal:</u> The proposed Rule 12 codifies the powers and duties of the Chairperson.
4.1	In addition to exercising the powers which are conferred upon him elsewhere by the present Rules, the Chairperson shall open and close each plenary meeting of the Assembly. He/She shall direct the discussions, ensure observance of these Rules, accord the right to speak, put questions to the vote and announce decisions. He/She shall rule on points of order and, subject to the present Rules, shall control the proceedings and the maintenance of order. He/She shall not vote, but he/she may instruct another member of his/her delegation to vote on his/her behalf.	12.1	In addition to exercising the powers and duties which are conferred upon her or him elsewhere by the present Rules of Procedure , the Chairperson shall open and close each plenary meeting of the Assembly. He/She or he shall direct the discussions, ensure observance of the present Rules of Procedure , accord the right to speak, put questions to the vote and announce decisions. He/She or he shall rule on points of order and, subject to the present Rules of Procedure , shall control the proceedings and the maintenance of order. He/She or he shall not vote, but he/she or he may instruct another member of his/her her or his delegation to vote on his/her behalf in her or his place.	<u>Proposal:</u> A reformation of the provision is proposed to harmonize its terminology with the Rules of procedures of the other assemblies concerning the powers and duties of the Chairperson. Use of gender-inclusive language, taking into account the United Nations Guidelines for gender-inclusive language, is also proposed.

⁷ Rules of Procedure of the Meeting of States Parties to the 1970 Convention: <https://unesdoc.unesco.org/ark:/48223/pf0000377772>

⁸ Rules of Procedure of the Meeting of States Parties to the 2001 Convention: <https://unesdoc.unesco.org/ark:/48223/pf0000372668>

⁹ Rules of Procedure of the General Assembly of the States Parties to the 2003 Convention: <https://unesdoc.unesco.org/ark:/48223/pf0000383762>

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
4.2	Should the Chairperson be absent during a meeting, or any part thereof, he/she shall be replaced by the Vice-Chairperson or one of the Vice-Chairperson. A Vice-Chairperson acting as Chairperson shall have the same powers and duties as the Chairperson.	12.2	Should the Chairperson be absent during a meeting, or part thereof, he/she shall be replaced by the Vice-Chairperson or one of the Vice-Chairperson her or his powers and duties shall be exercised by one of the Vice-Chairpersons, selected according to the English alphabetical order of the States members of the Bureau commencing with the country of the Chairperson. A Vice-Chairperson acting as Chairperson shall have the same powers and duties as the Chairperson.	<p><u>Proposal:</u></p> <p>Draft Model Rule 12.2 harmonizes the existing wording of the different rules of procedure as regards the temporary replacement of the Chairperson during her or his absence and provides that a Vice-Chairperson acting as Chairperson shall have the same powers and duties as the Chairperson.</p> <p><u>Source of the proposal:</u></p> <p>The proposed procedure for the temporary replacement of the Chairperson during her or his absence is inspired from objective criteria found in the Rules of Procedures of the committees of the 1970¹⁰ and 1972 Conventions¹¹ and the 1999 Second Protocol¹².</p> <p>On the basis of Rule 15.1 of the Rules of Procedure of the World Heritage Committee, the language in which the alphabetical order is to be determined is proposed to be English.</p>

¹⁰ See Rule 14.1 of the Rules of Procedure of the Committee of the 1970 Convention.

¹¹ Rule 15.1 of the Rules of Procedure of the Committee of the 1972 Convention.

¹² Rule 18.1 of the Rules of Procedure of the Committee of the 1999 Second Protocol.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	III CONDUCT OF BUSINESS		CHAPTER V CONDUCT OF BUSINESS	
	Rule 6 Quorum		Rule 13 Quorum	<u>Proposal:</u> The proposed Rule 13 governs the quorum in the assemblies.
6.1	A quorum shall consist of a majority of the States referred to in Rule 1 and represented at the Assembly.	13.1	A quorum shall consist of a majority of the States Parties referred to in Rule 4 2 and represented at the Assembly.	<u>Reason for the proposal:</u> A slight reformulation is proposed to achieve the internal consistency of the terminologies and numbering within the proposed Rules of Procedure.
6.2	The Assembly shall not decide on any matter unless a quorum is present.	13.2	[no change to the text under Rule 6.2] The Assembly shall not decide on any matter unless a quorum is present.	
	Rule 5 Public nature of meetings		Rule 14 Public nature of meetings	<u>Proposal:</u> The proposed Rule 14 sets the principle of the publicity of meetings of assemblies.
	Meetings shall be held in public unless decided otherwise by the Assembly.	14.1 14.1	[no change to the text under Rule 5] Meetings shall be held in public unless decided otherwise by the Assembly.	<u>Russian Federation/Brazil:</u> To keep the present wording of Rule 14.
	[No equivalent rule in the Rules of Procedure]	14.2 14.2	Any decision taken by the Assembly at a private meeting shall be announced at a subsequent public meeting. <u>Russian Federation/Brazil:</u>	<u>Proposal:</u> The proposed Rule 14.2 is to clarify the procedure followed in the event of private meetings.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			Any decision taken by the Assembly at a private meeting shall be announced at a subsequent public meeting.	<u>Source of the proposal:</u> The proposal is based on the corresponding provisions of UNESCO's Governing Bodies ¹³ . <u>Russian Federation/Brazil:</u> To keep the present wording of Rule 14.
	[No equivalent rule in the Rules of Procedure]		Rule 15 Subsidiary bodies	<u>Proposal:</u> The proposed Rule 15 provides that assemblies may establish subsidiary bodies and the procedure applicable thereto.
	[No equivalent rule in the Rules of Procedure]	15.1	The Assembly may establish such subsidiary bodies, including working groups, as it deems necessary for the performance of its functions.	<u>Reason for the proposal:</u> Since the Assembly of the 1972 Convention has in practice established working groups, both open-ended or with limited participation, the proposal is to confirm the assembly's power to establish subsidiary bodies and the procedure applicable thereto, in case the need to do so would arise.
	[No equivalent rule in the Rules of Procedure]	15.2	The Assembly shall define the composition and the terms of reference (including mandate and duration of office) and, if necessary, the quorum of such subsidiary bodies at the time of their establishment.	See the note above for the proposed Rule 15.1.

