



**DRAFT RULES OF PROCEDURE OF THE TWENTY-SIXTH MEETING OF CONSULTATION  
OF MINISTERS OF FOREIGN AFFAIRS**

(Adopted at the first plenary session, held on December 7, 2010)

**CHAPTER I**

**CONVOCATION AND AGENDA OF THE MEETING**

**Article 1**

The Twenty-Sixth Meeting of Consultation of Ministers of Foreign Affairs, convoked by the Permanent Council of the Organization of American States through resolution CP/RES. 979 (1780/10), adopted on November 18, 2010, in accordance with Articles 61 and 62 of the Charter, shall be governed by these regulations.

**Article 2**

The Draft Agenda and the Draft Rules of Procedure shall be presented to the Meeting of Consultation of Ministers of Foreign Affairs by the Permanent Council for adoption.

The agenda of the Meeting of Consultation of Ministers of Foreign Affairs shall be confined to the subject or subjects for which the Meeting was convoked.

**CHAPTER II**

**PARTICIPANTS**

**Article 3**

The members of the Meeting of Consultation shall be the ministers of foreign affairs of the American states. If, for exceptional reasons, the minister of foreign affairs of any country should be unable to attend the Meeting, he shall be represented by a special delegate.

The ministers of foreign affairs, the special delegates, and the members of each delegation shall be accredited to the Meeting of Consultation by means of a communication addressed to the Secretary General of the Organization.

**Article 4**

The members of the Meeting of Consultation may arrange to be accompanied by counselors and technical advisers.



#### Article 5

The Secretary General of the Organization of American States or his representative shall participate with voice but without vote in the Meeting of Consultation.

#### Article 6

At the opening session the President and Vice President of the Meeting shall be elected. The Foreign Minister of the first country in order of precedence will serve as the provisional President at the opening session of the Meeting of Consultation and will serve in that capacity until the President of the Meeting is elected.

#### Article 7

In the absence of the President, the sessions shall be presided over by the Vice President. In the absence of both, the sessions shall be presided over by members of the Meeting of Consultation, in accordance with the order of precedence established by lot by the Permanent Council.

#### Article 8

The Secretary of the Permanent Council of the Organization of American States shall be the Secretary of the Meeting.

#### Article 9

The permanent observers to the Organization of American States may attend the Meeting of Consultation and the plenary sessions and committee meetings when they are public; they may attend the closed meetings when invited by the corresponding president or chair.

The permanent observers may be accredited to the Meeting of Consultation by means of a communication addressed to the Secretary General of the Organization.

#### Article 10

The chairs or representatives of other organs, agencies, and entities of the inter-American system may attend the Meeting of Consultation, with the right to voice, when the Meeting itself so decides.

CHAPTER III

SESSIONS OF THE MEETING

Article 11

To hold a session of the Meeting of Consultation it is required that the ministers or special delegates of two thirds of the states represented at the Meeting of Consultation be present.

In the event that it is impossible for a minister of foreign affairs or a special delegate to attend a session of the Meeting, or if the said minister or special delegate is obliged to leave during the session, he may designate one of his counselors or technical advisers to represent him.

Article 12

Decisions shall be taken by a two-thirds majority vote of the countries represented at the Meeting of Consultation, except when procedural matters are under discussion. In the latter case decisions shall be taken by a simple majority.

Article 13

Each member shall have the right to one vote. Voting may be by roll call at the request of any member, and in this case the President shall choose by lot the country that should vote first, the voting to be continued according to the order of precedence, established by the Permanent Council.

Article 14

Officers and committee members shall be elected by secret ballot, except in the case of election of officers of the Meeting and of its committees when this is done by acclamation.

Article 15

The opening, plenary and closing sessions of the Meeting of Consultation shall be public. The other sessions shall also be public when the Meeting so decides in advance.

Only the delegations of the member states, necessary Secretariat personnel, and, solely as provided in Article 9, the permanent observers may attend the closed sessions.

Article 16

Before the opening session of the Meeting of Consultation, a closed preliminary session shall be held to consider what matters will be discussed at that opening session, over which the Secretary General shall preside.



#### Article 17

The official languages of the Meeting of Consultation shall be English, French, Portuguese, and Spanish.

The texts of the decisions of the Meeting of Consultation, before being included in the Final Act, shall go to the Style Committee for purposes of coordination and style, as well as to ensure equivalency among the texts in the four official languages.

#### Article 18

The proposals that the members wish to submit to the Meeting of Consultation shall be presented to the Secretariat within the period set by the Meeting itself. This rule does not apply to draft resolutions or other proposals that may arise from the discussions. The Secretariat shall distribute to the members of the Meeting in due time copies of the draft resolutions and proposals submitted.

#### Article 19

In cases not provided for in the present Rules of Procedure, the discussions and voting of the Meeting of Consultation shall be governed by the pertinent provisions of the Rules of Procedure of the General Assembly.

### CHAPTER IV

### COMMITTEES

#### Article 20

At the opening session the General Committee and the Style Committee shall be established, the latter composed of members representing countries that officially use the official languages of the Meeting of Consultation. The Meeting shall also appoint such other committees as it deems necessary.

The General Committee shall be established to steer the work of the meeting and to submit its conclusions for approval to the plenary of the Meeting.

The General Committee shall elect its own Chair, Vice Chair and Rapporteur.

The meetings of the General Committee shall be governed by the provisions of these Rules of Procedure where applicable; they shall be held with two thirds of the states represented at the Meeting in attendance, and its decisions shall be adopted by the same majority. Its meetings shall be public, unless otherwise agreed, and its minutes shall be verbatim.

#### Article 21

The others committees of the Meeting shall be governed by the provisions of these Rules of Procedure insofar as they are applicable. To hold a meeting of any committee,



however, the presence of an absolute majority of its members is required, and decisions shall likewise be approved by the same majority.

Article 22

The committees shall be installed by the President of the Meeting of Consultation, and thereupon each shall proceed to elect its own Chair, Vice Chair, and Rapporteur.

Article 23

The members of the Meeting of Consultation may be represented on the committees by their counselors or technical advisers.

CHAPTER V

MINUTES OF THE SESSIONS AND PUBLICATIONS  
OF THE MEETING OF CONSULTATION

Article 24

Verbatim minutes of the plenary sessions held and summary minutes of the other sessions shall be taken, to be kept in the archives of the Meeting of Consultation and for distribution to the members as restricted documents.

Article 25

The decisions taken at the Meeting of Consultation shall be incorporated into a Final Act. No member of the Meeting may add to the Final Act any reservation not stated when the corresponding decision was taken, or else presented in writing to the Secretary General and duly distributed by him to the other members of the Meeting for consideration at the session at which the Final Act is adopted.