



MONDIACULT-2022/CPD/3

Original: English/French

**UNESCO INTERGOVERNMENTAL CONFERENCE ON CULTURAL POLICIES
AND SUSTAINABLE DEVELOPMENT (CATEGORY II) MONDIACULT 2022**

Mexico City, 28-30 September 2022

PROVISIONAL RULES OF PROCEDURE

I. Composition of the Meeting

Article 1: Participants

Participants are representatives of governments of Member States and Associate Members of UNESCO at ministerial level who have been invited to participate in accordance with the decision of the Executive Board of UNESCO (212 EX/Decision 5.I.C.); they are entitled to vote.

Article 2: Observers

Non-Member States of UNESCO, as well as the United Nations and other concluded mutual representation agreements and other intergovernmental and non-governmental organizations, and other entities invited in accordance with the decision of the Executive Board of UNESCO (decision 212EX/5.I.C), may participate in the work of the meeting as observers without the right to vote.

II. Planning of the meeting

Article 3: Elections

The meeting elects, on one side, its President, as well as four vice-Presidents and a Rapporteur.

Article 4: Subsidiary bodies

The meeting may establish working groups of subsidiary bodies as it deems necessary for its proper conduct. Each of these bodies shall elect its own President and Rapporteur. The provisions of these Rules of Procedure shall apply *mutatis mutandis* to the chairmanship and the proceedings of the subsidiary bodies, unless otherwise decided by the subsidiary bodies or by the Meeting, where the Rules of Procedure so permit.

Article 5: Duties of the Chairperson

1. The Chairperson shall open and close each plenary session. He/She shall direct the discussions, ensure observance of the Rules of Procedure, accord the right to speak to the representatives, 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 of each meeting and the maintenance of order.

2.

shall be taken by a simple majority of the participants present and voting. However, in all matters, the participants shall seek to reach decisions by consensus.

2.

abstain from voting shall be regarded as not having voted.

IV. Secretariat of the meeting

Article 12: Secretariat

The Secretariat of the meeting and of its subsidiary bodies shall be ensured by UNESCO officials designated for this purpose by the Director-General.

Article 13: Duties of the Secretariat

1. The Secretariat shall receive, translate and distribute documents, reports and Resolutions. It shall arrange for interpretation of interventions during the plenary session and perform all other duties necessary for the proper conduct of the meeting or of its subsidiary bodies.
2. The Secretariat shall, at any time, with the approval of the Chairperson, make oral or written statements to the meeting or its subsidiary bodies on any matter under consideration.

V. Amendment to the Rules of Procedure

Article 14

The present Rules may be amended by a two-thirds majority vote of the participants present and voting.