¹³ Rule 58.2 of the Rules of Procedure of the General Conference and Rule 29.2 of the Rules of Procedure of the Executive Board.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	[No equivalent rule in the Rules of Procedure]	15.3	Each subsidiary body shall elect its Chairperson.	See the note above for the proposed Rule 15.1.
	[No equivalent rule in the Rules of Procedure]	15.4	In appointing members of subsidiary bodies, due regard shall be given to principle of equitable geographical representation.	See the note above for the proposed Rule 15.1.
	Rule 7 Order and time-limit of speakers		Rule 16 Order and time-limit of speeches	<u>Proposal:</u> The proposed Rule 16 governs the order and time-limit of speeches.
7.1	The Chairperson shall call upon speakers in the order in which they signify their wish to speak.	16.1	[no change to the text under Rule 7.1] The Chairperson shall call upon speakers in the order in which they signify their wish to speak	
7.2	For the convenience of the discussion, the Chairperson may limit the time to be allowed to each speaker.	16.2	[no change to the text under Rule 7.2] For the convenience of the discussion, the Chairperson may limit the time to be allowed to each speaker	
7.3	The consent of the Chairperson must be obtained whenever an observer wishes to address the Assembly.	16.3	[no change to the text under Rule 7.3] The consent of the Chairperson must be obtained whenever an observer wishes to address the Assembly.	
	Rule 11 Resolutions and amendments		Rule 17 Draft resolutions and amendments	<u>Proposal:</u> The proposed Rule 17 governs the submission and circulation of draft resolutions and amendments. <u>Reason for the proposal:</u> The inclusion of “Draft” in the title is more legally precise.
11.1	Draft resolutions and amendments may be proposed by the participants	17.1	Draft resolutions and amendments may be proposed by the participants referred	<u>Reason for the proposal:</u>

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	referred to in Rule 1 and shall be transmitted in writing to the Secretariat of the Assembly, which shall circulate copies to all participants.		to in Rule 1 States Parties and shall be transmitted in writing to the Secretariat of the Assembly, which shall circulate them to all participants.	A slight reformulation of the provision is proposed to harmonize its terminology with the rules of procedures of other assemblies.
11.2	As a general rule, no draft resolution or amendment shall be discussed or put to the vote unless it has been circulated sufficiently in advance to all participants in the working languages of the Assembly.	17.2	As a general rule, no draft resolution or amendment shall be discussed or put to the vote unless it has been circulated sufficiently reasonably in advance to all participants in the working languages of the Assembly. <u>Russian Federation/Brazil:</u> As a general rule, no draft resolution or amendment shall be discussed or put to the vote unless it has been circulated sufficiently reasonably in advance to all participants in the working languages of the Assembly.	<u>Reason for the proposal:</u> It is proposed to align to the Model Rules of Procedure that doesn't foresee that the draft resolutions be circulated in all the six working languages of the assembly to allow for more flexibility and speedy circulation of such draft resolution or amendment to all participants, also taking into account the time and financial implications of their translation in the six languages. <u>Russian Federation/Brazil:</u> To keep the present wording of Rule 17.2.
	Rule 8 Points of order		Rule 18 Points of order	<u>Proposal:</u> The proposed Rule 18 governs points of order.
8.1	During a discussion, any delegation may raise a point of order; such a point of order shall be immediately decided upon by the presiding officer.	18.1	During the discussion of any matter , any delegation a State Party may rise to a point of order; such a and the point of order shall be immediately decided upon by the presiding officer ruled upon by the Chairperson.	<u>Reason for the proposal:</u> A slight reformulation of the provision is proposed to harmonize its terminology with the rules of procedures of other assemblies. <u>Source of the proposal:</u> The proposal is based on the language of the corresponding rule

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
				contained in the Rules of Procedure of UNESCO's Governing Bodies ¹⁴ .
8.2	An appeal may be made against the ruling of the presiding officer. Such an appeal shall be put to the vote immediately and the presiding officer's ruling shall stand, unless overruled by a majority of the delegations present and voting.	18.2	An appeal may be made against the ruling of the presiding officer. Such an A State Party may appeal against the ruling of the Chairperson. The appeal shall be put to the vote immediately, and the presiding officer's the Chairperson's ruling shall stand unless overruled by a majority of the delegations States Parties present and voting.	<u>Reason for the proposal:</u> A slight reformulation of the provision is proposed to harmonize its terminology with the rules of procedures of other assemblies. <u>Source of the proposal:</u> The proposal is based on the language of the corresponding rule contained in the Rules of Procedure of UNESCO's Governing Bodies ¹⁵ .
	Rule 9 Procedural motions		Rule 19 Procedural motions	<u>Proposal:</u> The proposed Rules 19 to 23 contain a detailed regulation of the different procedural motions that may arise in the course of the proceedings.
9.1	During a discussion, any delegation may move the suspension or adjournment of the meeting or the adjournment or closure of the debate.		During a the discussion of any matter, any delegation a State Party may move propose a procedural motion: suspension or adjournment of the meeting, or the adjournment of the debate or closure of the debate.	<u>Reason for the proposal:</u> A slight reformulation of the provision is proposed for this rule which is a chapeau paragraph for Rules 20 to 23. <u>Source of the proposal:</u> The proposal is based on the corresponding rule of the Rules of Procedure of the Executive Board of UNESCO ¹⁶ .

¹⁴ See Rule 39 of the Rules of Procedure of the Executive Board and Rule 71 of the Rules of Procedure of the General Conference.

¹⁵ See Rule 39 of the Rules of Procedure of the Executive Board and Rule 71 of the Rules of Procedure of the General Conference.

