



Sistema Económico
Latinoamericano y del Caribe
Latin American and Caribbean
Economic System

Sistema Económico
Latino-Americano e do Caribe
Système Economique
Latinoaméricain et Caribéen

REGULATIONS OF THE LATIN AMERICAN COUNCIL

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C O N T E N T S

NOTE	1
REGULATIONS OF THE LATIN AMERICAN COUNCIL (*) (Approved by the Latin American Council in its Decision N° 1, adopted in its First Regular Meeting, held in Panama on 17 October 1975, and ratified in its First Special Meeting, held in Caracas on 14 January 1976)	3

(*) See Note on page 1.

NOTE

In its XXXI Regular Meeting, the Latin American Council made the following provisions in its Decision N° 473:

“1. That the terms “Latin America” and “Latin American”, as used in the Panama Convention establishing the Latin American Economic System should be interpreted as meaning “Latin America and the Caribbean” and “Latin American and Caribbean”, respectively, and that, consequently, the name of the organization should be understood as meaning “Latin American and Caribbean Economic System.”

2. To authorize the organs of the system to use, in its official documents, the name “Latin American and Caribbean Economic System”, without changing the acronym.

3. To provide for the documents that will be published in the future to be in accordance with this Decision.”

I. NATURE AND COMPOSITION

Article 1^o The Latin American Council, hereinafter “THE COUNCIL”, has the powers granted to it by the Convention establishing SELA.

Article 2^o These Regulations shall govern the functioning of the Council and its subsidiary bodies.

Article 3^o The cases provided for in the Convention and not covered by these Regulations shall be resolved by the Council.

Article 4^o The Council at the ministerial level will be made up by a representative designated by the Government of each Member State. When the Council holds non-ministerial special meetings it will involve the participation of high-level representatives.

Article 5^o In addition to its representative, each Government may appoint as many delegates and advisers as it deems suitable.

Article 6^o For each meeting of the Council the Government of the Member States shall communicate to the Permanent Secretariat the name of its representative, as well as the names of the delegates and advisers designated to form part of its delegation.

Article 7^o The Permanent Secretariat will inform about the appointments referred to in the previous Article to the other members of the Council.

Article 8^o The credentials of the representatives shall be communicated to the Permanent Secretary.

II. MEETINGS

Article 9^o The Latin American Council will hold an annual regular meeting at the ministerial level. It may hold special meetings at the ministerial or non-ministerial levels, whenever the regular meeting decides to do so, or at the request of at least one-third (1/3) of the Member States.

Article 10^o The meetings of the Latin American Council will be held at the headquarters of the Permanent Secretariat, unless consensus is reached to decide to conduct them elsewhere.

Article 11^o Each regular Council meeting will be held during the first quarter of the year and will be preceded by a preparatory meeting, with the participation of high-level representatives. In convening special meetings it will be established whether a preparatory meeting will be held or not.

Article 12^o The Permanent Secretary will formalize the convening of the regular sessions of the Council not less than 60 days in advance of the scheduled date for the

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meeting at the ministerial level and, at the same time, he shall forward the basic relevant documents.

Within 15 days following the date of receipt of the convocation, any Member State may request modification of the date set by the Permanent Secretary, who will immediately consult with the other Member States on the proposed change, by telegraphic means. The Member States shall give their opinion on the inquiry within 10 days following the date on which they received it. Should the proposed change receive support from the majority of the Member States, including the proposer, the Secretary shall proceed to make a new formal convocation. The lack of response by any State to the consultation made by the Secretariat, within the period indicated in the preceding paragraph, will be understood as opposition to the change of date.

Article 13^o The preparatory meetings for the Council will be of a private nature and shall endeavour to reach agreements upon:

- a) The annotated draft agenda;
- b) The recommendations on specific items of the agenda;
- c) The possible establishment of committees or working groups; and
- d) Other matters that may contribute to facilitate the Council meeting.

Article 14^o The Council may hold its sessions with the attendance of, at least, the majority of the Member States.

Article 15^o The decision to hold a special meeting may be adopted:

- a) At the annual meeting of the Council at ministerial level;
- b) At the special meetings of the Council at ministerial or non-ministerial levels; and
- c) Upon a proposal made by at least one-third (1/3) of the Member States.

