

SECTION 1.

RULES OF PROCEDURE OF THE CONFERENCE.

I. ORGANS OF THE CONFERENCE.

1. The draft Treaties prepared by the Council of Foreign Ministers will be submitted to the Plenary Conference composed of all Member States represented by the Heads of their Delegations. The Conference will refer them to Commissions for study, the various sections of the Treaties being referred to the competent Commissions.

The Conference may, at the request of one or more delegations, place on its agenda any question connected with the draft peace treaties.

The Plenary Conference shall receive reports drawn up by Commissions, discuss them and adopt all recommendations it deems appropriate.

2. A General Commission, composed of one representative from each of the Member States, shall be set up to assist the Plenary Conference. It will co-ordinate the work of the various Commissions.

3. The following Commissions will be set up to study the various sections of the Treaties and to make recommendations to the Plenary Conference.

a. Commissions for Italy, Roumania, Bulgaria, Hungary and Finland to consider the political and territorial clauses of each Treaty.

■ These Commissions will in each case consist of the representatives of the Members of the Council who prepared the Draft Treaties and of the Member States at war with the enemy State in question.

b. Two Economic Commissions the first to consider the economic and financial clauses of the Treaty with Italy and to be composed of representatives of the States at war with Italy; the second to consider the economic and financial clauses of the Treaties with Roumania, Bulgaria, Hungary and Finland and to consist of representatives of the Members of the Council who prepared the Draft Treaties and of the Member States at war with any one of the enemy States in question.

c. The representatives of any States-Members of the Conference may be heard by any Commission, if they so notify the Chairman of the Commission concerned.

d. A Military Commission to consider the military, naval and air clauses of all five Treaties.

e. A Legal and Drafting Commission.

The Military and Legal and Drafting Commissions will be composed of representatives of all the Member States. All the Commissions may set up Sub-Commissions in order to study particular questions.

## II. CHAIRMEN, RAPORTEURS.

The Chairmanship of the Conference will be held in the first place by the representative of the host Government and thereafter in turn by each of the Members of the Council of Foreign Ministers in the French alphabetical order, each Chairman holding office for three days.

Each Commission will elect a Chairman and a Vice-Chairman respectively and appoint Rap-  
porteurs.

No member of the delegation of any state represented on the Council of Foreign Ministers shall be eligible for election to the chairmanship of any commission.

No member of the delegation of any state having one of its members elected to the chair-  
manship of any commission shall be eligible for election to the chairmanship of any other  
commission.

## III. INVITATION TO OTHER STATES.

The Conference will invite Italy, Roumania, Bulgaria, Hungary and Finland to state their  
views in accordance with the conditions which will be laid down.

The Conference may invite other countries which are not members of the Conference to  
state their views.

## IV. OFFICIAL AND WORKING LANGUAGES.

English, French and Russian will be the official and working languages of the Conference  
and Commissions.

## V. SECRETARIAT.

1. Under the direction of the Secretary General who will be appointed by the Conference  
at its first meeting the organisation of the Conference will include :

- an Administrative Secretariat;
- a Secretariat responsible for the work of the Conference and the Commissions.

2. The Administrative Secretariat will be exclusively French.

3. A Secretariat of eight members will be set up including a representative of each of the  
Members of the Council who prepared the Draft Treaties, and an equal number of Members  
appointed by the Conference.

The additional staff necessary for the working of the Secretariat will be provided by the  
French Government and the various Delegations.

## VI. VOTING.

### a. Plenary Conference.

Decisions of the Conference on questions of procedure will be adopted by a majority vote.  
Decisions on all other questions will be adopted by a two-thirds majority.

Recommendations of the Plenary Conference shall be of two kinds :

- 1° Those adopted by a majority of two-thirds of the members of the Conference;
- 2° Those which obtained a majority of more than half but less than two-thirds of the members of the Conference.

Both types of recommendation shall be submitted to the Council of Foreign Ministers for their consideration.

b. *Commissions.*

Should a two-thirds majority be obtained in any Commission the Commissions report will be presented as a recommendation, but the minority will have the right to present its views and to ask for a decision. Should a two-thirds majority in any Commission not be obtained, the Commission will submit two or more reports to the Conference, each member retaining his full right to present his own point of view and to request that this should be the subject of a decision in the Conference.