¹⁶ Rule 40 of the Rules of Procedure of the Executive Board.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	[See Rule 9.1 above]		Rule 20 Suspension or adjournment of the meeting	<u>Proposal:</u> The proposed Rules 20 to 23 contain a detailed regulation of the different procedural motions that may arise in the course of the proceedings.
	[No equivalent rule in the Rules of Procedure but related to Rule 9.1 above]		During the discussion of any matter, a State Party may move the suspension or the adjournment of the meeting. Such motions shall not be debated but shall be immediately put to the vote.	<u>Reason for the proposal:</u> The draft Rule 20 follows the approach which includes separate rules for each of the procedural motions, taking into account their specificities. <u>Source of the proposal:</u> The proposal reflects the rule included in the Rules of Procedure of the Meeting of States Parties to the 2001 Convention ¹⁷ and of the General Assembly of the States Parties to the 2003 Convention ¹⁸ , and is based on the wording of the corresponding rule of the Rules of Procedure of UNESCO's Governing Bodies ¹⁹ .
	[See Rule 9.1 above]		Rule 21 Adjournment of the debate	<u>Proposal:</u> The proposed Rules 20 to 23 contain a detailed regulation of the different procedural motions that may arise in the course of the proceedings.

¹⁷ See Rule 14 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention.

¹⁸ See Rule 20 of the Rules of Procedure of the General Assembly of the States Parties to the 2003 Convention

¹⁹ See Rule 41 of the Rules of Procedure of the Executive Board and Rule 72 of the Rules of Procedure of the General Conference.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	[No equivalent rule in the Rules of Procedure but related to Rule 9.1 above]		During the discussion of any matter, a State Party may move the adjournment of the debate on the item under discussion. On moving the adjournment, the State Party shall indicate whether it moves the adjournment <i>sine die</i> or to a particular time which it shall specify. In addition to the proposer of the motion, one speaker may speak in favour of, and one against, the motion, after which the motion shall be immediately put to the vote. The Chairperson may limit the time to be allowed to speakers under this rule.	<u>Reason for the proposal:</u> The draft Rule 21 follows the approach which includes separate rules for each of the procedural motions, taking into account their specificities. <u>Source of the proposal:</u> The proposal reflects the rule included in the Rules of Procedure of the Meeting of States Parties to the 2001 Convention ²⁰ and of the General Assembly of the States Parties to the 2003 Convention ²¹ , and is based on the wording of the corresponding rule of the Rules of Procedure of UNESCO's Governing Bodies ²² .
	[See Rule 9.1 above]		Rule 22 Closure of the debate	<u>Proposal:</u> The proposed Rules 20 to 23 contain a detailed regulation of the different procedural motions that may arise in the course of the proceedings.
	[No equivalent rule in the Rules of Procedure but related to Rule 9.1 above]		During the discussion of any matter, a State Party may move the closure of the debate on the item under discussion, whether or not any other speaker has signified her or his wish to take part in the discussion. If	<u>Reason for the proposal:</u> The draft Rule 22 follows the approach which includes separate rules for each of the procedural motions, taking into account their specificities.

²⁰ See Rule 15 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention.

²¹ See Rule 21 of the Rules of Procedure of the General Assembly of the States Parties to the 2003 Convention

²² See Rule 42 of the Rules of Procedure of the Executive Board and Rule 73 of the Rules of Procedure of the General Conference.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			application is made for permission to speak against the closure, it may be accorded to not more than two speakers, after which the motion shall be immediately put to the vote. If the Assembly is in favour of the closure, the Chairperson shall declare the closure of the debate. The Chairperson may limit the time to be allowed to speakers under this rule.	<u>Source of the proposal:</u> The proposal reflects the rule included in the Rules of Procedure of the Meeting of States Parties to the 2001 Convention ²³ and of the General Assembly of the States Parties to the 2003 Convention ²⁴ , and is based on the wording of the corresponding rule of the Rules of Procedure of UNESCO's Governing Bodies ²⁵ .
	[See Rule 9 above]		Rule 23 Order of procedural motions	<u>Proposal:</u> The proposed Rules 20 to 23 contain a detailed regulation of the different procedural motions that may arise in the course of the proceedings. The proposed Rule 23 sets the order of procedural motions.
9.2	Such a motion shall be put to the vote immediately. Subject to Rule 8.1, such motions shall have precedence in the following order over all other proposals or motions before the meeting: a) suspension of the meeting; b) adjournment of the meeting;		Such a motion shall be put to the vote immediately. Subject to Rule 8.1 18.1 , the following motions shall have precedence in the following order over all other proposals or motions before the meeting: (a) suspension of to suspend the meeting;	<u>Reason for the proposal:</u> A slight reformulation of the provision is proposed to harmonize its terminology with the rules of procedures of other assemblies. <u>Source of the proposal:</u> The proposal is based on the language of the corresponding rule

²³ See Rule 16 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention.

²⁴ See Rule 22 of the Rules of Procedure of the General Assembly of the States Parties to the 2003 Convention

²⁵ See Rule 43 of the Rules of Procedure of the Executive Board and Rule 74 of the Rules of Procedure of the General Conference.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	c) adjournment of the debate on the question under discussion; d) closure of the debate on the question under discussion.		(b) adjournment of to adjourn the meeting; (c) adjournment of to adjourn the debate on the question item under discussion; (d) for the closure of the debate on the question item under discussion.	in the Rules of Procedure of UNESCO's Governing Bodies ²⁶ .
	[No equivalent chapter in the Rules of Procedure]		CHAPTER VI WORKING LANGUAGES	New chapter
	Rule 10 Working languages		Rule 24 Working languages	<u>Proposal:</u> The proposed Rule 24 governs the working language of assemblies.
10.1	The working languages of the Assembly shall be Arabic, Chinese, English, French, Russian and Spanish.	24.1	[no change to the text under Rule 10.1] The working languages of the Assembly shall be Arabic, Chinese, English, French, Russian and Spanish.	
10.2	Speeches made at the Assembly in one of the working languages shall be interpreted into the other languages.	24.2	[no change to the text under Rule 10.2] Speeches made at the Assembly in one of the working languages shall be interpreted into the other languages	
	[No equivalent rule in the Rules of Procedure]	24.3	Speakers may, however, speak in any other language, provided that they make their own arrangements for interpretation of their speeches into one of the working languages.	<u>Source of the proposal:</u> The proposed Rule 24.3 reproduces the terms used in the Rules of Procedure of the assemblies of the

