

## **Art. 1 General**

- 1 All references to titles or persons in the masculine form in this document apply by analogy to the feminine form as well.
- 2 This rules of procedure governs the course of the PP-EU ~~Conference in Manchester~~ working group conferences until decided otherwise.
- 3 The Conference is formed out of the Pirate Parties, henceforth called parties, that
  - a. are politically active within the geographical Europe,
  - b. are not subordinate to any other party in this country or state,
  - c. are represented by at least one delegate locally or remotely.
- 4 All local and remote delegates must present written authorization from a member of their respective board unless they are designated International Coordinator or equivalent on their parties official website. Each person may represent as a delegate no more than 2 parties.
- 5 All parties are eligible to vote and put forward motions.
- 6 No more than 1 vote by a Sovereign State can be taken into account. ~~Each party has but one vote. The votes of the delegates and the results of the voting are non-binding.~~
- 7 Any debate and voting may only continue when a quarter of parties are represented locally or remotely.
- 8 The Rules of Procedure must be adopted by a simple majority disregarding any abstentions and enter immediately into force.

## **Art. 2 Hearing Process**

- 1 The chairman of the Conference shall be elected by the parties.
- 2 The chairman may resign during the Conference. Then a new chairman is elected by the parties.
- 3 The chairman may appoint vice chairmans to assist him, but remains in charge at all times.
- 4 The chairman leads the proceedings, recognizes speakers, and maintains decorum and order during the meeting.
- 5 The chairman announces the election and referendum results.
- 6 Requests for the .floor by local and remote delegates are acknowledged in the order received. In questionable cases the chairman decides.
- 7 The chairman can yield the .floor to speakers and the person who made the motion also out of turn.
- 8 If a speaker deviates too much from the motion at hand, the chairman admonishes him to speak to the subject.
- 9 If a speaker disregards the warnings and calls to order of the chairman, the chairman may deny him the opportunity to speak.

## **Art. 3 Remote delegates**

- 1 The chairman appoints a proxy person through which the remote delegates may act.
- 2 The remote delegates must state their skype name and join a protected skype chat to communicate with the proxy.
- 3 The remote delegates may request the floor to make a statement or ask a question by explicitly writing so. The proxy person will then request the floor on their behalf, be recognized by the chairman in turn and read the statement or question aloud.
- 4 On voting, the proxy will relay the full question and the votes from the remote delegates.

## **Art. 4 Agenda**

- 1 The chairman proposes an initial agenda draft.
- 2 Each party may propose changes or additions to the agenda.
- 3 Changes to the agenda must be proposed in writing.
- 4 The agenda must be approved before the debate starts.

## **Art. 5 Motions and counter motions**

- 1 The parties may make motions.
- 2 The parties may make counter motions to the motions on the table.
- 3 Motions and counter motions must be proposed in writing.
- 4 Motions and counter motions are presented, debated and handled within the appropriate agenda item.
- 5 Every motion or counter motion must come with a justification.
- 6 Every motion or counter motion must have a subject that can be voted yes or no.
- 7 Every counter motion has to point out clearly the difference to the original motion.

## **Art. 6 Voting**

- 1 Motions independent from others are voted on one after the other.
- 2 Motions subsidiary to others are voted on before the main motion.
- 3 Before a vote, the chairman reads the question aloud.
- 4 The full question is recorded in the minutes.
- 5 A motion or counter motion is passed by a simple majority of parties. Abstentions are not taken into account.
- 6 The delegates vote by raising their green, red or white voting card.
- 7 The tabulation of votes is performed by a tabulator named by the chairman.
- 8 All votes from all delegates will be recorded one by one, except for procedural motions. The results are summed up and recorded in the minutes. These delegates who wish their vote recorded may request so.
- 9 All votes will be cast openly. As there are only delegates present and voting, there is no need for a secret voting.

