



# Economic and Social Council

Distr.: General  
19 May 2021

Original: English

---

## Committee of Experts on Global Geospatial Information Management Eleventh session

New York, 23, 24 and 27 August 2021

Item 2 of the provisional agenda\*

**Adoption of the agenda and other organizational matters**

### Rules of procedure\*\*

#### I. Definitions

##### Rule 1

For the purposes of the present rules, the following terms shall have the meanings indicated:

(a) “Committee of Experts” or “Committee” means the Committee of Experts on Global Geospatial Information Management, established pursuant to Economic and Social Council resolution 2011/24 of 27 July 2011;

(b) “Member” means an expert participating in a session of the Committee who is the head of delegation of a State Member of the United Nations;

(c) “Session” means the annual meeting of the Committee or any additional meeting of the Committee held under exceptional circumstances.

#### II. Membership and composition

##### Rule 2

The Committee of Experts shall comprise experts from all Member States in the interrelated fields of surveying, geography, cartography and mapping, remote sensing, land/sea and geographic information systems and environmental protection. The experts shall be designated by the Governments of Member States.

##### Rule 3

Each Member State participating in a session of the Committee of Experts shall be represented by a head of delegation and such other accredited representatives, alternate representatives, experts and advisers as may be required. The head of delegation, who represents the Member State, shall be the full member of the

---

\* E/C.20/2021/1.

\*\* The present rules of procedure supersede those adopted by the Committee of Experts at its fourth session, held in August 2014.



Committee, with voting rights; the other accredited representatives, alternate representatives, experts and advisers may participate, without the right to vote, in the discussions at meetings of the Committee.

**Rule 4**

The credentials of representatives and the names of alternate representatives, experts and advisers shall be submitted to the executive secretary of the session, if possible, no later than 24 hours after the opening of the session. The credentials shall be issued by the Head of State or Government or by the Minister for Foreign Affairs.

**Rule 5**

The three Co-Chairs shall examine the credentials and report to the participants of the session without delay.

**Rule 6**

Pending a decision on their credentials, representatives shall be entitled to participate provisionally in the session.

### **III. Officers**

**Rule 7**

The Committee shall elect three Co-Chairs and a Rapporteur during each session from among its members, with due regard for the equitable geographical rotation of the officers from among the regional groups. The Co-Chairs and the Rapporteur shall constitute the Bureau of the Committee. The Bureau shall take on tasks designated by the Committee.

**Rule 8**

The Co-Chairs shall, as agreed among the three of them, each preside over the plenary meetings of the session. When acting as President, they shall not vote, but may designate another member of their delegation to vote in their place.

**Rule 9**

If one Co-Chair is absent from a meeting or any part thereof, either of the other two shall, as agreed among them, preside. The three Co-Chairs shall each act as President and shall have the same powers and duties.

### **IV. Secretariat**

**Rule 10**

The executive secretary of the session appointed by the Secretary-General shall act in that capacity in all meetings of the session. A deputy may be appointed to take the executive secretary's place at any meeting.

**Rule 11**

The executive secretary or a representative may at any meeting make oral or written statements concerning any questions under consideration by the Committee of Experts.

**Rule 12**

The executive secretary shall provide and direct such staff as is required for the session. The executive secretary shall be responsible for making all arrangements necessary for meetings and shall perform all other work that is required for the session.

**V. Conduct of business****Rule 13**

Representatives of a majority of the Member States participating in the session shall constitute a quorum.

**Rule 14**

In addition to exercising the powers conferred upon the President elsewhere by the present rules, the President shall declare the opening and closing of each plenary meeting of the session, direct the discussion at such meetings, ensure observance of the rules, accord the right to speak, put questions to the vote and announce decisions. The President shall rule on points of order and, subject to the rules of procedure, shall have complete control over the proceedings and over the maintenance of order during the session.

**Rule 15**

The President may, during the discussions, propose the closure of the list of speakers or the closure of the debate. The President may also propose the suspension or the adjournment of the meeting or the adjournment of the debate on the item under discussion. The President may also call a speaker to order if the speaker's remarks are not relevant to the matter under discussion.