²⁶ See Rule 75 of the Rules of Procedure of the General Conference.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
				1954 ²⁷ , 1970 ²⁸ , 2001 ²⁹ , 2003 ³⁰ and 2005 ³¹ Conventions with minor terminological harmonization.
	[No equivalent rule in the Rules of Procedure]	24.4	The documents of the Assembly shall be issued in all the working languages.	<u>Source of the proposal:</u> The proposed Rule 24.4 follows the approach reflected the Rules of Procedure of the assemblies of the 1970 ³² , 2001 ³³ , 2003 ³⁴ and 2005 ³⁵ Conventions with minor terminological harmonization.
	[No equivalent rule in the Rules of Procedure]		Rule 25 Deadline for the distribution of documents	<u>Proposal:</u> The proposed Rule 25 governs the distribution of documents.
			The documents relating to the items on the provisional agenda of each session of the Assembly shall be distributed, either in paper format or electronically, at the latest thirty days before the opening of the ordinary session, and as soon as possible in the case of an extraordinary session, to all States Parties and observers.	<u>Reason for the proposal:</u> The proposal aims to clarify that the distribution of documents may be made “either in paper format or electronically” and “at the latest thirty days before the opening of the ordinary session”. The proposed Rule 24.5 follows the approach of the Rules of Procedure

²⁷ Rule 12 of the Rules of Procedure of the Meeting of High Contracting Parties to the 1954 Convention

²⁸ Rule 17.3 of the Rules of Procedure of the Meeting of States Parties to the 1970 Convention.

²⁹ Rule 18.3 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention.

³⁰ Rule 10.3 of the Rules of Procedure of the General Assembly of States Parties to the 2003 Convention.

³¹ Rule 12.3 of the Rules of Procedure of the Conference of Parties to the 2005 Convention.

³² Rule 20.4 of the Rules of Procedure of the Meeting of States Parties to the 1970 Convention.

³³ Rule 27.3 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention.

³⁴ Rule 16.3(i) of the Rules of Procedure of the General Assembly of States Parties to the 2003 Convention.

³⁵ Rule 19.3 of the Rules of Procedure of the Conference of Parties to the 2005 Convention

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			<p>Brazil: The documents relating to the items on the provisional agenda of each session of the Assembly shall be distributed, either in paper format or electronically, at the latest thirty days before the opening of the ordinary session, and at least ten days before as soon as possible in the case of an extraordinary session, to all States Parties and observers.</p>	<p>of the assemblies of the 1970³⁶, 2001³⁷, 2003³⁸ and 2005³⁹ Conventions. Furthermore, given the special circumstances in which extraordinary sessions may be convened, it appears useful to provide an additional provision on distribution of documents for extraordinary sessions.</p>
	[No equivalent rule in the Rules of Procedure]		<p>Rule 26 Summary records</p>	<p><u>Proposal:</u> Draft Model Rule 26 provides that the Secretariat shall prepare the summary records of a session for approval by the assembly at the opening of its next session.</p>
			<p>The Secretariat shall prepare summary records of all statements made during the plenary meetings of the Assembly in English and French for approval at the opening of the next session.</p>	<p><u>Proposal:</u> This codifies the well-established practice of the Assembly of the 1972 Convention. <u>Source of the proposal:</u> The proposal is inspired by the Rules of Procedure of the Meeting of States Parties to the 2001 Convention⁴⁰ and of the General</p>

³⁶ See Rule 20.4 of the Rules of Procedure of the Meeting of States Parties to the 1970 Convention.

³⁷ Rule 27.3 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention.

³⁸ Rule 16.3(i) of the Rules of Procedure of the General Assembly of States Parties to the 2003 Convention.

³⁹ Rule 19.3 of the Rules of Procedure of the Conference of Parties to the 2005 Convention.

⁴⁰ See Rule 27.4 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
				Assembly of the States Parties to the 2003 Convention ⁴¹ .
	[No equivalent chapter in the Rules of Procedure]		CHAPTER VII VOTING	New chapter
	Rule 12 Voting		Rule 27 Voting rights	<u>Proposal:</u> The proposed Rule 27 establishes the general principle by which each Party shall have one vote.
12.1	The representative of each State referred to in Rule 1 shall have one vote in the Assembly.		The representative of e Each State Party referred to in Rule 1 shall have one vote in the Assembly.	<u>Reason for the proposal:</u> A slight reformulation of the provision is proposed to harmonize its terminology with the Rules of procedures of other assemblies and to ensure the consistent use of the term 'State(s) Party(ies)' within the Rules of Procedure of the Assembly.
	[No equivalent rule in the Rules of Procedure]		Rule 28 Consensus	<u>Proposal:</u> The proposed Rule 28 poses a general rule on decision-making.
			Every effort shall be made to adopt decisions in the Assembly by consensus. If consensus cannot be reached, decisions shall be adopted by vote.	<u>Reason for the proposal:</u> The proposal is to codify the well-established practice of all seven assemblies in order to ensure transparency and security in the decision-making process. It provides that resort is to be made to voting when consensus cannot be reached.