VII. RECORDS OF THE MEETINGS.

Verbatim records will be made of the meetings of the Plenary Conference.

For the Commissions a summary record of decisions will be prepared. To the record will be annexed copies of the statements which delegates have asked should be inserted in the record and proposals submitted, in the form in which they have been handed by delegations to the Secretariat.

VIII. GENERAL PROVISIONS.

On all questions of procedure not covered by these rules of procedure the Conference and the Commissions shall in appropriate cases be guided by the principles of the rules of procedure of the General Assembly of the United Nations Organisation.

IX. AMENDMENTS AND SUSPENSIONS.

The Conference may decide to amend or suspend the provisions of the Rules of Procedure after their adoption.

ANNEXS.

ANNEX I. — RESOLUTION CONCERNING ALLIED STATES BORDERING AN EX-ENEMY STATE.

Should a proposal made by an Allied State which borders on the State whose particular case is under discussion not be accepted either by a two-thirds or a simple majority, the Government of the said Allied State may submit such proposal direct to the Council of Foreign Ministers for its consideration.

ANNEX II. — RESOLUTION CONCERNING INVITATION OF REPRESENTATIVES OF EX-ENEMY STATES.

The Secretariat is directed to invite the representatives of Italy, Roumania, Bulgaria, Hungary and Finland to appear and present their views at Plenary Meetings of the Conference beginning on 10th August. The Commissions may provide for such hearings for the representatives of ex-enemy States to be heard as and when they may deem necessary.

ANNEX III. — CHAPTERS XI, XII, XIII OF THE RULES OF PROCEDURE OF THE GENERAL ASSEMBLY OF THE UNITED NATIONS ORGANIZATION.

(As a reference) (1).

CHAPTER XI.

PUBLICITY OF MEETINGS.

RULE 54.

The meetings of the General Assembly and its Main Committees shall be held in public unless the body concerned decides that exceptional circumstances required that the meeting be held in private. Meetings of other committees and subsidiary organs shall also be held in public unless the body concerned decides otherwise.

RULE 55.

All decisions of the General Assembly taken at a private meeting shall be announced at any early public meeting of the General Assembly. At the close of each private meeting of the Main Committees, other committees and sub-committees, the Chairman may issue a communique through the Secretary-General.

CHAPTER XII.

CONDUCT OF BUSINESS.

RULE 56.

A majority of the members of the General Assembly shall constitute a quorum.

RULE 57.

No representative may address the General Assembly without having previously obtained the permission of the President. The President shall call upon speakers in the order in which they signify their desire to speak. The President may call a speaker to order if his remarks are not relevant to the subject under discussion.

RULE 58.

The Chairman and the Rapporteur of a committee may be accorded precedence for the purpose of explaining the conclusion arrived at by their committee.

RULE 59.

During the discussion of any matter, a representative may rise to a point of order and the point of order shall be immediately decided by the President in accordance with the Rules of Procedure.

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(1) Point VIII of the Organization and Procedure of the Peace Conference, reads : « On all questions of procedure not covered by these rules of procedure the Conference and the Commissions shall in appropriate cases be guided by the principles of the rules of procedure of the General Assembly of the United Nations Organization.

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.

**RULE 60.**

During the discussion of any matter, a representative may move the adjournment of the debate. Any such motion shall have priority in the debate. In addition to the proposer of the motion, two representatives may speak in favour of, and two against, the motion.

**RULE 61.**

The General Assembly may limit the time allowed to each speaker.

**RULE 62.**

A representative may at any time move the closure of the debate whether or not any other representative has signified his wish to speak. If application is made for permission to speak against the closure it may be accorded to not more than two speakers.

**RULE 63.**

The President shall take the sense of the General Assembly on a motion for closure. If the General Assembly is in favour of the closure the President shall declare the closure of the debate.

**RULE 64.**

Resolutions, amendments and substantive motions shall be introduced in writing and handed to the Secretary-General, 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 General Assembly unless copies of it have been circulated to all Delegations not later than the day preceding the meeting. The President may, however, permit the discussion and consideration of amendment, or of motions as to procedure, without previous circulation of copies.

**RULE 65.**

Parts of a proposal may be voted on separately if a representative requests that the proposal be divided.

**RULE 66.**

If two or more amendments are moved to a proposal, the General Assembly shall first vote on the amendment furthest removed in substance from the original proposal and then on the amendment next furthest removed, and so on, until all the amendments have been put to the vote.