## **Art. 7 Procedural Motions**

- 1 Procedural motions (on debating, voting, or electing) can be made and justified at any time out of normal speaking order. Requests for a procedural motion is made by delegates with a time-out signal (hands in the form of a "T") to differentiate from a request for the floor.
- 2 Procedural motions are the following:
  - a. Procedural motion to alter the order of the agenda;
  - b. Procedural motion to alter the order of the voting;
  - c. Procedural motion to table an agenda item;
  - d. Procedural motion to table a motion;
  - e. Procedural motion to suspend the meeting;
  - f. Procedural motion to limit floor time for speakers;
  - g. Procedural motion to close debate;
  - h. Procedural motion to call for a straw poll;
  - i. Procedural motion to modify a motion;
  - j. Procedural motion to re-elect the chairman;
  - k. Procedural motion to change the Rules of Procedure;
  - l. Procedural motion to assess the quorum;
- 3 This enumeration is conclusive.
- 4 In the event nothing else is ordained, in all these cases the debate shall be suspended until the motion is handled and the vote taken.
- 5 Procedural motions are passed by simple majority. Abstentions are not taken into account.

## **Art. 8 Handling of Procedural Motions**

- 1 Amending the order of the agenda: A party moves to amend the order of the agenda items which have not yet been debated. Upon passing of the motion, the new order is in force.
- 2 Amending the order of elections: A party moves to amend the order of votes which have not yet been decided. Upon passing of the motion, the new order is in force.
- 3 Tabling of business: A party moves to postpone one or more items of business until the next Pirate

Assembly. Upon passing of the motion, the items in question shall not be further debated and the chairman must schedule them for the next Pirate Assembly.

4 Postpone indefinitely a motion: A party moves to postpone indefinitely debate on one or more motions. On passing, the item(s) in question shall not be debated further.

5 Recess: A party moves a specific timespan in minutes for a break in the meeting. The chairman may agree without a vote. If he is not in agreement, there follows a vote on the motion. If the motion is passed, the meeting shall recess immediately for the suggested number of minutes and resume the order of speakers afterwards.

6 General limitation of debate: A party moves a time limit for a speaker to have the floor. An exception can be made for the movant, a candidate, or the sitting chairman. Upon passing of the motions the chairman ensures that the limit is observed. The time limit can be changed at any time by another motion to limit debate.

7 Closure: A party moves to end discussion. The chairman announces the speakers currently on the list before calling for the vote. The motion has passed if no one takes against. Upon passing of the motion, the existing requests for the floor are recognized and the speaker list closed. The movant is allowed a closing argument and thereafter follows the vote on the motion in question.

7a Reopen the speaking list: If the speaking list is currently closed, a passing of this motion would reopen the speaking list again.

8 Straw votes: A party may move that a straw vote be taken on up to three motions for which the Assembly desires a general opinion. As long as the motion to adjourn is not being made the questions must directly relate to the question at hand. In elections, the question may not be directed at identifiable persons. Upon passing of the motion, the questions suggested shall undergo a straw vote. The results shall be recorded, but in no case have an immediate subsequent effect.

9 Re-election of the chairman: A party moves to replace the current chairman with another present person. If the motion passes the nominated person takes the chair.

10 Change the Rules of Procedure: A party moves to change the Rules of Procedure. The change must be tendered in writing. If the motion passes, the Rules of Procedure are so amended.

11 Assess the quorum: A party moves to assess the quorum. The chairman calls out all represented parties, local and remote. If the quorum is not met, the meeting is in recess. When the meeting resumes, the procedure is repeated.

## **Art. 9 Minutes**

1 The chairman appoints the keeper of the minutes.

2 The minutes record a summary of the debate and the decisions taken.

3 The chairman publishes the minutes within two weeks after the Conference on the PP-EU website and announce the publication by mail to all participating parties.

4 After publication the parties may object to the minutes within four weeks. If no objections have been tendered, the minutes stand accepted. If there are objection the chairman corrects the minutes and the respite restarts.