⁴¹ See Rule 26 of the Rules of Procedure of the General Assembly of the States Parties to the 2003 Convention

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
				<p><u>Source of the proposal:</u></p> <p>The proposal is based on language found in the Rules of procedure of the General Assembly of the States Parties to the 2003 Convention⁴² as well as intergovernmental bodies outside from UNESCO, which was preferred due to its clarity and simplicity.</p>
	[No equivalent rule in the Rules of Procedure]		Rule 29 Conduct during voting	<p><u>Proposal:</u></p> <p>The proposed Rule 29 codifies an essential rule with respect to the conduct during voting.</p>
			After the Chairperson has announced the beginning of voting, no one shall interrupt the voting except on a point of order in connection with the actual conduct of the voting.	<p><u>Reason for the proposal:</u></p> <p>The proposal codifies the well-established practice of all seven assemblies and a practice universally followed by intergovernmental bodies.</p> <p><u>Source of the proposal:</u></p> <p>The proposal reproduces the wording found in the Rules of Procedure of the assemblies of the 2001, 2003 and 2005 Conventions⁴³, as well as the Rules of Procedure of the UNESCO General Conference⁴⁴.</p>

⁴² See Rule 28 of the Rules of Procedure of the General Assembly of the States Parties to the 2003 Convention

⁴³ See Rule 20.4 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention, Rule 29 of the Rules of Procedure of the General Assembly of the States Parties to the 2003 Convention and Rule 14.5 of the Rules of Procedure of the Conference of Parties to the 2005 Convention.

⁴⁴ See Rule 86 of the Rules of Procedure of the General Conference.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	[No equivalent heading in the Rules of Procedure]		Rule 30 Simple majority	<u>Proposal:</u> The proposed Rule 30 establishes the majority required for the adoption of decisions, when the assembly resorts to voting.
12.2	Subject to the provisions of Rules 6.2 and 16, decisions shall be taken by a majority of the States present and voting, except for the provisions of Rule 12.3.	30.1	Subject to the provisions of Rules 6.2 and 16, When the Assembly resorts to voting, decisions shall be taken by a simple majority of the States Parties present and voting, except for the provisions of Rule 12.3 as otherwise provided for the present Rules of Procedure.	<u>Reason for the proposal:</u> A reformulation of the provision is proposed to harmonize its terminology with the rules of procedures of other assemblies and adds the clarification that this rule should be applied “when the Assembly resorts to voting” in order to account for the previous rule on consensus. The exceptions referred to concern (a) the decision-making by a two-thirds majority under the proposed Rules 9, 37 and 38, (b) the decision-making unless one-third of States Parties disagrees under the proposed Rule 6.3 and (c) how to count a simple majority under the proposed Rule 30.2.
12.3	The decision concerning the amount of the contributions, in the form of a uniform percentage applicable to all States which have not made the declaration referred to in paragraph 2 of Article 16 of the Convention, shall be determined by a majority vote of the States Parties present and voting. This decision of the General	30.2	The decision concerning the amount of the contributions, in the form of a uniform percentage applicable to all States Parties which have not made the declaration referred to in paragraph 2 of Article 16 of the Convention, shall be determined by a simple majority vote of the States Parties present and voting	<u>Reason for the proposal:</u> The proposed adjustment is to the current Rule 12.3 to ensure the consistent use of the term “States Parties” within the Rules of Procedure of the Assembly.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	Assembly requires the majority of the States Parties present and voting which have not made the above-mentioned declaration.		which have not made the above-mentioned declaration.	
	[No equivalent heading in the Rules of Procedure]		Rule 31 Voting by show of hands and roll-call	<u>Proposal:</u> The proposed Rule 31 identifies the different methods of voting used in the assemblies.
12.5	Subject to Rule 14.1, voting shall normally be either by a show of hands or by electronic means with each Member's vote displayed on a screen.	31.1	Subject to Rule 14.1, voting shall normally be either by a show of hands or by electronic means with each Member's vote displayed on a screen. Except as otherwise provided for in the present Rules of Procedure, voting shall be by show of hands.	<u>Reason for the proposal:</u> A slight reformulation of the provision is proposed to harmonize the existing wording which is already provided in the Rules of Procedure of six assemblies.
12.6	When the result of a vote by show of hands is in doubt, the presiding officer may take a second vote by a roll-call. A vote by roll-call shall also be taken if it is requested by not less than two delegations before the voting takes place and for the decision mentioned in Rule 12.3.	31.2	When the result of a vote by show of hands is in doubt, the presiding officer Chairperson may take a second vote by roll-call. Vote by roll-call shall also be taken if it is requested by not less than two delegations States Parties . The request shall be made to the Chairperson before voting takes place and for the decision mentioned in Rule 12.3 or immediately after the vote by show of hands.	<u>Reason for the proposal:</u> A slight reformulation of the provision is proposed to harmonize the existing wording which is already provided in the Rules of Procedure of six assemblies.
	[No equivalent rule in the Rules of Procedure]	31.3	When a vote is taken by roll-call, the vote of each State Party participating shall be inserted in the summary records.	<u>Reason for the proposal:</u> The proposed paragraph reflects the practice of the Assembly. <u>Source of the proposal:</u>

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
				The wording used is based on Rule 85 of the Rules of Procedure of the UNESCO General Conference ⁴⁵ .
	[No equivalent rule in the Rules of Procedure]		Rule 32 Order of voting on proposals	<u>Proposal:</u> The proposed Rule 32 sets the rules that apply to the order in which proposals are to be decided upon.
	[No equivalent rule in the Rules of Procedure]	32.1	If two or more proposals, other than amendments, relate to the same question, they shall, unless the Assembly decides otherwise, be voted on in the order in which they were submitted. The Assembly may, after each vote on a proposal, decide whether to vote on the next proposal.	<u>Reason for the proposal:</u> The proposed Rule 32.1 is to codify the generally applied practice in order to ensure the good conduct of proceedings. <u>Source of the proposal:</u> The equivalent Rule is present in the Rules of Procedure of the assemblies of the 2001 Convention ⁴⁶ , 2003 Convention ⁴⁷ and 2005 Convention ⁴⁸ .
	[No equivalent rule in the Rules of Procedure]	32.2	A motion requiring that no decision be taken on a proposal shall have priority over that proposal.	<u>Reason for the proposal:</u> The proposed Rule 32.1 is to codify the generally applied practice in order to ensure the good conduct of proceedings.

⁴⁵ See Rule 85 of the Rules of Procedure of the General Conference.