**Rule 16**

The President, in the exercise of the functions of the office, remains subject to the present rules of procedure.

**Rule 17**

During the discussion on any matter, a representative may at any time raise a point of order, which shall immediately be decided upon by the President in accordance with the present rules of procedure. A representative may appeal against the ruling of the President. The appeal shall immediately be put to the vote and the President's ruling shall stand unless overruled by a majority of the members present and voting. A representative raising a point of order may not speak on the substance of the matter under discussion.

**Rule 18**

During the discussion on any matter, a representative may move the adjournment of the debate on the item under discussion. Any such motion shall have priority. In addition to the proposer of the motion, one representative shall be allowed to speak in favour of, and one representative against, the motion, after which the motion shall immediately be put to the vote.

**Rule 19**

During the debate, the President may announce the list of speakers and, with the consent of the participants of the session, declare the list closed. The President may, however, accord the right of reply to any representative if, in the President's opinion, a speech delivered after the list has been declared closed makes such an action desirable. When the debate on an item is concluded because there are no other speakers, the President shall declare the debate closed. Such closure shall have the same effect as closure by decision of the participants of the session pursuant to rule 20.

**Rule 20**

A representative may, at any time, move the closure of the debate on the item under discussion, regardless of whether another representative has signified a wish to speak. Permission to speak on the motion shall be accorded to only two speakers opposing the closure, after which the motion shall immediately be put to the vote.

**Rule 21**

1. No one shall address the session without having previously obtained the permission of the President. In accordance with rules 17 to 20, the President shall call upon speakers in the order in which they signify their desire to speak.
2. Debate shall be confined to the questions before the session, and the President may call a speaker to order if the speaker's remarks are not relevant to the subject under discussion.
3. During the session, a limitation may be placed on the time allowed to speakers and the number of times in which the representative of each Member State may speak on a question; permission to speak on a motion to set such limits shall be accorded to only two representatives in favour of, and two opposing, such limits, after which the motion shall immediately be put to the vote. The President shall limit interventions on procedural questions to a maximum of five minutes. When a time limit has been set for the debate and a speaker exceeds the allotted time, the President shall call the speaker to order without delay.

**Rule 22**

Proposals and amendments shall normally be introduced in writing and submitted to the executive secretary of the session, who shall circulate copies to the delegations. As a general rule, no proposal shall be discussed or put to the vote at any meeting of the session unless copies of it have been circulated to all delegations no later than on the day preceding the meeting. The President may, however, permit the discussion and consideration of amendments or motions on procedural questions even though they have not been circulated or have been circulated only on the same day.

**Rule 23**

A proposal, amendment or motion may be withdrawn by its sponsor at any time before voting on it has commenced, provided that it has not been amended. A proposal or a motion thus withdrawn may be reintroduced by any representative.

**Rule 24**

When a proposal or an amendment has been adopted or rejected, it may not be reconsidered at the same session unless a two-thirds majority of the representatives present and voting at the session so decides. Permission to speak on the motion to

reconsider shall be accorded to only two speakers opposing the motion, after which it shall immediately be put to the vote.

## **VI. Voting**

### **Rule 25**

1. For the purpose of the present rules, the phrase “representatives present and voting” means representatives casting an affirmative or negative vote.
2. Each Member State participating in the session shall have one vote, and the decisions shall be made by a majority of the representatives present and voting at the session.

### **Rule 26**

Representatives who abstain from voting shall be considered not voting.

### **Rule 27**

Participants shall normally vote by a show of hands, but any representative may request a roll call, which shall be taken in the alphabetical order in English of the names of the States participating in the session, beginning with the delegation whose name is drawn by lot by the President.

### **Rule 28**

After the President has announced the commencement of voting, no representative shall interrupt the vote except on a point of order in connection with the actual process of voting. Explanations by representatives of their votes may, however, be permitted by the President either before or after the voting. The President may limit the time to be allowed for such explanations. The President shall not permit the proposers of proposals or amendments to explain their votes on their own proposals or amendments.

