



# IAP

International Association of Prosecutors

Rules of Procedure for  
General Meeting by  
Electronic Communication

## **Rules of Procedure for General Meeting by Electronic Communication**

### *'The Rules'*

#### **Article 1**

##### *Hierarchy of Rules*

- 1.1. The Rules have effect for the period beginning with their adoption by the General Meeting and ending at the close of the same General Meeting.
- 1.2. Unless expressly varied by these Rules, in the event of a conflict between any provision of these Rules and any provision of the Constitution, the provision of the Constitution shall prevail.

#### **Article 2**

##### *Interpretation*

- 2.1. In these Rules, and unless otherwise specified herein, capitalised terms shall have the same meanings as ascribed to them in the Constitution.
- 2.2. For the purposes of these Rules, the term "meeting" is not limited in meaning to a meeting of persons all of whom, or any of whom, are present in the same place.
- 2.3. Any reference to "place" is to be interpreted as where the General Meeting is held, or to be held, and includes reference to more than one place including, electronic, digital or virtual locations such as internet locations and web addresses.

#### **Article 3**

##### *Participation in General Meetings through Electronic Communication*

- 3.1 Members who wish to participate in the General Meeting through electronic communication shall advise the Executive Director by electronic mail, to the address specified in the notice of General Meeting, no later than 48 hours before the time fixed for the General Meeting.
- 3.2 The Executive Director shall send by email to every member who wishes to participate, at least 24 hours before the General Meeting, details of the electronic platform that is available to participate in the General Meeting, as well as the necessary information to enable members to access such facility.

- 3.3 Participation in the General Meeting pursuant to these Rules shall constitute presence in person at such General Meeting.
- 3.4 Each member is responsible for his or her audio and Internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented participation in the General Meeting.

#### **Article 4**

##### *Notice*

- 4.1 The following documents shall be sent to members in advance of the General Meeting by posting them on the Association's website:
- The Rules.
  - The agenda for the General Meeting.
  - Any proposal for consideration at the General Meeting; and
  - A guide to holding the General Meeting by Electronic Communication.
- 4.2 The documents referred to in paragraph 4.1 above shall be sent no later than fourteen calendar days prior to the date set for the General Meeting.

#### **Article 5**

##### *Motions*

- 5.1 The Executive Director shall designate an online area exclusively for the display of the immediately pending question and other relevant pending questions (such as the main motion, or the pertinent part of the main motion); and, to the extent feasible, the Executive Director, or any assistants appointed by her for this purpose, shall cause such questions, or any other documents that are currently before the meeting for action or information, to be displayed therein until disposed of.
- 5.2 Consideration of any motion, or any substantive amendment of an existing motion, from the floor of the General Meeting will be adjourned until the General Meeting in the following year, subject to the discretion of the Chair of the General Meeting.

#### **Article 6**

##### *Voting*

- 6.1 The rights of members to vote is the same as stipulated in Article 14.4 of the Constitution.
- 6.2 Votes shall be taken by use of the electronic voting system in the electronic meeting platform and the General Meeting shall take its decisions by the votes, counted in accordance with Article 14.4 of the Constitution, of a simple majority of members present and voting in accordance with these Rules.

6.3 The Chair of the General Meeting may also take the vote by affirmation of the General Meeting if there is no dissent.

## **Article 7**

### *Adjournments*

7.1 The Chair of the General Meeting may adjourn the General Meeting at any point during the meeting where he has good reason to do so and will specify the time and place of the adjourned meeting.