⁴⁶ See Rule 20.10 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention.

⁴⁷ See Rule 32.1 of the Rules of Procedure of the General Assembly of the States Parties to the 2003 Convention

⁴⁸ See Rule 14.11 of the Rules of Procedure of the Conference of Parties to the 2005 Convention.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	[See Rule 12 above]		Rule 33 Voting on amendments	<u>Proposal:</u> The proposed Rule 33 sets the rules that apply to the order in which amendments to a proposal are to be decided upon.
12.7	When an amendment to a proposal is moved, the amendment shall be voted on first. When two or more amendments to a proposal are moved, the Assembly shall first vote on the amendment deemed by the presiding officer to be furthest removed in substance from the original proposal, and then on the amendment next furthest removed there from and so on, until all the amendments have been put to the vote.	33.1	When an amendment to a proposal is moved, the amendment shall be voted on first. When two or more amendments to a proposal are moved, the Assembly Chairperson shall first vote on put them to the vote, starting with the amendment deemed by the presiding officer her or him to be the furthest removed in substance from the original proposal, and then on the amendment next furthest removed there from and so on, until all the amendments have been put to the vote. In case of doubt, the Chairperson shall consult the Assembly.	<u>Reason for the proposal:</u> The proposed Rule 33.1 reproduces provisions found in the Rules of Procedure of all seven assemblies. <u>Source of the proposal:</u> Harmonized terminology was inspired by the corresponding provision of the RULES of Procedure of the UNESCO General Conference ⁴⁹ .
12.8	If one or more amendments are adopted, the amended proposal shall then be voted upon as a whole.	33.2	If one or more amendments are adopted, the amended proposal shall then be voted upon as a whole put to the vote.	<u>Reason for the proposal:</u> The proposed Rule 33.2 reproduces provisions found in the Rules of Procedure of six assemblies. It is understood that the amended proposal is voted as a whole. <u>Source of the proposal:</u> Harmonized terminology was inspired by the corresponding provision of the Rules of Procedure

⁴⁹ Rules of Procedure of the General Conference: <https://unesdoc.unesco.org/ark:/48223/pf0000380874.locale=en>

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
				of the UNESCO General Conference ⁵⁰ .
12.9	A motion is considered an amendment to a proposal if it merely adds to, deletes from or revises part of that proposal.	33.3	[No change to the text under Rule 12.9] A motion is considered an amendment to a proposal if it merely adds to, deletes from or revises part of that proposal.	
	[See Rule 12 above]		Rule 34 Meaning of the expression “States Parties present and voting”	<u>Proposal:</u> The proposed Rule 34 defines the expression “Parties present and voting”.
12.4	For the purpose of the present Rules, the expression "States present and voting" shall mean States casting an affirmative or negative vote. States abstaining from voting shall be regarded as having not voted		For the purpose of the present Rules of Procedure , the expression “States Parties present and voting” shall mean means States Parties casting an affirmative or negative vote. States Parties abstaining from voting shall be regarded as having not voted who abstain from voting are considered as not voting.	<u>Source of the proposal:</u> The wording is harmonized in light of the language used in the corresponding rule in the Rules of Procedure of the UNESCO General Conference ⁵¹ .

⁵⁰ Rules of Procedure of the General Conference: <https://unesdoc.unesco.org/ark:/48223/pf0000380874.locale=en>

⁵¹ See Rule 83 of the Rules of Procedure of the General Conference.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	[No equivalent chapter in the Rules of Procedure]		CHAPTER VIII ELECTION AND TERM OF OFFICE OF THE COMMITTEE	<u>Proposal:</u> As the Rules of Procedure of all six relevant assemblies include detailed provisions concerning the respective committees which reflects the differences between the institutional structure of each convention, the Secretariat is not proposing harmonization of this chapter and the corresponding provisions are omitted in the Draft Model Rules.
	Rule 14 Election of members of the World Heritage Committee		Rule 35 Election of members of the World Heritage Committee	
14.1 a)	The election of members of the World Heritage Committee shall be conducted by secret ballot whenever five or more delegations having the right to vote so request, or if the Chairperson so decides.	35.1 a)	[no change to the text under Rule 14.1 a] The election of members of the World Heritage Committee shall be conducted by secret ballot whenever five or more delegations having the right to vote so request, or if the Chairperson so decides.	
14.1 b)	The election of the members of the World Heritage Committee shall be conducted on the basis of the composition of the electoral groups of UNESCO, as determined by the UNESCO General Conference at its most recent session, it being understood that 'Group V' shall consist of two separate groups, for	35.1 b)	[no change to the text under Rule 14.1 b] The election of the members of the World Heritage Committee shall be conducted on the basis of the composition of the electoral groups of UNESCO, as determined by the UNESCO General Conference at its most recent session, it being understood that "Group V" shall consist of two	

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	the African States and Arab States respectively.		separate groups, for the African States and Arab States respectively.	
14.1 c)	Seats shall be allocated for each electoral group as follows: two (2) seats for Group I, two (2) seats for Group II, two (2) seats for Group III, three (3) seats for Group IV, four (4) seats for Group Va, two (2) seats for Group Vb. An additional seat shall be allocated for Group III and Group IV on a rotational basis.	35.1 c)	[no change to the text under Rule 14.1 c] Seats shall be allocated for each electoral group as follows: two (2) seats for Group I, two (2) seats for Group II, two (2) seats for Group III, three (3) seats for Group IV, four (4) seats for Group Va, two (2) seats for Group Vb. An additional seat shall be allocated for Group III and Group IV on a rotational basis.	
14.1 d)	Notwithstanding, at each election, due consideration shall be given to the election of at least one State Party which has never served as a Member of the World Heritage Committee.	35.1 d)	[no change to the text under Rule 14.1 d] Notwithstanding, at each election, due consideration shall be given to the election of at least one State Party which has never served as a Member of the World Heritage Committee.	
14.1 e)	In case the above formula cannot be practically applied, an exceptional arrangement may be made to accommodate such special circumstances.	35.1 e)	[no change to the text under Rule 14.1 e] In case the above formula cannot be practically applied, an exceptional arrangement may be made to accommodate such special circumstances.	
14.1 f)	Ballot(s) for allocated seat(s) shall precede the ballot(s) for the remaining seats to be filled. Unsuccessful candidates in a ballot for any allocated seat shall be eligible	35.1 f)	[no change to the text under Rule 14.1 f] Ballot(s) for allocated seat(s) shall precede the ballot(s) for the remaining seats to be filled. Unsuccessful candidates in a ballot for any allocated	