Article 16^o Any initiative to hold a special meeting must be forwarded, not less than 60 days in advance of the proposed date, to the Permanent Secretary, who will immediately notify the Member States, as well as the diplomatic representations accredited to the Government of Venezuela, by telegraphic means.

Along with its proposal, the proposing country must also present a draft agenda and an explanatory memorandum.

Article 17^o From the date of receipt of the communication, the Member States will have a period of 15 days to propose other topics, also with their due justification, and to give their opinion on the conduction of the special meeting.

At the end of that period, the Permanent Secretariat will notify the Member States if the proposal has received the necessary support. If so, the Secretariat will proceed to formalize the convocation of the meeting, not less than 15 days in advance of the scheduled date, and to forward the provisional agenda at the same time.

Article 18^o Notwithstanding the two previous Articles, the Council may hold special meetings of an urgent nature, which shall be convened by the Permanent Secretary, at the request of one or more Member States not less than 10 days in advance to the

scheduled date, provided that it has the support of a minimum of two-thirds (2/3) of the Member States.

Article 19^o The Council shall decide, by a majority vote, the nature of its meetings, i.e. whether they will be public, restricted, or private meetings.

Public sessions can be attended by the observers and guests selected by the Council, in addition to the representatives of the Member States and the Secretariat. Restricted sessions shall be attended only by the representatives of the Member States, the Permanent Secretariat and the observers who may be invited, depending on the meeting. Private sessions can only be attended by the representatives of the Member States and the Permanent Secretariat. The plenary sessions of the Council will be of a restricted nature, unless the Council decides otherwise. The sessions of the Committees and Working Groups will be private, unless they decide otherwise.

Article 20^o The Council may agree, during any session, to temporarily adjourn it and resume it at a later date.

III. AGENDA

Article 21^o The Permanent Secretary shall prepare and distribute to the representatives of the Member States, at the end of each regular session, the provisional agenda for the next regular session.

Such provisional agenda will include all the topics proposed by:

- a) The Council;
- b) The Action Committees;
- c) Any Member State in the Council, and
- d) The Permanent Secretary of SELA

Proposed topics must be accompanied by an explanatory memorandum and, if possible, base documents or draft resolutions.

Article 22^o At the beginning of each session, the Council shall approve the agenda for the session by an absolute majority of the Member States.

IV. CHAIRMAN, VICE-CHAIRMEN AND RAPPORTEUR

Article 23^o The Bureau shall be made up by one Chairman, two Vice-Chairmen and one Rapporteur.

The designation of those countries whose representatives will hold the aforementioned positions will be automatic, rotatory and in the alphabetical order of the names of the Member States, in accordance with the rules adopted by the Council for this matter.

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The Bureau appointed at a session of the Council at Ministerial level will continue to perform its duties until the next session of the Council at Ministerial level, regardless whether it is a regular or a special session.

Article 24° In case of absence, the Chairman will be replaced by one of the Vice Chairmen, with the same powers.

Article 25° The duties of the Chairman are as follows:

- a) Propose the agenda for the plenary sessions;
- b) Preside over, open and close the plenary sessions;
- c) Pass the floor to participants, in the order in which they request it;
- d) Decide over points of order raised during the debates;
- e) Make remarks to any representative whose comments drift away from the subject under discussion;
- f) Close the list of speakers;
- g) Postpone, adjourn and close debates;
- h) Submit any proposals discussed in the plenary sessions for decision;
- i) Announce the results of the decision-making process, and
- j) Comply with and enforce the provisions of these Regulations.

Article 26° The agenda for the sessions shall be duly notified in advance to the members of the Council.

V. SECRETARIAT

Article 27° The Permanent Secretariat will act as the Secretariat of the Council and will provide the necessary support services for its proper functioning.

VI. COMMITTEES AND WORKING GROUPS

Article 28° In each session, the Council may establish Committees and Working Groups, made up by the members it appoints, and it may entrust them with dealing with any matter included in the agenda so that they analyze it and report on it.

The Committees and Working Groups will hold valid sessions with half plus one of the members appointed to form part of them, and if their meetings are not plenary they will be open to the participation of all the Member States.

Article 29° Each Committee and Working Group to be set up for a period of session will elect the members of its Bureau, unless the Council decides otherwise.

VII. DEBATES AND VOTES

Article 30° The Chairman will pass the floor to representatives in the order in which they express their desire to speak.