### **Rule 29**

Parts of a proposal shall be voted on separately if a representative requests that the proposal be divided. Those parts of the proposal that have been approved shall then be put to the vote as a whole; if all the parts of a proposal have been rejected, the proposal shall be considered rejected as a whole.

### **Rule 30**

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 amendment farthest removed in substance from the original proposal shall be voted on first, followed by the amendment next farthest removed therefrom, and so on until all the amendments have been put to the vote. Where, however, the adoption of one amendment necessarily implies the rejection of another amendment, the latter amendment shall not be put to the vote. If one or more amendments are adopted, the amended proposal shall then be voted on. A proposal is considered an amendment to another proposal if it merely adds to, deletes or revises part of that proposal.

### **Rule 31**

If two or more proposals relate to the same question, participants shall, unless they decide otherwise, vote on the proposals in the order in which they were

submitted. They may, after each vote on a proposal, decide whether to vote on the next proposal.

**Rule 32**

All elections shall be held by secret ballot, unless otherwise decided by the participants of the session.

**Rule 33**

1. When one or more elective places are to be filled at one time under the same conditions, each member may cast a vote for as many candidates as there are places to be filled, and those candidates, in a number not exceeding the number of such places, who obtain a majority of the votes and the largest number of votes cast in the first ballot shall be elected.

2. If the number of candidates obtaining a majority of the votes cast in the first ballot is less than the number of places to be filled, additional ballots shall be held to fill the remaining places. Voting shall be restricted to the candidates obtaining the most votes in the previous ballot, and the number of candidates shall not be more than twice the number of places remaining to be filled, provided that, after a third inconclusive ballot, votes may be cast for any candidate. If three such unrestricted ballots are inconclusive, the next three ballots shall be restricted to the candidates who obtained the greatest number of votes in the third unrestricted ballot, and the number of candidates shall not be more than twice the number of places remaining to be filled; the subsequent ballots shall be unrestricted until all the places have been filled.

**Rule 34**

If the result of a vote is equally divided on matters other than elections, a second vote shall be held after an adjournment of the meeting for 15 minutes. If the result of that vote is also equally divided, the proposal shall be regarded as rejected.

## **VII. Official and working languages**

**Rule 35**

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

**Rule 36**

Speeches made in one of the official languages of the session shall be interpreted into the other official languages. A representative may speak in a language other than a language of the session if the delegation concerned provides for interpretation into one official language.

## **VIII. Sound recordings**

**Rule 37**

The plenary meetings of the session shall have sound recordings, and such recordings shall be kept by the secretariat in English only.

## **IX. Public and private meetings**

### **Rule 38**

The plenary meetings of the session shall be held in public unless the Committee of Experts decides that exceptional circumstances require that a particular meeting be held in private.

## **X. Observers**

### **Rule 39**

Representatives of associate members of the Economic and Social Council that are not independent States may participate, without the right to vote, in the deliberations of the Committee of Experts and its sessions.

### **Rule 40**

1. Representatives of the specialized agencies invited to the session may participate, without the right to vote, in the deliberations of the session, at the invitation of the President of the session, on questions within the scope of their activities.

2. Written statements of such specialized agencies shall be distributed by the secretariat to the delegations at the session in the languages and in the quantities that such statements are made available to it.

### **Rule 41**

1. Non-Member States, entities of the United Nations system, intergovernmental organizations and other stakeholders that have received a standing invitation to participate as observers in the sessions and in the work of the General Assembly, and other intergovernmental organizations designated on a continuing basis by the Economic and Social Council or invited by the Committee of Experts shall have the right to participate in the sessions as observers, without the right to vote.

2. Written statements by non-Member States, entities of the United Nations system, intergovernmental organizations and other stakeholders shall be distributed by the secretariat in the languages and in the quantities that such statements are made available to it.

### **Rule 42**

Non-governmental organizations granted consultative status with the Economic and Social Council, as well as those non-governmental organizations accredited to participate in the session, may designate representatives to sit as observers at public meetings of the session and may participate in the activities of the session at the invitation of the Committee of Experts.

## **XI. Amendments**

### **Rule 43**

The present rules of procedure may be amended by a decision made at a session of the Committee of Experts.