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	to stand for election in subsequent ballot(s).		seat shall be eligible to stand for election in subsequent ballot(s).	
14.2	Before the election begins, the Chairperson shall appoint two tellers from among the delegates present; he/she shall hand to them the list of States entitled to vote and the list of States candidates. He/She shall announce the number of seats to be filled.	35.2	Before the election begins, the Chairperson shall appoint two tellers from among the delegates present; he/she she or he shall hand to them the list of States Parties entitled to vote and the list of States Parties candidates. He/She She or he shall announce the number of seats to be filled.	<u>Reason for the proposal:</u> To harmonize terminology throughout the text of the Rules of procedure
14.3	The Secretariat shall distribute to the delegations a voting paper in the form of a list of all the States which are candidates.	35.3	The Secretariat shall distribute to the delegations a voting paper in the form of a list of all the States Parties which are candidates.	<u>Reason for the proposal:</u> To harmonize terminology throughout the text of the Rules of procedure
14.4	Each delegation shall cast its vote by encircling the names of those States for which it desires to vote.	35.4	Each delegation shall cast its vote by encircling the names of those States Parties for which it desires to vote.	<u>Reason for the proposal:</u> To harmonize terminology throughout the text of the Rules of procedure
14.5	The tellers shall collect from each delegation their voting paper and shall proceed to count the votes, under the supervision of the Chairperson.	35.5	[no change to the text under Rule 14.5] The tellers shall collect from each delegation their voting paper and shall proceed to count the votes, under the supervision of the Chairperson.	
14.6	Voting papers on which all names of States have been circled shall be considered to be abstentions.	35.6	Voting papers on which all names of States Parties have been circled shall be considered to be abstentions.	<u>Reason for the proposal:</u> To harmonize terminology throughout the text of the Rules of procedure
14.7	Voting papers on which more names have been circled than there are seats to be filled shall be considered invalid.	35.7	[no change to the text under Rule 14.7]	

	<i>Current Rules of Procedure</i>		<i>Proposed revisions to the Rules of Procedure based on the Model Rules</i>	<i>Explanatory notes</i>
			Voting papers on which more names have been circled than there are seats to be filled shall be considered invalid.	
14.8 a)	Ballot for the allocated seats The candidate(s) obtaining in the first round the highest number of votes shall be declared elected in the sequential order of the number of votes obtained from the highest to the lowest, up to the number of seat(s) to be filled. In case two or more candidates obtain the same number of votes for the seat(s) remaining to be filled, a second round shall be held for those candidates to fill those remaining seat(s).	35.8 a)	[no change to the text under Rule 14.8 a] Ballot for the allocated seats The candidate(s) obtaining in the first round the highest number of votes shall be declared elected in the sequential order of the number of votes obtained from the highest to the lowest, up to the number of seat(s) to be filled. In case two or more candidates obtain the same number of votes for the seat(s) remaining to be filled, a second round shall be held for those candidates to fill those remaining seat(s).	
14.8 b)	Ballot for the open (non allocated) seats The candidate(s) obtaining in the first round, more than half of the valid votes cast by States Parties present and voting shall be declared elected in the sequential order of the number of votes obtained from the highest to the lowest, up to the number of seat(s) to be filled. If there still remain seat(s) to be filled, there shall be a second round.	35.8 b)	[no change to the text under Rule 14.8 b] Ballot for the open (non allocated) seats The candidate(s) obtaining in the first round, more than half of the valid votes cast by States Parties present and voting shall be declared elected in the sequential order of the number of votes obtained from the highest to the lowest, up to the number of seat(s) to be filled. If there still remain seat(s) to be filled, there shall be a second round.	
14.9	In the second round, the candidate(s) obtaining the highest number of	35.9	[no change to the text under Rule 14.9]	

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	votes, up to the number of seat(s) to be filled, shall be declared elected.		In the second round, the candidate(s) obtaining the highest number of votes, up to the number of seat(s) to be filled, shall be declared elected.	
14.10	If in the second round, two or more candidates obtain the same number of votes, and, as a result, the number of these candidates is greater than the remaining number of seats to be filled, there shall be an additional round of voting restricted to those candidates who obtained the same number of votes. If in this additional round of voting, two or more candidates obtain the same number of votes, the Chairperson shall decide by drawing lots among them in order to allocate the remaining seat(s).	35.10	[no change to the text under Rule 14.10] If in the second round, two or more candidates obtain the same number of votes, and, as a result, the number of these candidates is greater than the remaining number of seats to be filled, there shall be an additional round of voting restricted to those candidates who obtained the same number of votes. If in this additional round of voting, two or more candidates obtain the same number of votes, the Chairperson shall decide by drawing lots among them in order to allocate the remaining seat(s).	
14.11	After each round, the Chairperson shall announce the results.	35.11	[no change to the text under Rule 14.11] After each round, the Chairperson shall announce the results.	
	IV SECRETARIAT OF THE MEETING		CHAPTER IX SECRETARIAT OF THE ASSEMBLY	
	Rule 15 Secretariat		Rule 36 Secretariat	<u>Proposal:</u> The proposed Rule 36 governs the role of the Secretariat with respect to the work of the assemblies.
15.1	The Director-General of UNESCO or his/her representative shall participate in the work of the	36.1	The Director-General of UNESCO or his/her her or his representative shall participate in the work of the Assembly,	<u>Reason for the proposal:</u> The proposal reproduces the text of the rules of procedure of the