Article 31° During the debates on any matter, a representative may raise a point of order which will be immediately addressed by the Chairman. Any decision in this regard can be appealed and the Chairman will immediately submit such appeal to the Council for a decision.

Article 32° Motions and draft decisions or amendments that are to be considered by the plenary sessions, or by the Committees and Working Groups, will be submitted in writing to the Secretariat, which will provide copies to all delegations with due notice. However, in the course of the sessions a text that had not been previously distributed could be discussed, if the Council agrees to do so.

Article 33° The Chairman or any representative may request that a proposal be voted in parts. The texts of the parts that are approved will be immediately voted all together. If all resolute sections are rejected, the proposal as a whole will not be put to the vote and will be considered as rejected.

Article 34° Voting will be by simple indication, but any representative may request a roll-call vote. No representative may interrupt the voting except for a point of order regarding the way it is being conducted.

The voting will end when the Chairman has declared the result.

After the voting is complete, any representative may request the floor to briefly explain the reasons for his or her vote.

Article 35° When the members of a Committee or Working Group do not reach a consensus, any representative will have the right to state a dissenting opinion in the Act of the session concerned, or in the report to be submitted to the plenary session.

Article 36° The following motions will take precedence over all motions or draft resolutions related to the issue under discussion, in the order indicated below:

- a) Adjourn the session;
- b) Adjourn the session with an indication of date or time to hold the next session;
- c) Refer the matter to a Commission, to a working group or to the Permanent Secretary;
- d) Defer the debate
- e) Limit the duration of the comments of each representative, as well as the number of interventions on a same subject;
- f) Close the list of speakers; and
- g) Introduce an amendment.

Article 37° The Chairman, on his own initiative or at the request of any representative, can read the list of registered speakers and, with the consent of the meeting, declare the list closed. However, the Chairman should grant the right to reply to any representative.

Article 38° Any motion or draft decision may be removed at any time by the proposing representative while the issue concerned has not been subject to decision. Any representative will be able to endorse a motion or draft decision that had been previously removed.

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Article 39^o Before a proposal is submitted to vote, the amendments thereto will undergo discussion and decision, in accordance with the provisions of Article 17 of the constitutive Convention. When several amendments to a same proposal are presented, the first one to be voted will be that which differs the most from the original text. The same criterion will be used to vote the remaining amendments.

In case of doubt, the Chairman will decide, with the consent of the meeting, the order in which the amendments will be put to vote.

Article 40^o When the adoption of an amendment implies the exclusion of another, the latter will not be put to vote. If one or more of the amendments are approved, the proposal as a whole will be put to vote in the form in which it has been modified.

Article 41^o To re-open the debate on a decision already taken, it will be necessary that the respective motion is supported by a majority of representatives at least equal to that majority that adopted the decision in question.

VIII. LANGUAGES AND MINUTES

Article 42^o The official languages of the Council will be Spanish, French, English and Portuguese.

Article 43^o The Secretariat will prepare summarized minutes of all the sessions of the Council, Committees and Working Groups, and of the subsidiary organs of the Council itself.

The minutes of each session shall be distributed as drafts and participants in the session may propose the Secretariat to introduce relevant corrections on the basis of their remarks.

Article 44^o Any representative may request that the minutes include any opinion expressed by him during the discussions.

Article 45^o At the end of a private meeting, the Council may decide to issue a statement through the Permanent Secretariat.

Article 46^o At the end of each meeting, the Rapporteur, assisted by the Secretariat, will submit a report on the fundamental aspects of the plenary meetings and a list of the decisions adopted, which will constitute the final minutes and will be approved at the closing session.

IX. OBSERVERS

Article 47^o The Council, or the Preparatory Meeting, may authorize by consensus the participation of representatives of those international organizations that it deems suitable to invite as observers in certain periods of sessions.

X. REFORMS

Article 48^o Reforms to these regulations must be approved as provided for in Article 17, paragraph b), of the establishing Convention.

XI. TRANSITIONAL PROVISIONS

Article 49^o At the second regular period of sessions, by drawing lots among countries, the Council shall appoint those representatives who will hold the positions of Chairman, Vice-Chairmen and Rapporteur for that period.

Such designations will serve as a basis to start the rotation system among the countries whose representatives will hold those positions during the following periods of sessions, pursuant to Article 23 of these regulations.