**RULE 67.**

When an amendment revises, adds to or deletes from a proposal, the amendment shall be voted on first, and if it is adopted, the amended proposal shall then be voted on.

**CHAPTER XIII.**

**VOTING.**

**RULE 68.**

Each member of the General Assembly shall have one vote.

RULE 69.

Decisions of the General Assembly on important questions shall be made by a two-thirds majority, of the members present and voting. These questions shall include recommendations with respect to the maintenance of international peace and security, the election of the non-permanent members of the Security Council, the election of members of the Economic and Social Council, the election of members of the Trusteeship Council in accordance with paragraph 1 (c) of Article 86 of the Charter, the admission of new Members to the United Nations, the suspension of the rights and privileges of membership, the expulsion of Members, questions relating to the operation of the trusteeship system, and budgetary questions.

RULE 70.

Decisions of the General Assembly on questions other than those provided for in Rule 69, including the determination of additional categories of questions to be decided by a two-thirds majority, shall be made by a majority of the members present and voting.

RULE 71.

The General Assembly shall normally vote by show of hands or by standing, but any representative in plenary or committee meetings of the General Assembly may request a roll-call which shall then be taken in the English alphabetical order of the names of the members.

RULE 72.

The vote of each member participating in any roll-call shall be inserted in the record.

RULE 73.

In addition to the provisions for the use of a secret ballot set forth elsewhere in these Rules, all elections and all decisions relating to tenure of office shall be taken by secret ballot.

RULE 74.

If, when only one person or member is to be elected, no candidate obtains in the first ballot the majority required in Rules 69 or 70 a second ballot shall be taken, confined to the two candidates obtaining the largest number of votes. If in the second ballot the votes are equally divided, and a majority is required, the President shall decide between the candidates by drawing lots. When a two-thirds majority is required, the balloting shall be continued until one candidate secures two-thirds of the votes cast.

RULE 75.

When two or more elective places are to be filled at one time under the same conditions, those candidates obtaining in the first ballot the majority required in Rules 69 or 70 shall be elected. If the number of candidates obtaining such majority is less than the number of persons to be elected there shall be additional ballots to fill the remaining places, the voting being restricted to the candidates obtaining the greatest number of votes in the previous ballot, the number of candidates being not more than twice as many as the places remaining to be filled.

RULE 76.

If a vote is equally divided on matters other than elections, a second vote shall be taken at the next meeting; this meeting shall be held within forty-eight hours of the first vote, and it shall be expressly mentioned in the agenda that a second vote will be taken on the matter in question. If this vote also results in equality, the proposal shall be regarded as rejected.

ANNEX IV. — APPLICATION, IN CASE OF UNCERTAINTY, OF ARTICLE VI (b) OF THE RULES OF PROCEDURE IN RECKONING THE MAJORITY.

*Resolution of the Secretariat General.*

Should a case arise in which the Commission is unable, because of abstentions, to determine under paragraph VI (b) of the Conference's rules of procedure whether a two-thirds or a simple majority has been obtained, the Commission should only report to the Plenary Conference the number of votes for, of votes against and of abstentions, without specifying the nature of the majority obtained. The Commission, having thus indicated its uncertainty of the existence of a recommendation, should submit two or more reports to the Conference.

SECTION II.

ORDER OF PRESIDENCES.

*From 27th August to 16th October.*

- 27th, 28th and 29th August : U. S. A.
- 30th, 31st August and 1st September : China.
- 2nd, 3rd and 4th September : France.
- 5th, 6th and 7th September : United Kingdom.
- 8th, 9th and 10th September : U. S. S. R.
- 11th, 12th and 13th September : U. S. A.
- 14th, 15th and 16th September : China.
- 17th, 18th and 19th September : France.
- 20th, 21st and 22nd September : United Kingdom.
- 23rd, 24th and 25th September : U. S. S. R.
- 26th, 27th and 28th September : U. S. A.
- 29th, 30th September and 1st October : China.
- 2nd, 3rd and 4th October : France.
- 5th, 6th and 7th October : United Kingdom.
- 8th, 9th and 10th October : U. S. S. R.
- 11th, 12th and 13th October : U. S. A.
- 14th, 15th and 16th October : China.