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	Assembly, without the right to vote. He/She may, at any time, make either oral or written statements to the Assembly on any question under discussion.		its subsidiary bodies and the Bureau without the right to vote. He/She She or he may, at any time, make either oral or written statements to the Assembly on any question under discussion.	majority of assemblies, with minor terminological harmonization. Furthermore, the proposed Rule 36.1 recognizes that the Director-General or her or his representative shall participate in the work not only of the assembly itself, but also of its subsidiary bodies and the Bureau.
15.2	The Director-General of UNESCO shall appoint an official of the Secretariat of UNESCO to act as Secretary to the Assembly, and other officials who shall together constitute the Secretariat of the Assembly.	36.2	The Director-General of UNESCO shall appoint an official of the Secretariat of UNESCO to act as Secretary to the Assembly, and as well as other officials who shall together constitute the Secretariat of the Assembly.	<u>Reason for the proposal:</u> The proposed Rule 36.2 enshrines the provision, contained in the Rules of Procedure of all seven assemblies, with a minor terminological harmonization.
15.3	The Secretariat shall receive, translate and distribute all official documents of the Assembly and shall arrange for the interpretation of the discussions, as provided in Rule 10. It shall also perform all other duties necessary for the proper conduct of the work of the Assembly.	36.3	The Secretariat shall receive, translate and distribute all documents; of the Assembly; and shall arrange for the interpretation of the discussions as provided in Rule 10. It shall also perform all other duties necessary for the proper conduct of the work of the Assembly; prepare summary records; and publish the adopted resolutions and distribute them to the States Parties.	<u>Reason for the proposal:</u> The proposed Rule 36.3 reflects the practice of all seven assemblies in terms of the functions of the Secretariat, with harmonized terminology, and includes the preparation of summary records of the assembly's session (in order to be consistent with the proposed Rule 26) as well as the arrangement for the interpretation of the discussions which is taken from Rule 15.3 of the current Rules of Procedure. The arrangement for the other duties necessary for the proper conduct of the work of the Assembly is moved to the proposed Rule 36.4.

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
	[See above Rule 15.3]	36.4	The Secretariat shall also perform all other duties necessary for the proper conduct of the work of the Assembly.	<u>Reason for the proposal:</u> For the sake of harmonization, the arrangement for the other duties necessary for the proper conduct of the work of the Assembly, initially contained in the Rule 15.3 of the current Rules of Procedure is proposed to be moved to the Draft Rule 36.4.
	V ADOPTION AND AMENDMENT OF THE RULES OF PROCEDURE		CHAPTER X AMENDMENT TO AND SUSPENSION OF THE RULES OF PROCEDURE	
	Rule 16 Adoption			
	The Assembly shall adopt its Rules of Procedure by a decision taken in plenary meeting by a simple majority of the representatives of States present and voting.		[No Rule proposed] The Assembly shall adopt its Rules of Procedure by a decision taken in plenary meeting by a simple majority of the representatives of States present and voting.	<u>Reason for the proposal:</u> Since the Rules of Procedure have already been adopted by the General Assembly of the 1972 Convention, the provision can be deleted.
	Rule 17 Amendment		Rule 37 Amendment	<u>Proposal:</u> The proposed Rule 37 establishes the applicable procedure for the amendment of the Rules of Procedure.
	The Assembly may amend these Rules of Procedure by a decision taken in plenary meeting by a two-thirds majority of the representatives of States present and voting.		The Assembly may amend these the present Rules of Procedure by a decision taken in a plenary meeting by a two-thirds majority of the representatives of States Parties present and voting, except when they	<u>Reason for the proposal:</u> The proposed Rule 37 harmonizes the wording already included in the Rules of Procedure of all seven assemblies and clarifies the required majority. It is further

	Current Rules of Procedure		Proposed revisions to the Rules of Procedure based on the Model Rules	Explanatory notes
			<p>reproduce provisions of the Convention.</p> <p>Russian Federation/Brazil: The Assembly may amend the present Rules of Procedure by a decision taken in a plenary meeting by a two-thirds majority of States Parties present and voting, except when they reproduce provisions of the Convention.</p>	<p>proposed to add in the provision the clarification that the assembly may not modify its Rules of Procedure when they reproduce provisions of the Convention.</p> <p>Russian Federation: Keep mention of the plenary meeting in Rule 37.</p>
	[No equivalent rule in the Rules of Procedure]		Rule 38 Suspension	<p>Proposal: The proposed Rule 38 establishes the applicable procedure for the suspension of the application of the Rules of Procedure.</p>
			<p>The Assembly may suspend the application of any of the present Rules of Procedure, except when they reproduce provisions of the Convention, by a decision taken by a two-thirds majority of the States Parties present and voting.</p> <p>Russian Federation: The Assembly may suspend the application of any of the present Rules</p>	<p>Source of the proposal: The proposed Rule is based on the Rules of Procedure of the assemblies of the 1970⁵², 2001⁵³, 2003⁵⁴ and 2005⁵⁵ Conventions, with minor terminological harmonization.</p>

⁵² Rule 25 of the Rules of Procedure of the Meeting of States Parties to the 1970 Convention.

⁵³ Rule 30 of the Rules of Procedure of the Meeting of States Parties to the 2001 Convention.

⁵⁴ Rule 40 of the Rules of Procedure of the General Assembly of States Parties to the 2003 Convention.

⁵⁵ Rule 22 of the Rules of Procedure of the Conference of Parties to the 2005 Convention.

	<i>Current Rules of Procedure</i>		<i>Proposed revisions to the Rules of Procedure based on the Model Rules</i>	<i>Explanatory notes</i>
			<p>of Procedure, except when they reproduce provisions of the Convention, by a decision taken in a plenary meeting by a two-thirds majority of the States Parties present and voting.</p> <p><u>Brazil:</u></p> <p>The Assembly may suspend the application of any of the present Rules of Procedure, except when they reproduce the provisions of the Convention, by a decision taken in a plenary meeting by a two-thirds majority of the States Parties present and voting.</p>	