



Amendments to the Rules of Procedure

The Commission adopted amendments to Rules of Procedure 4 and 5.

Rule 4

ORDER OF BUSINESS

1. A provisional agenda for each annual or special meeting of the Commission, or any of its subsidiary bodies, shall be prepared by the Executive Secretary in consultation with the Chairperson. It shall be transmitted by the Executive Secretary with the invitation sent in accordance with Rule 3 and any relevant documents to all Official Contacts referred to in Rule 2.2 and to observers referred to in Rule 9.
2. Any Member of the Commission, the Chairperson, or the Executive Secretary may, at least ~~30~~65 days before the date fixed for the opening of the annual meeting, or ~~15~~21 days in case of a special meetings request the inclusion of supplementary items in the provisional agenda. A request for a supplementary item on the provisional agenda shall be accompanied by a memorandum and any relevant documents on the proposed supplementary item. Such items shall be communicated to all official contacts referred to in Rule 2.2 and to observers referred to in Rule 9 at least ~~20~~60 days before the opening of the annual meeting and ~~10~~15 days before any special meetings.
3. At the beginning of the meeting the Commission shall adopt its agenda on the basis of the provisional agenda and any supplementary items. At that time, any Member or the Executive Secretary may request placement of additional items of an urgent character on the agenda. Such items shall be included on the agenda subject to the approval of the Commission. If any Member of the Commission indicates to the Chair that they are not in a position to take a decision on such items at that meeting, the Chairperson shall direct that the decision be taken intersessionally in accordance with Rule 7.6 - 7.11.
4. All documents to be prepared by the Executive Secretary for the annual meeting shall be circulated at least 30 days in advance of the meeting, unless otherwise decided by the Commission.
5. Proposals or amendments to be discussed at meetings shall be submitted to the Executive Secretary no less than 50 days before the date fixed for the opening of the meeting. The Executive Secretary shall make proposals and amendments available by no no later than 45 days before the beginning of the meeting by posting them on the public access area of the SPRFMO website. If a draft proposal is either an amendment to an existing decision or conservation and management measure, or an amendment to an earlier proposal previously submitted by the same proponent, it shall be submitted and circulated as both a clean version and a track change version.
6. Any other documents to be discussed at meetings shall be submitted to the Executive Secretary no less than 30 days before the dated fixed for the opening of the meeting. The Executive Secretary shall circulate them at least 20 days before the start of the meeting.

Rule 5

CHAIRPERSON AND VICE-CHAIRPERSON

1.
 - (a) In accordance with Article 7 paragraph 2 of the Convention, the Commission shall elect a Chairperson and a Vice-Chairperson from among the Contracting Parties for a term of two years. Each shall be eligible for re-election but shall not serve for more than two terms in succession in the same capacity. The Chairperson and Vice-Chairperson shall be representatives of different Contracting Parties;
 - ~~(b)~~ The Chairperson and Vice-Chairperson shall take office at the conclusion of the annual meeting at which they are elected, with the exception of the first meeting where they will take office from the moment of their election which shall take place at the opening of this meeting.
 - ~~(c)~~ and as an exception to the first paragraph of this rule, in recognition of the importance of relevant scientific expertise in the conduct of its work, the Scientific Committee may:
 - i. Elect as Chairperson a suitably qualified person who is from amongst the Cooperating Non-Contracting Parties; and
 - ~~(b)~~ Agree to re-elect a Chairperson for more than two terms in succession.
2. The powers and duties of the Chairperson shall be:
 - (a) to declare the opening and closing of each meeting;
 - (b) to preside at meetings;
 - (c) to rule on points of order, subject to the right of any representative to request that any ruling of the Chairperson shall be submitted to the Commission for decision by vote;
 - (d) to call for and announce the results of votes;
 - (e) to determine after consultation with the Executive Secretary, the draft provisional agenda and the provisional agenda for each annual and special meeting;
 - (f) to oversee the production of a report of the proceedings of each meeting of the Commission; and
 - (g) generally, to make such decisions and give such directions to the Executive Secretary as will ensure, especially in the interval between meetings, that the business of the Organisation is carried out efficiently and in accordance with its decisions.
3. Whenever the Chairperson is unable to act, the Vice-Chairperson shall exercise the powers and duties prescribed for the Chairperson.
4. If the office of the Chairperson is vacated, the Vice-Chairperson shall become Chairperson for the balance of the term.
5. A person who is elected as Chairperson shall cease to act as a representative, expert or adviser of a Contracting Party while in office. The same applies where the Vice-Chairperson is acting as Chairperson.