

November 2002

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منظمة الأغذية  
والزراعة  
للأمم المتحدة

联合国  
粮食及  
农业组织

Food  
and  
Agriculture  
Organization  
of  
the  
United  
Nations

Organisation  
des  
Nations  
Unies  
pour  
l'alimentation  
et  
l'agriculture

Organización  
de las  
Naciones  
Unidas  
para la  
Agricultura  
y la  
Alimentación

## ADVISORY COMMITTEE ON FISHERIES RESEARCH

### Fourth Session

Rome, Italy, 10-13 December 2002

## RULES OF PROCEDURE OF THE ADVISORY COMMITTEE ON FISHERIES RESEARCH

### Rule I Officers

1. The Committee shall elect, at the end of each session, a Chairman, and two Vice-Chairmen, from among its members, who shall remain in office until the election of the new Chairman and new Vice-Chairmen.
2. The Chairman, or in his absence, one of the Vice-Chairmen, shall preside at meetings of the Committee and exercise such other functions as may be required to facilitate its work. In the event of the Chairman and the Vice-Chairmen not being able to preside at a meeting, the Committee shall appoint one of its members to act as Chairman.
3. One of the Vice-Chairmen shall be designated to act as Rapporteur to the Committee.
4. The Director-General shall appoint a Secretary from among the staff of the Organization who shall be responsible to him.

### Rule II Sessions

1. The Committee shall normally hold only such sessions in each biennium as are listed in the Programme of Work of the Organization for the relevant period, subject, however, to the authority of the Director-General to make exceptions when in his view such action is necessary for the fulfilment of the Programme of Work as approved by the Conference; such exceptions being reported to the session of the Council immediately following such action.
2. Any number of separate meetings may be held during each session of the Committee.
3. The sessions of the Committee shall be held normally at the Headquarters of the Organization, but may be convened at other locations by the Director-General after consultation with the Chairman of the Committee.

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4. Notice of the date and place of each session shall be communicated to all members of the Committee and to organizations invited to designate representatives or observers normally two months in advance.
  5. A majority of members of the Committee shall constitute a quorum for any formal action taken by the Committee.
  6. Meetings of the Committee shall be held in private, unless otherwise decided by the Committee.
  7. For any matters not covered by these Rules, the proceedings of the Committee shall be governed by the relevant provisions of the General Rules of the Organization.

### **Rule III Voting**

1. Each member of the Committee shall have one vote.
2. The decisions of the Committee shall be ascertained by the Chairman, who shall resort, upon the request of one or more Members to a vote, in which case the pertinent provisions of Rule XII of the General Rules of the Organization shall apply *mutatis mutandis*.

### **Rule IV Agenda and Documents**

1. The Director-General, in consultation with the Chairman of the Committee and with the President of IOC, shall prepare a provisional agenda and shall normally circulate it two months in advance of the session to all members of the Committee and to international organizations invited to attend the session.
2. Any member of the Committee may propose the insertion of additional items in the provisional agenda but not later than one month before the proposed date of the session. The Director-General shall thereupon circulate the proposed item to the members of the Committee and to organizations invited to attend, together with the appropriate documentation.
3. The Committee in session may amend the agenda by the deletion, addition or modification of any item, provided that no matter referred to it by the Director-General, or by IOC may be omitted from the agenda. Documents not already circulated shall be despatched with the provisional agenda, or as soon as possible thereafter.

### **Rule V Observers**

1. Participation of international organizations in the work of the Committee, and the relations between the Committee and such organizations, shall be governed by the relevant provisions of the Constitution and the General Rules of the Organization as well as by the principles governing relations with international organizations, as adopted by the Conference. All such relations shall be dealt with by the Director-General.
2. International organizations invited to designate representatives or observers may submit memoranda on any item on the agenda of the Committee and may, with the approval of the Chairman, participate in the discussion.

### **Rule VI Records and reports**

1. At each session, the Committee shall approve a report embodying its views, recommendations and decisions including, when appropriate, statements of minority views. Such other records for its own use as the Committee may on occasion decide shall also be maintained.

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2. The conclusions and recommendations of the Committee, shall be transmitted to the Director-General, at the close of each session, and he shall circulate them to Members of the Committee, the IOC, and to other international organizations that were represented at the session, and, upon request, to Member Nations and Associate Members of the Organization for their information.
  3. Recommendations having policy, programme or financial implications for the Organization shall be brought by the Director-General to the attention of the Conference through the Council.

#### **Rule VII Subsidiary Bodies**

1. The Committee may establish sub-committees on problems of major importance and general interest or working parties for the study of problems of a more specialized nature.
2. The Committee shall determine the terms of reference and reporting procedures of its sub-committees or working parties.
3. The subsidiary bodies shall consist of selected members of the Committee, and, if appropriate, other experts: the designation of members of subsidiary bodies shall be made by the Director-General on the basis of recommendations of the Committee.
4. The establishment of any subsidiary bodies shall be subject to the availability of the necessary funds in the relevant Chapter of the approved budget of the Organization. The determination of such availability shall be made by the Director-General. Only such sessions of subsidiary bodies shall be convened in each biennium as are listed in the Programme of Work of the Organization for the relevant period, subject, however, to the authority of the Director-General to make exceptions when in his view such action is necessary for the fulfilment of the Programme of Work as approved by the Conference; these exceptions being reported to the session of the Council immediately following such action.
5. Before taking any decision involving expenditure in connection with the establishment of subsidiary bodies, the Committee shall have before it a report from the Director-General on the administrative and financial implications thereof.
6. Each subsidiary body shall elect its own officers.
7. The Rules of the Committee shall apply mutatis mutandis to its subsidiary bodies.

#### **Rule VIII Amendment and Suspension of Rules**

1. Amendments to these Rules may be adopted by a two-thirds majority of the membership of the Committee, provided that 24 hours notice of the proposal for the amendment has been given. Amendments to these Rules shall come into force upon approval by the Director-General.
2. Any of the above Rules of the Committee, other than Rules I.4, III, IV.3, VI.1 and 2, VII.4 and VIII may be suspended by the Committee by a two-thirds majority of the votes cast, provided that 24 hours notice of the proposal for the suspension has been given. Such notice may be waived if no member of the Committee objects.